

Lakeville Board of Assessors

Meeting Minutes

September 12, 2011

Location: Assessors Meeting Room

Called to Order	Called to order at 4:14 pm by Paul Meleedy
Attendees	Dana Lucas, Paul Meleedy, Janet Black, Molly Reed, Principal Assessor, Norman Taylor, Field Clerk
Approval of Minutes	Aug 30, 2011 - Motion to accept Paul M, Dana L seconded. All in favor
Communications	DOR- City & Town Tax Billing 2012 & IGR 2012 ¼ tax billing Koplemen & Page – update email on Sprint & Nextel Email Munis – extended customer support hours
Invoices	MAAO – Clerks meeting Com of Mass – What's new in Municipal Law Middleboro Gas and Light Standish Oil MB Mason
Documents for BoA's signature	MVE excise commitments, warrants, abatements Payroll Mileage logs
BOA Issues/Concerns	Discussion of temp help posting Cycle inspection plan
Principal Assessor Report	Chapter land – application mailed due back Oct 1 Exemptions – new forms and letter to be sent
FY2015 Reval	DOR Recommendations
Appellate Tax Board Board reserves the right to go into Executive Session.	M Reed presented Appellate Tax Board Preparation Plan and Checklist – D Lucas to supply older form for 3 year averaging. FY10 & 11 Joshua Ln – Authorization letter received. BOA reviewed information M Reed to gathered and requested further information, BOA ok with continuance.
Old/New Business	
Executive Session	
Adjourned	6:20 pm P Meleedy made a motion, Black seconded, all were in favor
Next Meeting	September 26, 2011

Accepted 9-26-11