

BOARD OF ASSESSMENT APPEALS

Minutes of Special Meeting

January 22, 2014

I. Call to order

Thomas DeNoto, Assessor called to order the special meeting of the Board of Assessment Appeals at 5:00 p.m. on January 22, 2014 at City Hall in the Assessor's conference room.

II. Roll call

Susan Couture, Secretary of the Board conducted a roll call. The following persons were present: Mary Alford, Shirley Salvatore, Stacey Raymond, Thomas DeNoto and Susan Couture.

III. New business

- a) First item of business was to select a new chairperson of the Board. Mary Alford made a motion to nominate Stacey Raymond as chairperson of the Board. Shirley Salvatore made a second motion to nominate Stacey Raymond and the motion carried. Stacey Raymond is newly elected 2013 Chairperson of the Board of Assessment Appeals.
- b) Second item of business was to select the dates for the upcoming 2013 Board of Assessment Appeal March meeting. The Assessor, Thomas DeNoto, then asked the new elected Board members for any suggestions on available dates sometime in the month of March, preferably by March 31, 2014. First suggestion made was Tuesday, March 4, 2014 and that date was acceptable by all members of the Board. The Board decided that March 4th be populated first with the appeals that are submitted and then once that date was completely filled, subsequent dates would be used. The subsequent date suggested was Thursday, March 6, 2014.
- c) Third item of business was to select the meeting dates for the Board of Assessment Appeals to be held in September 2014. The Board decided the date of Tuesday, September 9, 2014 at 3 p.m. and 7 p.m. The Assessor then asked that the Secretary reserve the small meeting room for those dates and also notice the Town Clerk's Office of those meeting dates.

IV. Adjournment

Stacey Raymond asked for a motion to adjourn. Mary Alford motioned and Shirley Salvatore seconded that motion. Meeting adjourned at 5:20 p.m.

Minutes submitted by: Susan Couture, Secretary of the Board of Appeals