

Minutes
Town of Montague Assessors' Department
1 Avenue A (2nd Floor), Turners Falls, MA
December 17, 2012

Members Present: Paul Emery, Teresa Miner, Betty Waidlich
Staff Present: Barbara Miller, Director of Assessing
Meeting convened 3:30 p.m.

- Approved Minutes of 12/10/2012
Motion to approve made by Ms. Miner, Second by Ms. Waidlich, Vote Unanimous

SIGNATURES REQUIRED

- Time sheet for Ms. Miller, week ending 12/15/2012 signed by Mr. Emery
- Personal Exemption applications approved and signed. Board will vote the exemptions in their entirety when the monthly list is complete
- Property Tax Deferral, Ms. Miller has more paperwork to complete therefore this item will be addressed at the next meeting
- List of Personal Exemptions Pre-posted to the FY2013 Real Estate Bills
Motion to approve made by Ms. Waidlich, Second by Ms. Miner, Vote Unanimous

UPDATES TO BOARD

- FY2014 Budget due to Finance Committee January 7, 2013
- Conflict of Interest Law Guide distributed to board members last page completed and returned to Ms. Miller, verifying receipt of the information. Board was instructed to re-read the guide.
- Ms. Miller to meet with the Personnel Board this evening regarding the internal posting of the Assessing Technician position.

Meeting Adjourned 4:30 p.m.

Respectfully submitted,

Barbara Miller
Director of Assessing

Minutes approved _____