

Middlefield Board of Assessors Meeting
January 24, 2013
Open Meeting

Board members present:

Gita Jozsef, Chair
Laura Lafreniere, Secretary
Janine Savoy

Minutes:

Meeting called to order at 6:30 pm.

Reviewed and approved the December 20th minutes as read.

Reviewed the mail.

Building Commissioner Gerald Garner emailed the board that he has purchased new Permitech permitting software to automate the creation of building permits. He asked for an extract from the assessors' database of standard fields - street number, name, owner, owner's address, and parcel ID, or lot/block/map in Excel or CVS format. Board will contact DOR IT for assistance with his request.

Gita made a motion to enter into executive session to review and approve the exemption applications. She then made the motion to close the business meeting directly after the executive session. All voted in favor.

Meeting adjourned at 6:48 pm.

Respectfully submitted,

Laura Lafreniere, Secretary