

Middlefield Board of Assessors Meeting

May 24, 2014

Open Meeting

Board members present:

Gita Jozsef, Chair

Laura Lafreniere, Clerk/Secretary

Ann Marie Visconti, Member

Minutes:

Meeting call to order at 9:35 a.m.

Appointments:

- Gita made a motion to appoint Laura Lafreniere as assessors' clerk, Ann Marie seconded it. Gita and Ann Marie voted in favor.
- Gita made a motion to appoint Ann Marie Visconti as secretary, Laura seconded it. All voted in favor.
- Laura made motion to appoint Gita Jozsef as chair. Ann Marie seconded it. All voted in favor.

Reviewed the mail.

Reviewed the minutes from 04/19/2014 meeting. Gita made a motion to accept minutes from 04/19/2014 meeting. Laura seconded it. All voted in favor.

Reviewed the minutes from 04/23/2014 meeting. Laura commented that the business meeting was closed at 3:35 p.m. versus 3:07 p.m. after the executive session. Gita made a motion to approve the 04/23/2014 minutes as amended, Laura seconded it. All voted in favor as amended

Reviewed minutes from executive session on 04/23/2014. Gita made a motion to except the executive session minutes, Laura seconded it. All voted in favor.

Discussed BOA inventory list. Laura will update and present the list at the next meeting.

Discussed the data collection manual. Gita will do a draft of the data collection manual and present it at the next board.

Discussed fieldwork schedule. Laura will collect all building permits and we will do inspections after that.

Gita made a motion to adjourn the meeting. Laura seconded it. All voted in favor.

Meeting adjourned at 10:15 a.m.

Respectively submitted,

Ann Marie Visconti, Secretary