

Minutes
Town of Montague Assessors' Department
1 Avenue A (2nd Floor), Turners Falls, MA
March 16, 2015

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

- Approved Minutes of March 9, 2015
Motion to approve made by Ms. Waidlich, Second by Ms. Miner, Vote Unanimous

- VOTE AND/OR SIGNATURES REQUIRED
- Time sheets for Ms. Miller, weeks ending 02/14/2015, 03/07/2015 and 03/14/2015 signed by Mr. Emery
- Ms. Miller, Director of Assessing submitted her Letter of Resignation to the Board
The board members expressed their regret at receiving the letter of resignation but understand the benefits to Ms. Miller.
Motion to accept Ms. Miller's letter of resignation made by Ms. Waidlich, Second by Ms. Miner, Vote unanimous
- Board to approve revised Director of Assessing job description. The only change is the removal of all IT administrator responsibility references.
Motion to approve made by Ms. Miner, Second by Ms. Waidlich, Vote unanimous
- Review cover letters and resumes of applicants, to date, for Director of Assessing position
 - Of three applicants to date, two will be interviewed Monday, March 23, 2017
 - If additional cover letters and resumes come in, Ms. Miller will review them and if the applicants are suitable they will be added to the interviews for Monday.
- 4:05 p.m. Motion made by Mr. Emery Chair, to convene in Executive Session under Purpose 7 "to comply with, or act under the authority of, any general law," to comply with Chapter 59 Section 60 to discuss Personal Exemptions and Real Estate Abatements." Second by Ms. Miner. Vote unanimous. The board will return to open session.
- 4:34 p.m. Motion to return to open Session made by Mr. Emery, second by Ms. Waidlich, Vote unanimous

Meeting Adjourned 4:34 p.m.

Respectfully submitted,

Barbara Miller
Director of Assessing

Minutes approved _____