

TOWN OF LUNENBURG

Senior Citizen Property Tax Work-Off Program & Taxation Aid Committee



MINUTES OF MEETING – JUNE 23, 2016

Meeting called to order by Sue Doherty at 10:00 am, at Lunenburg Town Hall, 17 Main St. Members present: Nancy Forest, Sheila Craigen, Myleen Mallari and Sue Doherty. Approval of minutes motioned by Sue and second by Myleen.

Discussion of criteria for 2017 applications and programs: Sue has been working on applications for 2017. Nancy volunteered to assist and members agree we should have the applications ready by December 1, 2016. All members agree applicants must supply a copy of their 1040 tax returns to support to their income. All applications should be received by April 15.

Discussion of Property Tax Work-off Board vacancy: Some discussion with regard to the Board member vacancy. Sue stated the new member must be a citizen at large.

Set date for next meeting: Myleen will be out on maternity leave, scheduled to return in September. Members agree we should meet some time in October. Sue will contact members to set the date.

Board Discussion: Current members were reappointed, with the exception of Jean Larkin, and all have been sworn in by the Town Clerk's Office. Nancy elected Sue as the Chairperson, all agree. Sue elected Nancy as the Vice Chairperson, all agree. Sue elected Sheila as the Clerk, all agree.

Meeting adjourned at 10:20 am.

Respectfully submitted,

Sheila Craigen