

TOWN OF LUNENBURG

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



MINUTES OF MEETING – OCTOBER 3, 2017

Meeting called to order by Sue Doherty at 2:00 pm, at Lunenburg Town Hall, 17 Main St. Members present: Sheila Craigen, Myleen Mallari and Sue Doherty. Approval of January 30, 2017 minutes motioned by Sue and second by Myleen. All in favor.

CURRENT BUSINESS

- 1) **2018 applications and programs:** Sue stated she sent notices to all departments to submit their request. The response, so far, similar to last year. An additional request made by the school department. Sue stated she will contact departments one more time. Sue also stated she received a time sheet from one worker so far. Members agree all time sheets due Nov 1st. Myleen will need as soon as possible as the process in her department starts Nov 9 and Nov 16 in payroll.
- 2) **Town Counsel office hours:** Sue had discussion with Town Counsel to assure we are in with line with our request for proof of income. Town Counsel stated we can request anything we feel necessary to determine eligibility.
- 3) **Discuss Property Tax Work-Off board vacancy:** Sue stated she had a potential person to fill the vacancy. Due to recent illness, this person may not be able. Sue will notify the selectman of the vacancy.
- 4) **Set date for next meeting:** Tentative date set for Dec 27, 2017 at 2:00 pm.

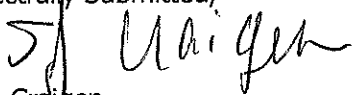
NOTICES & COMMUNICATIONS: None

BOARD COMMENT: After some discussion, members agree all work hours must be done by Nov 1st. No exceptions.

PUBLIC COMMENT: None

ADJOURNMENT: Meeting adjourned at 2:33 pm.

Respectfully Submitted,


Sheila Craigen

RECEIVED & FILED

OCT 25 2018

**LUNENBURG TOWN
CLERK OFFICE**