

**Town of Groton
Board of Assessment Appeals
October 1, 2016 Grand List
March 13, 2017 Session Minutes**

The Board of Assessment Appeals met on Monday, March 13, 2017, at the Groton Town Hall. Members in attendance were Chairman Charles Stevens, Randy Atkinson, James Mitchell and John Parfitt. The chairman called the meeting to order at 3:10 p.m.

The meeting was an informational session for new and existing board members. The chair opened the meeting with a discussion of the duties of the Board of Assessment Appeals. A presentation was then made by Melissa Baer of CLT/Tyler Technologies and she provided each board member information regarding the process of the 2016 revaluation for the Town of Groton. Mary Gardner, Assessor for the Town of Groton, also spoke and provided an informational packet with the sales set for the Revaluation and copies of the land tables and methodology for the land valuation.

The board then discussed the process of hearing appeals and deliberations. The board decided they will conduct hearings with one to two board members and deliberate together as a board once the hearings have concluded.

The chair made a motion for adjournment at 4:43 p.m.; Mr. Mitchell seconded; all members voted in agreement.

These minutes were approved as written on March 15, 2017. The motion was made by Mitchell, seconded by Atkinson, motion passed with a unanimous vote.

Respectfully submitted,

Jennifer Sullivan
Asst. Assessor
Clerk to board

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