

Town of Groton
Board of Assessment Appeals
October 1, 2011 Grand List
March 5, 2012 Session Minutes

The Board of Assessment Appeals met on Monday, March 5, 2012, at the Groton Town Annex. Members in attendance were Chairman Charles Stevens, Karen Morton, Deborah Monteiro, James Mitchell and Paul Duarte. The chairman called the meeting to order at 6:30 p.m.

The meeting was an informational session for new and existing board members. The chair opened the meeting by discussion of the duties of the Board of Assessment and Appeals. A presentation was then made by Debra Christy of CLT/Tyler Technologies and she provided each board member with a binder of information regarding the process of the revaluation for the Town of Groton. Mary Gardner, Assessor for the Town of Groton, also spoke and provided an informational packet with examples of data collection cards, data collection mailer, informal review sheet and a personal property declaration.

The board then discussed the process of hearing appeals, scheduling appeals and deliberations.

The chair made a motion for adjournment at 8:35 p.m.; Mr. Mitchell seconded; all members voted in agreement.

Respectfully submitted,

Fauna Eller
Asst. Assessor
Clerk to board