

Office of the Board of Assessors
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to

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Meeting: February 12, 2015
Starting at 12.32PM

Attending: Lisa Alberto, Don Howes, Steve Sette, Bob Speroni and Teri Gonsalves

Minutes taken by: T. Gonsalves

Meeting Items:

Discussion was held regarding the clerk's open position and combining the position of the Assessing Clerk with that of a Building Clerk and what requirements will be needed to fill the position. A job description was agreed on. The position will be posted for 5 days at the Town Hall, Highway Department, Sewer Plant and the Water Department. The position will also be advertised in the Milford Daily News, on the MAAO (Assessor Site) web site and other local papers if available. The new paper advertised position will request applicants submit their resumes within two weeks of the posting.

The resumes will be sent to the Principal Assessor to be reviewed by the Principal Assessor and Building Commissioner for selection to be submitted to the BOA and Town Coordinator.

Meeting Ended at 1:20PM