

Taxation Aid Committee

Tuesday, October 11, 2016

Rev. 10-15-2016

The meeting was called to order by Alejna Brugos, Chair at 10.00 AM in the Upper Town Hall.

Members attending were: Alejna Brugos, Joyce Gilmore, Linda Hawkes and Dick Skinner

Absent: Ken O'Brien

Guest: Janet Hubener

Linda moved to accept the minutes of 9-6-2016, seconded by Alejna. Unanimous vote to accept.

Linda noted that she had not updated the donations, so the total was still at about \$2000.00.

The major focus of this meeting was to review the Board of Selectmen presentation for Wednesday, 10-12-2016. Alejna went thru the presentation and it was favorably received by the group.

The topic of the Committee's contribution Town Annual report was discussed. This will need to be submitted before our next planned meeting. It was suggested that Alejna would write and submit this, based on the contents of the presentation to the BOS. A motion to that effect was made by Linda and seconded by Dick with a unanimous vote for. We also discussed the Town Website, articles for the Town Crier and the Senior Center Newsletter. Alejna will continue to work with Dan Byer on the Town Website, will write an article for the Town Crier, and will be in contact with Janet Hubener about including a mention in the Senior Center Newsletter.

Linda will scan all applications and email them to us by February 7, 2017. Linda will also draft Acceptance and Rejection letters. Dick volunteered to review them. Linda will bring them to our next meeting.

Linda will also get the Donation Form revised with a color added in time for the December tax mailing.

The next meeting: Tuesday, February 14, 2017 at 10:00 AM in the Upper Town Hall

The meeting adjourned at 11:00 AM on a motion by Joyce with a unanimous vote for.

Respectfully submitted,

Dick Skinner