

**Town of Oxford
Board of Assessment Appeals
Meeting Minutes
Special Meeting December 12, 2013**

Members present: Claire McNamara (outgoing member); Dana Flach, Jane Maher, Linda Czaplinski

The Oxford Board of Assessment Appeals special meeting was called to order at 7:02 PM, December 12, 2013 by outgoing Board Chairman Claire McNamara.

Election of new chairman

Dana Flach nominated Linda Czaplinski as new chair. The motion was seconded by Ms. Czaplinski and approved unanimously.

Admission of Mail

Two pieces of mail were submitted to the Board

- Memo from Ann Cummings dated 11/21/2013 establishing a uniform wage for all person who clerk for Oxford boards or committees
- Invitation to a training session for members of boards of assessment. Training will be held in January 2014 in Thomaston.
 - ◆ Ms. Czaplinski will attend the training

Transition

The board reviewed general activities and obligations as a briefing for Ms. Czaplinski, the newly elected board member.

Clerk

Board members will make inquiries of interested persons and refer them to Ms. Czaplinski

2014 Meeting Calendar

Meetings for the coming calendar year will be scheduled after conferring with the assessors office re the filing of the grand list.

The meeting adjourned at 7:55 PM

Respectfully submitted,


Linda F. Czaplinski, Chairman

13 DEC 20 PM 3:38
TOWN OF OXFORD, CT
TOWN CLERK
Angela A. West