

**TOWN OF WAYLAND  
NOTICE OF MEETING - BOARD OF ASSESSORS**

Susan Rufo, Chair  
Zachariah Ventress

Jayson Brodie, Vice Chair  
Cheryl Kane

Posted in accordance with the provisions of the Open Meeting Law  
[www.mass.gov/ago/openmeeting](http://www.mass.gov/ago/openmeeting)

DATE OF MEETING: Monday, November 21, 2016  
TIME OF MEETING: 7:15 PM  
PLACE OF MEETING: TOWN BUILDING – ASSESSOR’S OFFICE  
41 Cochituate Rd. Wayland, MA 01778

RECEIVED  
TOWN OF WAYLAND  
TOWN CLERK  
2017 NOV 17 PM 1:56

**AGENDA**

- 7:15 pm Meeting called to order
  - 7:15 pm Meeting recessed to convene in joint meeting with Board of Selectmen in the Selectmen’s Meeting Room
  - FY 2017 Tax Classification Hearing and FY 2017 Tax Recapitulation
  - Presentation by Board of Assessors on Tax Classification Options
  - Review of Tax Recapitulation Sheets and Supporting Documents
  - 7:35 pm Board of Assessors Meeting Reconvene in the Assessor’s Office
  - 7:35 pm FY17 Tax Rate Recapitulation
  - Recap documents for BOA Signature
  - 7:40 pm Review of minutes from November 7, 2016
  - 7:55 pm Collins Study – Review of Financial Policies and Procedures
  - Director to provide BOA with overview
  - 8:00pm Correspondence and Documents for BOA Signature (review)
  - Excise Warrant and Commitment
  - Circuit Breaker Applications
  - 8:05 pm Topics not reasonably anticipated by the Chair 48 hours in advance of Meeting, if any
  - 8:10 pm Thoughts and Concerns from BOA members
  - 8:15 pm Public Comment
  - 8:20 pm Meeting Adjourned
- (Agenda Items may be discussed at times other than listed)

**NOTE:** Per changes to the Open Meeting Law, notice of any meeting of a public body shall include “A listing of topics that the chair reasonably anticipates will be discussed at the meeting”. AG’s Office guidelines state that the list of topics shall have sufficient specificity to reasonably advise the public of the issue to be discussed. Please list those topics on the above agenda.