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MEETING MINUTES

BOARD: Taxation Aid Committee
MEETING DATE: August 21, 2023
Time: 4:30 pm

Members in attendance:

Rick Guillette, Chair
Janet Jannell, Town Treasurer-Collector
Pat Stewart, Board of Assessors Chair

1. Meeting Called to Order: **At 4:34 pm**
2. Roll Call: **As noted above.**
3. Minutes of Previous Meeting:
Mr. Guillette moved that we accept meeting minutes for 7/17/2023 as written. Seconded by Ms. Jannell. Passed unanimously.
4. Old Business:
 - a. Remaining Fund Amount:
The fund balance is \$7818 up to today. This exceeds the amount we distributed as tax grants last year.
 - b. Research integrated excise tax message
No progress.
 - c. Thank You letters
Mr. Guillette reported that 9 Thank You letters were sent for donations in the last quarter.
 - d. North TV appearance
Mr. Guillette reported that he and Brian Noble appeared on North TV to discuss the Taxation Aid Committee. Feedback has been positive.
 - e. Prepare Select Board News and Announcements
Our submittal was not included in the July 24 Select Board meeting. It should be read at the August 28 Select Board meeting.
 - f. Direct mailing for community groups and businesses
Mr. Guillette reported that indications are the new Plainville COA Friends group will not be participating in our fundraising this year. We will have our name on the letter and send it to the community groups only. He will prepare this mailing for early September.
 - g. Web site modification:
Mr. Guillette reported that the web site changes are still underway.

- h. Prepare Town email Newsflash, Facebook, Nextdoor) for Applications
Mr. Guillette reported that the "Applications available" text was sent on Town email and Nextdoor.
- 5. New Business:
 - a. PR article for Applications
Mr. Guillette provided draft text for this Press Release. All agreed that it was sufficient.
 - b. Upcoming tasks (Roadmap) (Rick Guillette)
The consensus was that tasks scheduled for next month is sufficient.
- 6. Committee's business not anticipated by the Chair 48 hours prior to this meeting:
 - a. **On Sep 18, there will be an informational meeting at the Senior Center. John Groh (Principal Assessor) will describe the exemption programs from the Assessors's office. Mr. Guillette will describe the town's workoff program and the Tax Aid Committee. Joe Feroce from the AARP Tax Aide Program will be describing the MA Senior Circuit Breaker Credit.**
 - b. **Mr. Guillette will follow up with the COA for a joint mailing describing the programs from item a above, per Brian Noble.**
 - c. **Ms. Jannell will follow up about getting COA representation on the Tax Aid Committee, per Brian Noble..**
- 7. Schedule next meeting: **We scheduled our next meeting for September 19 at 4:30 pm.**
- 8. Adjournment: **Mr. Guillette motioned to adjourn at 5:22 pm. Ms. Stewart seconded the motion. Passed unanimously.**