Taxation Aid Committee (TREAD)
MEETING MINUTES

Wednesday, Sept 14th, 2016 AT 8:30 AM
ROOM 307
37 SHATTUCK STREET,
LITTLETON, MA 01460

1. Meeting called to Order at 8:37 a.m. Members in attendance: Fred Freund, Chairman of the Board of Assessors; Steve Venuti, Town Treasurer; Rosanne Rico-Bales, BOS appointed member, and Mary Hunt, BOS appointed member. There is one vacant seat. Staff present: Pamela Campbell

2. Vote: Solicit nominations and vote to Elect a Chairperson – Steve moved and Roseanne seconded the nomination of Fred Freud as Chairman. Passed unanimously.

3. Accept Minutes: No previous minutes

4. Old Business: No old business

5. New Business:
   a. Review applications and recommendations. There was discussion of advertising methods for the coming year. Rosanne suggested getting the Awareness Sub-Committee of the COA Board to assist with getting an article into the Independent and Sun (Fred has pictures that could be used), getting a flyer out into the community, and Fred asked Steve to consult with Keith Bergman on the possibility of making a solicitation in the mailing that will go out for Town Meeting in November. Steve suggested making a request of the Morrison Trust Fund, which Pamela will initiate.
   b. Vote on recipients of TREAD payments and amounts - $2,908.70 available, Rosanne made the motion, Steve seconded and the Committee voted unanimously to use the Circuit Breaker funding amount as a guide (for the first two years) for disbursements, with the goal of disbursing 75% of the funds that are available each year. This was passed unanimously. The Committee intends to revisit this policy in the future. The Committee reviewed three applications that were approved by Tina Maeder, Outreach Coordinator for Elder and Human Services. The following disbursements were approved unanimously:

   $750 to applicant 2017-3
   $600 to applicant 2017-2
   $600 to applicant 2017-6

6. Adjournment: Mary moved and Steve seconded a motion to adjourn at 9:40 am.

7. Next Meeting: Wed March 15, 2017