

**Board of Assessors
Minutes of Meeting
January 21, 2025**

ZOOM CONFERENCE INFORMATION WAS POSTED IN THE MEETING AGENDA FOR THE PUBLIC TO JOIN.

Attendance: Assessors Norman Charest, Robert Makuch and Phillip Schneider, Principal Assessor, Kelly McCormick and Associate Assessor Jane Ferrentino.

A motion was made to call the meeting to order at 10:00 AM. There were no calls from the public to join the meeting.

Meeting Minutes will be discussed at the next Board meeting.

Correspondence:

- At the last Department Meeting, Town Administrator informed everyone that the Articles and Warrants Drafts are due by March 1st.
- Conflict of Interest Training – Kelly, Jane and all three Board members will need to complete the Conflict of Interest Training. The Town Clerk will need both the Certificate and Acknowledgement by March 8th.
- Campaign Finance Report – All Board members need to fill out and sign and give back to the Town Clerk.
- Town Hall TWB Layout – The Board reviewed the layout given to us by the Town Administrator and will discuss more at the walk-through of TWB.
- MAAO Winter School – Kelly went over the dates and course for the MAAO Winter School in February. Jane will be attending the 7-Hour USPAP class on February 28th on Zoom.
- Crumbling Foundation Policy – Kelly heard back from Diane Bishop in East Longmeadow and learned they have an updated policy for the Town of East Longmeadow. They have their depreciation schedule based on sales. The Board discussed.
- CAI Technologies Presentation – Kelly informed the Board that CAI Technologies is willing to perform a zoom meeting with a presentation for different layers on the mapping that would be beneficial to multiple departments and boards at the Town Hall. Kelly will get more information about the presentation and speak with the Town Administrator to see if we could schedule it for one of the Department meetings.

FY26 Budget – The Assessors meeting with Advisory Board is scheduled for 1/27/25 at 6:15. The Board discussed the Budget for FY26 and asked that Kelly ask if Advisory can move the meeting to a later date.

Expanding Veteran Benefits – Kelly stated that the HERO Act was recently passed. This has allowed municipalities to adopt a local option to increase property tax exemptions based on a set percentage increase or an annual cost of living adjustment. The HERO Act has also changed the requirements for the Motor Vehicle Excise Tax Exemption for 100% Disabled Veterans. Those changes have already taken affect, and we have been processing a number of Excise Exemptions.

Kelly notified the Board that our Veterans Service officer, Jason Burgener, has submitted a request to the Board asking them to look into increasing benefits for the veterans. To adopt either of the local options Clause 22I or 22J it would need to go to Town Meeting to be approved by the legislative body. The soonest they could go into effect would be for FY2026. Adopting Clause 22I would add an annual cost of living adjustment to the exemption amount. Adopting Clause 22J would increase the exemption amount by the amount determined by the town, which could be up to a 100% increase. This could potentially increase the Clause 22 from \$400 to \$800 and the Clause 22E from \$1,000 to \$2,000.

Kelly explained that the state currently reimburses the town for a portion of each Veteran property exemption. The Town is reimbursed \$225 for Clause 22 and \$825 for Clause 22E. The Town covers the other \$175 per exemption. In addition to the local options available under the HERO Act, Jason has asked that the Board to also consider local options Clause 22G or Clause 22H. Adopting Clause 22G would change the eligibility requirements for a veteran whose property is currently in a trust. Adopting Clause 22H would provide a full property tax exemption for surviving parents or guardians of a veteran who went missing in action or died as a result of injuries sustained or illnesses contracted during active-duty service.

After some discussion, Mr. Charest motioned to recommend to the Selectboard that they consider adding Clause 22J and 22G and 22H to the Warrant for the Annual Town Meeting. After reviewing the potential impact on the Assessors Overlay account, the Board would be comfortable with the exemption amount being increased by up to 100%.

Signatures:

- Payroll
- CAI Technologies Quarterly Tax Map Maintenance – \$575.00 - Mapping #01-141-5420-05
- Amazon – Office Supplies – \$51.40 - Expense #01-141-5420-04
- MAAO 7 Hour USPAP - \$300.00 - Expense #01-141-5420-04
- MAAO Re-Certification (Kelly) - \$100.00 - Expense #01-141-5420-04

FY2026 Chapter 61B Application to Modify a Decision – We received an Application to Modify a Decision from the owners of 240 East Longmeadow Rd (Matthew and Heather Bean). After discussing the Application, Mr. Charest motioned to approve the modifying the decision of the FY2025 Chapter 61B Application. A new Notice of Action was signed to approve the application and will be sent to the applicant.

The Board discussed the late filing of Chapter Applications and have come to a conclusion to accept any Chapter Application 14 days after the December 1st due date. This will be a one time circumstance. If the applicant files their application late a second time, the application will be denied.

Executive Session – At approximately 12:07 PM Mr. Makuch made a motion to enter into Executive Session to comply with the provisions of Chapter 59 Section 60 Purpose #7 to discuss and review the FY2025 Real Estate Abatement Applications, Motor Vehicle Excise Denial, and FY2025 Real Estate Exemption Applications. Mr. Schneider seconded the motion. The Board will resume in Open Session. A roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes. Mr. Schneider – yes.

Open Session - At approximately 12:37 PM Mr. Charest made a motion to adjourn Executive Session and return to Open Session to record our votes taken in Executive Session. Mr. Schneider seconded the motion. A roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes. Mr. Schneider – yes. The Board voted unanimously in favor.

The following list is a recording of the votes taken by the Board of Assessors on the FY2025 Statutory Exemption Applications presented to them at the meeting. A roll call vote was taken on the applications: Mr. Charest – yes. Mr. Makuch – yes. Mr. Schneider – yes. The Board voted unanimously in favor.

MBLU	Block	Lot	Owners Name	Address Line 1	Clause	Vote
21	68	7	BRAYTON SHERRELYN J	8 SOUTHWOOD CR	41C	DENIED
2	47	0	SCHOLFIELD EARLC	347 SOMERS RD	22 NEW	APPROVED
13	22	0	BUDROW DANIEL J	75 SOUTH RD	22	APPROVED
16	70	0	CAMPBELL DONALD J	300 ALLEN ST	22	APPROVED
7	97	0	HEMPHILL NORMAN E	50 BAYBERRY RD	22	APPROVED
22	85	0	OWENS JACQUELINE C	17 MAPLE GROVE RD	22E NEW	APPROVED
21	110	0	D'AGOSTINO GRAGORY	32 BALDWIN DR	22E	APPROVED

Next Meeting:

The next Board meeting will be determined at a later date. Meeting adjourned at 12:38 PM.

Respectfully Submitted,
Jane Ferrentino
Associate Assessor