

Board of Assessors Minutes of Meeting July 7, 2022

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

Attendance: Assessors Norman Charest, Robert Makuch and Jason Barroso, Principal Assessor, Kelly McCormick.

A motion was made to call the meeting to order at 11:00 AM. There were no calls from the public to join the meeting.

Acceptance of Minutes:

- The Board reviewed the May 25, 2022, Open Session Minutes. Mr. Barroso made a motion to accept the May 5, 2022, Open Session Minutes as presented. Mr. Makuch seconded the motion. All were in favor.

Correspondence:

- MAAO Summer School – Kelly informed the Board that the MAAO has posted the courses being offered at UMASS this year. They include the core classes, specialty courses and a 7-hour and a 15-hour USPAP. Jane is registering for the 15-hour USPAP, which is the last class needed to apply for her MAA designation. Kelly is reviewing the specialty courses to see if there are any she would like to attend. If not, she will stay working in the office that week while Jane attends UMASS.
- Exemption Presentation – Kelly and Jane will be at the Senior Center on Wednesday, July 27th @ 10:30am to provide the Seniors with information on the Statutory Tax Exemptions available. Kelly has contacted the Town's Veteran Agent, Michelle Barrett, to attend in case there are any veterans or surviving spouses looking for assistance.
- Open Meeting Law – Kelly informed the Board that the HHCAA recently had a Summer Seminar, where the Assistant Attorney General, Kerry Kilcoyne, gave a comprehensive training on the Open Meeting Law. She learned that there have been a few changes that we will need to incorporate into our meetings, such as additional verbiage to transition from Open to Executive Session. Kelly is reviewing the Seminar information thoroughly and will review any changes with the Board at the next meeting.

New Business:

- 8 of 58 Application (Parcel ID: 6-28-4) – Kelly informed the Board that on June 13th, she received an information request from the DOR regarding the 8 of 58 applications that was submitted. They were looking for a detailed explanation on the timeline of events and the reason that the homeowner did not file for an abatement during the time allowed. Kelly and Mr. Makuch drafted a response and asked that the other members of the Board to review it prior to submitting. Kelly feels that their response is thorough and provides all the information the DOR was looking for. After review, Mr. Barroso suggested that we should include the

percentage of the increase in addition to the dollar amount. Mr. Charest agreed. Kelly will revise the draft to include the percentage and send our response to the DOR today.

Signatures:

- Payroll
- Invoices:
 - Vision Government Solutions, Inc. – FY2023 CAMA Maintenance
(Software #01-141-5420-05) - \$7,644.00
 - Vision Government Solutions, Inc. – FY2023 Web Hosting
(Software #01-141-5420-05) - \$1,935.00
 - CAI Technologies, Inc. – FY2023 Quarterly Tax Map Maintenance
(Mapping #01-141-5420-06) - \$525.00
 - Amazon - FY2022 Office Supplies
(Expense #01-141-5420-04) - \$173.97
 - Staples - FY2022 Office Supplies
(Expense #01-141-5420-04) - \$1,252.03

Next Meeting:

Next board meeting will be determined at a later date. Meeting adjourned at 11:43 AM.

Respectfully Submitted,
Kelly McCormick, MAA
Principal Assessor