



Office of the
Board of Assessors

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MEETING MINUTES OF THE BOARD OF ASSESSORS

Wednesday, February 3, 2021

6:30 p.m.

Zoom Virtual Meeting
REGULAR SESSION

In Attendance: Marc Cenerizio, Chairman, Liberio Soares, Member, Matthew Lopes, Member, Kelly Koska, Principal Assessor & Nicole Peckham, Administrative Assistant

The meeting was opened at 6:36 p.m. with a motion made by Mr. Lopes and was seconded by Mr. Soares.

The next meeting of the Board of Assessor's will be on Tuesday, March 3rd, 2021 at 6:30 p.m. and will be held virtually via Zoom.

The Board voted to accept the minutes for approval of December 30, 2020 Open and Executive, with a motion made by Mr. Lopes and seconded by Mr. Soares.

Agenda Topics:

New Business

1. Kelly reminded taxpayers that the deadline for filing FY 2021 Personal Exemptions (22a, Veterans, ect.) is 4/1/2021.
2. Reminder that Income and Expense forms have been mailed to commercial, industrial and income properties. The deadline to submit Income and Expense is 3/1/2021.
3. Reminder that Forms of List has been mailed to all new and existing personal property accounts. The deadline to submit is also 3/1/2021.
4. Reminder that all ABC forms have been mailed to the charitable and non-profit RE accounts. All forms must be filed by 3/1/2021.
5. Kelly explained what the Assessor's Department has been doing regarding the Remote Action Plan. Kelly and Nicole alternate days in the office but it can be complicated to complete the work we need to.

6. The next Board of Assessors meeting will be Tuesday March 2nd, 2021 at 6:30 p.m.

Old Business:

No Old Business

Mr. Cenerizio announced that he is commencing the Open Session and will go into Executive Session. The Board will reconvene in Open Session.

The Board ended Open Session at 6:41 p.m. with a motion made by Mr. Lopes and was seconded by Mr. Soares.

The Board returned to Open Session at 7:03 p.m. with a motion made by Mr. Lopes and was seconded by Mr. Soares.

The Board reviewed and discussed all Personal Exemptions. A list of these will be attached to the minutes. Due to the meeting being held virtually, the Board granted Kelly Koska the ability to sign these forms on their behalf.

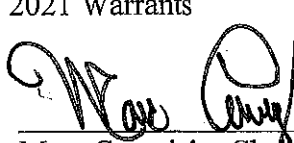
The Board has also voted to accept all FY 2021 abatement applications.

Kelly reviewed all of the end of month paperwork for January 2021. The Board has voted to approve and sign all the documents. Due to this meeting being held via Zoom, Kelly Koska has signed items in lieu of the Board of Assessors.


The meeting ended at 7:05 p.m. with a motion made by Mr. Lopes and seconded by Mr. Soares.

Items to Sign:

1. Monthly list and report MV abatements – January 2021
2. Monthly List of RE Exemption abatements – January 2021
3. FY 2021 RE and PP abatements reviewed and voted
4. Minutes Open and Executive – December 30, 2020
5. Review of docs from 12/30/2020 vote and approved via Zoom platform
6. MV Commitment 7 2020 & Commitment 1 2021 Warrants



Marc Cenerizio, Chairman



Liberio Soares, Member



Matthew Lopes, Member

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MEETING MINUTES OF THE BOARD OF ASSESSORS
Wednesday February 3, 2021
6:41 p.m.
EXECUTIVE SESSION

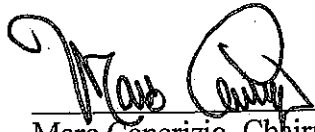
In Attendance: Marc Cenerizio, Chairman, Liberio Soares, Member, Matthew Lopes,
Member, Kelly Koska, Principal Assessor & Nicole Peckham,
Administrative Assistant

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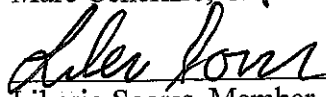
The meeting was opened at 6:41 p.m. with a motion made by Mr. Lopes and was seconded by Mr. Soares.

1. The Board discussed and reviewed FY 2021 Personal Exemptions. The Board voted to approve all applications submitted.
2. The Board discussed the preliminary FY 2022 budget. Kelly explained what the budget is for the year and what is being allocated for what, such as the GIS and Patriot Property Contracts.
3. Town Meeting has been set for May 10th, 2021. Deadline to submit anything to be discussed is February 26th. Kelly explained to The Board how she is going to submit an article for NearMap and will need one of The Board members to attend with her to present.
4. The Board discussed 7 abatements that had been submitted for Real Estate and Personal Property. They voted to approve all applications submitted.
5. The Board discussed monthly RE and MV abatements, and voted to approve them.

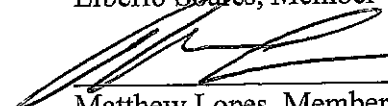
A motion to close Executive Session and return into Open Session at 7:03 p.m. was made by Mr. Lopes and seconded by Mr. Soares.



Marc Cenerizio, Chairman



Liberio Soares, Member



Matthew Lopes, Member

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