



Office of the
Board of Assessors

MEETING MINUTES OF THE BOARD OF ASSESSORS

Wednesday, July 28th, 2021

5:15 p.m.

Selectmen's Meeting Room

REGULAR SESSION

2021 SEP 30 P 12:07

RECEIVED

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

The meeting was opened at 5:15 p.m. with a motion made by Mr. Soares and was seconded by Mr. Lopes.

The next meeting of the Board of Assessor's will be on Wednesday, August 25th, 2021 at 5 p.m. in the Selectmen's Meeting Room.

The Board voted to accept the minutes for approval of June 23rd, 2021 Open and Executive, with a motion made by Mr. Lopes and seconded by Mr. Soares.

Agenda Topics:

New Business

1. Kelly reminded all the taxpayers that the Quarter 1 Real Estate tax bill is due this coming Monday, August 2nd, 2021. The bill for Quarter 2 is also in the same mailing as Quarter 1, therefore taxpayers are in possession of that bill already as well.
2. Kelly had requested the town to purchase the software called NearMap for the Assessors. At the time it was denied, however since then, multiple other departments have requested it as well. A Zoom meeting with a representative from NearMap will be held on Wednesday, August 11th, 2021. The Board is welcome to join if they would like.
3. Kelly notified the Board that she will be attending Zoom classes for her MAAO recertification. The classes will be on August 2nd, 5th, 6th, 13th and 14th. Since the classes are held via Zoom, she will be in the Assessor's Office in the Town Hall while taking the classes.

4. The Assessors have been made aware that there is an issue with the MUNIS software not updating personal property account addresses for three billing cycles. Kelly notified the Board that she has escalated the issue with MUNIS tech support and is awaiting a response. Additionally, Kelly has been made aware that there is a rounding issue with MUNIS and the MV import file from the RMV. Kelly has brought this matter up with MUNIS as well.
5. The next Board of Assessors meeting will be Wednesday, August 25th, 2021 at 5:00 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 5:23 p.m. with a motion made by Mr. Lopes and was seconded by Mr. Soares.

The Board returned to Open Session at 5:40 p.m. with a motion made by Mr. Lopes and was seconded by Mr. Soares.

The Board reviewed and voted to approve all the MV abatements for July 2021. A motion was made by Mr. Soares and seconded by Mr. Lopes.

The Board reviewed and voted to approve the MV Warrant 2021 for Commitment 3. A motion was made by Mr. Lopes and seconded by Mr. Soares.

The Board reviewed and discussed all FY 2022 Personal Exemptions and voted to accept all applications. A motion was made by Mr. Lopes and seconded by Mr. Soares. A list of these will be attached to the minutes.

The Board reviewed and discussed all Chapter 61A and 61B applications for FY 2023. They voted to accept all applications. A motion was made by Mr. Soares and seconded by Mr. Lopes.

The Board voted on a candidate to extend an offer to for the temporary Administrative Assistant position. A motion was made by Mr. Lopes and seconded by Mr. Soares.

The meeting ended at 5:42 p.m. with a motion made by Mr. Lopes and seconded by Mr. Soares.

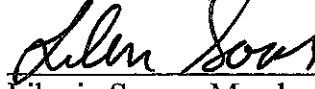
RECEIVED
2021 SEP 30 PM 12:07

Items to Sign:

1. Monthly list and report MV abatements – July 2021
2. Minutes- Open & Executive 6/23/2021
3. MV Warrant – 2021 Commitment 3 Bill Date: 7/29/2021
4. Real Estate Personal Exemptions – FY 2022
5. Chapter 61A & 61B Applications – FY 2023



Marc Generizio, Chairman



Liberio Soares, Member



Matthew Lopes, Member

RECEIVED

2021 SEP 30 PM 12:07



Office of the
Board of Assessors

MEETING MINUTES OF THE BOARD OF ASSESSORS
Wednesday, July 28th, 2021
5:23 p.m.
EXECUTIVE SESSION

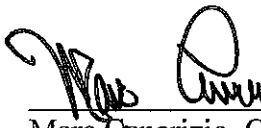
RECEIVED
2021 SEP 20 P 10 07

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

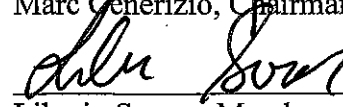
The meeting was opened at 5:23 p.m. with a motion made by Mr. Lopes and was seconded by Mr. Soares.

1. The Board reviewed FY 2022 Personal Exemptions. They voted to approve all repeat applicants.
2. The Board reviewed 6 new FY 2022 Personal Exemption applications.
3. The Board also reviewed FY 2023 Chapter 61A and Chapter 61B applications. They voted to approve them all.
4. Kelly reviewed candidates with The Board to fill the temporary Administrative Assistant Position. The Board and Kelly came to an agreement on who they would like to offer the position to.

A motion to close Executive Session and return into Open Session at 5:41 p.m. was made by Mr. Lopes and seconded by Mr. Soares.



Marc Cenerizio, Chairman



Liberio Soares, Member



Matthew Lopes, Member