

Minutes

Board of Assessors

Room 105

Tuesday, June 27, 2023

5:00 PM

The meeting convened at 5:10 PM. Present were Jeffrey Marshall, chair, Mary Greendale, and Stephen Wang. Staff: Kevin Rudden and Sherrie Bates.

1. Stephen Wang made a motion, seconded by Mary Greendale, to approve the minutes for the June 13, 2023 meeting. The motion carried 3-0-0.
2. Kevin Rudden submitted an administrative abatement to the board, noting that T-Mobile Northeast had been billed twice by mistake for its Fiscal Year 2023 personal property. Mary Greendale made a motion, seconded by Stephen Wang, to abate the \$89,600 in value and \$1,379.84 in taxes. The motion carried 3-0-0.
3. The board members, Kevin Rudden, and Sherrie Bates and discussed the ongoing issues with the Tyler iasWorld CAMA software. Board members recommended creation of a comparison chart including all CAMA vendors that details costs, features and benefits, and times to complete tasks.

Jeffrey Marshall requested that the chart also include a three-year history of the numbers of customers each vendor has in Massachusetts.

4. During that discussion, Kevin Rudden mentioned that preparation of the preliminary tax bills for Fiscal Year 2024 was completed smoothly, with no issues on the Assessors' side. The Tax Collector's side did have problems with entering the tax extracts into MUNIS, which led to an internal discussion between the Assessors' and Tax Collector's offices regarding whether the Assessors should be entering the extracts into MUNIS.

Board members strongly stated that the system should stay as is, with the Assessors' Office generating the tax abstracts and the Tax Collector's Office using those abstracts to generate the bills.

(Note: DOR DLS Information Guideline Release [IGR] 2023- 1 states: "Once the assessors have completed the legal file and have determined the amount of preliminary tax to be assessed on each parcel and account, they must commit the preliminary tax with a warrant to the collector" and "Once valuations as of January 1, 2023 are established for all taxable real property parcels and personal property accounts and the FY24 tax rate is set, the assessors will determine the total tax assessment on each parcel and account for FY24 and will commit those taxes with a warrant to the collector."

Stephen Wang made a motion at 6:12 PM, seconded by Mary Greendale, to adjourn the meeting. The motion carried 3-0-0.

#### Documents Discussed:

- Minutes of June 13, 2023 meeting
- Memo to Board of Assessors dated June 13, 2023
- Estimated Costs to Replace CAMA System