

Minutes

Board of Assessors

Room 105

Tuesday, June 28, 2022

5:00 PM

The meeting convened at 5:10 PM in Room 105. Present were: Board members: Mary Greendale, chair, Jeffrey Marshall and Stephen Wang. Staff: Kevin Rudden and Sherrie Bates.

1. Jeffrey Marshall made a motion, seconded by Stephen Wang, to approve the meeting minutes for the June 7, 2022 meeting. The motion carried 3-0-0.
2. Stephen Wang made a motion, seconded by Mary Greendale, to approve the meeting minutes for the June 14, 2022 meeting and the June 14, 2022 executive session. The motion carried 2-0-1 (Jeffrey Marshall).
3. The board members signed the commitment for the FY23 preliminary tax bills and the three warrants to collect the preliminary bills: \$25,681,773.41 for Real Estate, \$728,561.57 for Personal Property, and \$315,483.18 for the Community Preservation Act surcharge.
4. Kevin Rudden introduced Assistant Assessor Sherrie Bates to the board members.
5. Kevin Rudden discussed a scheduled meeting with Senior Center officials to plan a fall outreach meeting at the center to inform seniors about the exemptions that are available, followed by a workshop at the Senior Center to help seniors fill out exemption applications. Mary Greendale suggested meeting with the Veteran's Agent to set up a similar program for veterans. Stephen Wang suggested looking at town census data to send information to the town's seniors and veterans by mail.

6. Kevin Rudden gave the board updates on the following topics:
 1. ARPA Project: Waiting for the project number from the Town Accountant and developing an RFQ for the mobile data collection system.
 2. Month-by-Month Assessors' Calendar: Completed and e-mailed to board members.
 3. Preliminary FY23 Tax Bills: Data handed off to the Treasurer/Collector's Office. Kathy Peirce is scheduled to teach Kevin Rudden and Sherrie Bates how to do the data transfer without her assistance.
 4. MAAO Summer Conference: Kevin Rudden and Sherrie Bates attended and learned about new MA DOR procedures for setting tax rates, how to get deed information from the Register of Probate, and other training.
 5. Cross-Training Staff: Underway, with regard to entering abatements and exemptions into the updated version of MUNIS software.
7. Kevin Rudden informed the board that New England Appliance Group (NEAG) has approached the town about obtaining a Tax Increment Financing (TIF) agreement to relocate and expand its corporate headquarters/warehouse from Franklin to land at 555 Hopping Brook Road.
8. The board members decided to hold their next meeting at 5:00 PM on July 12.

Jeffrey Marshal made a motion, seconded by Stephen Wang, to adjourn the meeting at 5:50 PM. The motion carried 3-0-0.