

Board of Assessors Minutes
Tuesday, January 28, 2020 at 4:30 p.m.
Town Hall, Assessors Conference Room, 60 Center Square
East Longmeadow, Massachusetts 01028

Present: Martin J. Grudgen, Chairman; Marilyn Ghedini, Assessor; J. William Johnston, Clerk of the Board and Diane L. Bishop, Director of Assessing

Mr. Grudgen called the meeting to order at 4:30 p.m. It was noted this meeting is being taped by ELCAT, 180 Maple Street, East Longmeadow. This office will tape this meeting in its entirety for the purposes of the minutes in accordance with MGL, Chapter 30A, Section 20.

Meeting Minutes: Mr. Johnston reviewed the minutes from the meeting of January 14, 2020 and found them to be in order as to form and content and moved they be approved. Ms. Ghedini seconded. Motion passed 3-0.

Administrative:

Warrants: The board reviewed and signed the following:

- 2019 Motor Vehicle Excise Warrant Commitment 7
- 2019 Motor Vehicle Excise Warrant Commitment 8
- 2019 Motor Vehicle Excise Warrant Re-Commitment 21
- 2020 Motor Vehicle Excise Warrant Commitment 1
- FY2020 Revision of Assessment Warrant
- FY2020 CPA Warrant due to the Revision of Warrant

Reports:

Directors Report:

- **Excise Tax Bills:** Ms. Bishop shared with the newer RMV software there are some changes to the actual excise bills and how we will be handling certain excise bills that are entitled to an exemption. First the excise bills will no longer be rounded off and will be billed to the penny. This is due to the Department of Revenue directing the RMV to the need of assessing the actual tax dollars to the penny in order to comply with the law. Secondly, the newer format makes it hard to flag certain bills that may be exempt. Technically, a taxpayer who is exempt should request an excise abatement annually. The process is very simple by filling out the abatement/exemption application on the back of the bill and returning it to the office. There are approximately 25 bills out of 15,000 who will have to annually request the exemption. Lastly, the RMV is now including all Section 5 Plates (Farmer, Dealer and OCN) in the regular commitment. Previously, this office received these types of Excise bills in its own commitment.

Ms. Bishop stated the excise bills are anticipated to be mailed on February 10th and due March 10th or 11th.

- **GIS and Property Cards:** In working with our GIS department, the mapping area of the town's GIS is beginning to have some changes to better assist the people who utilize our maps.
- **Vision Version 8 Upgrade Scheduled:** The Vision Upgrade took place on January 21, 2020. I will be reviewing the problematic areas and see if they are now resolved. Once I review and continue using the software I will be able to eliminate prior issues and hopefully catch any new ones that may have popped up in the upgrade.

Mr. Grudgen made a motion to go into executive session to review FY20 Real Estate Statutory Exemptions; FY 20 Real Estate Abatements; FY19 ATB Update; to return to open session to record any votes if needed and adjourn. The following roll call was taken. Mr. Johnston, Yes; Ms. Ghedini, Yes, Mr. Grudgen, Yes.

The board returned to open session at 5:25 p.m.

Votes of the Board of Assessors:

The following is the vote of the Board of Assessors for all Personal Statutory Exemptions put before them:

#	Parcel ID #	Location	Abt/Exemption	Clause	Vote /Date	BOA Action
1	5-28-7	12A-59-15	20 Indiana St	Exemption	22D	1/28/2020
2	40-27-64	25-168-25	33 Frankwyn St	Exemption	22	1/28/2020
3	20-13-9	24-133-39	16 Helen Cir	Exemption	22	1/28/2020
4	46-6-13	49-70-14	24 Hillside Dr	Exemption	41C	1/28/2020
5	89-18-14	16-149-25	10 Donamor Ln	Exemption	41C	1/28/2020
6	15-39-1	53-45-6	9 Michel St	Exemption	22	1/28/2020
7	7-13-5	25-90-4	5 Day Ave	Exemption	22E	1/28/2020
8	86-20-11	87-31-42	8 Pioneer Cir	Exemption	22	1/28/2020

The next scheduled meeting of the Board of Assessors will be Tuesday, February 18, 2019 at 4:30 p.m. at Town Hall, Assessors Conference Room, 60 Center Square, East Longmeadow, MA.

Mr. Grudgen made a motion to adjourn. Ms. Ghedini seconded. Motion passed 3-0.

Meeting adjourned at 5:30 p.m.

Respectfully Submitted,

J.W. Johnston
Clerk of the Board

Documents Reviewed: Minutes; MVE Warrants (4); Revision of Valuation Warrant; CPA Warrant; Directors Report; FY 20 Statutory Exemptions; FY 20 Real Estate Abatement Applications; ATB documentation.