

Board of Assessors Minutes
Tuesday, February 19, 2019 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 was being recorded by ELCAT, 180 Maple Street, East Longmeadow and this office 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 29, 2019 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:
 - FY2019 Real Estate Supplemental Tax Warrant
 - FY2019 Real Estate CPA Supplemental Warrant
- **Reports:** The board reviewed and signed when needed the following monthly reports:
 - Monthly Motor Vehicle Excise Abatement Report- January (2016 & 2018)
 - FY19 Monthly Real Estate Exemption Report-January
 - FY19 Monthly Real Estate Abatement Report- January
 - Notice of Commitment to Accounting (February)
 - LA-3 Sales Report-January-Mr. Grudgen stated there was many non-arm's length codes and asked if there were any unusual ones. Ms. Bishop stated the ASR ranged from low to high again this month. The board discussed a couple of sales where the ASR was either very low or very high.
- **Director's Update:**
 - Vision Version 8 Upgrade: The Vision upgrade has begun with the anticipated date for completion February 25th. I have scheduled several appointments including getting each desktop set up and a Configuration telephone conference. Once the fine tuning is complete a 3 hour online seminar for the office staff. This is scheduled for Friday, March 15, 2019. At that time there will be a SWAP participant here to take messages while the training is in process.
 - Forms of List Deadline: As a reminder Forms of List are due no later than March 1st for any person with personal property. This requirement is mostly for businesses but it does include residents with horses and home offices. All personal property owners currently on file should have received an orange postcard reminder of this deadline. The forms are available on our Assessors webpage and in the office.
 - Cyclical Inspections: I am anticipating cyclical inspections to begin again in the near future. There are approximately 1,100 inspections of single family homes that have not been inspected since December 31, 2013. During calendar year 2019 through June of 2022, it will be necessary to complete cyclical of all residential, commercial, industrial and personal property in order to meet our directives for our FY2023 Recertification.
 - Building Permit Inspections: Again this year, our Building Permit inspections will begin within the next six to eight weeks. Any property with open building permits on file will be visited.

1B-3 Exemption Application: CIL Realty of MA Inc. has purchased a home at 17 Angela Lane. The new owner has provided all the needed documents to satisfy the requirements for tax-exempt status. The board voted 3-0 to exempt this property.

Chapterland Property: The board reviewed the submitted documentation as required under M. G. Law Chapter 61A. The subject property is known as New Parcel F located on Parker Street and owned by the Valonen's. This property has been and is currently classified under Chapter 61A. The law provides the Town the right to purchase any property

at fair market value if it currently is classified under Chapter 61A. This 26,600 sf parcel is planned to be sold as a building lot. The Board of Assessors agreed to recommend the town waive their right to purchase this property to the Town Manager and Town Council. Once the Town Manager/Council acts upon this request; a Rollback tax will be generated along with a partial Lien Release.

Mr. Grudgen made a motion to go into executive session to review a Motor Vehicle Excise Abatement Application, FY2019 Exemption applications and FY19 Abatement applications only to return to open session to record our votes and adjourn. The following roll call was taken. Mr. Johnston, Yes; Ms. Ghedini, Yes, Mr. Grudgen, Yes.

The board returned to open session at 5:50 p.m.

The following is the vote of the Board of Assessors for a Motor Vehicle Excise Abatement put before them:

Year	Bill#	Name	BOA Action
2018	9301	Minor Joan, Estate of	Denied

The following list is the votes of the Board of Assessors on all FY19 Abatement & Exemption applications put before them:

	Parcel ID or Acct #	Location	Abt/Exemption	Clause	Vote /Date	Decision
1	95-9-2	8 Ainslie Dr	Exemption	17D	2/19/19	Granted
2	2B-59-29	3 Vineland Ave	Exemption	22	2/19/19	Granted
3	53-25-5	394 Somers Rd	Exemption	41C	2/19/19	Granted
4	26-115-7	43 Elm St	Exemption	41C	2/19/19	Granted
5	40-6-0	49 Chestnut St	Exemption	41C	2/19/19	Granted
6	5-49-3	275 Westwood Ave	Exemption	41C	2/19/19	Granted
7	58-22-0	48 Allen St	Exemption	41C	2/19/19	Granted

The next scheduled meeting of the Board of Assessors will be Tuesday, March 19, 2019 at 4:30 p.m.

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

Meeting adjourned at 5:55 p.m.

Respectfully Submitted,

J.W. Johnston
Clerk of the Board

Documents Reviewed: Minutes; Supplemental & CPA Supplemental Warrants, Monthly MVE Abatement Report, Monthly RE Exemption Report, Monthly RE Abatement Report, Monthly Accounting Report, Directors Update, 1B-3 Exemption Application, Correspondence, MVE Application, FY19 Exemption Applications and FY19 Abatement Applications.