

**Board of Assessors Minutes**  
**Tuesday, July 21, 2020 at 4:30 p.m.**  
**East Longmeadow, MA – via-Zoom Webinar**

**Present:** Martin 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. Chairman Grudgen stated this meeting is being recorded on Zoom and is live-streaming on Facebook and will be on ELCAT's YouTube 01028.

**Meeting Minutes:** Mr. Johnston reviewed the minutes from the meeting of June 16, 2020 and June 22, 2020 and found them to be in order as to form and content and moved they be approved. Ms. Ghedini seconded. Roll call vote: Mr. Johnston, Yes, Ms. Ghedini, Yes, Mr. Grudgen, Yes. Motion passes 3-0.

**Administrative:**

**Warrants:**

The board reviewed the following warrants and Chairman Grudgen made a motion to approve by roll call vote: Mr. Johnston, Yes, Ms. Ghedini, Yes, Mr. Grudgen, Yes. Motion passes 3-0.

- 2020 Motor Vehicle & Trailer Excise Commitment #4 in the amount of \$90,182.24
- FY20 Real Estate Supplemental-2 Tax Warrant in the amount of \$1,162.52
- FY20 Real Estate CPA Supplemental Tax Warrant in the amount of \$11.62

**Reports:**

The board reviewed the following monthly report and Chairman Grudgen made a motion to approve by roll call vote for each report which requires signatures: Mr. Johnston, Yes, Ms. Ghedini, Yes, Mr. Grudgen, Yes. Motion passes 3-0.

- Motor Vehicle Abatement Report (2019-\$22.56; 2020-\$3,416.62)
- FY20 Real Estate Exemption Report: (RE Exemption-\$2,400- CPA Exemption-\$24.00)
- FY20 Real Estate Abatement Report (RE Abatements-\$15,309.07-CPA Abatements-\$153.08)
- Omitted and Revised Assessment Report-The one revised assessment was due to a computer error.
- Amended FY2021 Tax Base Levy Growth (LA13A) Report: Ms. Bishop stated this amended amount is not considered new growth as it was previously assessed but due to computer error was omitted from the FY20 valuation list.
- LA-3 Sales Report (June): Chairman Grudgen noted many sales with very low ratios which means to the public many properties sell at least 10% over their current assessment also noting this covered all different areas of town, along with all different styles and ages. Chairman Grudgen commented about one sale where the ASR was 1.05 with the knowledge it was not on the MLS and flipped within one day. Chair Grudgen stated this is a sign that sales are rising rapidly in East Longmeadow.
- BP Report: Ms. Bishop noted there were two new dwelling bring the total new dwelling count to fifteen new home to date stating it is a very busy year for new construction with Chairman Grudgen stating we are way ahead of last year. Mr. Grudgen noted there is a proposed two home subdivision coming up.

**Director's Report:**

- Ms. Bishop updated the board and town residents that the town offices are still closed to the public. The assessing office continues to be available to the residents via phone, email, regular mail.
- Excise Tax Bills: The RMV has sent MVE Commitment 4 for processing of MV Excise bills. These bills will be mailed on July 23, 2020 and due on August 24, 2020.

- Building Permit Inspections: Ms. Bishop reported the building permit inspections up through June 30<sup>th</sup> have been completed. The office is now in the process on entering the data in our CAMA system. The only inspections left to be visited are the new personal property accounts for new businesses. All FY21 Form of List have been reviewed and entered with approximately 25 left to finish reviewing. Mr. Grudgen added we will work on our new value in August.

Mr. Grudgen made a motion to go into executive session at 4:45 p.m. to review CF Abatement Applications and ATB Updates 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 5:08p.m.

The next scheduled meeting of the Board of Assessors will be Tuesday, August 18, 2020 at 4:30 p.m. via Zoom.

Mr. Grudgen made a motion to adjourn. The following roll call was taken. Mr. Johnston, Yes, Ms. Ghedini, Yes, Mr. Grudgen, Yes. Motion passed 3-0.

Meeting adjourned at 5:09 p.m.

Respectfully Submitted,

J.W. Johnston  
Clerk of the Board

Documents Reviewed: Minutes; Warrants (3); MVE Abatement Report; FY20 RE Exemption Report; FY 20 RE Abatement Report, Omitted and Revised Assessment Report; Amended FY2021 Tax Base Levy Growth Report; LA-3 Sales Report; Building Permit Report; Directors Report; CF Applications and ATB update