

Board of Assessors Minutes
Tuesday, August 13, 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 will be taped by ELCAT, 180 Maple Street, East Longmeadow. This office will tape the 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 July 16, 2019 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 warrant:
 - 2019 Motor Vehicle Excise Commitment 4
- **Reports:** The board reviewed and signed when needed the following monthly reports:
 - Motor Vehicle Excise Abatement Report (2017, 2018,2019)
 - Accounting Notice (July)
 - LA-3 Sales Report (July): The board members discussed the home sales for the month of July noting there were some low ASR's. Chairman Grudgen noted he recently reviewed sales from June 2018 through June 2019 and basically the sales are flat. Also noted was a large industrial building sale with Ms. Bishop stating she will review the sale to ensure it is arms-length.
 - Building Permit Report (June): Chairman Grudgen noted there were no new homes on the June Building Permit Report.
 - FY19 CP-1 Report: Ms. Bishop explained this report is a joint effort between the Board of Assessors and the Town Accountant. This report details the total amount of Community Preservation funds committed to the Collector along with the total amount exempted or abated. The difference is the potential amount for reimbursement from the state. Previously, the town received 100% matching funds but as more municipalities have adopted the CPA surcharge the matching reimbursement has been reduced.
 - Director's Report:
 - Cyclical and Personal Property Inspections: Ms. Bishop stated these inspections are still ongoing for the next two months.
 - FY20 Interim Adjustment: This office has begun to review the sales from 2019 with Ms. Bishop's goal of have the values available for review by the board by mid to late September to be then submitted to the state for approval. The preliminary ASR review indicated most classes of properties are at approximately .95 ASR and the board's consensus is to continue within the range of .95-.98 ASR for all classes of property.
 - UMASS Summer School: Ms. Bishop stated this was one of the best weeks at UMASS with many topics discussed actually taking place within our office currently. This gives the Director firsthand knowledge as this office begin tackling some present issues at hand.
 - Local Finance Opinion (LFO-2019-2): The Bureau of Municipal Finance Law issued a legal opinion regarding the postmark date rule for abatement application. Ms. Bishop explained as an example, if a taxpayer does not hand deliver an abatement application by the close of business day on February 1st (exceptions: if February 1st is a Saturday,

Sunday, or if due to unforeseen circumstances, the town offices do not open on February 1st) the applicant can mail their application from the USPS with the February 1st date stamp. This application would be considered timely. If the applicant uses any private mail service such as FedEx-UPS, this application would be considered late and the assessors have lost jurisdiction to act upon this application.

What's New In Municipal Law Seminar: This annual seminar will take place Thursday, October 3, 2019. Ms. Bishop asked if any board member would like to attend to let her know as soon as possible. Ms. Bishop stated she will not be able to attend this year but will be sending a staff member in her place.

Mr. Grudgen made a motion to go into executive session to discuss Motor Vehicle Excise Abatements and Exemptions, Valuations, FY18 ATB appeals, an FY19 ATB appeal 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 5:58 p.m.

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

Year	Bill#	Name	BOA Action
2017	6334	Charles Howard	Denied
2019	1482	Michelle Brodeur	Denied
2018	25015	Tyler Equipment Com	Denied

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

Year	Plate/Bill#	Name	BOA Action
2019	Farm Plate	John Burney	Granted

The next scheduled meeting of the Board of Assessors will be Tuesday, September 3, 2019 at 4:30 p.m.

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

Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

J.W. Johnston
Clerk of the Board

Documents Reviewed: Minutes; Warrant; MVE Abatement Report; Accounting Notice; LA-3 Sales Report; Building Permit Report; Director Report; CP-1 Report, Seminar Notice, Abatement Applications and ATB documents.