

**Board of Assessors Minutes**  
**Wednesday, January 12, 2022 at 4:40 p.m.**  
**Assessors Conference Room, 60 Center Square, East Longmeadow, MA**

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

**Absent:** Martin Grudgen, Chairman

Mr. Johnson called the meeting to order at 4:40 p.m. Mr. Johnston stated in accordance with M.G. Laws Chapter 30A, Section 20, this meeting is being recorded by our office. It was also noted ELCAT was not present to record this meeting.

**Meeting Minutes:** Mr. Johnston reviewed the minutes from the meeting held on December 15, 2021 and found them to be in order as to form and content and moved they be accepted. Ms. Ghedini made a motion to accept. Mr. Johnston seconded. Motion passes 2-0.

**Administrative:**

**Warrants:**

**Reports:** The board reviewed and signed when necessary the following monthly reports:

- MVE Abatement Report (December) 2021- \$1,079.74
- FY22 Real Estate Exemption Report (December)-\$95,322.95
- LA-3 Sales Report (December): The board members reviewed the LA-3 Sales report noting sales prices still above our new FY2022 assessment with low ASR's.
- BP Report (December): Ms. Bishop stated we received 4 new single family permits bring the total to 31 new dwellings for calendar year 2021.
- Director's Report:
  1. FY22 Tax Bills: The FY22 3rd quarter bills were mailed on December 30, 2021. This tax bill reflects the new FY22 assessments approved back in September 2021 and the new tax rate which is \$20.29 which was approved early December 2021. On average all residential properties saw their assessment increase approximately 6% which was determined from the 2020 home sales here in East Longmeadow. The 3<sup>rd</sup> & 4<sup>th</sup> quarter tax bills are generally higher than the first two preliminary tax bills paid in August & November due to the setting of the new tax rate and the approval of the assessments. Once the tax rate and values are updated, the FY22 tax is calculated for the full fiscal year, the preliminary payments are deducted and the remaining balance is split into two installments which are the February 1st and May 1st payment.

It is the responsibility of this office to ensure we have fair and equitable assessments. If a taxpayer feels they are being unfairly assessed they have the right to file an abatement application no later than February 1st which is the same day as the 3rd quarter tax bills are due.

If a taxpayer has not received their tax bill yet, they should contact the Collector's office.

2. FY23 Form of List and 3ABC Forms: Bright orange postcards have been sent to all business owners currently on file regarding information on their responsibilities and filing deadlines for their annual personal property Form of List filing. The Assessors Notice is now posted at the Post Office and within Town Hall of the March 1st deadline. Included in these notices is the reminder for tax exempt property owners of their 3ABC filing responsibilities and deadline. A Form of List is a requirement for business owners who have personal property assets which is reported to our office

annually. This list reflects any personal property situated in the Town of East Longmeadow on January 1, 2022 that is associated with their business. A 3ABC form is for tax exempt entities who are required to complete and submit their annual form and attachments to remain tax exempt. The Personal Property Form of List is available on the Assessors webpage under Forms. A taxpayer can request a form by mail or email if needed!

3. Town and Assessors page on Website: I have been added new and updated information to the Assessors page. Again, I encourage our residents to check out our website.
4. Open Meeting Law Training: Our Town Clerk is encouraging all Board and Committee members to attend one of the three Open Meeting Law Trainings. The last one will be on January 26th. The training takes approximately 90 minutes and is online. Registration information has been sent to you via email.
5. Public meetings of Boards: ELCAT is looking to install “user-friendly “self-service” Zoom setup in the Library conference room for boards and committees that wish to hold hybrid in-person meetings. This will be an option in the near future as this pandemic continues. The board may want to explore this option.

Mr. Johnson made a motion to go into executive session at 4:50 p.m. to discuss a MVE Abatement Application, RE Exemption applications, a Tax Exempt property, ATB appeal, only to return to open session to record our votes and adjourn. The following roll call was taken. Ms. Ghedini, Yes; Mr. Johnston, Yes. Motion passes 2-0

The board returned to open session at 5:18 p.m. to record our votes as follows:

The following list is the votes of the Board of Assessors on all Motor Vehicle applications put before them. Mr. Johnston made a motion to deny the follow application. Ms. Ghedini seconded. Motion passed 2-0.

<b>Year</b>	<b>Bill# or Plate</b>	<b>Name</b>	<b>BOA Action</b>
2021	6317	Honda Lease Trust	Denied

The following list is the votes of the Board of Assessors on all RE Statutory exemption applications put before. Mr. Johnston made a motion to grant the exemption applications put before them. Ms. Ghedini seconded. Motion passed 2-0.

Parcel ID	Location	Abt/Exemption	Clause	Date	BOA Action
16-149-25	10 Donamor In	Exemption	41C	1-12-2022	Granted
25-53-63	8 Converse Cr	Exemption	22	1-12-2022	Granted
24-130-42	51 John St	Exemption	22	1-12-2022	Granted
25-90-4	5 Day Av	Exemption	22E	1-12-2022	Granted
41-9-31	134 Old Farm Rd	Exemption	22E	1-12-2022	Granted
75-69-33	128 Nottingham Dr	Exemption	22	1-12-2022	Granted
2A-17-402	23 Van Dyke Rd	Exemption	22	1-12-2022	Granted
42-32-13	44 Old Farm Rd	Exemption	22E	1-12-2022	Granted
12A-46-30	65 La Salle St	Exemption	41C	1-12-2022	Granted
7-13-5	439 Chestnut St.	Exemption	22	1-12-2022	Granted

The next regularly scheduled meeting of the Board of Assessors will be held on Wednesday, February 16, 2022 at 4:30 p.m.

Mr. Johnston made a motion to adjourn. Ms. Ghedini seconded. Motion passed 2-0.

Meeting adjourned at 5:20 p.m.

Respectfully Submitted,

J.W. Johnston  
Clerk of the Board

Documents Reviewed: Minutes; MVE Abatement Report; LA-3 Sales Reports; Building Permit Reports; Director's Report; MVE Abatement application; RE Exemption applications, ATB documents and correspondence.