

Board of Assessors Minutes
Wednesday, January 20, 2021 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 December 16, 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.

- 1991 Motor Vehicle Excise Recommitment (\$20.00)
- 1992 Motor Vehicle Excise Recommitment (\$37.50)
- 1993 Motor Vehicle Excise Recommitment (\$22.50)
- 2021 Motor Vehicle Excise Commitment 1 (\$1,809,357.71)
- 2020 Motor Vehicle Excise Commitment 7 (\$12,741.40)
- FY21 Omitted Property Warrant (1,787.99)

Reports: The board reviewed the following monthly reports 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.

- MVE Abatement Report (December) 2018 & 2020 (\$1,453.34)
- FY21 Exemption Report-includes SWAP (December) (\$120,969.44)
- FY21 2nd Exemption Report (December) (\$257.59)
- Accounting Notice (December)
- LA-3 Sales Report (December): Ms. Bishop commented on an article from Banker and Trademan the MA real estate market broke the 2019 house sales and price sales. Mr. Grudgen stated the residential single family properties increased by 10% with residential condos increasing by 9% in sale prices. There was not an increase in the number of sales due to the very low inventory available. Grudgen commented that five of the sales on the first page of this report fell in the 70% ASR range. Mr. Grudgen mentioned a few sales which sold in a neighborhood that has properties with confirmed crumbling foundation. Assuming these homes were tested, this is a good indication not all homes in this area are affected.
- BP Report (December): Ms. Bishop stated there were two new condos with a year to date total of 32 new residential constructions which Mr. Grudgen stated this will be part of our new growth for FY2022.
- Director's Report:

- a. **FY21 Tax Bills:** The FY21 3rd quarter bills were mailed on December 31, 2020. Ms. Bishop tries to stress this tax bill reflects the new FY21 assessments approved back in October 2020 and the new tax rate which is \$21.06 which was approved early December 2020. On average all residential properties saw their assessment increase approximately 3%. The 3rd tax bill generally is 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 FY21 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. Many

taxpayers make the mistake of multiplying their 3rd installment by 4 which is incorrect. Bishop mentioned the "cheat sheet" which is on the assessor's webpage to help taxpayers understand how their tax bill is calculated.

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.

- b. FY22 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 along with a notice on the town website of the March 1st deadline. Included in both of 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, 2021 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!
- c. Town and Assessors page on Website:** I have been adding new and updated information to the Assessors page. Again, I encourage our residents to check out our website.
- d. 2021 Motor Vehicle Excise Bills:** This office received the first Motor Vehicle Excise file from the RMV for calendar year 2021. This file contained approximately 16,000 MV Excise Bills. Abatement applications are on the back of every excise bill. As an example: If a taxpayer no longer owns a vehicle and receives a bill, they may qualify to file for an abatement. Some documentation is required and listed on the back. If more information is needed, a call to our office is the next best thing! We are here to assist. Excise tax is prorated by the month and not by per diem. The first 2021 excise tax bills are anticipated to go in the mail on February 2, 2021 and due March 4, 2021.
- e. Office Coverage:** As of January 4th, Jennifer Kerr, who currently works in the Town Manager's office is transferring to join the assessing staff. At the present time Jen is working part time between both offices with the eventually goal of making a fully transition to our office. Welcome Jennifer!

Betterment Payoff in Advance: The board reviewed the following Betterment Payoffs and Chairman Grudgen made a motion to approve by roll call vote for each: Mr. Johnston, Yes, Ms. Ghedini, Yes, Mr. Grudgen, Yes. Motion passes 3-0.

- Parcel-92-1-7 33 Mill Rd:
Rescind the Betterment Payoff dated December 16, 2020 (\$2,955.44)
Approve the Betterment Payoff dated January 20, 2021 (\$2,959.43)
- Parcel 78-2-0 26 Meadowbrook Rd: Betterment Payoff dated January 20, 2021 (\$1,052.68)

MV Excise & Boat Abatement Authorization: The board approved all current staff to approve MVE & boat abatements where all documentation is in order to expedite. Chairman Grudgen made a motion to approve by roll call vote for each: Mr. Johnston, Yes, Ms. Ghedini, Yes, Mr. Grudgen, Yes. Motion passes 3-0.

Annual 2020 Town Report Submission: for the Board of Assessors-The board was in agreement with the narrative as written. All other reports are required as part of our by-laws.

The next regularly scheduled meeting of the Board of Assessors will be held on Wednesday, February 16, 2021 at 4:30 p.m. via Zoom.

Mr. Grudgen made a motion to go into executive session at 4:58 p.m. to review Motor Vehicle Excise Abatements, FY21 Exemption Applications, FY21 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 5:45 p.m. to record our votes taken in Executive Session.

The following list is the votes of the Board of Assessors on all Motor Vehicle Abatements and Exemptions applications put before them requiring a roll call vote: Mr. Johnston, yes; Ms. Ghedini, yes; Mr. Grudgen, yes.

Year	Bill# or Plate	Name	BOA Action
2020	17491	Preste	Denied
2020	4655	Fiore	Deemed Denied
2020	492	Atkinson	Denied
2021	Farm Plate	Bilton	Granted
2021	Farm Plate	Burney	Granted
2021	Farm Plate	Graziano	Granted
2021	Farm Plate	Redstone Farms	Granted
2021	OCN Plate	Temporary Housing Inc	Granted
2021	Farm Plate	Turnberg	Granted

The following list is the votes of the Board of Assessors on all FY21 Exemption and Abatement applications put before them requiring a roll call vote: Mr. Johnston, yes; Ms. Ghedini, yes; Mr. Grudgen, yes.

Parcel ID #	Location	Abt/Exemption	Clause	Date	Vote
85-22-43	17 Holland Dr	Exemption	41C	1-20-2021	Granted
28-54-20	9 Crescent Hill	Exemption	37A	1-20-2021	Granted
46-6-13	4 Theresa St	Exemption	22E	1-20-2021	Granted
24-133-39	16 Helen St	Exemption	22	1-20-2021	Granted
16-86-27	85 Bayne St	Exemption	22E	1-20-2021	Granted
58-55-1	799 Parker St	Exemption	41C	1-20-2021	Granted
86-15-6	24 Hunting Ln	Exemption	17D	1-20-2021	Granted
46-75-48	35 Pine Grove	Exemption	22F	1-20-2021	Granted
12A-49-24	33 LaSalle	Exemption	41C	1-20-2021	Granted
40-15-2	8 St Joseph Dr	Exemption	41C	1-20-2021	Granted
4A-26-236	100 Smith Av	Exemption	22	1-20-2021	Granted
58-24-0	60 Allen St	Exemption	41C	1-20-2021	Granted
30-33-3	28 Abbey Ln	Abatement	59	1-20-21	Granted
14A-93-370	25 Bartlett Av	Abatement	59	1-20-21	Granted
25-180-17	20 Lester St	Abatement	59	1-20-21	Denied
86-15-6	24 Hunting Ln	Abatement	59	1-20-21	Granted

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

Meeting adjourned at 5:51 p.m.

Respectfully Submitted,

J.W. Johnston
Clerk of the Board

Documents Reviewed: Minutes; MVE Warrants (5); FY21 Omitted PP Warrant; MVE and FY21 Exemption/Abatement Reports (3); Accounting Notice; LA-3 Sales Report; Building Permit Report; Directors Report; Betterment Warrants (3); MVE Authorization; Town Report submission; MVE Abatement Applications; FY21 Exemption Applications, FY21 Abatement Applications, ATB documents.