

Board of Assessors Minutes
Wednesday, June 28, 2023 at 4:30 p.m.
Conference Room, 382 North Main St, Suite 205, East Longmeadow, MA

Present: Martin Grudgen, Chairman; Marilyn Ghedini, Assessor; Lucianne Giguere, Assessor and Diane Bishop, Director of Assessing

Chairman Grudgen called the meeting to order at 4:30 p.m. Chairman Grudgen stated in accordance with M.G. Laws Chapter 30A, Section 20, this meeting is being by recorded ELCAT and our office.

Meeting Minutes: Ms. Ghedini reviewed the minutes from May 17, 2023 and found them to be in order and moved they be accepted. Ms. Giguere seconded. Motion passes 3-0.

Administrative:

Warrants: The board reviewed and signed the following warrants:

- FY24 Preliminary Real Estate Warrant-\$22,662,457.30
- FY24 Preliminary CPA Warrant-\$168,801.16
- FY24 Preliminary Personal Property Warrant-\$797,017.92
- 2005 Boat Excise Recommitment-\$20.00

Reports: The board reviewed and signed the following monthly reports:

- Motor Vehicle Excise Abatement Report for May (2021, 2022-2023)-\$7,720.15
- Revised Motor Vehicle Excise Abatement Report for April (2021, 2022-2023)-\$10,949.96
- 2010 Uncollectible Motor Vehicle Excise Abatement Report-\$3,626.57
- FY 2011, 2012, 2013 Uncollectible Boat Excise Abatement Report-\$86.00
- FY 2008, 2010, 2012 Uncollectible Personal Property Abatement Report-\$3,181.96
- FY23 MDM-1 Reimbursement Report-\$121,671.88
- FY23 Veterans Exemption Reimbursement Report- \$10,237.44
- FY24 Omitted and Revised Assessment Report-\$714.24 + 680.24 in Rollback Tax
- FY24 LA-13A Amended Growth Report-\$755.00
- Accounting Notice for the month of February-\$47,934.00
- Accounting Notice for the month of June-\$20.00
- LA-3 Sales Report for the month of May: Chairman Grudgen shared some key points to review on the LA-3 for our new Assessor, Ms. Giguere. Chairman Grudgen stated the Assessment to Sales Ratio column is what we review which is how our values are determined. Grudgen continued our ratios are very low with many in the seventies, adding this is the most in the seventies he has ever seen which means values will be going up (these sales will affect next years' values). The assessors discussed a few sales which may or may not be arm's length.
- BP Report for the month of May: Chairman Grudgen shared there was one new condo out of the three-page report of building permits. Grudgen stated the construction of new homes have been declining over the past ten years. It was noted there is a new subdivision in the works.
- Director Update
 1. Building Permits: Our Data Collector along with the Director of Assessing and Assistant Assessor have been out reviewing the open building permits for the past two weeks. This office posted on the town website information regarding these inspections along with notifying the police department. Our goal is to complete approximately 500 inspections by the middle of July 1st. Once these inspections are complete comes the task of data entering all the new data. These inspections include any permits issued since July 2022 and all older permits that were incomplete as of June 30, 2022.
 2. FY24 Form of List: I have completed updating the personal property accounts for FY 24. Any new business will be visited for personal property assets inspection. As I stated at our last meeting this most likely will happen over the summer. The office received notification of the 2023 List of Corporations Subject to Taxation which has been updated on the Division of Local Services website. This update assists our office in determining the state class code of

Board of Assessors Meeting
June 28, 2023

personal property accounts. Also, as required by DOR, the 50/50 Blended Utility valuations have been completed by our consultant. The valuations will be reviewed later in this meeting.

3. **FY24 Certified Telephone & Pipeline Valuations:** The Commissioner of Revenue released the FY24 Certified Telephone & Pipeline valuations on June 20th. Calendar year 2022 did not include any significant changes. The total new growth for these centrally valued accounts amounted to \$65,500 in value or approximately \$1,258 in new growth. The Board of Assessors have the right to appeal these valuations on or before July 15, 2023 if warranted. These valuations will be reviewed later in this meeting.
4. **Relocation of Assessors Office:** As a reminder, the Assessor's office has relocated to 382 North Main Street Suite 205. I would like to stress to residents, the Assessor's office is responsible for and handles such items as valuations, abatements, exemptions. If you need assistance with an assessing item, we are now located at 382 North Main Street.

Payment of taxes falls under the Collector's office. The Collectors office is still at the Town Hall in the center of town.

5. **Assistant Assessor Resignation:** I am sad to announce our Assistant Assessor Martha Leamy has tendered her resignation as of July 7, 2023. Martha has taking a new job opportunity in another municipal where she will head their assessing department. Martha has been a wonderful asset to our department and town residents. She will be missed!
6. **Vacancy Filled on the Board of Assessors:** Lucianne Giguere expressed interest and was appointed to fill the vacancy on our board by Town Manager Mary McNally. Luci is a 39-year resident of the town and has extensive knowledge of real estate. Luci, welcome to the Board of Assessors. We all look forward to working with you!

Chairman Grudgen made a motion to go into executive session at 4:50 p.m. to review a Motor Vehicle Excise Abatement Application, FY24 Centrally Valued Telephone & Pipeline values, FY24 Utilities values; RE Abatement applications (4) and an ATB update only to return to open session to record any votes if warranted and adjourn. The following roll call was taken. Ms. Giguere, Yes; Ms. Ghedini, Yes; Mr. Grudgen, Yes. Motion passes 3-0

The board returned to open session at 5:24 p.m.

The following list is the votes of the Board of Assessors on a Motor Vehicle application put before them. A motion was made by Mr. Grudgen and seconded by Ms. Ghedini. Motion passed 3-0.

YEAR	BILL #	NAME	BOA ACTION
2022	7087	JP MORGAN CHASE BANK NA	DENIED

The following list is the votes of the Board of Assessors on all on Real Estate abatements put before them. A motion was made by Chairman Grudgen and seconded by Ms. Ghedini. Motion passed 3-0.

Parcel ID #	Location	Abatement	Vote /Date	BOA Action
40-46A-1	32 CHESTNUT ST	FY22 ABT-ATB	6/28/23	GRANTED
40-46A-1	32 CHESTNUT ST	FY23 ABT	6/28/23	GRANTED
27-10-0	70 MAPLE ST	FY23 ABT 59/72A	6/28/23	GRANTED
27-10-0	70 MAPLE ST	FY24 ABT 59-72A	6/28/23	GRANTED

The next meeting of the Board of Assessors will be on Wednesday, August 9, 2023 at 4:30 p.m.

Chairman Grudgen made a motion to adjourn at 5:25 pm. Ms. Ghedini seconded. Motion passed 3-0.

Board of Assessors Meeting
June 28, 2023

Respectfully Submitted,

Marilyn Ghedini
Assessor

Documents Reviewed: Minutes; Warrants (4) MVE & Boat Abatement Report (4); Personal Property Abatement Report; MDM1-Veteran's Reimbursement Report; Omitted and Revised Report; LA13A Report; Notice to Accounting (2); LA-3 Sales Report; Building Permit Report; Director's Update; Motor Vehicle Abatement Application; Real Estate Abatement Applications (4); 504, 505,506 Valuation documents and ATB documents.