

Board of Assessors Minutes
Wednesday, August 18, 2021 at 4:30 p.m.
Assessors Conference Room, 60 Center Square, East Longmeadow, MA

Present: Martin Grudgen, Chairman; J. William Johnston, Clerk of the Board and Diane L. Bishop, Director of Assessing

Absent: Marilyn Ghedini, Assessor

Mr. 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 recorded by ELCAT and is also being recorded by our office.

Meeting Minutes: Mr. Johnston reviewed the minutes from the meeting of July 21, 2021 and found them to be in order as to form and content and moved they be approved. Mr. Grudgen seconded. Motion passes 2-0.

Administrative:

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

- MVE Abatement Report (July) 2020 & 2021- \$2,832.90
- Notice of Commitment to Accountant (July)-\$22,554,827.77
- LA-3 Sales Report (July): The board members reviewed the LA-3 Sales report. Mr. Grudgen noted a lot of ASR's in the .70's and a few in the .80's. Chairman Grudgen commented on two Shaker Road properties that have been vacant for a long time were recently sold. Mr. Johnston stated we are continuing the trend we have been seeing the past couple of month.
- BP Report (July): Ms. Bishop stated we received 3 new dwelling permits bring the total year to date to 22 new dwellings. Chairman Grudgen asked if we knew how other surrounding municipalities are doing with new construction. Ms. Bishop stated we are out pacing all other surrounding communities.
- Director's Report:
 - FY2022 Real Estate Valuations: Ms. Bishop reported she is currently working with our Consultant reviewing the sales from calendar 2020 to determine how those sales will impact the FY2022 values. At this time, preliminary information has been pulled together with the hopes to have final information by the September meeting for the Assessors.
 - FY2022 504 Utility Values: The Commissioner of Revenue has mandated a new valuation process effective this fiscal year. Our Consultant has been working on these with preliminary information to follow. The valuation process is now a blended value of 50% net book value and 50% replacement cost new less depreciation of all assets.
 - Building Permits: The building permit inspections information is official enter with Ms. Bishop working on the new growth numbers for the real estate portion of the new growth. Also a work in progress is the entry of the personal property Forms of List. Ideally the goal to complete these should be no later than the end of August to early September. There are still approximately 25 personal property inspections to be completed.
 - Annual Chapterland Applications Notices: Postcards will be mailed next week to remind our Chapter 61, 61A & 61 B landowners of the annual application to be submitted no later than October 1, 2021 by the close of the business day. The applications, acknowledgement forms and maps are available in the office for our forest, agricultural and recreational property owners.

- VISION UPDATE: On August 11, 2021 the VISION software was updated to version 8.2.12. Hopefully this will fix the little bugs in the software we are currently experiencing.
- Office Staff: Welcome Martha Leamy! Martha began working in our office bringing with her over 15 years of experience. Most recently Martha was the Principal Assessor for the Town of Southampton. Many thanks to Jennifer Kerr for her hard work. Jennifer decided to take a new position in a private company in a human resource position! Best of luck to Jennifer in her new endeavor! With Jennifer's resignation and Martha coming to our office, we are still looking to fill one vacant position. The past year has been a year of transition but confident our office will be back to full speed in no time!

FY 21 Community Preservation Surcharge: The total amount to be submitted is \$303,813.14. This report requires both the Municipal Finance Director and the Board of Assessors signatures. This will be submitted on DLSGateway prior to the deadline of September 15th.

MVE & Boat Authorization to Abate: The Board authorized Martha Leamy, Administrative Assistant to process on behalf of the East Longmeadow Board of Assessors all excise & boat abatement certificates for the prompt and efficient operation of the assessing department.

The next regularly scheduled meeting of the Board of Assessors will be held on Wednesday, September 22, 2021 at 4:30 p.m.

Mr. Grudgen made a motion to go into executive session at 4:40 p.m. to meet with an Attorney regarding an ATB appeal, a MVE Abatement application, RE Supplemental Abatement application, Personal Property valuations, RE Valuations and FY19, FY20, FY21 ATB Updates only to return to open session to record our votes if any and adjourn. The following roll call was taken. Mr. Johnston, Yes; Mr. Grudgen, Yes Motion passes 2-0

The board returned to open session at 6:00 p.m.

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

Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

J.W. Johnston
Clerk of the Board

Documents Reviewed: Minutes; MVE Abatement Report; Notice of Commitment to Accountant; LA-3 Sales Report; Building Permit Report; Directors Report; CP1 Report; MVE Authorization to Abate; MVE abatement; RE Supplemental Abatement Application; FY 22 Utility methodology, FY22 RE review and ATB documents.