

**Board of Assessors Minutes**  
**Wednesday, September 14, 2022 at 4:30 p.m.**  
**Assessors Conference Room, 60 Center Square, East Longmeadow, MA**

**Present:** Martin Grudgen, Chairman; Marilyn Ghedini, Assessor and Diane L. Bishop, Director of Assessing

**Absent:** J. Willilam Johnston, Clerk of the Board

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

**Administrative:**

1. **Warrants:**

- 2008 Motor Vehicle Excise Recommitment in the amount of \$38.75
- 2009 Motor Vehicle Excise Recommitment in the amount of \$52.50
- 2022 Motor Vehicle Excise Commitment 5 in the amount of \$71,228.09

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

- Motor Vehicle Excise Abatement Report for August (2020, 2021 & 2022)-\$5,011.35
- FY23 MVE Reimbursement Report-\$581.71
- FY10 Personal Property Abatement Report-\$535.75
- FY11 Personal Property Abatement Report-\$382.00
- LA-3 Sales Report for the month of August- The board reviewed the report with Chairman Grudgen stating many sales having an ASR in the .80's with a few in the .90's, and will see what happens in the next few months.
- BP Report for August: Ms. Bishop stated there are two new dwellings for the month of August with nine year to date. Chairman Grudgen noted a permit coded as above ground pool most likely is coded incorrectly. Ms. Bishop will review and update if needed.
- Director's Report:
- **Annual Chapterland Applications:** As a reminder to our residents who are classified under Chapter 61A or 61B, their annual applications are due no later than Monday, October 3, 2022 by the close of the business day.
- **FY2023 Recertification:** The statistical analysis along with all required documents have been submitted for our FY 2023 Recertification and met the first review with very few questions as all documentation supports our proposed FY23 values. The same information has been submitted on to the next level of review with the hopes to received preliminary certification. Once this happens, we will enter in to the Public Disclosure period. This will be advertised on the town website and will be one week in duration. After the disclosure period concludes, our values will be in line to receive final approval from the Department of Revenue / Division of Local Services.
- **FY23 New Growth:** I have been working on the FY23 new growth submission. I will be providing preliminary copies for the board members review. Once we receive Final Certification for the board members signatures, the Board of Assessors will be required to access the DLS Gateway system using their unique user name and passwords to sign off on several forms. Ms. Bishop will let the board know when signatures are needed.
- **Senior Exemption Seminar:** Assistant Assessor Martha Leamy and Director of Assessing Diane Bishop will present a Senior Exemption Seminar on October 17, 2022 at the Senior Center at 10:30 am. This will be an opportunity for taxpayers to learn of the exemption programs available to them.

3. **Update on FY23 Recertification:** Ms. Bishop provided the board members for their review several documents which will require their signatures in the near future. The first is the LA-3 in Excel format covering all sales submitted to DOR for our FY23 Recertification. This document is derived from the actual real estate deeds received by our office. Also provided was the LA-4 Assessment Classification

Report along with an LA-4 comparison sheet covering the actual FY22 values and the proposed FY23 values. Lastly, the LA-13 Growth Report along with the LA-13 comparison sheet. Ms. Bishop noted this is the anticipated new growth but first must have approval from DOR. All these documents are subject to change based on the completion of the Public Disclosure Period and final DOR approval. Chairman Grudgen mentioned in the past 12 months (from September 2021 to September 2022) he has documented a 12 % increase in values in the real estate market. He is of the opinion it will now calm down.

4. **Notice of Intent to Remove a Portion of Land from Chapter 61A:** Ms. Bishop shared with the board members of the receipt of a Notice of Intent to Remove a Portion of Land from Chapter 61A. Unfortunately, the notice was missing an attachment and erroneously noted the wrong classified program. A letter was sent to the taxpayer informing them of the issues including the 120 day period for the town to excise their options will not begin until the necessary information is provided. Ms. Ghedini asked if they withdraw then they can put up a cell tower. Ms. Bishop stated she believes the Planning Board has already approved the cell tower but this withdrawal will result in a rollback tax.

Mr. Grudgen made a motion to go into executive session at 4:50 p.m. to discuss ATB updates only to return to open session to record our votes if needed and adjourn. The following roll call was taken. Ms. Ghedini, Yes; Mr. Grudgen, Yes. Motion passes 2-0

The board returned to open session at 5:05 p.m.

The next regularly scheduled meeting of the Board of Assessors will be held on Wednesday, October 5, 2022 at 4:30 p.m.

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

Meeting adjourned at 5:05 p.m.

Respectfully Submitted,

Marilyn Ghedini  
Assessor

Documents Reviewed: Warrants (3); MVE Abatement Report; MVE Reimbursement Report; Personal Property Abatement Reports (2); LA-3 Sales Report; Building Permit Report; Director's Report; FY23 LA-3 Sales Report; LA-4 Classification Report; LA-15 Growth Report.