

City of Greenfield
Assessor's Meeting
September 5th, 2019

14 Court Square, 2nd Floor Meeting Room

9:00 am

CALL TO ORDER: Meeting was called to order at 9:11 am by Joseph Ruggeri.

ROLL CALL OF MEMBERS: Chair Joseph Ruggeri and Chief Assessor Kimberly Mew.

Also present was Jeff Reynolds from RRG.

Chair Joseph Ruggeri read the August 22nd, 2019 meeting minutes into the record.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously;

VOTED: TO ACCEPT AND APPROVE THE AUGUST 22ND, 2019 MEETING MINUTES WITH FRIENDLY AMMENDMENTS.

PUBLIC COMMENT:

Public comment was opened at 9:15 am by Joseph Ruggeri.

NEW BUSINESS

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously;

VOTED: TO ACCEPT AND APPROVE MOTOR VEHICLE EXCISE ABATEMENTS FOR CALENDAR YEAR 2017 FROM AUGUST 19TH, 2019 TO AUGUST 30TH, 2019 AND FOR CALENDAR YEAR 2019 FROM AUGUST 19TH, 2019 TO AUGUST 30TH, 2019.

Board discussed Munis upgrade scheduled for September 5th, 2019 at 5 pm.

Board discussed Chapter Land lien adjustment. Audrey LaBonte Notary of the Public joined the meeting at 9:21 am to review and notarize the lien. By request of Mrs. LaBonte Chairman Ruggeri crossed out Clerk Letourneau's name on the lien to match the Notary paperwork.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously;

VOTED: TO ACCEPT AND APPROVE THE ADJUSTED CHAPTER LAND LIEN WITH AMENDMENT.

Mrs. LaBonte departed the meeting at 9:30 am.

Mrs. Mew gave the Board an update of the office.

- Processed 3ABC's and mailed out request for those who didn't file. Tabled for further discussion
- Once the Munis update is complete a test run will take place with the bills.
- Making progress filling the clerical position. Interviews to take place Thursday and Friday afternoon.
- Briefly discussed movement of files from storage unit.

Mr. Reynolds gave the Board an update of work.

- Moving closer to running the LA3 and 4.
- Building permit inspections are underway.
- A proposed timeline for the Commercial revaluation has been sent to the Mayor with the proposed end date being July 2020.

Board discussed fiscal year calendar timeline of department tasks and deadlines. Board will review 1st draft and future discussion will take place.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously;

VOTED: TO CLOSE PUBLIC COMMENT AT 9:43 AM.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously,
VOTED: TO GO INTO EXECUTIVE SESSION AT 9:45 AM.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously
VOTED: TO END EXECUTIVE SESSION AT 9:55 AM.

Mayor Martin and Mark Smith joined the meeting to discuss storage for Assessors records. The records needed to be moved out of the current location by Monday September 16th, 2019. A few locations were discussed but the records are required to be kept in a location with temperature control.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously
VOTED: TO TEMPORARILY MOVE ASSESSOR RECORDS TO 20 SANDERSON STREET AT 9:55 AM.

Mayor Martin and Mr. Smith departed the meeting at 10:09 am.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously,
VOTED: TO GO INTO EXECUTIVE SESSION AT 10:10 AM.

MOTION: On a motion by Ruggeri, second by Mew, it was unanimously
VOTED: TO END EXECUTIVE SESSION AT 10:59 AM.

MOTION: on a motion by Ruggeri, second by Mew, it was unanimously,
VOTED: TO ADJOURN THE MEETING AT 11:00 AM.

Next Scheduled meeting September 19th, 2019 at 9:00 am.

Respectfully submitted,

Kimberly Mew
Chief Assessor
Greenfield Assessors
BOA/kam