

City of Greenfield  
Assessor's Meeting  
October 17<sup>th</sup>, 2019

14 Court Square, 2<sup>nd</sup> Floor Meeting Room

9:00 am

**CALL TO ORDER:** Meeting was called to order at 9:01 am by Joseph Ruggeri.

**ROLL CALL OF MEMBERS:** Chair Joseph Ruggeri, Clerk Dee Letourneau, Chief Assessor Kimberly Mew and Administrative Clerk Sandra Gradoia.

Also present was Nohika Cherubin from RRG and Assistant City Accountant Angelica Desroches.

Clerk Dee Letourneau read the October 3<sup>rd</sup>, 2019 meeting minutes into the record.

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

**VOTED:** TO ACCEPT AND APPROVE THE OCTOBER 3<sup>RD</sup>, 2019 MEETING MINUTES WITH FRIENDLY AMENDMENTS.

**PUBLIC COMMENT:**

Public comment was opened at 9:07 am by Joseph Ruggeri.

**NEW BUSINESS**

Board discussed motor excise abatements.

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

**VOTED:** TO ACCEPT AND APPROVE MOTOR VEHICLE EXCISE ABATEMENTS FOR CALENDAR YEAR 2018 FROM OCTOBER 7<sup>TH</sup>, 2019 TO OCTOBER 11<sup>TH</sup>, 2019 AND FOR CALENDAR YEAR 2019 FROM OCTOBER 7<sup>TH</sup>, 2019 TO OCTOBER 11<sup>TH</sup>, 2019.

The Board discussed information that needed to be put into Gateway for the Classification Hearing. Angelica Desroches stated that the Accounting office had two more sections to complete and anticipated that she would have this complemented by the end of the week.

The Assessors office has completed the Omitted & Revised Assessment Report, the LA13A and the MDM1. Building permits are just about complete and will finish up new growth. Jeff Reynolds is working on the sales analysis and will be in the office two days next week. We will get our information into Gateway and create the packet for City Council.

Board discussed the parcel of land at 188 Main Street. City has taken this property for nonpayment of taxes.

Paula Morse Notary of the Public joined the meeting at 9:32 am.

Board discussed Chapter land lien for 454 Leyden Road. A small contiguous parcel of land was being add to the Chapter plan.

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

**VOTED:** TO ACCEPT AND APPROVE THE CHAPTER LAND LIEN AS PREPARED.

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

- Still working on running a test file in Munis. Looking at acreage, value, I&E liens etc.
- Building permit inspections are almost completed.
- Continuing to work on year end items for the Classification hearing.

Board tabled discussion of fiscal year calendar timeline.

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

**VOTED:** TO CLOSE PUBLIC COMMENT AT 9:58 AM.

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

**VOTED:** TO GO INTO EXECUTIVE SESSION AT 9:58 AM.

**MOTION:** On a motion by Ruggeri, second by Letourneau, it was unanimously  
**VOTED:** TO END EXECUTIVE SESSION AT 10:08 AM.

**MOTION:** on a motion by Ruggeri, second by Letourneau, it was unanimously,  
**VOTED:** TO ADJOURN THE MEETING AT 10:13 AM.

Next Scheduled meeting November 7<sup>th</sup>, 2019 at 9:00 am.

Respectfully submitted,  
Kimberly Mew  
Chief Assessor  
Greenfield Assessors  
BOA/kam