

## **Board of Assessors Minutes**

**4/4/2022 at 6:00 PM**

1. Meeting brought to order at 6:04 PM. In attendance were Rebecca Dono Healy, Van Baker, Jack Valleli, and Tom Martiska and Amy Evanowski attending remotely via Zoom.
2. The Board read the prior meeting's minutes. Van Baker moved to accept the minutes as written, with Tom Martiska seconding. The vote was 3-0 in favor.
3. Regarding Forms of List and the associated personal property taxes, Amy is going to get in contact with Jill from RRC to get information on when RRC is going to start conducting inspections to verify Form of List data and capture new business. We're looking to get a head start on next year's dataset given the logistical issues we had getting the Form of List manifest created for this year.
4. The Board was pleased to hear that CAI is making headway on our contract for tax map updates and GIS services given the email received from Tim Fountain on April 4.  
  
Additionally, Amy informed the Board that our CAMA database is similarly close to being fully current with registered plans and lot splits.
5. The Board was pleased to hear that we're getting a better than anticipated response to the Income and Expense mailings, though the actual submissions remain low.
6. Amy informed the Board that she has been in communication with a colleague in North Andover as well as staff within RRG to make a definitive and defensible reassessment of the FedEx facility. She is leaning toward the higher of the previous appraisals given the rental income the property draws and the modern and innovative nature of the site.

7. We informed the Board that we are preparing to go over our retained files on Chapter 61, 61A, and 61B Land, to prepare for any missing documentation that potentially requires months of waiting so that all properties can be in compliance by the actual deadlines.
8. The Board was pleased to hear that the MVX commitment went out smoothly.
9. The Board was pleased to hear that we were able to purchase good equipment under our projected expense for those items.
10. Tom Martiska informed the board that Dave Butler on FINCOM congratulated him on our office's prompt and complete new growth estimates.
11. Upon some discussion, the Board informed us that in looking for any special tax documentation for Frito-Lay's facility, we might look with the Selectmen's Office as well as online since many of those records are public.
12. Van Baker moved to adjourn at 6:32 PM, Tom seconded, the vote was 3-0 in favor.