

BOARD OF ASSESSORS

Samuel P. Chase, Chairman
John J. Duffett
Kevin Sullivan



Chief Assessor
Frank T. Reen, M.A.A

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TOWN OF CHELMSFORD

PATRICIA E. DZURIS

TOWN CLERK

Telephone: (978) 250-5220

Chelmsford Town Offices
Assessor's Office
50 Billerica Rd
Chelmsford, MA 01824-2777

Approved by BOA vote 10 September 2020

Meeting Date: 9 July 2020
Location: Virtual Meeting via Zoom application
Assessor's Office, 50 Billerica Rd, Chelmsford MA 01824
Present: S. Chase, J. Duffet, K. Sullivan, F. Reen
Absent: None
Public Present: None

Meeting Called to Order at: 11:00 AM by S. Chase

Note: The Assessor's office files abatement, exemption, and hardship files by Account. No., which is the same as the tax bill number. All properties acted upon are referred to by the Account No. referenced on the corresponding documents.

1. Reading of Governor's Order Suspending Certain Provisions of the Open Meeting Law, by the Chair.
2. Approval of 19 June 2020 Minutes: Motion to approve by K. Sullivan, second by J. Duffett, vote to approve, unanimous.
3. Release of Executive Session Meeting Minutes Process: During our June 19, 2020 meeting, we discussed appropriate procedure for releasing Assessors' Executive Session Meeting minutes wherein taxpayer confidentiality with respect to financial status and personal medical condition is required. The Attorney General's Office has been contacted for guidance and until such time as that is received, we will continue to observe the protocol outlined at our June 19, 2020 meeting.
4. Release of Executive Session Meeting Minutes, April 24 and April 30, 2020: Discussion: S. Chase questioned whether all matters discussed/acted upon in both meetings are now considered closed. F. Reen indicated that they are from an Assessors' action perspective. K. Sullivan questioned whether or not we can consider matters subject to appeal as closed before the time for filing an appeal has expired. General agreement by the Board that matters cannot be considered as "closed" until the time for filing an appeal has expired, and that both meetings cover actions that are subject to appeal. Therefore, we will hold release of these and other Executive Session Meeting minutes until such time as the relevant appeal periods have lapsed, or until such time as the Attorney General or other controlling authority may direct their release. Motion to approve by K. Sullivan, second by J. Duffett, vote to approve, unanimous.
5. Appointments: None
6. Executive Session: Motion by K. Sullivan to adjourn to Executive Session, pursuant to MGL Chapter 30A, Section 21(a)(7), to comply with, or act under the authority of, any general law, specifically, to

require confidentiality as defined in MGL Chapter 59 Section 60, Records of Abatements, and Chapter 214 Section 1B, Right of Privacy, to discuss abatement and/or hardship exemption actions as required, and further, to discuss strategy with respect to pending litigation, upon conclusion of Executive Session, not to return to Open Session. Second by J. Duffett. Voted: Mr. Sullivan, Aye; Mr. Duffett, Aye, Mr. Chase, Aye. Regular Meeting Adjourned.

Meeting Adjourned, 11:11 AM

Respectfully submitted,
Sam Chase, Chairman