

BOARD OF ASSESSORS

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



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

RECEIVED

2021-03-04

8:38 AM

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 3 March 2021

Meeting Date: 15 January 2021
Location: Virtual Meeting via TEAMS application for Record, Not Televised
Assessor's Office, 50 Billerica Rd, Chelmsford MA 01824
Present: S. Chase, J. Duffett, K. Sullivan, F. Reen
Absent: None
Public Present: None

Meeting Called to Order at: 10:55 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 3 December 2020 Minutes: Motion to approve by J. Duffett, second by K. Sullivan, vote to approve, unanimous. Approval of 3 December 2020 Executive Session Minutes: Motion to approve by J. Duffett, second by K. Sullivan, not to be released until resolution of pending matters, vote to approve, unanimous.
3. Appointments: None.
4. Discussion: ATB pending appeals, 7 Amble Road: F. Reen advised that Hearing was scheduled for 11 January 2021, but taxpayer withdrew, and the matter is now closed. F. Reen advised that the TEAMS meeting application has no Delay or Mute provision for real-time audio editing, so that anything said in a TEAMS meeting will be recorded. S. Chase advised that in similar fashion, any "chat" submitted becomes part of the legal permanent record of any TEAMS/ZOOM meeting. General discussion concerning "delayed signature" notes placed on files: this indicates that an Assessor's signature may have been delayed due to meeting logistics whereby the Chair possesses original documents remotely that are at the time of the meeting unavailable to other Board members (Assessor members possess working file copies). The process is that the Chair signs originals after Board approval, then returns signed documents to the Assessor's Office as soon as possible thereafter. Documents are then delivered to other board members for signature.
5. Commitment: Motor Vehicle Excise and Property Tax Abatements, November 2020: \$44.55; Liens, \$250.00; \$7,198.34. Motion to approve by J. Duffett, second by K. Sullivan, vote to approve, unanimous.
6. Commitment: Motor Vehicle and Excise and Property Tax Abatements, December 2020: \$3,570.11; \$116.24. Motion to approve by J. Duffett, second by K. Sullivan, vote to approve, unanimous.

7. Commitment: Levy FY 2020 Property Tax Abatements, December 2020: I&E Penalty, \$500.00. Motion to approve by J. Duffett, second by K. Sullivan, vote to approve, unanimous.
8. Commitment: Property Tax Exemptions, December 2020: \$3,585.08; Veteran's Exemption Clause 22, \$141,952.36; Net of Small Commercial Exemptions/rescissions, CPA: \$176,821.21; Real Estate various Clauses \$219,188.83. Motion to approve by J. Duffett, second by K. Sullivan, vote to approve, unanimous.
9. Commitment: Real Estate Tax Actual + CPA FY 2021: \$104,879, \$111.74; Personal Property Tax FY 2021: \$4,005,538.78. Motion to approve by J. Duffett, second by K. Sullivan, vote to approve, unanimous.
10. 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, upon conclusion of Executive Session, not to return to Open Session. Second by J. Duffett. Voted by Poll of the Board: Mr. Sullivan, Aye; Mr. Duffett, Aye, Mr. Chase, Aye. Regular Meeting Adjourned.

Meeting Adjourned, 11:22 AM

Respectfully submitted,
Sam Chase, Chairman