

BOARD OF ASSESSORS

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



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

Telephone: (978) 250-5220

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

Approved by BOA Vote 9/15/2022

Meeting Date: 21 July 2022
Location: 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: 7:00 PM

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. Approval of 5 May 2022 Minutes: Motion to approve by K. Sullivan, second by J. Duffett, vote to approve, unanimous. Approval of 5 May 2022 Executive Session Minutes: Motion to approve by K. Sullivan, second by J. Duffett, not to be released until resolution of pending matters, vote to approve, unanimous.
2. Appointments: The Town Manager re-appointed S. Chase to The Board of Assessors for a 3-year term, effective July 1, 2022. Motion to continue S. Chase as BOA Chair by J. Duffett, second by K. Sullivan. Voted by Poll of the Board: Mr. Sullivan, Aye; Mr. Duffett, Aye; Mr. Chase, Aye.
3. Discussion: S. Chase is currently reviewing Open Meeting guidelines and will report to the Board upon conclusion of the review.
4. Monthly Reports and Warrants:

Action May 2022 Report:

FY22 May PP Abatement, \$10,172.10; FY22 Exemptions, \$2,728.93; FY22 May Abatements, \$766.85; FY2020 Excise, \$59.70; FY2021 Excise, \$1,040.62; FY2022 Excise, \$23,030.02. Motion to approve by K. Sullivan, second by J. Duffett, vote to approve, unanimous.

Action June 2022 Report:

FY22 June Exemptions, \$26,040.38; FY22 PP Tax Abatement, \$227.59; FY2020 Excise, \$115.; FY2021 Excise, \$1,526.34; FY22 Excise, \$12,955.36. Motion to approve by K. Sullivan, second by J. Duffett, vote to approve, unanimous.

Commitment/Warrant: FY2021 -26 Excise Commit & Warrant, \$57.93; FY2021-08 Excise Commit & Warrant, \$17.55; FY2022-03 Excise Commit & Warrant, \$307,294.11; FY2021-09 Excise Commit & Warrant, \$201.13; FY2022-04 Excise Commit & Warrant, \$201,371.42. Motion to approve by K. Sullivan, second by J. Duffett, vote to approve, unanimous.

FY2023 Preliminary Real Estate Commit & Warrant, \$55,555,048.51; FY2023 Preliminary PP Commit & Warrant, \$2,088,528.90.

5. FY2023 Chapter Land Applications (Chpt. 61): Lowell Sportsman's Club, various sites; 122 Proctor Rd; 160 Mill Road; 30 Lantern Lane, 54 & 56 Chase Terrace, Mahoney Group LLC, 25 Clinton Avenue, Mark Visniewski db@ 7.2 acres Concord Rd; 135 Pine Hill Rd; Parlee Farms LLC, Proctor Road. Motion to approve by K. Sullivan, second by J. Duffett, vote to approve, unanimous.
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 by Poll of the Board: Mr. Sullivan, Aye; Mr. Duffett, Aye, Mr. Chase, Aye. Regular Meeting Adjourned.

Meeting Adjourned, 7:14 PM

Respectfully submitted:

Sam Chase, Chairman