



Board of Assessors'

Meeting Minutes

Thursday, September 14, 2023

Chairperson Caroline B. Akins called the meeting to order at 4:05 PM in the Assessors Office. Present were Board Members Charles W. Long and Robert G. Cocks, Jr., and Town Assessor Amy Gow.

1. Regular Business

- Meeting minutes from June 6, 2023 were reviewed and unanimously approved.
- Departmental Expenditures June 6, 2023 thru June 30, 2023 & July 1, 2023 thru September 14, 2023 were reviewed.

2. Warrants

- Warrants for Preliminary FY2024 Real Estate and Personal Property taxes were reviewed and endorsed.
- Warrant to the Treasurer for the 2024 Norfolk County Tax was reviewed and endorsed.
- Warrants for 2023 Motor Vehicle Excise taxes, Commitment No. 4 & 4R were reviewed and endorsed.
- Warrant to the Treasurer for the FY2023 Supplemental taxes were reviewed and endorsed.

3. FY 2023-2024 Payroll Authorized Signatory List

It was moved by Ms. Akins and seconded by Mr. Cocks, to have Chairperson Caroline B. Akins bring this document to discuss with the Town Treasurer before signing. With three members voting, the motion was approved 3-0.

4. Chapter Land Approvals – Chapter 61A

By unanimous vote, FY2025 application for classification under provisions of Chapter 61A of the Massachusetts General Laws was approved for the following property:

| | |
|---------------------------------------------|--------------|
| 26 Farm Street (10-34-0, 10-36-0 & 16-51-0) | 117.98 acres |
|---------------------------------------------|--------------|

5. Chapter Land Approvals – Chapter 61B

By unanimous vote, FY2025 application for classification under provisions of Chapter 61B of the Massachusetts General Laws was approved for the following property:

| | |
|--------------------------------------------|--------------|
| 46 Pine Street (18-7-0, 18-14-B & 18-15-0) | 11.501 acres |
| Dedham Street (7-12-B & 7-13-0) | 10.220 acres |
| 21 Smith Street (15-12-0) | 10.400 acres |
| 10 Glen Street (9-131-C & 9-131-D) | 8.710 acres |

6. Town Assessor Updates

- Reviewed Nearmaps presentation. Scheduled to start using Nearmaps in FY2025.
- Reviewed a recent survey of Assessor Offices personnel and pay scales. Ms. Akins will meet with the Town Administrator to determine next steps needed to change the Assessor Clerk position title and pay grade.
- Discussed meeting with Town Administrator regarding Town House Communication & Policies.
- Classification Hearing scheduled for November 2, 2023.

7. Next Meeting

- The next meeting is scheduled for Thursday, October 5, 2023 at 4:00 PM.

At 5:20 PM, it was moved by Mr. Long and seconded by Ms. Akins to adjourn the meeting. With three members voting, the motion was approved 3-0.

Documents and Exhibits Used During this Meeting:

- Meeting Minutes of June 6, 2023
- Departmental Expenditures from June 6, 2023 thru June 30, 2023 & July 1, 2023 thru September 14, 2022
- Preliminary FY2024 Real Estate Tax Warrant
- Preliminary FY2024 Personal Property Tax Warrant
- Warrant to the Treasurer for the 2024 Norfolk County Tax Warrant
- 2023 Motor Vehicle Commitment #4 Warrant
- 2023 Motor Vehicle Commitment #4R Warrant
- Warrant to the Treasurer for the FY2023 Supplemental Taxes
- Chapter Land 61A Application
 - 26 Farm Street (10-34-0, 10-36-0 & 16-51-0)
- Chapter Land 61B Applications
 - 46 Pine Street (18-7-0, 18-14-B & 18-15-0)
 - Dedham Street (7-12-B & 7-13-0)
 - 21 Smith Street (15-12-0)
 - 10 Glen Street (9-131-C & 9-131-D)
- Assessor Personnel & Pay Scale Survey
- Board of Selectmen Meeting Schedule