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Meeting Minutes - Melrose Board of Assessors

November 19, 2025 - Board of Assessor's Office - City Hall

Call to Order

Ms. MacLellan [Chief Assessor/Chair] called the Special Meeting of the Board to order at 11:00a.

Attendees

S. MacLellan, C. Gulino, L. Phalen

Public Participation

The Chair suspended the portion of the meeting devoted to public comments after acknowledging that no one was present to address the Board.

Approval of Minutes

The minutes of the Board of Assessor's meetings that were held on September 30 2025; October 22, 2025; and November 7, 2025 were distributed and reviewed. All three documents were approved by a voice vote of 3-0.

New Business

The DLS has approved the values and growth for 2026. Sarah will be preparing the documents for the Classification of Real Estate before the City Council.

The Board of Assessors will have a meeting on December 1st prior to the City Council evening meeting.

Executive Session

The Board voted 3-0 to enter Executive Session; after which a similar vote was taken to return to the Regular Session.

Regular Session Resumed

It was agreed that the next meeting of the Board would be held on December 1, 2025 prior to the meeting of the City Council.

Adjournment

A motion was made to adjourn the meeting, which passed 3-0.