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## **Meeting Minutes - Melrose Board of Assessors**

**April 13, 2026 - Board of Assessor's Office - City Hall**

### **Call to Order**

Ms. MacLellan [Chief Assessor/Chair] called the Meeting of the Board to order at 3:05p.

### **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 meeting that was held on March 18, 2026 were distributed and reviewed. They were approved by a voice vote of 3-0.

### **Prior Business**

The Dept. of Revenue has requested a complete list of all parcels in Melrose.

### **New Business**

- Ms. Gulino's re-appointment to the Board of Assessors has been approved by the City Council.
- Sarah discussed several Department issues and noted that the working hours for the staff may be increased from 30 to 35 hours per week.
- She also met with the President of the City Council for a general discussion

### **Executive Session**

The Board voted 3-0 to enter Executive Session to discuss FY2026 Abatement and Statutory Exemption Applications.

### **Regular Session Resumed**

It was agreed that the next meeting of the Board would be held on May 12, 2026.

### **Adjournment**

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