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Meeting Minutes - Melrose Board of Assessors

May 12, 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 3:00p.

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 April 13, 2026 were distributed and reviewed. They were approved by a voice vote of 3-0.

Prior Business

The Dept. Budget and the possibility of a change in the operational hours for City Hall were discussed.

New Business

- Staff continues to inspect outstanding Building Permits.
- Our MA Assessing Representative requested data on permits and associated office procedures for review.
- Sarah requested a vote of the Board to abate uncollectable outstanding Personal Property and Motor Vehicle tax revenues. Vote passed 3-0.

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 at a date to be determined.

Adjournment

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