



Meeting - Melrose Board of Assessors

Ground Floor Conference Room - City Hall

October 18, 2021

Call to Order

Ms. MacLellan [Chief Assessor/Chair] called the meeting of the Board to order at approximately 2:15p.

Attendees

S. MacLellan, C. Gulino, L. Phalen

Public Participation

Seeing that no members of the public were present, the Chair closed public comment.

Approval of Minutes

The minutes of the Board of Assessor's meeting held at City Hall on September 21, 2021 were distributed to the members by email for review and approved by those present without reading.

Office Activity Update

The main focus has been the preparation for the FY2022 revaluation and certification of values.

Certification / Classification

All facets of the FY 2022 Revaluation / Certification by the Dept. of Revenue [DOR] is moving forward with assistance from Patriot Properties.

- Victor Santaniello will be meeting with Ms. MacLellan to assist in the preparation of documents required for Certification by the DOR.
- The growth calculations for the fiscal year have been calculated to be 7.16%.
- The request for a Classification hearing before the City Council should be requested on November 15th; with the actual Classification Hearing scheduled for December 6th.

New Business

- The majority of prior and new business is for Certification / Classification.

Executive Session

Next Meeting

It was agreed that the next scheduled meeting of the Board would be determined by the current workload.

Adjournment

A motion was made to adjourn the meeting, which passed unanimously.