



Meeting - Melrose Board of Assessors

Board of Assessor's Office - City Hall

September 7, 2022

Call to Order

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

Attendees

S. MacLellan, C. Gulino, L. Phalen

Public Participation

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

Approval of Minutes

The minutes of the Board of Assessor's meeting held at City Hall on August 15, 2022 were distributed and reviewed. After discussion, the minutes were approved by voice vote.

Old Business

- Sarah indicated that the proposal to move the Assistant Assessor position from 30-hours to 35-hours per week has been approved.

New Business

- Staff are finalizing values for FY2023 based on sales occurring during 2021.
- Sarah communicated that a review of the Non-Profit status for certain properties is required based on information indicating that some non-profits are renting space within the building. Staff will be reviewing the issue for a future meeting.

Next Meeting

It was agreed that the next scheduled meeting would be held October 4, 2022.

Adjournment

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