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Meeting - Melrose Board of Assessors

Board of Assessor's Office - City Hall

March 13, 2023

Call to Order

Ms. MacLellan [Chief Assessor/Chair] called the meeting of the Board to order at approximately 11:30a.

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 February 13, 2022 were distributed and reviewed. After discussion, the minutes were approved by voice vote.

Old Business

- Sarah presented a brief discussion of prior abatement applications that are pending at the Appellate Tax Board [ATB].

New Business

- A Request for a Quote has been sought from three parties to complete physical inspections of Exempt Property. One response has been received to date.
- The contract with Patriot Properties to provide CAMA and associated services expires at the end of 2023. A blanket request for a new vendor will be initiated.

Next Meeting

It was agreed that the next scheduled meeting would be held April 10, 2023.

Adjournment

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