

**RECEIVED***By City Clerks Office at 9:13 am, Feb 28, 2024*

Meeting - Melrose Board of Assessors

December 6, 2023 - Board of Assessor's Office - City Hall

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 that was held at City Hall on November 15, 2023 were distributed and reviewed. The minutes were approved by voice vote 3-0.

Old Business

None

New Business

- Sarah indicated that her presentation before the Appropriations and Oversight Committee for the Classification of Property was held on November 30, 2023; and an Order was offered by the Mayor that the City Council hold a Public Hearing and subsequently determine the percentages of local tax levy to be borne by each class of real and personal property for 2024.

Next Meeting

It was agreed that the next meeting of the Board would be scheduled for February 14, 2024.

Adjournment

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