



Meeting Minutes - Melrose Board of Assessors

August 21, 2024 - 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 11:35a.

Attendees

S. MacLellan, C. Gulino, L. Phalen

Public Participation

Seeing that no members of the public were present to address the Board, the Chair ended the opportunity for comments.

Approval of Minutes

The minutes of the Board of Assessor's meeting that was held at City Hall on June 12, 2024 were distributed and reviewed. The minutes were approved by voice vote 3-0.

Unfinished Business

None to discuss

New Business

- Patriot Properties is in the process of preparing values for 2025.
- Sarah has signed a contract with Municipal Finance Services [MFS] to complete real estate inspections; data entry of the results of these inspections will be completed by our office staff. Our Assistant Assessor is completing additional field-work.
- Staff is reviewing Growth and Sales Data.
- Senior Means Circuit Breaker applications will be sent by mail as well as electronically starting next week. Staff presented a discussion regarding this exemption at the Melrose Senior Center.

Next Meeting

It was agreed that the next meeting of the Board would be scheduled for September 25, 2024.

Adjournment

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