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Meeting Minutes - Melrose Board of Assessors

June 18, 2025 - 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 3:05p.

Attendees

S. MacLellan, L. Phalen

Public Participation

The Chair suspended the public comment portion of the meeting after acknowledging that no one was present to address the Board.

Approval of Minutes

The minutes of the last Board of Assessor's meeting that was held at City Hall were distributed and reviewed. The minutes were approved by a vote of 2-0.

Unfinished Business

Sarah indicated that a contract with Catalis to provide assessing related services has been successfully negotiated.

New Business

Sarah indicated that the MFS Company will be assisting department personnel with conducting property inspections and data collection for Building Permits.

Sarah reported that the City Council voted to approve an Order to have a municipal over-ride option included on the November Ballot. The over-ride measure would provide three options to the voters, that if adopted, would increase the annual Budget by a pre-determined amount.

Sarah has been appointed to the Elderly and Disabled Taxation Fund Committee.

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The remaining New Business consisted of outstanding Abatement Applications / ATB Cases that would be held in Executive Session.

Next Meeting

It was agreed that the next meeting of the Board would be scheduled when necessary.

Adjournment

A motion was made to adjourn the meeting, which passed 2-0.