

NORTHFIELD BOARD OF ASSESSORS MEETING MINUTES
69 MAIN ST., NORTHFIELD MA 01360
JULY 12TH, 2023 1 PM

BOARD MEMBERS PRESENT: Robert MacEwen, Alice Lord, and Bethany Walker

ALSO PRESENT: Andrea Llamas, Town Administrator (1:15-2:02pm)

Lord called the meeting to order at 1:00 pm.

○ **MINUTES**

- It was discovered that the header of the Minutes from the 5/10/2023 meeting had referenced an incorrect date. The minutes were reprinted with the correct date.
 - *A motion was made by Lord, seconded by MacEwen, and VOTED unanimously to approve the correction of date to 5/10/2023 in the header of the meeting minutes.*
- Minutes for the June 14, 2023, meeting were reviewed.
 - *A motion was made by MacEwen, seconded by Lord, and VOTED unanimously to approve the June 14, 2023, minutes.*

○ **MOTOR VEHICLE EXCISE**

- Abatements received to date were reviewed; monthly VADAR list initialed for the Accountant and Treasurer.
 - *A motion was made by Lord, seconded by MacEwen, and VOTED unanimously to approve all MV abatements submitted to date.*

○ **REAL ESTATE/PERSONAL PROPERTY**

- **PILOT (Payment In Lieu Of Taxes)**
 - Andrea Llamas joined the Assessors meeting at 1:15 to discuss reaching out to Thomas Aquinas about PILOT. Thomas Aquinas has owned property in town since 2017 and has been exempt from Real Estate taxes since taking ownership. Discussion revolved around what Thomas Aquinas has contributed to the terms of in-kind services to the community (i.e., taken lead on the development of Grandin Water District research, sold houses to staff so houses would be taxable) as well as discussion as to how often Thomas Aquinas uses the Town's services (i.e., Police, Fire, EMS, etc....).
 - MacEwen requested that Walker reach out to Police, Fire and EMS to get a report on responses to the campus.
 - The Board of Assessors (BOA) and Llamas will meet again later to review information once it has been provided. It is the intent that the BOA and Llamas will invite lead representative from Thomas Aquinas to meet with them for discussion.
- **Department of Revenue (DOR)**
 - All reports in Gateway are up to date. Board members' information has been updated and confirmed by the Town Clerk. This verifies election date and term date.
- **Mayflower Update:**
 - Still waiting on the finalized Firstlight FY24 Appraisal report to complete the interim work.
- **Chapter 61**
 - Walker generated a new spreadsheet in which those who have multiple parcels will need to fill out (Ch. 61A). This new spreadsheet ensures the correct usage codes are being used and there are no discrepancies.
 - August meeting the board can start to sign/approve chapter 61 applications.
- **Exemptions/Abatements**

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- Walker advised that there have been a couple of taxpayers that have inquired about the Senior Exemption and what it entails.
- There have been a lot of questions about property values by taxpayers and Walker stated that she typically gives examples of current house sales and how the tax rate is determined.
- No exemptions/abatements as it is not the time frame for these to occur.
- Form of List (FOL)
 - Nothing to report.
- Review of Sales
 - Walker reported on the properties that are currently for sale in Northfield and what has just been sold since the last meeting. Sales prices continue to sell well above assessed value and are still selling quickly. Walker explained all of this affects the property values for the whole town.
- **OFFICE/UNCATERGORIZED TOPICS**
 - Llamas is hosting KP LAW, Northfields Town Council, in which Attorney Jeffery Blake will present the Open Meeting Law and Public Records Law Training for all staff/committee members that wish to attend on July 20th from 5-7:30, dinner is included. MacEwen and Walker will attend; Lord will be out of town.
 - Walker has used old tables from the “workshop” as a desk and has requested an actual desk. There is a desk on Quill that she would like to purchase. Llamas stated that there are funds available in the Town Hall account that can cover this expense.
- **BUDGET**
 - Month end report/balance sheets reviewed.
 - All FY23 bills are due to the accountant by 7/17/2023 8:30am.
- **BILLS**
 - All bills were reviewed, approved, and signed by the BOA.
 - MAAO (Massachusetts Association of Assessing Officers) dues. Each member is now billed individually, not as a Board. Each member must log into their MAAO account, print the invoice, and submit it to the accountant to pay out of the Assessors Dues. \$75.00 per member
 - Franklin County Registry of Deeds for FY2023; \$7.00
 - CAI Technologies (mapping company) quarterly invoice \$875.00
 - Town Book Bindery \$252.50
- **MAIL**
 - Financial Assistant, Erin, sent out balance sheet.
- **NEXT MEETING**
 - 8/9/2023 at 1pm

A motion was made by Lord, seconded by MacEwen, and VOTED unanimously to adjourn the Board of Assessors Meeting.

Meeting adjourned at 2:40 pm

Submitted by:

Bethany Walker, clerk

Approved by:

Alicia B. Lord
West

8-9-2023