



TOWN OF MERRIMAC

Board of Assessors

6 School Street

Merrimac, MA 01860

978-346-9022

MEETING MINUTES: November 14, 2023

- I. **Meeting Called to Order:** Meeting was called to order at 10:00am on Tuesday, November 14, 2023 at Merrimac Town Hall
- II. **Attendance:** Present - Ed Davis, Joyce Clohecy and Heather Roche
- III. **Approval of minutes:** Minutes from October 17, 2023 were approved and signed
- IV. **Items:**

Board members approved & signed Motor Vehicle Excise abatement applications

Board members approved & signed Warrant (Patriot Properties/Catalis)

Board members approved & signed Chapter 61, 61A & 61B FY2025 application

Board members approved & signed Patriot Properties/Catalis form for FY2023 504 appraisals

Board member approved & signed FY2024 Real Estate exemption applications for Blind, Disabled Veterans and Senior Low Income

Contracts – Patriot Properties/Catalis & MIMAP: Heather requested the Board review the 5-year Patriot Properties/Catalis contract which is up for renewal for FY2025. Ed & Joyce will look at it and note any changes that are needed. It was discussed the remaining 3 one-year contracts are fine.

FY2024 Tax Rate: Heather submitted LA-3 & LA-15 (Sales) and LA-4 & LA-13 (New Growth). Sales were approved on 11/9/23 and New Growth was approved on 11/14/23. The Classification hearing is scheduled with the Select Board for Monday, 12/4/23 @7pm. Ed & Joyce still need to finish: Overlay, Levy Limit, LA-5 Options and Tax Rate Recap.

FY2024 Vadar Data Bridge (Actual): Heather will start inputting Blind, Disabled Veterans and Senior Low-Income exemptions, inputting Senior Work off, inputting Light liens and running and balancing Real Estate and Personal Property extracts & reports. Once the tax rate is set, schedule Data Bridge with Vadar.

FY2025 Budget: Heather has determined the following items need to be considered for FY25 budget: Principal Assessor position, Recertification with State, Patriot Properties/Catalis 504 appraisals, Patriot Properties/Catalis 5-year renewal contract.

Ed and Joyce will review budget and decide what changes are needed for FY2025.

Open discussion: Heather discussed Tax Deferrals and asked to review process as there has been an increase of inquiries. This will be further reviewed at future meeting as this needed more time.

The Board discussed the Principal Assessor position and their meeting with the Select Board on Monday, 11/13/23. At the request of Chris Manni, Chairman of the Select Board and liaison to the BOA, the BOA submitted a 15-town salary study as well as a list of all the responsibilities the Assistant Assessor is completing. The Select Board is recommending to present the information to the Finance Committee.

V. Adjournment: The meeting was adjourned at 12:00 pm.

Next meeting will be at 10:00am on Tuesday, December 12, 2023 at Merrimac Town Hall

Edward Davis - Chairman

Joyce Clohecy