



TOWN OF MERRIMAC

Board of Assessors

6 School Street

Merrimac, MA 01860

978-346-9022

MEETING MINUTES: September 12, 2023

- I. **Meeting Called to Order:** Meeting was called to order at 10:02am on Tuesday, September 12, 2023 at Merrimac Town Hall
- II. **Attendance:** Present - Ed Davis, Joyce Clohecy and Heather Roche
- III. **Approval of minutes:** Minutes from July 7, 2023 were approved and signed
- IV. **Items:**

Board members approved & signed Motor Vehicle excise abatements

Board members approved & signed Warrant (Patriot Properties, ECAA, Staples, WB Mason)

Joyce agreed to write Heather's annual performance review. She said will have it completed by next week so that Heather can submit to Selectboard for approval.

Heather informed BOA that she will be taking vacation 10/2-10/12. Ed agreed to be POC while she is on vacation.

Open discussion:

Heather provided the following updates: FY24 Tax Rate responsibilities, Assessor & Assistant Assessor roles going forward after Ed's term is up, Revaluation year begins in Jan. 2024, Increase in requests for special reports.

Heather will run an updated Cyclical report so Ed can start inspections.

Heather will e-mail Wayne at Patriot Properties to let him know he can start the LA3 Sales analysis.

V. Adjournment: The meeting was adjourned at 11:15 am.

Next meeting will be at 10:00am on Tuesday, October 17, 2023 at Merrimac Town Hall

Edward Davis - Chairman

Joyce Clohecy