



TOWN OF MERRIMAC

Board of Assessors

6 School Street

Merrimac, MA 01860

978-346-9022

MEETING MINUTES: April 9, 2024

- I. **Meeting Called to Order:** Meeting was called to order at 10:03 am on Tuesday, April 9, 2024 at Merrimac Town Hall
- II. **Attendance:** Present - Ed Davis, Joyce Clohecy and Heather Roche
- III. **Approval of minutes:** Minutes from March 12, 2024 were approved and signed
- IV. **Items:**

Board members approved & signed Motor Vehicle Excise abatement applications

Patriot Properties started Cyclical inspections this week. They will begin Supplemental & Permit inspections next week. Once completed, they will enter changes in Assesspro. After that is completed, Heather will begin Supplemental billing process and calculating Permit valuation changes.

FY2025 Re certification: Ed began Tom Dawley's Data Quality (DQ) list. He will complete by next week and send to Tom. Ed spoke with Wayne at Patriot Properties and confirmed 504 Utility inspections are required by MA DOR and will cost \$2,000 per utility – Merrimac currently has 3 utilities.

Heather will create Principal Assessor job description & Job posting. Once completed, she will review with Ed & Joyce with final approval from Finance Director.

Meeting went into Executive Session to discuss and sign Real Estate exemptions. It did not reconvene into public session.

- V. **Adjournment:** The meeting was adjourned at 11:20 am.

Next meeting will be at 10:00am on Tuesday, May 21, 2024 at Merrimac Town Hall

Edward R. Davis

Edward Davis - Chairman

Joyce E. Clohery

Joyce Clohery