



TOWN OF TOPSFIELD BOARD OF ASSESSORS

MINUTES OF MEETING *January 30, 2018*

A regular meeting of the Board of Assessors was held at the Town Hall Conference Room, located at 461 Boston Street, on Tuesday, January 30, 2018. The meeting was called to order by Chairman Conant at 8:45 a.m.

Those present were Lynn A. Conant, Chairman, John W. Minnehan, and Toula Guarino, Principal Assessor.

The Minutes of January 16, 2018 were not reviewed as Robert Kanter was not present.

The Payroll and Warrant were reviewed and signed.

The monthly Motor Vehicle Abatements Report was reviewed and signed by the Board of Assessors.

Motor Vehicle Excise Commitment 2018-01 and 2017-07 were presented to the Board. After review, the Commitments were signed by the Board.

Ms. Guarino gave the Board an update of the number of Overvaluation applications received to date. We received six (6) applications as of the meeting date. Overvaluation abatements are due by 4:00 p.m. on Thursday, February 1, 2018. The assessor is expecting to receive several more before the deadline.

Ms. Guarino briefed the Board of her meeting with the Boxford Assessor to review the recompile of the Boxford/Topsfield line. The Board discussed the parcels that have changed or are new to be assessed in Topsfield.

Ms. Guarino informed the Board that she met with Mike Hartmann from the Finance Committee to review the Assessor's Department budget.

Ms. Guarino informed the Board that she will be meeting with Mr. Tom Dawley, the DOR representative, in February for our tri-annual certification.

Hand Outs:

Boxford/Topsfield Recompile of Town Line
Comp Report by Warren Group of 2017 sales
Letter from KP Law – Finn Property

Ms. Conant announced that the Board would be going into Executive Session under Chapter 30A, §21(a), Purpose 7, and G.L. Chapter 30A, §22(f), to consider personal exemption applications. The Board will not reconvene to Open Session. Roll call by Lynn Conant. Lynn Conant voted yes. John Minnehan voted yes. The Board entered into Executive Session at 9:14 a.m.

Respectfully submitted,

Toula Guarino, M.A.A.
Principal Assessor

ACCEPTED AS WRITTEN this 23 day of March, 2018.

Pursuant to the "Open Meeting Law," G.L. 39, §23b, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.