



TOWN OF TOPSFIELD BOARD OF ASSESSORS

MINUTES OF MEETING *February 27, 2018*

A regular meeting of the Board of Assessors was held at the Town Hall Conference Room, located at 461 Boston Street, on Tuesday, February 27, 2018. The meeting was called to order by Chairman Conant at 8:50 a.m.

Those present were Lynn A. Conant, Chairman, Robert E. Kanter, Member, and Toula Guarino, Principal Assessor.

The Minutes of January 16, 2018 were reviewed. Motion by Mr. Kanter to accept the minutes as read, seconded by Ms. Conant, so voted 2 to 0.

The Payroll and Warrant were reviewed and signed.

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

Ms. Guarino gave the Board an update of the number of Overvaluation applications received. We received fifteen (15) Overvaluation applications. The assessor will be scheduling inspections and working on the abatement applications in the coming weeks.

Discussion regarding holding meetings on another day due to one of the Board members being unable to attend on Tuesday mornings for a brief period of time. The Board on motion duly made and seconded voted to move the Board meetings to Friday mornings at 8:30 a.m. until further notice.

Hand Outs:

Warren Group Report

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. Robert Kanter voted yes. The Board entered into Executive Session at 9:45 a.m.

Respectfully submitted,

Toula Guarino, M.A.A.
Principal Assessor

ACCEPTED AS WRITTEN this 6 day of April, 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.

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