



# TOWN OF TOPSFIELD

## Board of Assessors

### MINUTES OF MEETING

*April 27, 2020*

**Call to Order:** A regular meeting of the Board of Assessors was held remotely via conference call on Friday, April 27, 2020. The meeting was called to order by Ms. Conant at 8:33 a.m. Those in attendance were Lynn Conant, Chairman; John W. Minnehan, Clerk; Robert Kanter, Member, and Toula Guarino, Principal Assessor.

**Motor Vehicle Commitments 2020-02 and 2019-9:** Due to COVID and the need to meet remotely, the Board, by motion made and seconded, approved the use of signing the Motor Vehicle Commitments, Warrant to Treasurer, and Notice to Account for 2020-02 commitment in the amount of \$84,371.88 and 2019-9 commitment in the amount of \$562.92 with the signature stamp.

**Assessor Report:** Ms. Guarino informed the Board that the Board of Selectmen are meeting this afternoon and will be voting on whether or not to extend the due date for the Fiscal Year fourth quarter tax bill and statutory exemptions to June 1, 2020.

**Executive Session:** Ms. Conant announced that the Board would be going into Executive Session under Massachusetts General Laws Chapter 30A, §21(a), Purpose 7 and G.L. Chapter 30A, §22 (f), to consider applications for Statutory Exemptions and Abatements. Roll call by Ms. Conant. Robert Kanter voted yes. John Minnehan voted yes. Lynn Conant voted yes. The Board will not reconvene in open session.

Respectfully submitted,

Toula Guarino, M.A.A.  
Principal Assessor

**Documents/Exhibits either distributed to the Board of Assessors before the meeting or used at the meeting:**

Agenda  
DLS Bulletin 2020-02

ACCEPTED AS WRITTEN this 8 day of May, 2020.

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.