

# TOWN OF TOPSFIELD

## Board of Assessors



### MINUTES OF MEETING

October 30, 2020

**Call to Order:** A regular meeting of the Board of Assessors was held remotely via conference call on Friday, October 30, 2020. The meeting was called to order by Ms. Conant at 8:36 a.m. Those in attendance were Lynn Conant, Chairman; John Minnehan, Clerk, Robert Kanter, Member, and Toula Guarino, Principal Assessor.

**Approval of Minutes:** The minutes of the October 2, 2020 meeting were presented to the Board. Upon motion made by Mr. Kanter and seconded by Mr. Minnehan, the minutes of October 2, 2020 were approved by the Board.

**Signatures by the Board, if any:** Signatures for the payroll and warrant will be obtained in the office.

**Monthly Motor Vehicle Abatement Report:** The Board reviewed the Motor Vehicle Abatement report for the month of October. The members will come to Town Hall, individually, to sign the report due to the COVID pandemic.

**55 Colrain Rd** – We received documentation from Mr. Kinhan regarding his property, in particular a 1,007 square foot parcel that was taken by the Town in 1985. Mr. Kinhan is disputing the fact that this parcel belongs to the Town. Mr. Kinhan says that this parcel belongs to his property, as described in his deed. The Board members agree this is out of our jurisdiction. The Assessor will schedule a meeting with the Treasurer and Town Administrator to determine course of action.

**Assessor Report:** New growth number in revenue is \$224,272 due to the completion and sales of Rolling Green and a few of the newer homes built in 2019. Classification Hearing is scheduled for November 16, 2020. The Board members will have to sign the LA-5 and the Recap after the Selectmen vote at the Classification Hearing.

Ms. Guarino informed the Board that we will begin our next cycle of cyclical inspections. A postcard was sent to residents of the streets we will be inspecting. We will have the exterior of the buildings remeasured, and it will be up to the resident if they feel comfortable to allow an interior inspection due to the COVID pandemic.

The Senior and Veteran exemption applications have been mailed to the residents who applied last year.

**New Business:** No new business

**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 review Chapter Land applications. 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, Minutes of Meeting – October 2, 2020, Motor Vehicle Abatement Report, List of Chapter Land Applicants, 55 Colrain Rd Packet

ACCEPTED AS WRITTEN this 11 day of December, 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.