

TOWN OF TOPSFIELD

Board of Assessors



MINUTES OF MEETING

March 5, 2021

Call to Order: A regular meeting of the Board of Assessors was held virtually via ZOOM on Friday, March 5, 2021. The meeting was called to order by Ms. Conant at 8:33 a.m. Those in attendance were Lynn Conant, Chairman; Jack Minnehan, Clerk; Robert Kanter, Member, and Toulia Guarino, Principal Assessor.

Approval of Minutes: The minutes of the January 29, 2021 meeting were reviewed by the Board members. By motion made and seconded, the minutes of January 29, 2021 were approved as written, so voted 3 to 0.

Signatures by the Board, if any: Signatures for the payroll and warrant will be obtained in the office by Mr. Minnehan, Clerk. This is a housekeeping issue with no vote required.

Monthly Motor Vehicle Abatement Report: The monthly motor vehicle excise tax abatement report for February 2021 was reviewed and approved by the Board.

Motor Vehicle Uncollectible Excise Tax: The Treasurer/Collector has provided the Schedule of Uncollectible Excise Tax for calendar years 2015 and 2016. The Board reviewed the schedules. Motion made by Mr. Kanter, seconded by Ms. Conant to abate the Uncollectible Excise Tax for the calendar years 2015 and 2016, so voted 3 to 0.

Annual Report: Ms. Guarino presented the Board with the Board of Assessors Annual Report for fiscal year 2020. This report will be included in the Warrant for Annual Town Meeting. The Board reviewed the Annual Report and will be signing in the office today.

New Business: Ms. Guarino presented the Board with two proposals for the personal property appraisal of the Utility Companies. After a brief discussion, the Board chose RRC to provide the appraisal.

Executive Session: Motion by Robert Kanter, seconded by John Minnehan, to move into Executive Session under Massachusetts General Laws Chapter 30A, §21(a), Purpose 7, and Chapter 30A, §22 (f), to review and discuss abatement and exemption applications. Roll call by Ms. Conant. Robert Kanter voted yes. John Minnehan voted yes. Lynn Conant voted yes. The motion passed with a vote of 3 to 0. The Board will adjourn from the Executive Session and will not reconvene in Open Session. Ms. Conant announced that the Board was in Executive Session at 8:59 a.m.

Respectfully submitted,

Toulia Guarino, M.A.A.
Principal Assessor

ACCEPTED AS WRITTEN this 26 day of March, 2021.

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

Agenda

Meeting Minutes of January 29, 2021

Motor Vehicle Abatement Reports for February 2021

Annual Report

MV 2015 and 2016 Uncollectible Report

Proposals for Utility Company Appraisals



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