



TOWN OF TOPSFIELD

Board of Assessors

MINUTES OF MEETING

September 29, 2023

Call to Order: A regular meeting of the Board of Assessors was held at Topsfield Town Hall on Friday, September 29, 2023. The meeting was called to order by Mr. Kanter at 9:02 a.m. Those in attendance were John Minnehan, Clerk; Robert Kanter, Member; Toula Guarino, Principal Assessor; and Emily Esolen, Assessors Assistant.

Approval of Minutes: The minutes of the Jul 27, 2023 meeting were presented to the Board. Upon motion made by Mr. Kanter and seconded by Mr. Minnehan, the minutes of July 27, 2023 were approved and signed by the Board.

Motor Vehicle Abatements: The August and September 2023 motor vehicle abatement reports were reviewed and signed by The Board.

Motor Vehicle Commitment: Motor Vehicle commitment #5, 182 bills to be issued on October 2, 2023 in the amount of \$42,196.55 was reviewed and signed by The Board.

Assessor report: The Assessor updated the Board on the Connemara decision, the conversion of 6-8 Grove Street to condominiums and the Hill Street properties set to close. Ms. Guarino spoke with Eric DiGrazia regarding the possible conversion of his Salem Road property to Condos. Ms. Guarino reminded the Board she would be on vacation from October 12th to the 18th and at the MAAO conference on October 19th and 20th.

New Business: No new business

Having no other business to come before The Board, upon motion duly made and seconded, The Board voted to adjourn at 9:40 am.

Respectfully submitted,

Emily Esolen

Assistant to Principal Assessor

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

Agenda

Meeting minutes – July 27, 2023

FY2024 Warrant 24030

Payroll Warrant 24013

August and September 2023 motor vehicle abatements

Motor Vehicle Commitment #5

ACCEPTED AS WRITTEN this 27th day of Oct., 2023.

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.