

City of Greenfield  
Assessor's Meeting  
February 14, 2023

14 Court Square, 2<sup>nd</sup> Floor Meeting Room

9:00 AM

**CALL TO ORDER:** Meeting was called to order at 9:01 AM by Chair Ruggeri.

Chair Ruggeri inquired if anyone was recording the meeting, none

**ROLL CALL OF MEMBERS:** Chair Joseph Ruggeri, Clerk Jim Geisman, Chief Assessor Randall Austin, Assistant Assessor Sandra Gradoia

Chair Ruggeri read the January 24, 2023 meeting minutes.

**MOTION:** On a motion by Chair Ruggeri, second by Clerk Geisman, it was unanimously;  
**VOTED:** TO ACCEPT AND APPROVE THE JANUARY 24, 2023 MEETING MINUTES.

**PUBLIC COMMENT:**

Public comment was opened by Chair Ruggeri at 9:04 AM.

**NEW/OLD BUSINESS**

Board discussed excise weeks.

**MOTION:** On a motion by Chair Ruggeri, second by Clerk Geisman, it was unanimously;  
**VOTED:** TO ACCEPT AND APPROVE THE EXCISE WEEKS FROM JANUARY 24, 2023 TO FEBRUARY 13, 2023 IN THE AMOUNT OF \$319.50 FOR CALENDAR YEAR 2022.

Board discussed excise commitment #1

**MOTION:** On a motion by Chair Ruggeri, second by Chief Assessor Austin, it was unanimously;  
**VOTED:** TO ACCEPT AND APPROVE THE EXCISE COMMITMENT #1 IN THE AMOUNT OF \$1,380,061.10 FOR CALENDAR YEAR 2023.

Board discussed budget.

Chair Ruggeri inquired what we pay for our software Patriot compared to what other software programs cost.

Chief Assessor Austin explained he has spoken with patriot and they are in the process of updating their software to a newer version, and would like to switch Greenfield and other towns to be on the same version.

**Guest:** David Burgess from RRG entered the meeting at 9:11 AM

Clerk Geisman has created a comparison of other towns and their budgets.

Board discussed Dzanc Books

Chief Assessor Austin explained they are filing an abatement because they are a charitable organization.

The Board has tabled this discussion until next meeting, information is pending.

Board discussed educational outreach regarding assessor's office.

Clerk Geisman explained he has been doing research on other town and cities websites gathering information on how to present property tax information.

Chief Assessor Austin mentioned that we need to figure out what people are looking for. Aaron Kupec is the Communications Director and I have asked for his assistance, he will attend our next meeting.

Clerk Geisman also added that he will solicit questions from the public.

## **OFFICE AND RRG UPDATE**

Mrs. Gradoia discussed forms for income and expense, forms of list, and 3ABC.

Chief Assessor Austin discussed he and RRG are working on abatements and performing inspections.

Board discussed timeline

Chair Ruggeri stated that all Board members and the Assessor's office have completed the State Ethics Commission tutorial.

Board tabled TIF discussion.

Next Board meeting is February 28<sup>th</sup>, 2023

Board discussed changing the meeting time to 9:30 AM.

**MOTION:** On a motion by Chief Assessor Austin, second by Chair Ruggeri, it was unanimously;  
**VOTED:** TO ACCEPT AND APPROVE THE TIME CHANGE FOR ALL BOARD OF ASSESSOR'S MEETING FROM 9:00 AM TO 9:30 AM.

**MOTION:** On a motion by Chair Ruggeri, second by Chief Assessor Austin, it was unanimously;  
**VOTED:** TO CLOSE PUBLIC COMMENT AT 10:06 AM

Board to discuss abatements and exemptions in executive session.

**MOTION:** On a motion by Chief Assessor Austin, second by Chair Ruggeri, it was unanimously;  
**VOTED:** TO OPEN EXECUTIVE SESSION AT 10:07 AM

Mrs. Gradoia left the meeting at 10:07 AM

**MOTION:** On a motion by Chair Ruggeri, second by Clerk Geisman, it was unanimously;  
**VOTED:** TO CLOSE EXECUTIVE SESSION AT 10:57 AM.

**MOTION:** On a motion by Chair Ruggeri, second by Clerk Geisman, it was unanimously;  
**VOTED:** TO ADJOURN AT 10:57 AM

Respectfully submitted,  
Sandra Gradoia  
Assistant Assessor  
Greenfield Assessors, BOA