

City of Greenfield  
Assessor's Meeting  
February 20, 2024

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

9:30 AM

**CALL TO ORDER:** Meeting was called to order at 9:30 AM by Chief Assessor Randall Austin,

**ROLL CALL OF MEMBERS:** Chair Jim Geisman, Chief Assessor Randall Austin, Chuck Green, Assessors' Clerk Devon Magoon

Also present one member of the Public, Bob Williford.

**MOTION:** On a motion by Chuck Green, second by Chair Geisman it was unanimously;

**VOTED:** TO ACCEPT AND APPROVE THE FEBRUARY 6<sup>TH</sup>, 2024 MEETING MINUTES at 9:34AM.

**PUBLIC COMMENT:**

Public comment was opened by Chief Assessor Randall at 9:34AM.

**NEW/OLD BUSINESS**

Assessors Office reports that Forms of List have been mailed out, and Omitted bills have been created and mailed for several personal property accounts.

Chuck Green is in progress of collaborating on business discovery and verification using a precinct list and report run from Patriot software. 91 new businesses have been discovered in precinct 5.

Chief Assessor Randall Austin reports it would have been preferred to finish this task before the Forms of List were mailed and it will naturally take more time to complete discovery in all precincts.

Confirmed that RRG is responsible for entering data returned by Forms of List.

Board questioned the process of notifying any unreported new businesses to return a business certificate.

Assessors office is expecting to field high volume of motor vehicle excise abatement applications following the first Motor Vehicle Commitment. Chuck Green discussed Senior Tax Work Off potential working in office for MV excise abatements.

Board discussed fine-tuning of RRG oversight.

The board reviewed, accepted, and approved MV excise commitment #1 for calendar year 2024 in the amount of \$1,531,008.02 and excise commitment #7 for calendar year 2023 in the amount of \$9,441.37 and 10 Omitted Bills in the amount of \$83,287.03 at 10:18AM.

Janine Greaves Executive Assistant to the Mayor joined meeting at 10:22AM acting as notary for partial lien release.

Board reviewed and accepted 1 partial lien release for 783 Lampblack Rd as notarized by Janine Greaves at 10:24AM.

Janine Greaves exited meeting at 10:24AM.

Nothing further to report for ongoing inquiry into rental registry. Chuck Green shared his progress and findings to date on this topic.

Chair Geisman tabled the discussion requiring a CPA to sign off on Forms of List and Income & Expense forms.

Chuck Green discussed his findings on unreported building permits.

Chief Assesors Austin discussed being behind on entering building permits into Patriot software.

Board discussed the progress on creating a tipline for unreported building permits. The public has been getting in touch to report on these permits.

Board discussed the process for providing additional exemption adoptions for seniors and STWO.

Chuck Green discussed council relations and the local senior exemption adoptions as suggested recently by member of the public Al Norman.

Chuck Green reported he will host an "Ask the Assessor" meeting every 4th Tuesday at the senior center to assist seniors interested in learning more about exemption options.

**MOTION:** On a motion by Chief Assessor Randall Austin, second by Chuck Green it was unanimously;  
**VOTED:** TO CLOSE PUBLIC COMMENT AT 10:54 AM.

The meeting moved to the Assessors Office at 10:55 AM.

### **EXECUTIVE SESSION**

The Chair reserves the right to call an executive session under G.L. C.30A § 21

**MOTION:** On a motion by Chuck Green, second by Chief Assessor Austin it was unanimously;  
**VOTED:** TO OPEN EXECUTIVE SESSION AT 10:59 AM.

Board to discuss exemptions, pending ATB cases, and abatements in executive session.

**MOTION:** On a motion by Chuck Green, second by Chief Assessor Austin it was unanimously;  
**VOTED:** TO CLOSE EXECUTIVE SESSION AT 11:07 AM.

Next meeting is scheduled for March 5<sup>th</sup>.

**MOTION:** On a motion by Chair Geisman, second by Chief Assessor Austin, it was unanimously;  
**VOTED:** TO ADJOURN AT 11:08 AM.

Respectfully submitted,  
Devon Magoon  
Assessors Clerk  
Greenfield Assessors