

City of Greenfield  
Assessor's Meeting  
February 6, 2024

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

9:30 AM

**CALL TO ORDER:** Meeting was called to order at 9:31 AM by Chief Assessor Randall Austin,

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

Also present Director of Municipal Finance Diana Schindler and IT Director Fernando Fleury.

**PUBLIC COMMENT**

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

**VOTED:** TO OPEN PUBLIC COMMENT AT 9:32 AM.

**MOTION:** On a motion by Chief Assessor Randall Austin, second by Chuck Green it was unanimously;

**VOTED:** TO ACCEPT AND APPROVE THE JANUARY 25<sup>TH</sup>, 2024 MEETING MINUTES.

**NEW/OLD BUSINESS**

Fernando Fleury discussed the Assessors mailbox tipline in regards to building permit tips.

Chuck Green reported a strong public response to tips on building permits and building inspections.

Fernando Fleury commented on the city's GIS function and its ability to be used for this kind of reporting. Also discussed the Greenfield 311 app and "SeeClickFix."

Board will start accumulating list of unreported permits.

Diana Schindler suggested issuing a seasonal reminder to the public to obtain building permits.

Mayor Desorgher joined at 9:50 AM.

Board discussed importance of communicating to the public the benefits of honest permit reporting.

Fernando Fleury discussed related use of "SeeClickFix" app.

Diana Schindler discussed potential March 15th or April deadline for launching permit reporting app.

Mayor Desorgher commented on fullness of IT departments schedule.

Fernando Fleury discussed Assessors Mailbox and implementing a forwarding service to Board as well as the need to advertise its utility to the public.

Fernando Fleury discussed building a new server for the Assessors Department.

Jim Geisman inquired into Webpro implementation as well as the budget.

Chief Assessor Austin inquired into building permit integration into Patriot software.

Board discussed Board members entering building permits. Diana Schindler commented on utilizing RRG to catch up on tasks the Assessors Office is behind on.

Mayor Desorgher and Fernando Fleury exit at 10:27 AM

Diana Schindler discussed RRG oversight in the office, their roles, and hitting deadlines.

The board discussed Solar Arrays program.

The board discussed public education on tax rate and bills as well as the public response to the recent tax rate increase.

Diana Schindler suggested the possibility of evening quarterly meetings or Assessor office hours for better public visibility.

**MOTION:** On a motion by Chief Assessor Randall Austin, second by Chair Jim Geisman it was unanimously;  
**VOTED:** TO APPOINT CHUCK GREEN AS COMMUNITY CENTER REPRESENTATIVE AT 10:47 AM.

Chuck Green will serve as such at a time to be determined.

Board discussed setting a future date for Chuck Green to meet with Communications Director Matt Conway and Director of the Council on Aging Hope Macary to bring public awareness to seniors.

Board discussed RRG progress per their contract in respect to personal property, oversight, and a potential upcoming meeting with President Harald Scheid.

The board reviewed and approved Chapterland Applications

1 in 61A

3 Forestry Management Plans

**MOTION:** On a motion by Chief Assessor Randall Austin, second by Chair Jim Geisman it was unanimously;  
**VOTED:** TO CLOSE PUBLIC COMMENT AT 11:12 AM.

#### **EXECUTIVE SESSION**

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

**MOTION:** On a motion by Chief Assessor Randall Austin, second by Chuck Green it was unanimously;

**VOTED:** TO OPEN EXECUTIVE SESSION AT 11:14 AM.

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

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

**VOTED:** TO CLOSE EXECUTIVE SESSION AT 12:21 AM.

Next meeting is scheduled for February 20th.

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

**VOTED:** TO ADJOURN AT 12:21 AM.

Respectfully submitted,  
Devon Magoon  
Assessors Clerk  
Greenfield Assessors