

City of Greenfield
Assessor's Meeting
March 19, 2024

14 Court Square, 2nd Floor Meeting Room

9:34 AM

CALL TO ORDER: Meeting was called to order at 9:34 AM by Chief Assessor Randall Austin,

ROLL CALL OF MEMBERS: Chair Jim Geisman, Chief Assessor Randall Austin, Clerk Charles Green, Assessors' Clerk Devon Magoon, Member of public Stephanie Duclos

MOTION: On a motion by Clerk Charles Green, second by Chief Assessor Austin it was unanimously;

VOTED: TO ACCEPT AND APPROVE THE MARCH 5TH, 2024 MEETING MINUTES at 9:35 AM.

PUBLIC COMMENT:

MOTION: On a motion by Chair Geisman, second by Chief Assessor Austin it was unanimously;

VOTED: TO OPEN PUBLIC COMMENT AT 9:35 AM.

Stephanie Duclos public comment at 9:36 AM. Mentioned she has submitted an abutter's list to the Assessor's Office, inquired into tipline and building permits, and suggested an increase to licensing fees.

NEW/OLD BUSINESS

Board discussed building permits, business licenses, and a potential process for encouraging businesses to self-report.

Chair Geisman suggested coordinating with the City Clerk for a list of businesses and coordinating with licensing regarding fees.

Board discussed licensing fees and best practices in regards to getting businesses to report on personal property and return forms of list.

Chair Geisman commented on RRG oversight and potentially receiving a regular report on RRG activities. Chief Assessor Austin reported that RRG is the main entity in charge of conducting cyclical reviews and that they are estimating \$300,000 of new growth.

Chief Assessor Austin reports that Forms of List have not been sent to RRG for recording yet. The Greenfield Board of Assessors would like to receive a progress report from RRG when they are in process.

Chief Assessor Austin reported his findings on personal property and errors he has discovered.

Chief Assessor Austin reported that Mayor Desorgher has approved the Assessor's Office proposed budget to include additional staff.

Chief Assessor Austin plans to discuss personal property with Harald Scheid of RRG and will report back to the Board within a month's time.

Board reported progress on help with administration and receiving assistance from the public with special mention of member of public Bob Willaford.

Board discussed Board members progress on interfacing with the public for educational outreach at the senior center, and potentially within the Assessor's Office for fielding telephone calls and queries from the community.

Clerk Green reported he is available for 1 hour every 4th Tuesday to field questions from the public at the senior center.

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

VOTED: TO GRANT PERMISSION TO THE BOARD OF ASSESSORS MEMBERS TO FIELD CALLS FROM THE PUBLIC ON A NEED BY NEED BASIS.

Board discussed adding 'seasons' to the calendar timeline.

The Board accepted and approved of Excise Weeks from 3/06/24 to 3/19/24 in the amount of \$64.98 for calendar year 2022, \$723.42 for calendar year 2023, and \$4,140.15 for Calendar Year 2024 at 10:19 AM.

The Board accepted and approved Excise Commitment #2 in the amount of \$227,822.22 for Calendar Year 2024 at 10:20 AM.

The Board accepted and approved Omitted Personal Property bill in the amount of \$3,753.25 for Fiscal Year 2023 at 10:26 AM.

The Board accepted and approved Omitted Personal Property bills in the amount of \$3,574.39 for Fiscal Year 2024 at 10:26 AM.

The Board accepted and approved Revised Personal Property bills in the amount of \$113,152.36 for Fiscal Year 2024 at 10:26 AM.

Clerk Green reported his findings on rental registry.

Stephanie Duclos commented on inquiring into an apartment complex on Barton Rd for senior housing at 10:30 AM.

Chief Assessor Austin commented that the Planning Board and Building Inspector will often be the first to notify the Assessor's Office of new growth and building permits.

Clerk Green shared his Powerpoint slides on Rental Registry and Susan Worgaftik's involvement with the Rental Registry Exploratory Subcommittee. He reported that a survey of department heads for improvement in regards to shared addresses and sharing information between departments is forthcoming.

Clerk Green reported on council relations and his exemption expansion research and efforts.

Clerk Green reported on 33 updates received via the Tipline.

The Assessor's Office will hold an additional meeting in one week to review abatement applications.

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

VOTED: TO CLOSE PUBLIC COMMENT AT 11:16 AM.

EXECUTIVE SESSION

MOTION: On a motion by Chief Assessor Austin, second by Chair Geisman it was unanimously;

VOTED: TO OPEN EXECUTIVE SESSION AT 11:17 AM.

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

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

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

VOTED: TO CLOSE EXECUTIVE SESSION AT 11:55 AM.

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

VOTED: TO CLOSE PUBLIC COMMENT AT 11:56 AM.

Next meeting is scheduled for March 26th.

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

VOTED: TO ADJOURN AT 11:56 AM.

Respectfully submitted,

Devon Magoon
Assessors Clerk
Greenfield Assessors