

**NORTHFIELD BOARD OF ASSESSORS (BOA) MEETING MINUTES**  
**69 MAIN ST., NORTHFIELD MA 01360**  
**APRIL 17TH, 2024 1 PM**

**BOARD MEMBERS PRESENT:** Robert MacEwen, Alice Lord, and Bethany Walker

MacEwen called the meeting to order at 1:00 pm.

○ **MINUTES**

- Minutes from the March 27th, 2024, meeting were reviewed.
  - *A motion was made by MacEwen, seconded by Lord, and VOTED unanimously to approve the minutes from February 7<sup>th</sup>, 2024.*
- Minutes from the April 1st, 2024, meeting were reviewed.
  - *A motion was made by Lord, seconded by Walker, and VOTED to approve the April 1st, 2024, minutes. In Favor Votes: Lord and Walker. MacEwen Abstained*

○ **MOTOR VEHICLE EXCISE**

- Abatements received to date were reviewed.
  - *A motion was made by Walker, seconded by MacEwen, and VOTED unanimously to approve 10 MV abatements and deny 2 MV abatements for the month of April.*
  - monthly VADAR list initialed for the Accountant and Treasurer.

○ **REAL ESTATE/PERSONAL PROPERTY**

- Review of Sales
  - Reviewed properties that are currently for sale in Northfield and what has just been sold since the last meeting.
- Mayflower Update
  - Abatement inspections are scheduled to occur during the cyclical inspections.
  - Cyclical inspections will be starting early May and conclude by June.
- Exemption applications reviewed; the deadline was April 1. Three exemptions reviewed.
  - *A motion was made by MacEwen, seconded by Lord, and VOTED unanimously to approve 3 RE exemptions.*
- Solar PILOT (Payment in Lieu of Taxes) is currently with the Town Council, Attorney Blake will be reaching out to Blue Wave to discuss the PILOT plan.
- 2 Abatements reviewed, 1 Real Estate, 1 Personal Property.
  - *A motion was made by MacEwen, seconded by Lord, and VOTED unanimously to deny 1 RE abatement and 1 PP abatement.*
- Appellate Tax Board Hearing on April 1, 10am. Brothers of Our Lady of Reconciliation vs. Town of Northfield- still waiting for decision from the ATB.
- Reviewed state tax form 3ABC received to date. March 1 was the deadline.

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○ **MISCELLANEOUS OFFICE UPDATES**

- The Patriot / Catalis Software update
  - Walker reports that the new software is in, and she has begun working on it. Training sessions will be over the course of several weeks. Walker reported that the system will take some getting used to as it is much different, however she is happy with the features it provides.
- Walker coordinated a meeting earlier in the day of April 17<sup>th</sup> at 9:30 with Town Administrator, Andrea Llamas, Tax Collector/Treasurer, Michele Turner, Financial Assistant, Erin Degnan, Senior Center Director, Colleen Letourneau, and Senior Center Program Assistant Robin for discussion on the Senior Workoff Program as there were questions about it that had come up within the Senior Center. This program is run out of the Senior Center, however, there are multiple departments that are involved in its entirety. Walker will be attending the Council on Aging meeting in May to go over the application process and help the COA with forms and guidance.

○ **BUDGET**

- Month end report/balance sheets reviewed.

○ **BILLS**

- CAI Technologies: \$875.00 for quarterly billing (mapping company)

○ **MAIL**

- Financial Assistant, Erin, sent out balance sheet.
- Franklin County Assessors Association (FCAA) sent out save the date emails for the annual meeting.

○ **NEXT MEETING**

- 5/8/2024 1pm

*A motion was made by Lord, seconded by MacEwen, and **VOTED** unanimously to adjourn the Board of Assessors Meeting.*

Meeting adjourned at 2:04pm

Submitted by:

Bethany Walker

Approved by:

*Alise B. Lord*  
*Debra MacEwen*  
*Johnny B. Wang*