



TOWN OF NEW BRAINTREE

BOARD OF ASSESSORS

20 Memorial Drive
New Braintree, MA 01531
Tel: 508.867.2071, Ext.103; fax: 508-867-4467
assessors@newbraintree.org

FY2023 March Meeting Minutes March 16, 2023

I. Meeting started at 7:12pm. In attendance were Andrea Letendre, Priscilla Johnson, and Shelby Pollard. Meeting Minutes from February 16, 2023 were read and approved. No one was present for Public Forum.

II. Old business

- A. Shelby Pollard officially appointed for open assessor position.
- B. IT-Continued Frustration. No reply to ticket request for printer problems
- C. Recertification-Mary Oliver came March 2, to discuss the steps for Recertification. She is coming March 21, to pick up requested PRC's and do a field review.
- D. Town Report- Approved and submitted to Erin.

III. New business

- A. Form of List- all FOL that has been mailed in has been checked off and waiting for review. Many are late in filing by the March 1 deadline. We will create a spreadsheet based off of the Town Clerks business certificate list to maintain a more accurate list for the future.
- B. Tax Title Properties- Janet asked if we could look in to three properties that are 'Owner Unknown'. Andrea and Priscilla will look into them.
- C. Course 101 for Shelby- The BOS want to wait to give Shelby access to an email address until the May election. Shelby is unable to sign up for course 101 until she obtains a town email address.

IV. Warrants and payroll were reviewed, signed, and submitted. Meeting was adjourned at 7:43 pm.

Respectfully submitted,
Andrea Letendre, Assessor



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FY 2023 May Meeting Minutes Thursday, May 18, 2023

Present: Andrea Letendre, Shelby Pollard, Claire Reavey

The April minutes were read and approved.

I. Open forum – no one was present.

II. Old business

- A. Tyler bill – the bill is ready for the new FY. It is the last year of our 5 year contract. The fee increased.
- B. Budget – the Assessors met with the Finance Committee. They seemed to be in agreement regarding our switching from Tyler to Vision and they would pick up the cost. Vision could start the transition soon.
We also asked for an increase in pay for Andrea, after she takes over the role of Primary Assessor.
- C. Chapter land changes – the new file date is December 1. We'll send out 2025 applications in mid-October.
- D. Map 409-30. Roll back taxes have been sent. Once they are paid, we will release the 61A lien.

III. New business

- A. Clerks Meeting – “First Amendment Auditors” These people focus on Assessors nation-wide. They have already been rude and disrespectful to some Massachusetts Assessors.
- B. Maps – Matt has finished the update for 2023. We will contact the Planning Board to see if they have any CMRPB credits to share with us to offset the cost. Matt will deliver the maps this week.

C. A NEW POLICY

It was voted unanimously to keep MV abatements processed monthly so that they can be signed at the monthly meeting before being sent to the Treasurer.

IV. All warrants and correspondences were reviewed, signed, and submitted.

V. Adjournment was at 8:16.

Respectfully submitted,

Claire Reavey, Assessor



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July 18, 2023

FY 2024 July Meeting Minutes
Tuesday, July 25, 2023, 4:00 P.M.

Present: Andrea Letendre, Jessica Monahan, Claire Reavey
The June minutes were approved as read.

- I. Open forum – No one was present.
- II. Old business
 - A. Tyler – the bill has been paid for FY2024.
 - B. Recertification – all changes have been made by Andrea and everything is up to date for Mary.
 - C. Inspections – none yet but Patrick will be here August 25 to begin inspections. He will download photos with their addresses to be added to files later.
 - D. Values update – Roy will be here Tuesday, August 8, to work on updating values.
- III. New business
 - A. Abatement 408-26 This was discussed. The land was removed from Chapter last year because the Forestry program was not renewed. The change from chapter to non-chapter is most of the difference. We must finalize the decision and figure out the numbers.
 - B. Updated Chapter 61 applications are being worked on. We want to get them out by the end of August.
 - C. New Braintree Air B&B – Andrea will discuss this with Mary. The property needs to be inspected.

IV. Warrants were signed.

V. Adjournment at 5:22 P.M.

Respectfully submitted,

Claire Reavey, Assessor



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FY 2024 August Meeting Minutes
Tuesday, August 15, 2023 @ 12:30

Present: Andrea Letendre, Claire Reavey
The July minutes were approved as read.

I. Open forum – no one was present.

II. Old business

- A. Abatement application 408-26. It was deemed denied for 3 reasons: the timing of the application was not appropriate, the Forestry Plan lapsed in 2020 causing the land valuation to increase, and the bill mistake was due to an error made by the billing company.
- B. Recertification updates – Roy Bishop was here last week to update values. His report is due soon.
- C. New Braintree Air B&B – we will email Bill Cantrell to ask his opinion.

III. New business

- A. Inspections – Patrick will begin August 25. The Police Department was contacted to update his town badge.
- B. Overlay Release - the Finance Committee and Town Auditor have asked for a release of some Overlay funding to pay for the new truck of the Highway Department. We need to check our account and discuss our needs before releasing any Overlay monies.
- C. The Zoom Meeting with Tasha Vincent regarding our conversion to Vision was productive. She was not aware that our parcel count was 622, not 900. In exchange, she will schedule an additional day of free training for us. The program will be backed up on the Cloud and CM

Geeks will help with that. We will invite them to the kick off meeting. Matt Burke will be our Project Manager and Tasha will continue as our Project Sponsor and advocate. We can change the # of days before termination unless the 60 is okay. They will begin the upgrade in February and are hopeful to deliver by August at the latest.

IV. Warrants and abatements were signed.

V. Adjournment was at 1:10 PM.

Respectfully submitted,

Claire Reavey, Assessor



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FY 2024 September Meeting Minutes
Tuesday, September 19, 2023 @ 1:00

Present: Andrea Letendre, Jessica Monahan, Claire Reavey
The August minutes were approved as read.

- I. Open form – no one was present
- II. Old business
 - A. Chapter 61 – Applications were sent out along with the Rights and Acknowledgements. Jess made a spread sheet categorizing the three types of 61 and the members in each with their data.
 - B. Roy’s recertification work is done and submitted. Mary has also turned in her results.
 - C. Inspections – Patrick is continuing with his inspections.
Recertification – Mary’s data was submitted. When approved, Andrea will submit the Public Disclosure information for approval and will post on the New Braintree website and display in the Select Board Office and the town library.
- III. New business
 - A. Exemption applications for Veterans and the Elderly were mailed today. They are due December 1.
 - B. Chapter 61B – It was decided to call Alice Wozniak at the Coltrain Assessors Office to discuss questions regarding guidelines.
- IV. Warrants and correspondence were signed.

V. Adjournment at 2:06 P.M.

Respectfully submitted,

Claire Reavey, Assessor



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FY 2024 December Meeting Minutes
Thursday, December 21, 2023

Present – Andrea Letendre, Jess Monahan, Claire Reavey

I. Open forum – No one was present.

II. Old business

- A. Chapter 61 – It was voted to approve all chapter 61 applications and 61A that had the proper financial support. Approval of Chapter 61B was tabled. It was voted to send Notices of Action to the disallowed.
- B. Veterans' Exemptions were approved and entered into Gateway.
- C. Elderly exemptions were approved and entered into Gateway.

III. New business

- A. It was decided to start meeting on Mondays to appraise all chapter land.
- B. It was decided to put our policies on the website. Andrea will start the process.

III. Warrants and correspondences were reviewed, signed, and submitted.

IV. The meeting was adjourned at 7:55.

Respectfully submitted,

Claire Reavey, Assessor