

LUNENBURG BOARD OF ASSESSORS

April 16, 2025

BILOTTA ROOM, LUNENBURG TOWN HALL

17 MAIN STREET

Present Members: Chair Brian Laffond, Vice Chair Sarah Cammer, Clerk John Rabbitt
Principal Assessor Lynda McQuade, Rena Swezey.

CALL TO ORDER

The meeting opened at 6:31 PM.

OPENING COMMENTS

● **Board**

John Rabbitt states he only has 1 or 2 meetings left. He has put his name in to be elected on the Council on Aging.

● **Public**

There were no comments from the public.

STATUS REPORT FROM PRINCIPAL ASSESSOR.

- **Status of FY2025 Abatement Applications, Vision Property Record Cards Update.**
Issues with CAI. Other items as needed.

Lynda McQuade provided the following updates:

6 abutters list requests were received in the last month.

14 additional exemption applications for review later this evening.

To date, 132 real estate exemptions have been received.

There are 37 real estate and personal property abatements.

20 have been granted totaling \$18,083.12.

13 were denied.

2 were withdrawn as the residents did not want to proceed with inspections.

2 inspections are being reviewed after this meeting.

Settlement for pending only ATB Case will be reviewed later this evening.

41 motor vehicle excise tax abatements have been received.

Denise McCue is continuing to follow up with building permits and inspections.

The office will soon start working on new growth.

Lynda McQuade met with the Building Department and Board of Health to set up a plan for notifications of ANR plans and map changes for the Assessing dept. Andrea

Schnepf from BoH volunteered to work with Lynda to improve communication flow and interpret deeds. There are 8 parcels that aren't linked properly in CAI.

Vision has sent a revised contract for the first year of appraisals. Currently there have been 112 appraisals completed. The appraisals are anticipated to be completed by June 30th. There will then be a break before another round of inspections starts in August. A \$500 credit was reimbursed for the cost of mailing that the office provided.

There was a discussion about chapter land applications. There are 3 classes of chapter land- Forestry Chapter 61, Agriculture Chapter 61A, Recreation Chapter 61B. The benefit of having chapter land is a significant discount on value that reduces tax owed. Robin Nano has sent 2 letters, an initial letter and a follow up letter asking residents to send in their applications. Applications were originally due on December 1, 2024. If an application is not received the property will be brought back to full value. There must be a lien on these properties. Some parcels do not have an existing lien. The office is following up to correct this.

The state approved the Lunenburg battery energy storage facility planned for 485 Leominster/Shirley Road.

MDM1, veterans' exemptions, and motor vehicle exemption reimbursements need to be submitted by April 30th. Currently we have \$128,951 in exemptions and expect reimbursement of roughly \$103,237.

CURRENT BUSINESS

- Review and Approve Minutes of February 19, 2025, March 12, 2025, and March 19, 2025, and April 2, 2025, Executive Sessions of April 2, 2025.

The minutes from the open sessions were not reviewed.

There was a motion by Brian Laffond to approve for release the executive session minutes of April 2, 2025. Seconded by Sarah Cammer. All in favor.

- Review and Approve Invoices, Expense Vouchers, Billing Errors, etc.

There were no invoices, vouchers, or billing errors to review or approve.

- Neighborhood/Site Index Plan for DOR Directive

Rena Swezey has been investigating the neighborhood/site index plan. Sarah Cammer is suggesting changing the lakefront to waterfront and including indexes. Rena Swezey is going to look into each lake and review the codes. All neighborhoods will need to be addressed. One focus will be to remove as many of the subjective factors

as possible. There is a feature in Vision that will allow us to compare similar properties. Rena Swezey will provide an update in another month.

- Deed/Plan Issues.

Lynda McQuade states that a letter has been sent to the homeowner requesting they contact their attorney regarding a discrepancy in their deed. Andrea Schnepf from the Board of Health has offered to assist the office with interpreting some of the deed issues.

- Cyclical Inspection Program.

Lynda McQuade will update the website with the new start date of May 12th and will also indicate the streets that the inspector will be on that week. Postcards will be going out in the next week and a half for homes on the inspection list.

- FY 2026 Overlay.

\$175,000 was submitted by the Board of Assessors to be voted on. So far this year \$168,000 has been used from the overlay.

- Clause 41 and 17 Assets/Income Level Adjustment Exemption Warrant Article.

John Rabbitt provided a 30-slide presentation about clause 41 that will be reviewed at the next meeting.

Brian Laffond created a letter with information that can be sent to 41A applicants. He will submit the letter to the Town Counsel for their feedback.

All exemptions need to be submitted and completed by April 1st. If the application is denied residents have the option to go to the ATB.

POSTPONED TOPICS

UPCOMING MEETING/EVENTS SCHEDULE

Upcoming Meetings: May 5, 2025 (Tentative) ~~May 7, 2025~~, May 14, 2025 (Tentative), May 21, 2025, June 18, 2025.

CLOSING COMMENTS

- Public

There were no comments from the public.

- Board

Brian Laffond read a document about Clause 41 and 17 that he plans to present at the town meeting, if needed.

Sarah Cammer confirms there will be openings on the Board and names can be written in during elections.

ADJOURN

There was a motion to adjourn the open meeting and enter the executive session, not to return to the open session after exiting executive session by Brian Laffond, seconded by John Rabbitt. All in favor.

The meeting closed at 8:31 PM.



**TOWN OF LUNENBURG
BOARD OF ASSESSORS
Minutes April 16, 2025
Executive Session**

Board Members: Brian Laffond, Sarah Cammer and Jack Rabbitt in attendance.

Executive Session started at 8:30PM

Jack recused himself on the 41A application. Brian Laffond, the Chair, and Sarah Cammer, Vice Chair, denied the 41A application for being incomplete as; only one of the owners was on the application and the property is owned jointly and there was no letter or indication of bank approval of the lien.

Review of Exemptions

- Reviewed and approved an additional \$600 for one application for a Clause 22 veteran that was converted to a Clause 22E.

Review of Abatements

- The Board of Assessors approved 2 abatements for properties that had fires.
 - One is a real estate abatement
 - The other is an administrative real estate abatement
- The new application Chapter land lien for was approved by the Board of Assessors
- The Board of Assessors denied 2 real estate abatements for refusal to schedule inspections which is a part of the abatement process
- The Board of Assessors approved 2 real estate abatements for changes after 2nd inspection was requested by the attorney for misinformation during the first inspections
- Settlement of ATB case for 39 Round Rd for approval of FY2024 abatement and withdrawal of FY2025 real estate abatement

Meeting adjourned 10:25PM