



**TOWN OF LUNENBURG
BOARD OF ASSESSORS
Minutes May 5, 2025
Executive Session**

RECEIVED & FILED

OCT 06 2025

LUNENBURG TOWN
CLERK OFFICE

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

Executive Session started at 8:15PM

FY2025 Real Estate and Personal Property Abatements

- 1 abatement denied due to withdrawal from attorney for ATB settlement. Denial of abatement application was signed by Brian Laffond, Chair and Board Members, Sarah Cammer and Jack Rabbitt.

8 of 58 FY2024 Abatement

- The 8 of 58 application was approved by the Department of Revenue for an abatement of \$5,054.85 by the Board of Assessors.

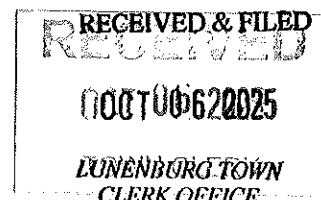
Board of Assessors signed 2 liens for new Chapter 61A.

Lynda McQuade reviewed 8 Chapter Land properties with either no applications or liens, with 4 Chapter land properties being sales. For the chapter land applications that do not have liens, it was discussed sending an additional letter to the property owners allowing 15 days' notice to initiate request for liens. If no response occurs, the properties will be brought back to full value and taken out of chapter land with a rollback tax.

Meeting adjourned 9:18PM



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LUNENBURG BOARD OF ASSESSORS
May 5, 2025
BILOTTA ROOM, LUNENBURG TOWN HALL
17 MAIN STREET

Approved
Oct. 1, 2025
BRL SSL

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

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CALL TO ORDER

The meeting opened at 6:44 PM.

OCT 06 2025

OPENING COMMENTS

LUNENBURG TOWN
CLERK OFFICE

● **Board**

Brian Laffond stated a letter was received from a taxpayer who believed the Board was treating their concerns lightly. Brian Laffond is thankful that the resident has pointed out a hole in the process as it relates to cyclical inspections. Residents were not given enough time to reach out to the office to notify the inspector to not go on their property. Brian Laffond confirmed that the procedure has changed and there should be enough time for residents to reach out to the office.

John Rabbitt confirms this is his last meeting. He wanted to thank the Board. He is looking to join the Council on Aging to continue to act as an advocate and liaison.

● **Public**

There were no comments from the public.

STATUS REPORT FROM PRINCIPAL ASSESSOR.

● **FY2025 Abatement Update, Chapter Land Application/Lien Issues. Other items as needed.**

An outstanding 2025 abatement application was withdrawn as a result of the settlement of an ATB Case. We will be discussing an 8 of 58 application that had been submitted.

For 2026, 37 abatements have been received.

- 22 were granted totaling \$27,106.21
- 15 were denied

There are 4 administrative abatements. 2 of which were personal property corrections, 1 had an incorrect land amount, and the other had a fire.

220 postcards were mailed out for the next cyclical inspections restarting on May 12th. The Assessors' Office intends to post and update the streets up for inspection for each week.

While reorganizing all the Chapter land applications it was determined that there are 8 properties that do not have liens but have applications. 2 letters have been sent to each applicant. Currently there are 2 properties that don't have applications that have been brought back to full value. 4 properties have Chapter land applications that have sold and do not have applications or roll back taxes. 1 property that has been brought back to full value and is awaiting a discussion from the survivors regarding the next steps.

Denise McCue and Lynda McQuade are working on new growth.

CURRENT BUSINESS

- Review and Approve Minutes of February 19, 2025, March 12, 2025, and March 19, 2025, Executive Sessions of March 19, 2025, April 16, 2025.

There was a motion to approve the minutes of February 19, 2025, as amended by Sarah Cammer, seconded by John Rabbitt. All in favor.

John Rabbitt will be making suggestions and recommendations for the executive session minutes of April 16, 2025.

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

Lynda McQuade submitted the MDM1, Veteran exemption and the motor vehicle reimbursement excise tax reimbursement forms for FY 2025. All have been approved by the Department of Revenue.

MDM1 reimbursement totaled \$103k.

Veterans exemption reimbursement totaled \$78k.

Motor vehicle reimbursement totaled \$12,142.

An invoice totaling \$190 was approved and signed. This invoice covered the cost of postcards with information regarding the cyclical inspections.

There was a \$500 credit to the account by the company completing inspections. The contract did include notifying residents about cyclical inspection, but the vendor intended on notifying residents after the inspection, not before. The BoA felt that does not constitute notification, so future contracts will be clear about our expectations.

An invoice for the inspections has been received, without any supporting data. The office declined to approve until numbers and more information can be provided.

Lynda McQuade confirms that Vision is going to be sending more property record cards.

● Neighborhood/Site Index Plan for DOR Directive.

Lynda McQuade received approval at the town meeting for funds to proceed with this project. Denise McCue has already started to pull sales and records.

The Board will request Rena Sweezey attend the next meeting to discuss this topic.

● Reading Your Vision Card

Lynda McQuade has made several changes including land costs and neighborhood site indexes.

The office has been unable to update condo factors as the report provided didn't include any information pertaining to condos. The Board is requesting complete report from Vision.

● Town Meeting-Clause 41 and 17 Assets/Income Level Adjustment Exemption Warrant.

All the exemptions articles passed and are now going through the formal review process.

POSTPONED TOPICS

UPCOMING MEETING/EVENTS SCHEDULE

Upcoming Meetings: Monday, May 19, 2025, May 21, 2025 (Canceled), Wednesday, June 11, 2025, Wednesday, July 16, 2025.

CLOSING COMMENTS

● Public

There were no comments from the public.

● Board

Brian Laffond thanked John Rabbitt for his work on the Board, especially his efforts to "modernize" our exemptions.

ADJOURN

There was a motion to adjourn the open meeting and enter the executive session,

not to return to the open session after exiting the executive session by Sarah Cammer,
seconded by John Rabbitt. All in favor.

The meeting closed at 8:10 PM.