

Approved 10/22/25

B.P.L.
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LUNENBURG BOARD OF ASSESSORS

JUNE 11, 2025

RITTER BUILDING, LOWER LEVEL CONFERENCE ROOM
960 MASSACHUSETTS AVENUE

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

CALL TO ORDER

The meeting opened at 6:34 PM.

OPENING COMMENTS

● Board

Sarah Cammer states the new Board of Selectmen member, Brian Lehtinen, provided an excellent summary to the Select Board regarding the last BOA meeting.

● Public

There were no comments from the public.

STATUS REPORT FROM PRINCIPAL ASSESSOR.

● FY2025 Year End Chapter Land Application/Lien Issues, Agricultural Permanent Restrictions. Other items as needed.

Lynda McQuade provided the following updates:

- 7 abutters lists requests have been received.
- 17 motor vehicle excise tax abatements were processed by Robin Nano.
- The motor vehicle excise tax for commitment 2 and commitment 3 bills were mailed on Monday.
- Chapter Lands have been reviewed and are now "current".
- In the past month there have been 2 deed issues.
- The omitted and revised LA 13A will be submitted to the Department of Revenue tomorrow.

Lynda McQuade is still awaiting a call from Vision regarding sales that are due September 30.

Robin Nano has reviewed majority of the chapter land applications and organized them by address. There are 4 properties in chapter land that don't have a lien or application. Lynda McQuade is currently undertaking the process of rolling back taxes on these properties.

Denise McCue and Lynda McQuade are going to start inspections per DOR directive as well as inspecting chapter lands.

The Town Manager requested a response to the report by the Select Board completed in 2023. In 2023 there were 427 abatements, 2024 there were 42 abatements and last year there were 37 abatements.

Next week Lynda McQuade has a class and the following week of the 23rd she will be in Plymouth for the MA Assessor's Conference.

The office is still following up with a 41A application. After speaking to the town counsel, they may still be having negotiations prior to them going to ATB as long as they are within their appeal period.

There was a notion to support the move of 222 West Townsend Road out of Chapter Land for potential sale by Sarah Cammer, seconded by Brian Laffond. All in favor.

Lynda McQuade has inquired with the Town Manager about obtaining a seasonal employee to help with the neighborhood review.

CURRENT BUSINESS

- Review and Approve Minutes of February 19, 2025, March 12, 2025, and March 19, 2025, April 16, 2025, May 5, 2025. Executive Sessions of April 16, 2025, and May 5, 2025.

There was a motion to accept the minutes from executive session on April 16, 2025, May 5, 2025 and May 19, 2025, as amended by Brian Laffond, seconded by Sarah Cammer. All in favor.

The minutes from February 1, 2025, were previously approved and can be removed from the agenda.

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

Randy Mercier from MUNIS came into the office and helped complete preliminary billing.

The real estate and personal property preliminary bills for Fiscal Year 2026 were signed.

Motor vehicle excise tax for commitment 2 were signed. The total is \$272,922 and represented 882 motor vehicle bills.

Motor vehicle excise tax for commitment 3 were signed. The total is \$138,650.87 and represented 620 motor vehicle bills.

There was a Chapter Lien signed by the Board where "half" of the property is in Lunenburg and the other "half" in Fitchburg.

Lynda McQuade states the Assessor's Office received the Cost Manual for reference that cost \$514.

● Senior Means Tested Exemption.

A new summary of the all exemptions is now available on the website, as well as in the office.

Lynda McQuade prepared a brochure about the new Senior Means-Tested Exemption. The brochure is available online and will also be available in printed format. Still awaiting "final" version currently being edited by a former member of the Select Board, Tom Alonzo.

● Neighborhood/Site Index Plan for DOR Directives.

Lynda McQuade is awaiting further information on resources and has confirmed that funds from May ATM can be expended until July.

POSTPONED TOPICS

● Criteria for Clause 18.

● Status of DOR Directives.

UPCOMING MEETING/EVENTS SCHEDULE

Upcoming Meetings: July 16, 2025, and August 13, 2025

CLOSING COMMENTS

● Public

There were no comments from the public.

● Board

There were no comments from the Board.

ADJOURN

There was a motion to adjourn by Sarah Cammer, seconded by Brian Laffond. All in favor.

The meeting closed at 8:29PM