

LUNENBURG BOARD OF ASSESSORS
OCTOBER 22, 2025
SENIOR CENTER CONFERENCE ROOM
25 MEMORIAL DRIVE

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

CALL TO ORDER

The meeting opened at 6:30 p.m.

OPENING COMMENTS

- Board

There were no comments from the Board.

- Public

on Brian Marple, 450 Lancaster Ave., had heard there was a need for assistance the Board of Assessors, and he submitted the talent bank application. Brian Marple has 20 years of experience for and with the United States Government and has served as President and Treasurer for multiple corporations.

the Brian Laffond states Brian Marple would first need to be appointed jointly by Board of Assessors and the Select Board. If appointed he will then need to be sworn in, complete assessor training and online modules per state mandate, and complete the Open Meeting and Conflict of Interest training.

STATUS REPORT FROM PRINCIPAL ASSESSOR.

- FY 2026 LA3 and Interim Adjustments. Other items as needed.

To date, Vision has still not completed the LA3 report. Once the LA3 report is received, Lynda Cajka will be able to submit the LA4 report.

Brian Laffond shared his frustration with Vision and their delay in submitting documents and reports well past deadline dates. Brian shared a draft of a memo to be sent by the BOA to the Town Manager and Procurement Officer.

Previously the Board requested a new report with the site indexes included and those were received.

Lynda Cajka confirms that the new Finance Director, Katie McKenna, has started.

Lynda Cajka states there have been no changes to the website.

CURRENT BUSINESS

- Review and Approve Minutes of May 19, 2025, June 11, 2025, July 16, 2025, July 29, 2025, August 13, 2025, September 3, 2025, and October 1, 2025, and Executive Session Minutes for October 1, 2025, October 16, 2025.

June There was a motion to approve the minutes from May 19, 2025, and 11, 2025, by Sarah Cammer, seconded by Brian Laffond. All in favor.

 There was a motion to approve the executive session minutes from October 1, 2025, by Sarah Cammer, seconded by Brian Laffond. All in favor.

- Review of Interim Adjustments for FY2026.

 Lynda Cajka ran the LA4 report and received the below rate changes.

 Single Family increased 1.8%

 Condos went up 2.9% (previously reported as 4.5%)

 2 families went up 3.3%

 3 families went up 4.2%

 The FY26 real estate tax dollars were roughly \$394,297.

 The new growth for personal property tax was \$124,684.

 The total growth for FY 26 is \$518,980. (Previous estimate was \$400,000).

- 41A Warrant for Income Limitation Increase for Town Meeting, November 18, 2025.

 The Board is awaiting feedback from Town Counsel regarding the warrant article. The Board did receive positive feedback from the Select Board.

UPCOMING MEETING/EVENTS SCHEDULE

Upcoming Meetings:

Meetings are scheduled for the first week of November, 3 2025 (date may change), November 19, 2025, December 3, 2025, and December 17, 2025. All Meetings are scheduled for 6:30 p.m. with location varying each meeting.

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 the open meeting and enter executive sessions, not to return to the open session after exiting the executive session by Sarah Cammer, seconded by Brian Laffond. All in favor.

The meeting closed at 7:37PM.



**TOWN OF LUNENBURG
BOARD OF ASSESSORS
Minutes October 22, 2025
Executive Session**

APPROVED

11/19/25

BPL.

Executive Session started at 7:37 p.m.

Attending the executive session were the Chair, Brian Laffond and Board member Sarah Cammer. A total of 95 real estate exemptions were reviewed with Lynda Cajka, the Assessor. Of the 95 real estate exemptions, the Board of Assessors approved 84 applications, and 11 were not approved due to inadequate documentation.

The breakdown of the 84 real estate exemption applications that were approved include:

- 2 Senior Means Tested
- 30 of Clause 22/Veteran
- 23 of the Clause 22E Applications
- 11 of the Clause 22D-Full Exemptions
- 15 of the Clause 41D/Elderly
- 3 of the Clause 17E/Surviving Spouse and Minor

The real estate exemption applications that were not approved due to missing information include:

- 1 of the Clause 41D/Elderly
- 10 of the Clause 22/Veteran that were missing the VA paperwork.

Lynda Cajka, the assessor, will continue to reach out to the applications for the proper paperwork to verify eligibility and will plan to add these to a meeting agenda in November when all information has been received.

Meeting adjourned 9:55pm