

LUNENBURG BOARD OF ASSESSORS
WEDNESDAY, JUNE 3, 2026 at 6:30P.M.
RITTER BUILDING, LOWER LEVEL
960 MASSACHUSETTS AVENUE

Minutes Approved	Date
BPL	August 5, 2026

Present Members: Chair Brian Laffond, Vice Chair Sarah Cammer, Principal Assessor Lynda Cajka, Finance Director/Town Accountant Karen Barrett, Member Bryant Moscon, Consultant Rena Swezey

CALL TO ORDER

The meeting opened at 6:00 PM.

OPENING COMMENTS

- Board

Sarah Cammer nominated Brian Laffond for the Chair position. Brian Laffond nominated Sarah Cammer for the Vice Chair position. Brian Laffond nominated Bryant Moscon for the Clerk position. All in favor.

Brian Laffond confirmed this will be Lynda Cajka's last meeting as her contract expires on June 30, 2026. Brian Laffond and Sarah Cammer thanked Lynda Cajka for her help.

Bryant Moscon was elected to the Board of Assessors after being referred by a friend.

- Public

There were no comments from the public.

REVIEW AND APPROVE MINUTES OF:

February 4, 2026, February 25, 2026, April 8, 2026, and April 22, 2026 & Executive Session Minutes for April 22, 2026, and May 13, 2026.

The minutes from public session were not reviewed.

There was a motion to approve the executive session minutes of May 13, 2026, by Sarah Cammer, seconded by Brian Laffond.

STATUS REPORT FROM PRINCIPAL ASSESSOR

- Update on FY2027 Preliminary Billing and review of Assessor's Monthly Report. Other items as needed.

There were 6 abutters list requests received for the month of May.

81 motor vehicle excise tax abatements were processed in MUNIS and are awaiting payment by the tax collector.

The were a total of 5,318 preliminary FY27 real estate bills completed totaling \$16,928,074.99 and 211 personal property bills totaling \$523,212.95. The warrants and commitments documents were signed by the Board.

Lynda Cajka mailed out 3 FY26 supplemental real estate tax bills totaling \$11,960.

Lynda Cajka followed up and confirmed with Vision annual PDF property cards, monthly CAI cards and weekly CAI mapping updates via a soon to be available dedicated server.

The Board signed the roll back tax for 35 Leominster Road, the real estate warrant from the tax collector; the preliminary FY 27 tax commitment and warrant. The single chapter land lien release will be notarized tomorrow.

The goal for this month is to continue working on the Neighborhood Site Review directive.

CURRENT BUSINESS

- Update of Neighborhood Review Project

Sarah Cammer and Rena Swezey will attempt to work together to review neighborhood factors and codes. The first areas of focus is site codes 1A & 1B which have proximity to water and site code 3.

Last year, the neighborhood review discovered 400 land conditions factors were included. These are trying to be narrowed down and documented.

Once numbers are completed, Rena Swezey wants to put all values on the town website for residents to view. Sarah Cammer suggests printing out some of the sales for reference.

As we progress, we should develop a communication strategy. We need to make sure we do not surprise the taxpayers.

- AXIS GIS Mapping Update Issues

Lynda Cajka confirmed there are still ongoing mapping issues with CAI.

Karen Barrett has contacted departments heads with information regarding the GIS system. There are features that could be utilized by other departments within the town.

POSTPONED TOPICS

- Criteria for Clause 18
- BOA Policies Binder

UPCOMING MEETING/EVENTS SCHEDULE

Upcoming Tentative Meetings: July 1, 2026, August 5, 2026, September 2, 2026. (All meetings scheduled for 6:30p.m., with the location varying by meeting).

Meetings will return to a monthly schedule for the duration of summer.

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 Bryant Moscon, seconded by Sarah Cammer. All in favor.

The meeting closed at 8:03 PM.