



Town of Seekonk
Massachusetts
Board of Assessors

PAUL K. BUCKLEY, CHAIRMAN
NELSON ALMEIDA, VICE CHAIRMAN
JANET PARKER, CLERK

LYDIA A. CORDEIRO, TOWN ASSESSOR
MAUREEN HASENFUS, ASST. TOWN ASSESSOR

REGULAR MINUTES

May 3, 2023 @ 5:05 PM

Chairman, Paul K. Buckley called the Board of Assessors Regular Meeting to order on Wednesday, May 3, 2023, at 5:05 PM. In attendance were Paul K. Buckley, Chairman; Nelson Almeida, Vice Chairman; Janet Parker; Clerk, Lydia A. Cordeiro, Town Assessor, Maureen Hasenfus, Assistant Town Assessor, and Jennifer Argo; Finance Director

Meeting to Order – Chairman Buckley quoted the *MGL C 30A §20(f) requires any person recording must notify chairman at the beginning of the meeting.* No one was recording.

1. Approve the Regular Session Minutes of April 6, 2023

Vice Chairman Almeida motioned to approve the Regular Session Minutes of April 6, 2023 as written. Clerk Parker seconded. The Vote Paul K. Buckley-Aye, Nelson Almeida-Aye, Janet Parker-Aye. The motion passed 3-0.

2. Community Speaks

Kim Lallier of 470 Newman Ave. came to the meeting to make the Board aware of an additional kitchen erroneously charged to her FY'23 Real Estate Property. Both the Town Assessor and Assistant Assessor inspected her property on April 27, 2023 and found no additional kitchen. Town Assessor Cordeiro stated going forward Ms. Lallier will not be charged for an additional kitchen. Town Assessor also recommended that if the board might want to discuss this at the next meeting if they want to ask the Commissioner of Revenue permission to abate.

3. Approve/Sign Omitted Revised Bill

Town Assessor Cordeiro brought to the Board's attention a property that a Building was not taxed on for FY'23 just land was. 6 Magnolia Court Map 24 Lot 706 will be receiving a tax bill for the building on the property. The Board approved and signed the Commitment and Warrant for the Omitted Revised Bill for FY'23.

4. Adjourn Regular Session and enter into Executive Session

Vice Chairman Almeida motioned to adjourn Regular Session and enter into Executive Session returning back to Regular Session. Clerk Parker seconded. The Vote Paul K. Buckley-Aye, Nelson Almeida-Aye, Janet Parker-Aye. Regular Session adjourned at 5:12 PM. The motion passed 3-0.

5. **Discuss Monthly Assessors Report**

Town Assessor Cordeiro informed the Board that the Office is in compliance of taking the State mandated Cybersecurity online modules by the deadline of May 15, 2023. Assistant Assessor is in the process of scheduling the *15-hour USPAP Course* in order to receive her Certification. Michelle Muggle is retaking Course 200 in order to meet her hiring requirement. Chairman Buckley asked Town Assessor Cordeiro to check into that course being a requirement as he does not recall that being on the Job Posting. Also, Chairman Buckley asked for a matrix on the inspections on the Monthly Reports going forward. Town Assessor Cordeiro confirmed that a new chart is being worked on for the next month's report. The Town Assessor was in the Bond rating meeting with the Finance Team. Town Assessor Cordeiro noted that she is working along with the Fire and Collector/Treasurers Office to work on a flyer to send out with the Actual Real Estate Tax Bill regarding house numbers being displayed on the property. Our Department of Revenue (DOR) Representative noticed many house numbers were not visible while he was driving around Town.

The Town Assessor is working with the Building Inspector to inspect new construction as part of the Occupancy Permit checkoff. This will ensure inspecting the interior of the dwelling without needing to schedule a follow up appointment with the owner/contractor/tenant.

6. **Discuss other topics not reasonably anticipated by the Chairman 48 hours before the meeting**

None

7. **Schedule next meeting**

Wednesday June 7, 2023 at 5:30 PM

8. **Adjournment (Roll Call)**

Chairman Buckley motioned to adjourn the Regular Session Meeting at 6:25 PM Clerk Parker seconded. The Vote Paul K. Buckley-Aye, Nelson Almeida-Aye, Janet Parker-Aye. The motion passed 3-0.

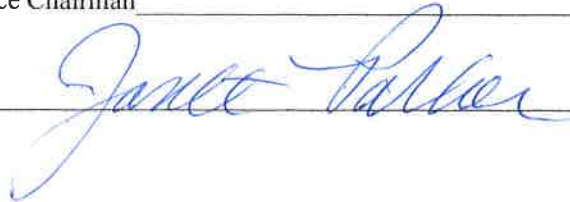
Respectfully Prepared,
Maureen Hasenfus, Asst. Assessor

Paul K. Buckley, Chairman



Nelson Almeida, Vice Chairman

Janet Parker, Clerk



Documents Distributed:

Agenda May 3 2023

Regular Session Minutes of April 6, 2023

April 2023 Monthly Assessor Report

FY'23 Omitted/Revised Real Estate Tax Commitment

FY'23 Omitted/Revised Warrant-Real Estate

FY'23 Omitted/Revised Warrant-CPA Tax