

LUNENBURG BOARD OF ASSESSORS
MONDAY, JANUARY 22, 2024
EAGLE HOUSE SENIOR COMMUNITY CENTER
25 MEMORIAL DRIVE, LUNENBURG

Present Members: Chair Brian Laffond, Vice Chair Sarah Cammer, Clerk John Rabbitt, Interim Principal Assessor Rena Swezey and Town Manager Heather Lemieux.

CALL TO ORDER

The meeting opened at 6:30 PM.

OPENING COMMENTS

Board Comment

John Rabbitt has a question if the approval of minutes will take place at tonight's meeting. Brian Laffond states that won't be happening at this meeting and will be added to the agenda for the next meeting.

Public Comment

Carl Luck-50 Sunset Lane- states that all residents will be impacted from the problems in 2023. Regarding 2024 tax assessment progress there are a few concerns and questions. There is a request to have the data and process be completed as transparent as possible so residents can review and prepare potential questions. Carl Luck fears that there will be a significant tax increase.

APPOINTMENTS

6:30: Introduction to and Ratification of the Town Manager's appointment of the Principal Assessor, Lynda McQuade

Heather Lemieux presents Lynda McQuade, a candidate for the open position of the Principal Assessor and asks the board to ratify tonight. Prior to the meeting, Heather Lemieux provided the Board Lynda McQuade's qualifications, skills, and credentials.

Lynda McQuade states she has over 20 years of real estate appraisal experience.

John Rabbitt questions if her previous title was as a Principal Assessor and Lynda McQuade confirms that is correct. John Rabbitt asked if she had to outsource work due to the office only having 2 employees. Lynda McQuade states she has outsourced work for personal property and has used a consultant for commercial and industrial services. Lynda McQuade also confirmed that she completes all her inspections and permits. There is a question about what guide she uses to assess properties. Lynda McQuade uses record cards to verify data, quality, condition, finished/unfinished basements, number beds/bathrooms, etc. Lastly, John Rabbitt asks why she left her prior positions. Lynda McQuade was the Assistant Assessor in Westford and the Town Assessor for Boxborough. There were concerns about a high turnover rate and stability.

Sarah Cammer asks what her ideas are in terms of organizing information for residents to understand. Lynda McQuade confirms that communication with residents is the most important priority. Additionally, Lynda McQuade states she is very organized and follows the deadlines on the Assessors calendar provided by the Department of Revenue.

Motion to ratify the appointment of Lynda McQuade at the recommendation of the Town Manger by John Rabbitt, seconded by Sarah Cammer. All in favor.

NEW BUSINESS

Request For Quote (RFQ) for Personal Property Maintenance and Utility Appraisal.

Julie Belliveau and Heather Lemieux worked on a proposal for cyclical inspections and reevaluation inspections.

Motion to accept the RFQ by Sarah Cammer, seconded by John Rabbitt. All in favor. Unanimous vote.

Note: This is for the Cyclical reviews, not the 5 Year Revaluation.

o Review for Errors and Omissions.

The Board has reviewed the document and found no errors or edits.

MEETING SCHEDULE

January 29th at 6:30 PM at the Bilotta Room in the Town Hall

January 31st at 6:45 PM at the Bilotta Room in the Town Hall.

Mike Tarello from Vision will be in attendance.

CLOSING COMMENTS

Public Comment

Heather Lemieux thanks Rena Swezey for all her help and welcomes Lynda McQuade.

Board Comment

John Rabbitt states that he has a list of questions for the upcoming meeting with Mike Tarello from Vision.

EXECUTIVE SESSION

Motion to enter into executive session and not to return to open session by Sarah Cammer, seconded by Jack Rabbitt.

The meeting closed at 7:17 PM.