



MINUTES
OF THE MEETING OF
THE BOARD OF ASSESSORS

February 7, 2022
6:30 PM
HYBRID MEETING

In Attendance: Nicholas Giaquinto (NG) present; Christopher Bitteker (CB) present;
Amy Brugnoli (AB) present;
Also present Anne Marie Sinnott (AMS), Principal Assessor.

The meeting was called to order at 6:36 PM. Motion was made by NG to open the meeting and seconded by CB. Vote unanimous.

6:37 PM NG moved to accept the January 24, 2022 meeting minutes and seconded by CB.
Vote NG – Yes; CB – Yes

Sign monthly reports including Motor Vehicle Excise Abatements; Exemptions; Real Estate Abatements; Excise Tax Commitments.

There was no new business not anticipated by the Chair.

6:37 PM Elaine gave an update to the Board regarding Boat Excise Bills and how the office is being more pro-active in reviewing the boat lists from the Environmental Police, Harbormaster, and the different Marinas, in addition to reviewing all the boat vessel forms from the individual boat owners. Reviewing and updating the boat database ensures the bills issued will have the correct address and boat listed. Boat Excise tax bills will be issued March 12th. AMS updated the Board regarding office operations. AMS informed Board the 1st commitment for 2022 motor vehicle excise tax bills totaling 24,094 will be issued on 2/16/2022. Last year 2021 23,616 bills were issued generating 375 abatement applications from January 1, 2021 to the end of April 2021. AMS also informed the Board abatement inspections have started and to date we have 19 inspections over this week and next schedule and we are waiting on people to return our calls to schedule. Affordable unit assessments still need to be calculated. Sales reviews and data entry still need to be done from after we submitted the values for approval to the DOR. Income and Expense Forms and Forms of List all need to be reviewed and prepared for Patriot Properties to run analysis. In addition, real estate and personal property abatement applications are being reviewed and data is being collected to bring to the Board.

AMS explained to the Board that the counter traffic and phone calls will be higher from the excise tax bills going out.


AMS informed the Board there was a reporting issue with the building permits resulting in an extra 150 permits that now need to be entered into Patriot Properties.

At 6:48 PM Executive Session – To review Exemptions and Abatement Applications (Purpose 7) and to go back into open session after discussion, moved by NG; seconded by CB. Vote CB – Yes; NG – Yes; AB – Yes

At 7:30 PM upon exiting Executive Session NG moved to affirm the 11 exemption applications and 14 abatement applications as voted and discussed in Executive Session seconded by CB. Vote NG – Yes; CB – Yes; AB – Yes

At 7:30 PM the next meeting is scheduled for February 28, 2022.

Having no other business, on a motion of (NG), seconded by (CB), the Board voted to adjourn the meeting at 7:31 PM.



Nicholas Giaquinto – Chair



Christopher Bitteker – Vice Chair

Amy Brugnoli – Member