

1. Agenda

Documents:

[2023.02.07\\_ASSESSORS\\_AGENDA.PDF](#)

2. Meeting Materials

Documents:

[2022\\_EXCISE\\_TAX\\_ABATEMENTS.PDF](#)

[2023-01\\_EXCISE\\_TAX\\_COMMITMENT.PDF](#)

[JANUARY\\_24\\_2023\\_MEETING\\_MINUTES\\_DRAFT.PDF](#)

**Town of Southborough, MA  
Meeting of the Board of Assessors  
Tuesday, February 7, 2023 3:00 PM  
McAuliffe Hearing Room, Town House  
17 Common Street**

**AGENDA**

**New Business:**

- Review and sign meeting minutes from 1/24/22
- Review and approve motor vehicle excise tax abatements
- Review and sign motor vehicle excise tax commitment #

**Executive Session:**

Enter executive session pursuant to M.G.L. c. 30A, § 21 (a) (exemption #7), for the following: the Board will return to open session following executive session:

- a. Review and sign executive session minutes from 1/24/2022 meeting
- b. Review and act on approvals/denials of personal real estate tax exemption applications
- c. Review and act on real estate & personal property abatement applications

**Open Session:**

- Release the executive session votes and totals for personal real estate tax exemptions and abatement applications.

**Other Business:** Any other business that properly comes before the Board

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**Jeffrey W. Klein, Chair**

THE COMMONWEALTH OF MASSACHUSETTS

done in FY'23

SOUTHBOROUGH  
Office Of The Board Of Assessors

Levy of 2022

Excise Tax Abatements In The Month Of

February

Name and Address		# ABATED	Total Amount Abated	Why Abated
<b>Monthly excise abatements</b>	<b>2/7/2023</b>	<b>14</b>	<b>\$2,668.98</b>	
<b>Totals:</b>		<b>14</b>	<b>\$2,668.98</b>	

To: Carla McAuliffe  
ACCOUNTING OFFICER

You are hereby notified that taxes were abated during the month of February  
as specified in the above schedule, in the aggregate amount of two thousand  
six hundred sixty-eight dollars and ninety-eight cents

Jeffrey Keli  
Jammi Rice  
[Signature]

BOARD OF ASSESSORS  
SOUTHBOROUGH



# Abatement Report FY 2022 Motor Vehicle Excise From 1/31/2023 Through 2/7/2023

Abatement Date	Voted On Date	Clause	Certificate #	Account #	Owner	Registration #	Amount
1/31/2023	1/31/2023	SOLD PLATE RETURN	300	60	ACAR LEASING LTD	4KG166	\$398.75
1/31/2023	1/31/2023	TRADE IN PLATE TRANSF	299	1213	BURNS JENNIFER LYNN	397FB6	\$15.20
1/31/2023	1/31/2023	TRADE IN PLATE TRANSF	297	1949	DALEY JILLIAN M	4CCV40	\$24.94
1/31/2023	2/6/2023	TRADE IN PLATE TRANSF	305	3303	GIBLIN BRENDON	PS52	\$751.50
1/31/2023	2/6/2023	TRADE IN PLATE TRANSF	306	3306	GIBLIN BRENDON	PS40	\$537.00
1/31/2023	1/31/2023	SOLD PLATE RETURN	294	9011	TOYOTA LEASE TRUST	5VD164	\$190.69
1/31/2023	1/31/2023	SOLD PLATE RETURN	298	9428	VW CREDIT INC	7CN452	\$7.82
1/31/2023	1/31/2023	Other	303	11008	DALTON LEONA JOAN	566LA9	\$34.06
1/31/2023	1/31/2023	Other	302	11009	DALTON LEONA JOAN	1MG631	\$39.37
1/31/2023	1/31/2023	TRADE IN PLATE TRANSF	295	11477	MARTINSEN ERIK PAUL	55JL46	\$453.75
1/31/2023	1/31/2023	SOLD PLATE TRANSFER	301	11824	KRIKORIAN GREGORY	HYECHO	\$72.24
1/31/2023	2/1/2023	Other	304	11898	QUIRK PETER JOSEPH	274ET0	\$16.19
1/31/2023	1/31/2023	SOLD PLATE RETURN	296	11929	SEDZIA PAUL STEPHEN	US97VS	\$45.83
1/31/2023	1/31/2023	TRADE IN PLATE TRANSF	293	11971	TRICOMI LYNDA KAY	3ECK66	\$81.64
<b>Totals</b>			<b>14</b>				<b>\$2,668.98</b>

# MVX Abatements

Batch: Jan23 2022

Effective Date: 1/31/2023

Cashier: bspiri

Account	Date	Tax	Interest	Liens	Fees	Total	Clause
MVX							
1 11971	2022 LYNDA KAY TRICOMI	1/31/2023	\$81.64	\$0.00	\$0.00	\$0.00	\$81.64 TRADE IN
2 9011	2022 TOYOTA LEASE TRUST	1/31/2023	\$190.69	\$0.00	\$0.00	\$0.00	\$190.69 SOLD PLA
3 11477	2022 ERIK PAUL MARTINSEN	1/31/2023	\$453.75	\$0.00	\$0.00	\$0.00	\$453.75 TRADE IN
4 11929	2022 PAUL STEPHEN SEDZIA	1/31/2023	\$45.83	\$0.00	\$0.00	\$0.00	\$45.83 SOLD PLA
5 1949	2022 JILLIAN M DALEY	1/31/2023	\$24.94	\$0.00	\$0.00	\$0.00	\$24.94 TRADE IN
6 9428	2022 VW CREDIT INC	1/31/2023	\$7.82	\$0.00	\$0.00	\$0.00	\$7.82 SOLD PLA
7 1213	2022 JENNIFER LYNN BURNS	1/31/2023	\$15.20	\$0.00	\$0.00	\$0.00	\$15.20 TRADE IN
8 60	2022 ACAR LEASING LTD	1/31/2023	\$398.75	\$0.00	\$0.00	\$0.00	\$398.75 SOLD PLA
9 11824	2022 GREGORY KRIKORIAN	1/31/2023	\$72.24	\$0.00	\$0.00	\$0.00	\$72.24 SOLD PLA
10 11009	2022 LEONA JOAN DALTON	1/31/2023	\$39.37	\$0.00	\$0.00	\$0.00	\$39.37 Other
11 11008	2022 LEONA JOAN DALTON	1/31/2023	\$34.06	\$0.00	\$0.00	\$0.00	\$34.06 Other
12 11898	2022 PETER JOSEPH QUIRK	1/31/2023	\$16.19	\$0.00	\$0.00	\$0.00	\$16.19 Other
13 3303	2022 BRENDON GIBLIN	1/31/2023	\$751.50	\$0.00	\$0.00	\$0.00	\$751.50 TRADE IN
14 3306	2022 BRENDON GIBLIN	1/31/2023	\$537.00	\$0.00	\$0.00	\$0.00	\$537.00 TRADE IN
<b>Subtotal:</b>			\$2,668.98	\$0.00	\$0.00	\$0.00	\$2,668.98
<b>Grand Total:</b>			\$2,668.98	\$0.00	\$0.00	\$0.00	\$2,668.98

## Receivable Totals:

Application	Levy	Receivable	Tax	Interest	Liens	Fees	Total
MVX	2022	Tax	\$2,668.98	\$0.00	\$0.00	\$0.00	\$2,668.98
<b>Grand Total:</b>			\$2,668.98	\$0.00	\$0.00	\$0.00	\$2,668.98

THE COMMONWEALTH OF MASSACHUSETTS

SOUTHBOROUGH


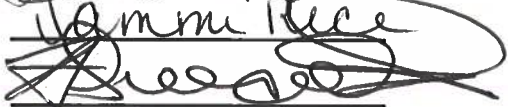

OFFICE OF THE BOARD OF ASSESSORS

7-Feb-23

TO: **Carla McAuliffe**  
ACCOUNTING OFFICER OR TOWN TREASURER

You are hereby notified that COMMITMENT as shown below has this day been made by the Board of Assessors to **Brian Ballantine**, Collector of Taxes.

			Amount of Commitment
Real Estate			_____
Personal Property			_____
<b>Motor Vehicle Excise</b>	10031	2023-01	\$1,848,145.44
Farm Animal Excise			_____
Omitted Assessment			_____
Real Estate			_____
Personal Property			_____
Additional Tax A/C Revision of Valuation			_____
Moth Assessment			_____
Street Sprinkling or Oiling Assessment			_____
Septic Betterment			_____
Principal			_____
Interest			_____
Sidewalk Assessment			_____
Street Assessment			_____
Water Lien Added to Tax			_____
District Tax			_____
CPA Surcharge			_____

BOARD OF ASSESSORS  
of SOUTHBOROUGH

THE COMMONWEALTH OF MASSACHUSETTS

SOUTHBOROUGH

OFFICE OF THE BOARD OF ASSESSORS

To: Brian Ballantine, Collector of Taxes for Southborough in the County of Worcester.

Greetings:

In the Name of the Commonwealth of Massachusetts, you are hereby required to levy on and collect from the several persons named in the tax list herewith committed to you the amount of the tax assessed to each such person on MOTOR VEHICLES as therein set forth, with interest, the sum total of such list being **one million eight hundred forty-eight thousand one hundred forty-five dollars and forty-four cents (\$1,848,145.44 )**, which is the whole amount, exclusive of betterments and special assessments and of water liens, assessed to all persons known to us to be liable to taxation on **MOTOR VEHICLE EXCISE** situated in **SOUTHBOROUGH**, for state, county, city or town purposes, and for overlay.

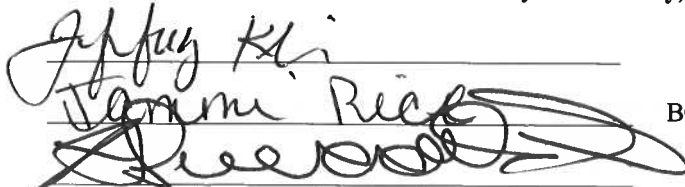
And you are to pay over said taxes and interest to Brian Ballantine, Treasurer of Southborough, or to his successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2, and also to give to the treasurer as aforesaid an account of all charges and fees collected by you. And you are to make written return of said taxes and interest with you tax list and of your doing thereon at such times as the assessors shall in writing require.

But you are to complete, and make up an account of, the collection of the whole sum hereby committed to you, with interest, on or before June 30 of the fiscal year to which said tax list relates.

And if a person refuses or neglects to pay his tax for fourteen days after demand, you shall issue a warrant to collect said tax including interest, charges and fees. If a person refuses or neglects to pay his tax after you or your designee have exhibited a copy of the said warrant to collect, or delivered a copy thereof to the taxpayer, or left it at his last and usual place of abode, or of business, you or your designee may request a hearing in the district court having jurisdiction. If the court finds that the debt is owed and there is sufficient property and an ability to pay, a warrant to distrain or commit and take the body of such person and commit him to jail shall issue to you or your designee to serve upon said person, according to law. Upon the issuance of the warrant to distrain or commit, you or your designee shall proceed to enforce the collection of said tax in accordance with the provisions of said court warrant.

And in the levy and collection of the amounts hereby committed to you, and of interest, and charges, and fees as provided by law, you are to have and to exercise all the powers conferred by the laws of this Commonwealth upon collectors of taxes.

GIVEN UNDER OUR HANDS THIS 7<sup>th</sup> day of **February**, 2023

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BOARD OF ASSESSORS, SOUTHBOROUGH



# SOUTHBOROUGH BOARD OF ASSESSORS

## MEETING MINUTES

DATE: January 24, 2023 Time: 4:15 PM

BOA: \_\_\_\_\_

PLACE: McAuliffe Hearing Room  
Town House  
17 Common Street, Southborough, MA

DATE: \_\_\_\_\_

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Present: Jeffrey Klein, Tammi Rice, Heath Widdiss, Paul Cibelli, Lori Esposito

Chairman Klein called the meeting to order at 4:15 PM.

### **New Business:**

#### Meeting Minutes

Chairman Klein made a motion to accept the meeting minutes of December 20, 2022 as presented; Ms. Rice seconded and voted all in favor.

#### Excise Abatements

The Board reviewed excise tax abatements. Mr. Klein made a motion to approve (10) 2022 abatements totaling \$746.81, and (1) 2020 abatement totaling \$32.42; Ms. Rice seconded the motion, voted all in favor.

#### Excise Tax Commitment

Mr. Klein made a motion to accept excise tax commitment #2022-07, for (269) vehicles totaling \$17,623.89; Mr. Widdiss seconded the motion, voted all in favor.

#### Personal Property Valuation Contract

The Board signed the final contract for Real Estate Research Consultants Inc., for personal property valuation services. This was previously voted upon by the Board, but the contract was pending Town Counsel review.

#### Mapping Services Contract

The Board signed CAI contract for FY24 mapping services, to replace Ginivan Group.

#### Performance Appraisal Form

Mr. Widdiss proposed some edits to the form previously used for Mr. Cibelli's review. He would like to eliminate the rating value of #5 (currently ratings are 1-5), as he feels the rating of "outstanding" should not be used. It's an indication of perfection in performance that allows no room for improvement or growth. Jeff disagreed and feels there could be some occasions that it is used, and it should be at their disposal to use. Tammi also agrees it should remain. The Board agreed to leave as is.

Heath wanted to remove or rename "decision making/problem solving" question in the appraisal, because the Board is not present on a day-to-day basis, and it would be very difficult to evaluate. Jeff noted that in years past, examples of that judgement would be based on what feedback comes from the public while dealing with Paul, as well as his regular feedback and recommendations at Board meetings.

The Board also had discussion regarding the process of completing the appraisal process, etc. Heath suggested they ask staff for feedback on Paul's review. Lori Esposito supplied the Board with guidance about holding the review in open session, while contract negotiations may be in executive session.

## SOUTHBOROUGH BOARD OF ASSESSORS

The Board decided that Heath would work with Lori to edit the form and present to the Board at a later date.

### Executive Session:

At 4:41 PM, the Chairman made a motion for the Board to enter into Executive Session per M.G.L. c. 30A, §21 (a), to review Executive Session draft minutes of November 29, 2022 (exemption #7); review and vote on approvals/denials of personal real estate tax exemption applications (exemption #7); review and vote on approvals/denials of Chapter 61, 61A and 61B applications (exemption #7); the Board will return to open session. Motion was seconded and voted as follows: roll call – Klein, aye; Rice, aye; Widdiss, aye.

At 5:21 PM the Board returned to open session to report the following unanimous votes and to adjourn:

The following FY23 Personal Real Estate Exemption applications were approved and signed:

(2) Clause 22 Veterans Exemptions

The Board approved (3) real estate tax abatement applications totaling \$899,000 in value, resulting in \$13,269.24 in abated taxes.

The Board denied (1) real estate abatement application.

At 5:23 PM, Mr. Klein made a motion to adjourn the meeting; Ms. Rice seconded, motion carried all in favor.

Respectfully Submitted,

Lori A. Esposito  
Deputy Assessor

### Documents Used at This Meeting:

Draft meeting minutes 12/20/2022  
2022 Excise abatements  
2022-07 Excise tax commitment  
RRC PP valuation contract  
CAI mapping contract  
Performance appraisal form