
TOWN OF LUNENBURG
BOARD OF ASSESSORS
P.O. BOX 135
LUNENBURG, MA. 01462

Minutes from the Board of Assessors meeting held: July 13, 2020.

In accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over the Lunenburg Public Access channel.

The Town of Lunenburg, in response to the COVID-19 (Corona Virus) is currently following the guidance from the Lunenburg Board of Health, Massachusetts Department of Public Health and the CDC regarding the virus and steps communities can take to prevent the spread and all town facilities are currently closed to the public. In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, all public meetings are being conducted remotely. This meeting will be recorded and will be able to be found on the Lunenburg Access YouTube channel within 24 hours after the meeting

Members present: Chairman, Richard Letarte, Board Members, Louis Franco, and Rena Swezey and Administrative Assessor (Temporarily appointed), Sheila Craigen, Town Manager, Heather Lemieux.

Also present: Susan Byrne

Call to order

Rich opened the meeting at 10:00 am with roll call and the recital of the rules for this remote and recorded meeting.

Approval of minutes

Lou Franco motioned to approve the minutes for both April 8, 2020 and April 13, 2020. Rich seconded the motion. All in favor.

Current Business:

• **Ratification of Town Manager's appointment of Principal Assessor:**

Rich introduced Susan Byrne. Heather spoke to preface the BOA vote to ratify. Rich Letarte motioned to approve the appointment of Susan Byrne as the Principal Assessor. Lou seconded the motion. All in favor.

• **Review, consider and vote on response to Open Meeting Law Complaint filed by Carl Luck dated 6/29/20 on file with the Town Clerk:**

Both Rich and Heather spoke on the complaint filed. Heather stated Town Council has prepared a response to the complaint that needs to be filed with the Attorney General. BOA members agreed they were all given copies of the response letter and all had reviewed prior to the meeting. Lou motioned to ratify the letter. Rena seconded the motion. All in favor. Heather stated she will notify Town Council they can send the letter to the Attorney General office.

- **Open Discussion:**

Rich stated all BOA members were given a copy of the letter from Joanne Graziano from the DOR (Department of Revenue). The letter is in regards to the shortcomings of the ongoing conversion. Rich stated he has been in contact with RRG and will maintain contact with them. Rich stated he will continue to forward relevant information to the BOA. Heather stated she will also follow up with RRG to assure this is corrected in a timely manner.

Susan stated she has been in contact with Becky at the DOR. Becky will be in contact with Susan on a regular basis once she starts her job position. Susan stated she has been given some good resources at Tyler Technologies. Discussion ensued on the Tyler system and the obligation of RRG (Regional Resource Group) to see the conversion through despite their contract coming to an end. Rena stated she feels we should consider an alternate vendor. Rich stated he agrees with the suggestion and we should further discuss once Susan starts her position. Rena offered to make some calls to inquire.

Adjournment: Meeting adjourned at 10:25am.

Respectfully Submitted,

A handwritten signature in black ink that reads "SJ Craigen". The initials "SJ" are written in a large, stylized font, and "Craigen" is written in a cursive script.

Sheila Craigen
Administrative Assessor (Temporarily appointed)
Office of the Board of Assessor