

**TOWN OF NORTHBOROUGH
BOARD OF ASSESSORS
MINUTES - OPEN SESSION – ZOOM
FEBRUARY 7, 2023**

Meeting: Board of Assessors
Attendees: Lee Keomanivong, Chris Reidy, Paul Cibelli, Brian Fernandes
Call to Order: 5:08 p.m.
Roll call: Paul Cibelli – aye, Chris Reidy – aye, Lee Keomanivong – aye, Brian Fernandes – aye

Principal Assessor Lee Keomanivong opened the public meeting.

Board reviewed **minutes of January 17, 2023**. **Motion:** Paul Cibelli to approve. Second: Chris Reidy **Roll call vote - Cibelli - aye, Reidy – aye, Keomanivong – aye.**

Board reviewed **motor vehicle commitment #2022-7 of February 1, 2023, with 324 bills totaling \$14,059.62**. **Motion:** Chris Reidy to approve. Second: Paul Cibelli. **Roll call vote – Reidy – aye, Cibelli – aye**

Board reviewed **motor vehicle commitment #2023-1 of February 1, 2023, with 14,220 bills totaling \$2,020,609.99**. **Motion:** Chris Reidy to approve. Second: Paul Cibelli. **Roll call vote – Reidy – aye, Cibelli – aye**

Board reviewed a total of **4 motor vehicle excise abatements of January 20, 2023, totaling \$695.36**. **Motion:** Chris Reidy to approve. Second: Paul Cibelli. **Roll call vote – Reidy – aye, Cibelli - aye**

Board reviewed a total of **5 motor vehicle excise abatements of January 27, 2023, totaling \$169.51**. **Motion:** Chris Reidy to approve. Second: Paul Cibelli. **Roll call vote – Reidy – aye, Cibelli - aye**

The Board reviewed and discussed signatures needed for the submittal of assessor department related documents. Lee Keomanivong presented to the board the requirement of using a gateway authorization signature for DOR document submittal. Additionally, the board discussed signatures required for interdepartmental reports, certificates, applications and commitments. **Motion:** Lee Keomanivong to approve authorization signatures for the Principal Assessor to sign on behalf of the board for gateway and interdepartmental reports after the board has signed the applications. Second: Paul Cibelli. **Roll call vote - Reidy - aye, Cibelli – aye**

Board reviewed and voted on FY23 real estate abatement for the third and fourth quarter tax bills of 10 Monroe Street purchased by the Town of Northborough on November 9, 2022. **Motion:** Chris Reidy to approve. Second: Paul Cibelli. **Roll call vote – Keomanivong – aye, Reidy - aye, Cibelli – aye**

Motion to enter Executive Session: Chris Reidy at 5:30 p.m. to enter Executive Session pertinent to MGL Chapter 30A, Section 21, Purpose 7. Second: Paul Cibelli. **Roll call vote - Reidy - aye, Cibelli - aye**

Respectfully submitted, Brian Fernandes