

## Wednesday June 25, 2025 Board of Assessors Meeting Minutes

**Board Members Present:** Chairman Howard Shpetner and Members: J. April Stein and George Arvanitis.

**Also present:** Assessors' Clerk Leslie Bracebridge. **Guests:** None

**1. Chairman Howard Shpetner opened the meeting at 6:30 PM at the Shutesbury Town Hall upper level.**

**2. A motion was made and seconded to approve the June 4, 2025 meeting minutes:** No changes were offered. Approved as written: Arvanitis - aye, Stein – aye, Shpetner – aye.

**3. Old Business Updates:** None.

**4. A motion was made and seconded to approve for signature stamps the following Accountant reports:**

- Motor Vehicle Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2021	June (2025)	\$ 49.57
2022	June (2025)	\$317.91
2023	June (2025)	\$569.99
2024	June (2025)	\$ 24.83
2025	June (2025)	\$351.08

- Personal Property Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2023	June (2025)	\$ 42.72
2024	June (2025)	\$130.02
2025	December (2024)	\$513.50

- Real Property Abatements:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2025	June (2025)	\$1683.13

- Community Preservation Act (CPA) Abatement:**

<u>Commit. Year</u>	<u>Report Date</u>	<u>Total Amount Abated</u>
2025	June (2025)	\$19.97

No changes were offered. Approved as provided: Arvanitis - aye, Stein – aye, Shpetner – aye.

**5. A motion was made and seconded to approve for signature stamps the following FY 26 commitments:**

<u>Commit. Date</u>	<u>Commitment</u>	<u>Total Commitment Amount</u>
June 25, 2025	Preliminary Real Estate	\$2,670,966.28
June 25, 2025	Preliminary CPA	\$ 29,517.11

No changes were offered. Approved as provided: Arvanitis - aye, Stein – aye, Shpetner – aye.

The Personal Property Preliminary Commitment will be provided to the next Assessors' meeting.

**6. Review the June 12 Franklin County Assessors' Association (FCAA) Roundtable:**

George and Leslie attended the June 12 Franklin County Assessors' Association Roundtable Discussion in Erving. There were 2 discussion topics of special interest to Shutesbury Assessors:

- Methods for managing the administrative functions of assessing departments – outside consultant firms (none available to take on Shutesbury at present) and direct hire of an Administrative Assessor.
- Potential source of new growth with analysis of lots with one owner that may have been merged when zoning frontage and area requirements were increased, but that may now be buildable due to August 2024 emergency legislation to increase starter home housing. This new growth could be available by FY 27 if a new Administrative Assessor is hired to assist with taking on the analysis.

**7. End of Fiscal Year Outstanding Administrative Actions:** None.

**8. Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting:** Assessors will review FY 2026 Payments in Lieu of Taxes (PILOTS) at next meeting.

**9. Schedule Next Meeting:** A motion was made and seconded for the next meeting to be held on Wednesday, August 6, 2025 6:30 PM at Shutesbury Assessors' Office, 1 Cooleyville RD, Shutesbury.  
Arvanitis - aye, Stein – aye, Shpetner – aye.

**10. A motion was made and seconded to adjourn at 7:30 PM:** Arvanitis - aye, Stein – aye, Shpetner – aye.

Respectfully submitted, as approved on August 8, 2025,

**Leslie Bracebridge**  
**Assessors' Clerk**

**List of Documents used at the meeting:**

1. June 25, 2025 meeting agenda.
2. June 4, 2025 draft meeting minutes.
3. Summaries to Accountant as detailed in minutes.
4. Preliminary FY 2026 Real Estate and Community Preservation Act (CPA) Surcharge Commitments to Collector.