

**Town of Leicester
Board of Assessors
Minutes of February 20, 2018**

CALL TO ORDER

Meeting called to order @ 6:00 pm with Michael DellaCava, Paul Davis, Art Paquette and John Prescott present.

ACTION ITEMS

Board Members approved the minutes of October 24, 2017 as written.

Motion by Michael Della Cava, 2nd by Paul Davis. Motion passed.

UPDATE

John Prescott updated Board members of office goings on and provided copy of the Office update that will be submitted as request of all Departments to the select board monthly for their meeting packets. Board members re-organized,

DEPARTMENT BILLS PAID

None

CORRESPONDENCE

City and Town newsletter

The Beacon

MAAO news letter

ADJOURNMENT

Citing no other business, motion to adjourn by Paul Davis at 6:55pm second by Michael DellaCava, motion passed

Respectfully Submitted,

Paul Davis, Clerk



Town Of Leicester

OFFICE OF THE ASSESSOR

3 Washburn Square

Leicester, Massachusetts 01524-1333

Phone: (508)892-7001 Fax: (508)892-7070

John Prescott MAA, Principal Assessor

January News

February 7, 2018

Activities of the Assessors office in the month of January revolve around the fiscal year 2018 3rd and 4th tax billing with increased counter and phone traffic answering questions with regard to assessments, the tax rate and abatements/exemptions. The deadline for abatement applications is February 1st and the deadline to file for an exemption is April 1st 2018. Exemptions available include qualifying Veteran, Elderly, Blind and Widow/widower.

The office has also processed the first excise commitment of 2018 totaling 10,052 bills for an amount of \$1,108,286.25. Also processed was the 7th commitment for 2017 totaling 296 Bills for an amount of \$9,294.00. Personal property state form 2 Return of personal property subject to taxation have been processed and mailed and are to be returned to the Assessors office by March 1, 2018. Forms received after that date are subject to penalty. If you have a business in Leicester and did not receive a form please contact the Assessors office.

Other daily goings on within this office include management of the Senior work-off program, betterment data entry as well as calculating betterment pay-offs, exemption data entry and application review, auto excise management, abutters list generation, process daily incoming and outgoing mail for all offices, property sale data entry and physical property review, building permit inspections and cyclical real estate review.

Building Permit, Cyclical and Property sale reviews are generally scheduled in the afternoon allowing the Assessor to maintain regular office hours to be available to the Public. Inspections may be scheduled earlier in the day should the need arise to accommodate the needs of the taxpayer.



Town Of Leicester

OFFICE OF THE ASSESSOR

3 Washburn Square

Leicester, Massachusetts 01524-1333

Phone: (508)892-7001 Fax: (508)892-7070

John Prescott MAA, Principal Assessor

December News

January 2, 2018

December marks the culmination of the entire year's work of the Assessing Department with the approval of the fiscal 2018 tax rate (\$16.09 per thousand of assessment) by the MA Dept. of Revenue. The tax rate recap sheet is the document submitted to DOR by the Assessor, supplying data from the financial departments and Town Clerk with regard to taxable value of the town, results of the tax classification hearing, town meeting spending, debt exclusions and other information.

Updated assessment and ownership information has been supplied to the Tax Collector so that the third and fourth fiscal year 2018 tax bills can be mailed out timely.

Other daily goings on within this office include management of the Senior work-off program, betterment data entry as well as calculating betterment pay-offs, exemption data entry and application review, auto excise management, abutters list generation, process daily incoming and outgoing mail for all offices, property sale data entry and physical property review, building permit inspections and cyclical real estate review.

Building Permit, Cyclical and Property sale reviews are generally scheduled in the afternoon allowing the Assessor to maintain regular office hours to be available to the Public. Inspections may be scheduled earlier in the day should the need arise to accommodate the needs of the taxpayer.