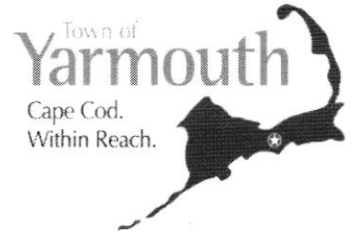




# TOWN OF YARMOUTH

## Board of Assessors

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**Director of Assessing**  
Andy Machado

**Board of Assessors**  
John Serijan  
Joseph Sullivan

## MINUTES OF BOARD OF ASSESSORS' MEETING February 3, 2022

Chairman Jay Serijan called the meeting to order at 10:00 am. In attendance were Board member Joe Sullivan Director of Assessing, Andy Machado and Tara Monroe, Assistant Assessor.

**PUBLIC COMMENT:** None.

**DIRECTOR UPDATE:** The assessing department issued the first motor vehicle excise tax commitment of 2022 and the sixth commitment of 2021 on January 31, 2022. Commitment 2022-1 included 25,394 bills totaling \$3,125,355. Commitment 2021-6 included 729 bills totaling \$22,605. The excise tax bills are due by February 2, 2022.

We will continue reviewing and processing all FY 2022 real estate exemption applications as they are submitted. The filing deadline is April 1, 2022. The Assessor's office continues to work collaboratively with the Finance department on implementing new software upgrades in our financial management program.

We hired an Appraisal Assistant, Bryce Conroy and his first day is February 14, 2022. We're looking forward to officially welcoming him aboard then.

**NEW BUSINESS:** Board members authorized the Assessor's office to stamp all statutory exemption applications, abatement applications and denial notices. Board members approved and signed all monthly reports.

Chairman Serijan made a motion to adjourn the meeting and Board member Sullivan seconded. Meeting adjourned at 10:40 am.

The next meeting is scheduled for **March 3, 2022 at 10:00** in Yarmouth Town Hall Conference Room A. Minutes submitted by Tara Monroe.

Yarmouth Board of Assessors