



# TOWN OF MILFORD BOARD OF ASSESSORS

JOSEPH F. NIRO  
CHAIRMAN

JOSEPH F. ARCUDI

JOSHUA M. LIOCE

JENNIFER M. SCLAR, MAA  
ASSESSOR/ADMINISTRATOR

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## MEETING MINUTES SEPTEMBER 1, 2020

### Present:

Joe Niro

Joe Arcudi

Joshua Lioce

Jennifer Sclar, Assessor/Administrator

**Pursuant to Governor Baker's March 12, 2020 order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec 18, this meeting is being conducted via remote participation.**

A motion to open the meeting was made by Joe Niro and seconded by Joe Arcudi. By roll call, Joe Niro – Yes, Joe Arcudi – Yes, Joshua Lioce – Yes. The motion passed and the meeting was called to order at 10:00 a.m.

### **NEW BUSINESS**

Because the June 23, 2020 meeting was not audio recorded the Board is voting to approve minutes and reorganize again.

A motion was made by Joshua Lioce to accept the minutes of the April 22, 2020 meeting and seconded by Joe Arcudi. By roll call, Joshua Lioce – Yes, Joe Arcudi – Yes. The motion passed.

A motion was made by Joshua Lioce to accept the minutes of the June 23, 2020 meeting and seconded by Joe Arcudi. By roll call, Joshua Lioce – Yes, Joe Arcudi – Yes, Joe Niro - Yes. The motion passed.

Joe Arcudi made a motion to appoint Joe Niro as Chair of the Board of Assessors. The motion was seconded by Joshua Lioce. By roll call, Joshua Lioce – Yes, Joe Arcudi – Yes, Joe Niro - Yes. Joe accepted the appointment.

Joshua Lioce made a motion to appoint Jennifer Sclar as the Clerk for the Board of Assessors. Joe Arcudi seconded the motion. By roll call, Joshua Lioce – Yes, Joe Arcudi – Yes, Joe Niro – Yes. The motion passed.

The Board reviewed departmental bills for fiscal year 2020 as follows:

WB Mason	\$99.99 covid expense to accounting
Conway Technology Group	\$45.92
Patriot Properties	\$14688.00
Patriot Properties	\$9,996.80



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Registry of Deeds	\$4.00
Registry of Deeds	\$2.00
MAAO	\$450.00
MAAO	\$350.00
MMA	\$2550.00
Henry Webster	\$46.20
Rebecca Alger	\$25.36
Rebecca Alger	\$34.53
Jennifer Sclar	\$10.20

The Board reviewed the Assessors' Departmental Budget. Jennifer provided them with the itemized line item detail. The funding for Appellate Tax Board was reduced and will be eliminated in future years. Instead, funding for this purpose will be requested at October Town Meeting.

The Board reviewed the October warrant article for funding Appellate Tax Board appraisals and legal representation. As sponsors of the article, Joe Niro made a motion to approve the warrant article request and the motion was seconded by Joe Arcudi. By roll call, Joshua Lioce – Yes, Joe Niro – Yes, Joe Arcudi – Yes.

Jennifer presented the Board with a preliminary growth estimate of \$845,000 for fiscal year 2021. She also provided a history of growth figures back through 2015.

Jennifer informed the Board that the Senior Work-Off program will not resume for this year due to COVID-19 and the next year's program will likely have a delayed start.

Jennifer notified the Board that Joanne Dillon has successfully completed the MAAO Course 6 – Valuation Administration. Joe Arcudi made a motion to send a letter of congratulation to Joanne. The motion was seconded by Joshua Lioce. By roll call, Joshua Lioce – Yes, Joe Arcudi – Yes, Joe Niro – Yes.

Jennifer informed the Board that her classes through the MMA and Suffolk University begin September 18, 2020.

Jennifer informed the Board of a property assessed to an incorrect owner, parcel 34-26-A. The owner has been notified and she has talked with two members of the family to explain what happened and how it is being corrected.

The Board discussed the personnel classification for the Assessor/Administrator position. Jennifer provided the Board with copies of the current position levels. Jen mentioned that certain employees have employment contracts and it is unknown if their salaries fit into the defined compensation schedule and if other benefits are negotiated. The Board feels the position should be reclassified and asked Jennifer to get copies of the employment contracts if



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they are releasable, find out what the process would be to request reclassification, update the job description and if this position could be contracted.

The Board discussed the potential reclassification of the Assistant to the Assessor/Administrator. This position is a union position with supervisory level responsibilities over another union member. This has always been a conflict and may have contributed to the turnover in the office. The Board asked Jennifer to provide a summary of the job duties and find what the process would be to create a position under article 2 and remove or keep vacant the union position if that is allowable.

A motion was made by Joe Niro to assess the present interest of a partially constructed condo not phased into the master deed for fiscal year 2021 located at 14 Kate Lane. The motion was seconded by Joshua Lioce. By roll call, Joshua Lioce – Yes, Joe Arcudi – Yes, Joe Niro – Yes. The motion passed.

Joe Arcudi requested a status of the Amazon vehicles. This was discussed at the last meeting and the finding were sent to the Town Administrator.

## **SET MEETING DATES**

The next Board Meeting will be scheduled at a later date.

## **ADJOURNMENT**

A motion was made by Joshua Lioce 11:00 a.m. to adjourn the open session and go into executive session pursuant to G.L. c.30A section 21(a) purpose number 7, and seconded by Joe Arcudi. By roll call, Joshua Lioce – Yes, Joe Arcudi – Yes, Joe Niro - Yes. The motion passed.

Respectfully submitted,

Jennifer Sclar, Clerk

  
BOARD OF ASSESSORS