

BOARD OF ASSESSORS

Members: 3
Appointed by: Town Manager
Length of Term: 3 years
Appointments made: April 30
Meeting Times: 2 or 3 times/month, usually on Mondays & Tuesdays

Description: The Board is responsible for meeting the certification requirements of the Department of Revenue. To meet these requirements, the assessors are obliged to revalue all properties in the residential and commercial classes. In addition to certification duties, the Board finalizes the taxable list and prepares the tax bills; updates records relating to property transfers; inspects new construction, additions and alterations of sites; processes motor vehicle excise tax bills by year's end; and administers special assessments and statutory exemptions.

Criteria for Membership: None specified by statute. Members should possess a strong business and financial background with the ability to obtain an appropriate assessment certificate over a period of time.

Ref.: MGL Chapter 41, §1, 20-21, 24-26

Selectmen designated as Special Municipal Employees on April 24, 1963.

Selectmen reaffirmed designation as Special Municipal Employees on January 18, 2006.