

**BOARD OF  
ASSESSORS  
MEETING  
MINUTES**

**February 12,2020  
Town Hall 1 Main St., Upton, MA 01568  
Chairman William Taylor, Assessor Kelly McElreath, Assessor  
James Earl, Department Coordinator, Tracey Tardy**

1 The meeting, located at 1 Main St Upton MA, ground floor conference room, called to order by  
2 Assessor McElreath 4:06 p.m. Second: Chairman Taylor majority vote by the Board with  
3  
4 Attendees: Chairman Taylor, Assessor McElreath, Department Coordinator Tracey Tardy  
5 Assessor Earl was unable to make the meeting  
6  
7 Motion to approve the open meeting minutes from January 22, 2020. Majority vote by the  
8 Board.  
9  
10 Motion to approve the executive meeting minutes from January 22,2020. Majority vote by the  
11 Board.  
12  
13 Motion to approve motor vehicle abatements, certificates and denials. Majority vote by the  
14 Board  
15  
16 Motion to approve vouchers. Majority vote by the Board.  
17  
18 The Board will no longer be reviewing permits or deeds  
19  
20 Motion to add to the agenda a request for an extension to return forms of list. Majority vote by  
21 the Board  
22  
23 Motion to grant Petrochemical a 30-day extension to return their form or list. Proper protocol  
24 was followed as the company requested the extension in writing before the deadline. Majority  
25 vote by the Board to grant the extension of 30-days.  
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27 Assessor McElreath informed the board she asked for a placeholder for a warrant article to  
28 change the Town Managers Act where the Assistant Assessor will be appointed by the Town  
29 Manager in consultation with the Board of Assessors. The rationale is the Assistant Assessor  
30 would have the knowledge and experience to serve effectively on the Board od Assessors.  
31 Majority vote of the Board to move forward with the article.  
32  
33 The Board reviewed a document from KP Law regarding executive session minutes. The Board  
34 will review the executive session minutes every July moving forward. It was noted the executive  
35 minutes would not be released in the future due to the sensitive nature of abatements.  
36 However, executive minutes should be reviewed each year to ensure compliance.  
37  
38 The next meeting will be scheduled for Wednesday, February 26, 2020 @ 4:00 p.m.  
39  
40 Open meeting session adjourned at 4:23 p.m. to enter into executive session.  
41  
42 At 4:23 p.m. A role-call motion made by Chairman Taylor to enter into Executive Session under  
43 M.G.L. Chapter 30A section 21, Exception #7: to comply with, or act under the authority of, any general  
44 law citing G.L. c. 59, s 60 as the stature requiring confidentiality for the purpose of reviewing real estate  
45 exemption, abatement applications and chapter land applications.  
46

47 Role Call vote: Chairman Taylor: aye, Assessor McElreath: aye, Motion approved and the board  
48 entered into executive session. The Board will close the executive session and not return to an open  
49 meeting once business is complete.

50  
51 Respectfully Submitted,

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53  
54 Tracey Tardy, Department Coordinator