

**Freetown Board of Assessors**  
Minutes of Monday, December 12, 2022  
Virtual Meeting – Zoom.us

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**Present:** Jeff Field and Mike Motta were present via Zoom; Paul Sadeck was present at the Town Hall.

**Absent:** None.

**Call to order:** Meeting called to order at 3:00 p.m. The meeting was recorded by Mr. Sadeck.

All votes taken during this meeting were by roll call.

**Approval of Minutes**

A motion was made by Mr. Sadeck, seconded by Mr. Field, to approve the minutes of the meeting held November 21, 2022, and December 2, 2022, both the open and executive sessions, but not to release the minutes of the Executive sessions. The motion carried unanimously.

**Old Business**

- ♦ The new clerk, Deanna Hayes, should be starting in this department in January.

**New Business**

- ♦ The proposed letter to be sent out to businesses in lieu of the Form of List was reviewed. The Assistant Assessor explained the proposal to mail these letters to businesses without e-mail addresses on file, informing them that the form will no longer be mailed to them and they must either download it from our website and return it via e-mail, request it via e-mail and return it via e-mail, or contact us to explain why they can't do either of those things. Mr. Motta discussed the requirement for businesses to file, but that it was not a requirement that the form be mailed to them, so this letter should serve as adequate notice. In future years, notices may be posted publicly in town but not mailed out; this will be discussed later in 2023.
- ♦ Information for the tax rate hearing was reviewed, with Mr. Motta adding some corrections based on the DOR Gateway website data. The options table normally provided to the Board of Selectmen will be expanded with additional options. This year, Freetown is eligible to shift up to 1.75, as opposed to the 1.50 in previous years. The meeting was cut short to allow time to compile the additional data necessary.

**Any Other Business Properly Before the Board**

No items were taken up under this heading.

**Meeting Adjourned**

A motion was made by Mr. Sadeck, seconded by Mr. Motta, to adjourn. The motion carried unanimously, and the meeting was adjourned at 3:49 p.m.

This is a True Record by me.

Attest: \_\_\_\_\_  
Assistant Assessor