



EARL L. SMITH, CHAIR
RICHARD V. MOYNIHAN
KATHLEEN COLLEARY

CITY OF WATERTOWN
BOARD OF ASSESSORS
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WATERTOWN BOARD OF ASSESSORS
MEETING MINUTES
June 27, 2023

On June 27, 2023, the Watertown Board of Assessors had a scheduled meeting at 11:30 a.m., in person, in the Louis P. Andrews Conference Room (3rd Floor Meeting Room) of the City Hall.

Meeting called into session at 11:30 A.M. by Chair Earl L. Smith, present for the meeting were Kathleen Colleary, Board Member, Richard V. Moynihan, Board Member, Earl L. Smith, and Judy Gilreath, Principal Account Clerk -scribe.

May 23, 2023 Meeting Minutes

The Board reviewed the meeting minutes from May 23, 2023.

Richard motioned to approve the minutes. Kathleen seconded the motion.

The Board voted to accept the meeting minutes of May 23, 2023.

Signing of Preliminary Real Estate Commitment: \$73,986,619.71

Signing of Preliminary Personal Property Commitment: \$2,833,328.30

Motion by Kathleen to approve and sign the Real Estate and Preliminary Personal Property Commitments. Richard seconded the motion.

The Board voted to approve and sign the warrants.

Office Update:

Earl updated the Board on the following:

- New Position Associate Assessor / Date Collector authorized
- First Qtr Tax Bills to be mailed last week in June
- Exemption applications to be mailed last week in June
- Cyclical Inspections to be finished in July
- Commercial Recollect will follow cyclical
- Discover/List Personal Property ongoing.

APPROVED
9.19.23

Old Business / New Business: N/A

Scheduling Next Board Meeting: August 22, 2023 @ 9:30 A.M.

Kathleen moved to adjourn the meeting. Richard seconded.

The Board voted to adjourn. The meeting adjourned at 11:39 a.m.