

Agenda  
Town of Norwell  
**Board of Assessors**  
**October 26, 2021**  
**5:00pm (Executive Session), 6:00pm (Open Session)**  
Osborne Room, Norwell Town Hall

Note: Harbor Media may also be providing remote participation access for interested parties who are not able to attend this in-person meeting. Remote Participation continues to be conducted pursuant to the Executive Order dated March 12, 2020 suspending certain provisions of Open Meeting Law, Gen. L. C. 30A S.20 et seq. and 940 CMR 29.01 et seq.

**Open Session- Agenda**

1. **Public comment period for any non-agenda items (10 minutes)**
2. Monthly reports & bills payable
  - a. Monthly Reports & Bills Payable (as needed)
  - b. **Update on Field Guide/Data Collection Manual**
  - c. CAI Mapping Contract
  - d. Update on minutes being published to website
3. New Action Items
  - a. Approve prior meeting minutes as available
4. Discussion Items:
  - a. **Review Norwell's exemptions (as approved) vs available exemptions at state level**
  - b. Sales analysis discussion
    - i. LA3 Sales; Interim Sales Update
  - c. **Tax Classification Hearing**
    - i. **Need to get on BOA agenda & dual-publish for tax classification hearing.**
    - ii. **Discuss four questions & gather data in advance of vote.**
  - d. Review Norwell's form letters and documentation required for exemptions; align with state requirements to make document submission as simple for taxpayers as possible.
  - e. **Action plan for taxpayer education regarding tax bills & field cards**
  - f. **Next meeting dates?**

**Executive Session - Agenda**

1. Approval of any outstanding meeting minutes as available
2. ATB Case Updates
3. **Settlement offer update**
4. Personnel issues