



**TOWN OF BERKLEY  
MASSACHUSETTS**

**OFFICE OF THE ASSESSORS**  
1 NORTH MAIN STREET  
BERKLEY, MA 02779

508.822.7955

**Board Meeting Minutes: September 1, 2020**  
**10:00 AM Assessors Office, Room 9**

**Board Members:**

Present: George Moitoza, Chairman, Jeanne Russo, Clerk  
Absent: Mark Pettey Jr, Member

**Proceedings:**

Meeting called to order at 10:06 am by George Moitoza

**Motion to accept minutes of previous meeting (08/25/2020)**

Vote unanimous to accept

**Act on Abatements/Exemptions/Warrant/Commitments**

None

**Pay Various Bills**

WB Mason for office supplies \$16.45

**Administrative Matters**

Approval granted for Gary Hoitt to have single sign authority for payroll submission

Awaiting final approval on the CAMA conversion DQ review from Jen Williams and DOR. Gary will follow up with an Email by end of business day.

Interim adjustments with Richard Gonsalves are progressing, A new neighborhood code created for propertie. It is NHBD 40.

Quote from SHI for service contract received. Item budgeted awaiting final invoice

**Meeting adjourn at 10:15 am**

Minutes by: Gary Hoitt