

## BOARD OF ASSESSORS

Samuel P. Chase, Chairman  
Michael Donoghue  
Gabriel Francisco



## Chief Assessor

Regan LeMay

Telephone: (978) 250-5220

**Chelmsford Town Offices**  
**Assessor's Office**  
50 Billerica Rd  
Chelmsford, MA 01824-2777

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Approved by BOA Vote 8 January 2026

Meeting Date: 8 January 2026  
Location: Assessor's Office, 50 Billerica Rd, Chelmsford MA 01824  
Present: S. Chase, M. Donoghue, G. Francisco, R. Flood  
Public Present: Regina Jackson, Veteran's Agent (partial)

Meeting Called to Order at 9:00 AM

Note: The Assessor's office files abatement, exemption, and hardship files by Account. No., which is the same as the tax bill number. All properties acted upon are referred to either by property address and/or by the Account No. referenced on the corresponding documents.

1. Appointments: We welcome newly-appointed Assessor Gabe Francisco to our Board. Gabe is an attorney with extensive experience in the construction trades industry, and we look forward to his contribution.
2. Discussion: General discussion among members to help orient G. Franciso to Board process and general protocol. G. Francisco will receive a letter from the DOR Commissioner outlining Assessor Certification requirements which he will have 1 year to complete.

R. Jackson joined the meeting at 9:15 AM. R. Jackson restated her prior request (see Assessor's Regular Session Minutes, 3 February 2025) to increase Clause 22 Veterans' Exemption amounts above the current statutory amounts. Changes will require Town Meeting approval, and R. Jackson would like a proposed increase schedule to appear on the Spring 2026 Warrant. R. Jackson had a recent discussion with the Town Manager who determined exemption incremental amounts would add approximately \$160,000 to the FY 2027 operating budget. S. Chase said that it has been almost a year since the initial discussion, and he would like some time to review the proposed numbers and bring G. Francisco up to speed. S. Chase will distribute Assessors' Regular Session meeting minutes from 3 February and 3 September 2025 to the Board for review, and we will discuss the proposal at our next meeting.

R. Jackson left the meeting at 9:30 AM.

3. Warrants/Commitments: FY 2026 Liens, Betterments and CPA, \$127,543,763,14; Commitment No. 5, 2025 MV Excise, \$219,402.46. Motion to approve by M. Donoghue, second by G. Francisco, vote to approve, unanimous and signatures. Personal Property Tax abatement/recission, \$302.66; FY 2025 PP tax exemptions/recissions, \$488,286.41. Motion to approve by M. Donoghue, second by G. Francisco, vote to approve, unanimous and signatures.

4. End of Month Reports: None.

5. Administrative Action, Residential/Commercial and PP Abatements & Exemptions, resolution and recommendations for action on pending litigation: Remove to Executive session.

6. Approval of 8 January 2026 Regular Session Meeting Minutes, subject to later revision if required: Motion to approve by M. Donoghue, second by G. Francisco, vote to approve, unanimous.

Executive Session: Motion by M. Donoghue to adjourn to Executive Session, pursuant to MGL Chapter 30A, Section 21(a)(7), to comply with, or act under the authority of, any general law, specifically, to require confidentiality as defined in MGL Chapter 59 Section 60, Records of Abatements, and Chapter 214 Section 1B, Right of Privacy, to discuss abatement and/or hardship exemption actions as required, further, to discuss strategy with respect to pending litigation; upon conclusion of Executive Session, not to return to Open Session. Second by S. Chase. Voted by Poll of the Board: Mr. Donoghue, Aye, Mr. Chase, Aye.

Meeting Adjourned, 9:41 AM

Respectfully submitted:

Sam Chase, Chairman