

**TOWN OF OXFORD  
BOARD OF ASSESSORS  
MINUTES TO THE OCTOBER 30, 2025 MEETING**

2025 NOV 20 PM 12:06

**BOARD MEMBERS PRESENT:** Mary Petro-Chair, Claire Wilson-Member and Robert Fike-Member

**PRESENT:** David Manzello- RRG

**Chair Petro called the meeting to order at 11:00 AM**

**MINUTES APPROVAL-**

Chair Petro entertained a motion TO APPROVE minutes from **September 25, 2025**.  
Member Fike made the motion, Member Wilson seconded the motion. No further discussion. All in favor. Motion carried

**September 2025 Motor Vehicle Abatements APPROVAL**

Chair Petro entertained a motion to APPROVE - **September 2025 Motor Vehicle Abatements = \$5,197.15**  
Member Fike made the motion, Member Wilson seconded the motion. No further discussion. All in favor. Motion carried

**Motor Vehicle Commitment #5 APPROVAL**

Chair Petro entertained a motion to APPROVE - **Motor Vehicle Commitment #5 = \$81,926.07**  
Member Fike made the motion, Member Wilson seconded the motion. No further discussion. All in favor. Motion carried

**RRG, Regional Assessor Report**

Updated the Board on the Classification Hearing – Tuesday 10/21/2025 – (res) \$12.23 / (cip) \$14.54.  
Handed the Power Point/ Packet to the Board and asked if they had any questions or comments.  
BOA member Bob Fike expressed disappointment with a split rate and might appeal. RRG had 600 cyclical inspections that will start next month. Letters to come for our office to mail out prior to the inspections.

**Mary Petro- Assistant Assessor Report**

**1. Exemptions:**

- 209 exemption forms distributed (mailed/handed out)
- 160 returned
- 77% forms returned

**2. Chapterland:**

- 67 forms distributed via mail
- 38 returned
- 55% forms returned

3. Map book updated outside of Assessor's office and Vision cards on website- need to reprocess appx. 1,000. Cards.

4. All future meetings need to be an accessible location (2<sup>nd</sup> floor meeting room) until executive session.

5. Flyer given to BOA members re: WCAA Annual Meeting at Salem Cross Inn- Wed. 12/3/2025 -5PM-8PM // Deadline 11/18- to let Chair re: their reservation to meeting. Chair sent email to manager's office re: coverage of Assessor office or close 2.5 hrs. to attend meeting. Waiting for Manager's approval.

Both members Claire Wilson and Bob Fike mentioned interest in attending and will let the office know before deadline and or offer their time instead for office coverage.

**Chair Petro entertained a motion to adjourn the meeting and enter into Executive Session at 11:18 AM.**

Member Wilson made the motion; Member Wilson seconded the motion. No further discussion. All in favor. Motion carried

Respectfully submitted,

*Mary S Petro*

Mary S. Petro  
Assistant Assessor