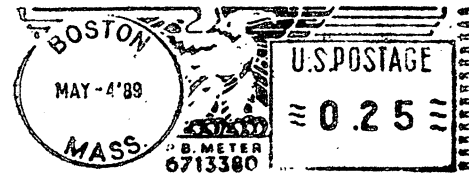


The Commonwealth of Massachusetts
DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
200 Portland Street
Boston, Massachusetts 02114-1715

FORWARDING & ADDRESS
CORRECTION REQUESTED

CITY COUNCIL
CITY HALL
CAMBRIDGE, MA 02139



865-1811





BULLETIN

Commissioner Stephen W. Kidder
Deputy Commissioner Edward J. Collins, Jr.

May 1989

CLASSIFICATION TRAINING WORKSHOP

TO: Boards of Assessors
Mayors/Selectmen
City Councillors/Aldermen

FROM: Jane H. Malme, Chief, Bureau of Local Assessment

The Bureau of Local Assessment is planning a series of Classification Training Workshops during the months of May and June. Information presented at these sessions will include:

- Classification of property according to use
- Reallocation of the tax burden
- Presentation of information at the public hearing
- Calculation of "Growth"
- Certification: streamlining the process

Sample calculation sheets and charts which can be adapted for use at the community's public hearing on Classification will be provided.

Communities seeking certification of locally assessed values in fiscal year 1989 should determine whether a majority of the current Board of Assessors have been qualified to classify property by attendance at prior years' training sessions. If not, newly elected or appointed members or members necessary to constitute a majority, must attend one of this year's workshops in order for the Board to fulfill this statutory requirement under General Laws Chapter 59, Section 2A.

These workshops will also provide an opportunity for Assessors, Selectmen, City Councillors or Aldermen and Mayors to become more familiar with the Classification options available to cities and towns and the process for evaluating their impact.

CLASSIFICATION TRAINING WORKSHOPS

Page 2

Tuesday
May 23

10:00 a.m. - 12:30 p.m.

Room 600S
Saltonstall Building
100 Cambridge Street
Boston

Thursday
May 25

6:45 p.m. - 9:15 p.m.

Room C311
Holyoke Community College
Holyoke
(Park in Conference Parking Lot)

Wednesday
May 31

6:45 p.m. - 9:15 p.m.

Training Room
(Basement Level)
Worcester City Hall
Main Street
Worcester

Thursday
June 1

6:45 p.m. - 9:15 p.m.

Library
Plymouth/Carver
Intermediate School
Long Pond Road
(Exit 5, Route 3)
Plymouth

Please complete the attached sheet and return it to Jean McCarthy
by May 19, 1989.

SEND ONE FORM FOR EACH PERSON WHO WILL ATTEND A WORKSHOP.

NAME _____
TITLE _____
COMMUNITY _____
TELEPHONE _____

Tuesday, May 23, 1988 10:00 a.m. - 12:30 p.m. Boston _____

Thursday, May 25, 1988 6:45 p.m. - 9:15 p.m. Holyoke _____

Wednesday, May 31, 1989 6:45 p.m. - 9:15 p.m. Worcester _____

Thursday, June, 1, 1989 6:45 p.m. - 9:15 p.m. Plymouth _____

Return this form to:

Jean McCarthy
Coordinator of Training
Division of Local Services
Boston, MA 02114-1715

S-363A

Comm. from the Mass. Dept. of Revenue, Division
of Local Services, transmitting notification
of a Classification Training Workshop to be
given by the Bureau of Local Assessment during
May & June, 1989.

RECEIVED BY
OFFICE OF CITY CLERK
1989 MAY -8 PM 1:51
CAMBRIDGE MA.