



**TOWN OF BERKLEY  
MASSACHUSETTS**

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

508.822.7955

Board Meeting Minutes December 3, 2025  
5:00 pm Assessors Office, Room 9

**Board Members:**

Present: Lisa Tetreault, Chair; Mark Pettey Jr, Member; Jeanne Russo, Clerk; Sandra Cameron, Town Assessor

**Proceedings:**

Meeting called to order at 5:00pm by Lisa Tetreault.

**Motion to accept minutes of prior meeting, November 19, 2025**

Minutes read by Jeanne Russo. A motion by Mark Pettey Jr. seconded by Jeanne Russo to accept November 19, 2025 Minutes. 3-0 vote unanimous to accept

**Pay Various Bills**

Gary Hoitt (consultant) invoice for \$315.00 -- Voted unanimously/signed

**Act on Warrant/Commitments/MV Abatements**

Approved Motor Vehicle Excise Warrant 2025 commitment # 6 totaling of \$623,436 --Voted unanimously/signed

**Administrative Matters**

Jeanne Russo informed the Board, based on her inquiry regarding the deadline to send information to the billing company, December 12th is the deadline in order for the bills to be completed.

**Matters not reasonably foreseen**

None

**Public Input**

None

A motion by Mark Pettey Jr., seconded by Jeanne Russo approved by 3-0 vote to enter into Executive Session and not return to Open Session at 5:06 pm

A roll call was taken Jeanne Russo - Aye Mark Pettey Jr.- Aye Lisa Tetreault - Aye

Motion to adjourn by Mark Pettey Jr., seconded by Jeanne Russo 3-0 approved  
Meeting adjourned at 5:57 p.m.

Minutes by: Sandra P. Cameron