

Duxbury Assessing Department
878 Tremont Street
Duxbury, MA 02332

Board of Assessors

Linda M. Collari, Chair
James G. MacNab, Vice Chair
Edward K. Wadsworth, Clerk



Telephone: (781) 934-1100
Extension: 6010
Fax: (781) 934-2402

Stephen J. Dunn, RMA, RA
MA Certified Res. Appraiser #533
Director of Assessing
dunn@duxbury-ma.gov

Dear Duxbury Property Owner,

February 1, 2024

Once again, our annual revaluation of all property is being conducted in The Town of Duxbury. In order to establish fair and equitable assessments **we need your help.**

By completing the questionnaire related to your property you will help ensure that our assessed values reflect the economic conditions that exist within the Town. The rental income and expense information that is collected and compiled from the forms that you submit will become the basis for our use of the income approach to value. If you or your accountant has readily available reports that are printed or exportable, please feel free to send them along to the email address noted above. **All Income & Expense forms are available at the assessor's website: <https://www.town.duxbury.ma.us/assessing-department>**

As always, the information that you provide will remain **CONFIDENTIAL**. It will be considered with all other information that we gather, in order to establish uniform valuation guidelines that will be equitably applied throughout the community. ***We respectfully ask that you take the time to complete the form found on the Assessors page of the Town website under the Income & Expense tab and return it to the Assessing Department at your earliest convenience but no later than Monday, April 1, 2024.***

The Income request is authorized under the provisions of Section 38D of Chapter 59 of the Massachusetts General Laws. Under this statute, a board of assessors may request the owner or lessee of any real property to make a written return under oath within sixty days containing such information as may reasonably be required by it to determine the actual fair cash valuation of such property.

Failure of an owner or lessee of real property to comply with such request within sixty days after it has been made shall bar him from any statutory appeal under this chapter, unless such owner or lessee was unable to comply with such request for reasons beyond his control. If any owner or lessee of real property in a return made under this section makes any statement that he knows to be false in a material particular, such false statement shall bar him from any statutory appeal under this chapter.

If an owner or lessee of Class three commercial or Class four industrial property fails to submit such information within the time and in the form prescribed, in addition to any other penalties, there shall be added to the real property tax levied upon the property in question for the next ensuing tax year the amount of two hundred and fifty dollars; provided, however, that the board of assessors informed said owner or lessee that failure to so submit such information would result in said penalty.

Filing instructions for your questionnaire can also be found on the Assessors website in the Income & Expense tab. If you have any questions regarding how to fill out the form, why this information is needed or how it is used, please feel free to call me at 781-934-1100, Ext 6010.

Thank you for your assistance and cooperation.

Best regards,

Stephen J. Dunn

Stephen J. Dunn, RMA, RA
Director of Assessing