Assessor

Rochelle Lambert Assessor

The Assessor’s Office plans, directs, organizes and implements a continuing town-wide program of real and personal property assessment for the purpose of local taxation as prescribed by State statute.

The Assessor’s Office performs inspections of new and existing properties and properties under construction to determine their value. Additionally, every five years, the Assessor coordinates and oversees the town-wide revaluation of all taxable and non-taxable property to reflect current market trends. The Assessor supervises all contracted appraisal work for revaluation, works with the Board of Assessment Appeals (BAA) and town attorney regarding assessment appeals, and testifies as an expert witness during superior court assessment appeals.

The Assessor’s Office is responsible for administering both local and state exemption programs for Elderly, Blind, Disabled, Veterans, Disabled Veterans, Renter's Rebates, and Emergency Services Volunteers. Annually updates property records to reflect changes in ownership, changes in use assessments, correct data inaccuracies, merge or split parcels, and coordinate with GIS vendors to update online parcel map data. The Assessor's Office works cooperatively to promote positive public relations. Updating the Assessor page of the town's website, placing legal notices in the local paper, making quarterly newsletter updates, disseminating assessment information (in conformance with the provisions of the Freedom of Information Act) to all members of the public, property owners, attorneys, agents, property appraisers, investors, real estate agents, mortgage brokers, insurance agents, public utility representatives, etc.

Furthermore, the Assessor's Office is responsible for the compilation and submission of mandatory state reports due annually or monthly, which are then used to calculate, allocate, and disseminate state funds to the municipality for payments in lieu of taxes, education, grants, and program reimbursements to alleviate some of the annual tax burden shouldered by property owners.

Staffing Information

Position	Status	Budgeted Hours	Elected/Union/Non-Union
Assessor	Salary	30 hours per week	Non-Union
Assessor's Assistant	Hourly	30 hours per week	Union

Performance Measures

Description	2024-2025	2023-2024	2022-2023	2021-2022	2020-2021
Properties Inspected	114	139	159	85	200
Motor Vehicles Valued	12186	11,113	10,695	10,706	10,699
Personal Property Accounts Processed	460	424	457	467	482

Fiscal Year 2025-2026 Major Service Level Accomplishments

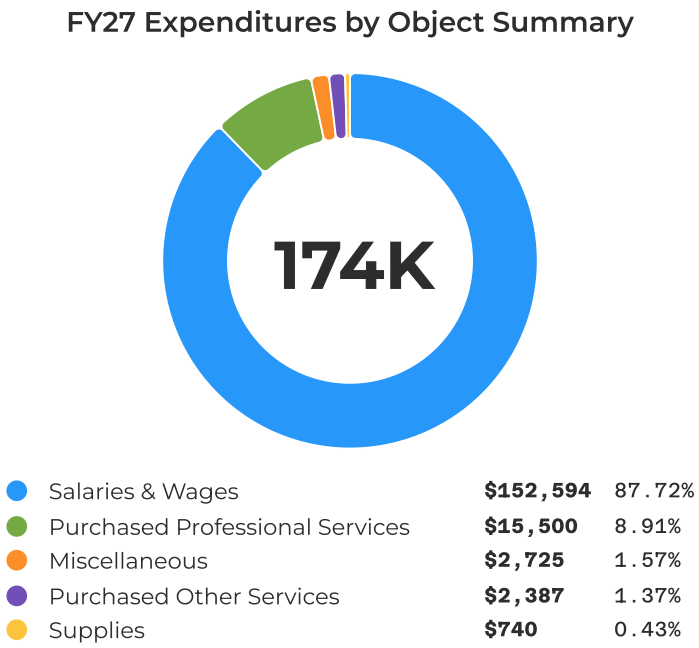
- A full-time assessor position was created to replace the part-time interim assessor position due to retirement.
- Verified and updated abstract codes within assessor records pursuant to the 2025 updated list supplied by the Office of Policy and Management; coding is utilized by the assessor in the compilation of mandatory state reports, which are then used to calculate, allocate, and disseminate state funds to the municipality for payments in lieu of taxes, education, grants, and program reimbursements.
- Administered exemptions, abatement, and tax credit programs for blind, elderly, disabled, veterans, low income, and emergency services volunteers, among others.
- Reviewed and processed quadrennial tax-exempt applications filed on behalf of non-profit organizations which were due November 1, 2025.

Fiscal Year 2025-2026 Major Service Level Goals

- Implement, update, and utilize existing and new technology services to streamline processes and improve data accuracy.
- Utilize existing technology allowing property owners to conveniently file their mandatory annual income and expense forms and personal property declarations electronically.
- Administer exemptions, abatement, and tax credits programs in accordance with Federal, State, and Local laws.
- Prepare for the implementation of the October 1, 2027 Town-wide Revaluation Project in accordance with the provisions of The General Statutes of Connecticut.
- Attend and actively participate in continuing education programs, workshops, conferences, and state meetings, earning credit hours required of the assessor to make an application for recertification as a Certified Connecticut Municipal Assessor II.
- Conduct inspections of real and personal property, related to issued building permits, declarations, online sources, and taxpayer correspondence.
- Fairly and equitably list all taxable and exempt properties within the municipality by fixing inaccuracies in assessment data, adding previously untaxed property upon discovery, granting allowable exemptions and special land use assessment applications.

Assessor Financials

Expenditures by Object Summary



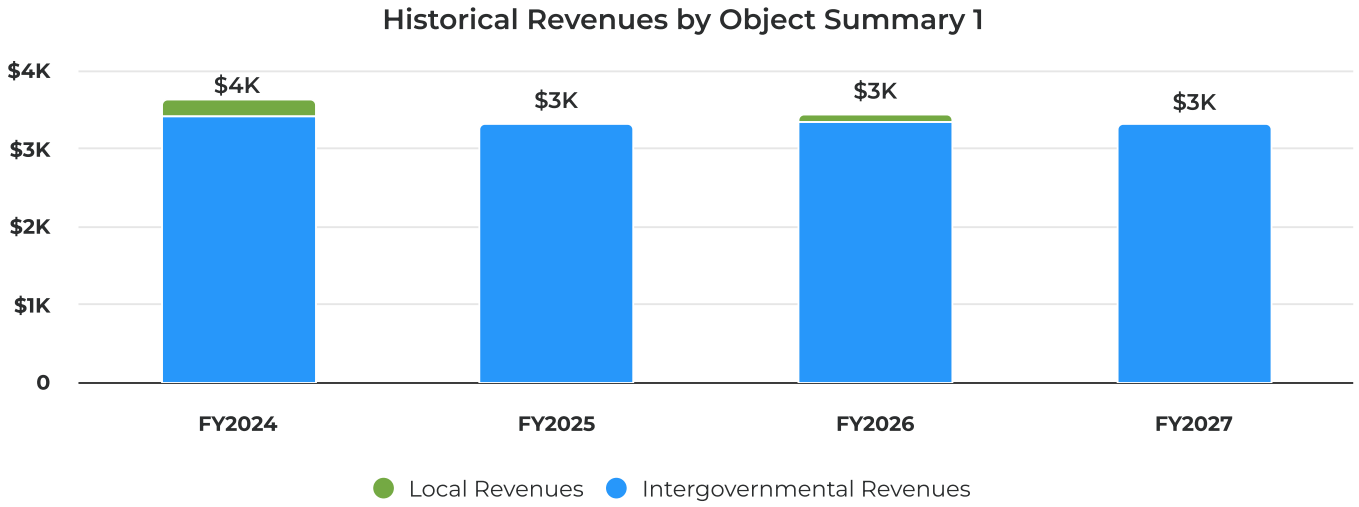
Expenditures by Object Summary

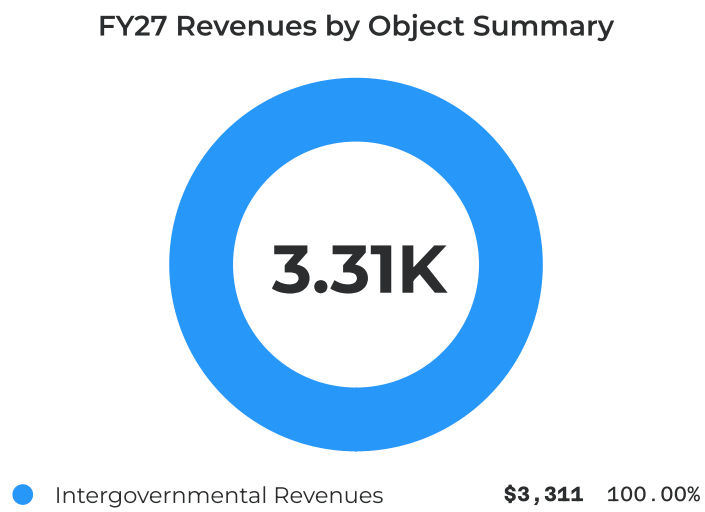
Category	FY 2024 Actual	FY 2025 Actual	FY 2026 Approved 2025-2026 Budget	FY 2027 Budgeted	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted ($ Change)	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted (% Change)
Salaries & Wages	$85,667.06	$87,894.44	$91,196.00	$152,594.00	$61,398.00	67.33%
REGULAR EMPLOYEES	$85,117.06	$87,344.44	$90,646.00	$152,044.00	$61,398.00	67.73%
Assessor	-	-	$43,612.00	$102,218.00	$58,606.00	134.38%
Assessor Assistant	-	-	$47,034.00	$49,826.00	$2,792.00	5.94%
OTHER WAGES (LONGEVITY)	$550.00	$550.00	$550.00	$550.00	-	0.00%
Longevity Assessor Assistant	-	-	$550.00	$550.00	-	0.00%
Purchased Professional Services	$8,300.00	$14,453.31	$15,300.00	$15,500.00	$200.00	1.31%
OTHER PROFESSIONAL SERVICES	-	$6,153.31	$7,000.00	$7,000.00	-	0.00%
FUTURE PERSONAL PROPERTY AUDITS-TBD	-	-	-	$7,000.00	$7,000.00	-
MAPPING	$8,300.00	$8,300.00	$8,300.00	$8,500.00	$200.00	2.41%
CAI TECHNOLOGIES-ANNUAL MAP/GIS MAINTENANCE	-	-	-	$8,500.00	$8,500.00	-
Purchased Other Services	$1,030.41	$438.57	$4,450.00	$2,387.00	-$2,063.00	-46.36%
POSTAGE	$31.09	$27.20	$1,000.00	$1,062.00	$62.00	6.20%
QDS-MAIL PP DECLARATIONS	-	-	-	$398.00	$398.00	-

Category	FY 2024 Actual	FY 2025 Actual	FY 2026 Approved 2025-2026 Budget	FY 2027 Budgeted	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted ($ Change)	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted (% Change)
QDS-MAIL I&E FORMS	-	-	-	$73.00	$73.00	-
QDS-MAIL INCREASE NOTICES	-	-	-	$591.00	$591.00	-
TELEPHONE/CELL PHONE	$200.00	$200.00	-	-	-	0.00%
ADVERTISING/LEGAL NOTICES	-	-	$100.00	-	-$100.00	-
PRINTING AND BINDING	-	-	$3,000.00	-	-$3,000.00	-
TRAVEL REIMBURSEMENT (MILEAGE)	$799.32	$211.37	$350.00	$1,325.00	$975.00	278.57%
MILEAGE, PARKING FEES, CONFERENCE EXPENSES	-	-	-	$1,325.00	$1,325.00	-
Supplies	$1,998.17	$2,008.68	$1,605.00	$740.00	-$865.00	-53.89%
SUPPLIES	$221.38	$703.68	$300.00	$300.00	-	0.00%
SUPPLIES	$244.79	-	-	-	-	0.00%
BOOKS AND PERIODICALS	-	$1,305.00	$1,305.00	$440.00	-$865.00	-66.28%
MOTOR VEHICLE PRICING BASE PACKAGE	-	-	-	$440.00	$440.00	-
PROPERTY RECORD CARDS	$1,532.00	-	-	-	-	0.00%
Miscellaneous	$145.00	$465.00	$170.00	$2,725.00	$2,555.00	1,502.94%
DUES & FEES	-	$395.00	$170.00	$425.00	$255.00	150.00%
IAAO ANNUAL MEMBERSHIP DUES X1	-	-	-	$255.00	$255.00	-
NRAAO ANNUAL MEMBERSHIP DUES X1	-	-	-	$40.00	$40.00	-
GNLAAA MEMBERSHIP DUES X1	-	-	-	$15.00	$15.00	-
CAAO MEMBERSHIP DUES X1	-	-	-	$90.00	$90.00	-
CT CHAPTER IAAO DUES X1	-	-	-	$25.00	$25.00	-
CONFERENCE	$145.00	$70.00	-	$2,300.00	$2,300.00	-
ASSESSORS ANNUAL CONFERENCE IAAO X1	-	-	-	$875.00	$875.00	-
ASSESSORS ANNUAL CONFERENCE NRAAO X1	-	-	-	$650.00	$650.00	-
ASSESSORS FALL SYMPOSIUM X1	-	-	-	$75.00	$75.00	-
ASSESSORS ANNUAL FALL MEETING X1	-	-	-	$75.00	$75.00	-
ASSESSORS SPRING MEETING X1	-	-	-	$75.00	$75.00	-
ASSESSORS SCHOOL @ UCONN X1	-	-	-	$550.00	$550.00	-

Category	FY 2024 Actual	FY 2025 Actual	FY 2026 Approved 2025-2026 Budget	FY 2027 Budgeted	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted ($ Change)	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted (% Change)
Total Expenditures	**$97,140.64**	**$105,260.00**	**$112,721.00**	**$173,946.00**	**$61,225.00**	**54.32%**

Revenues by Object Summary





Revenues by Object Summary

Category	FY 2027 Budgeted
Intergovernmental Revenues	$3,311.08
TAX RELIEF DISABILITY	$617.32
TAX RELIEF VETERANS	$2,693.76
Total Revenues	**$3,311.08**