

**CITY OF AMESBURY**  
**IN THE YEAR TWO THOUSAND TWENTY-THREE**

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**SPONSORED BY:** Kassandra Gove, Mayor      **BILL No.** 2023-038

At the meeting of the Amesbury City Council held on May 23, 2023, the following action was taken:

**An Ordinance** to update various fees for the Treasurer/Collector Department and adopt a Schedule of Fees.

**Summary:** The intention of this ordinance is to update the Treasurer/Collector Department's Schedule of Fees to help fund City services. Well-designed charges and fees serve to reimburse the City for the costs or particularized services and promote service efficiency. It is expected that these fees will be periodically reviewed and updated.

**Be it Ordained by the City Council of the City of Amesbury assembled, and by the authority of the same as follows:**

1. That various fees be revised in accordance with the attached Schedule of Fees and the same is hereby adopted.
2. That this Schedule of Treasurer/Collector Fees will replace any existing Schedule of Treasurer/Collector Fees.
3. That the Amesbury Code of Ordinances Chapter 334 Licenses and Permits is hereby amended by inserting new Section 334-6, entitled Treasurer/Collector Fees as follows:

<b>Type</b>	<b>Fees</b>	<b>Description of Services</b>
Municipal Lien Certificates	\$50.00	A Municipal Lien Certificate (MLC) is a listing of all taxes, assessments and charges that are due and payable and constitute liens on a parcel of real estate at the time the MLC is issued. G.L. c. 60, §§ 23, 23A and 23B. It is generally requested when a property is being sold or the mortgage refinanced.
Motor Vehicle Excise Demand Fee	\$15.00	A Motor Vehicle Excise Demand fee is a second notice tax bill issued after the bill is still outstanding after the due date of 30 days. The earliest that the collector may send a demand is 2 days after the excise due date.
Motor Vehicle Excise Warrant Fee	\$15.00	A Motor Vehicle Excise Warrant Fee is a third notice tax bill issued after the demand bill is still outstanding after the due date of 14 days. The collector issues a warrant to

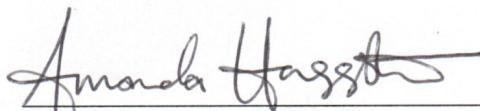


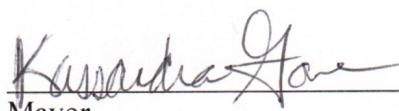
		collect the excise to a deputy collector, assistant collector, or other officer, which lets the officer collect the excise directly.
Personal Property Demand Fee	\$15.00	A Personal Property Demand Fee is the second notice tax bill issued if the bill is still outstanding after the May 1st, 4th quarter due date. Usually issued 14 days after 5/1.
Real Estate Demand Fee	\$15.00	A Real Estate Demand Fee is the second notice tax bill issued if the bill is still outstanding after the May 1st, 4th quarter due date. Usually issued 14 days after 5/1.
Duplicate Bill Fee	\$1.00	A Duplicate Bill Fee is a fee the mortgage companies pay when sending payment without a tax bill. It covers the cost for staff to research the bill and print it to go with the payment.
Returned Checks Fee	\$10.00	A Returned Check Fee is a financial penalty charged when a check for payment is returned by the payee's bank unpaid, typically for insufficient funds.
Sale/Taking Posting Notice Fee	\$5.00	A Sale/Taking Posting Notice Fee is the fee to prepare the tax lien notice to post in two public places.
Sale/Taking Preparing Advertisement Fee	\$10.00	A Sale/Taking Preparing Advertisement Fee is the fee to prepare the tax lien advertisement for the newspaper.
Sale/Taking Preparing Deed/Instrument of Taking Fee	\$10.00	A Sale/Taking Preparing Deed/Instrument of Taking Fee is the fee to prepare the instrument of taking to record at the Registry of Deeds.
Boat Excise Demand Fee	\$20.00	A Boat Excise Demand Fee is a fee for boat excise tax bills that are still outstanding after their due date of 60 days.

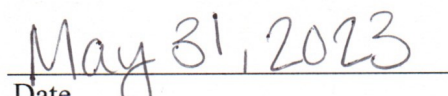
4. This Ordinance shall become effective upon passage.

Councilor Scott Mandeville moved to approve Bill 2023-038 as amended. He was seconded by Councilor Steven Stanganelli. A roll call vote was taken, and the motion passed unanimously (9 members present).

Witness my hand and seal for the City of Amesbury this 24<sup>th</sup> day of May 2023

  
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 City Clerk

  
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 Mayor

  
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 Date