

Town of Weston, MA

# Master Address Table

*“The master address was a great foundation for our town’s GIS system. It allows us the ability to build spatial databases using a single point of reference (address) throughout all departments. No longer do we need to run mismatch reports to ensure everyone used the same spelling or abbreviations. This may seem like a smaller matter, but when you have multiple departments wanting to map locations based on address it helps tremendously to have everyone on the same page.”*

- Kevin Kirmelewicz, GIS Coordinator

## Need

While the Assessing Department possessed most of the town’s addresses, Assessing is not in the business of managing addresses. Generally, Assessing recorded one address for each parcel, and there are instances where multiple addresses were present on individual parcels. Therefore, a separate address database was needed to ensure that all departments were working with all addresses in the community.

## Solution

Weston created its very own Master Address Table within PeopleForms. This database includes all addresses in the community, and the MAT form provides the tools to add new addresses in minutes.

## Result

All addresses are available throughout all forms created in PeopleForms as pull-down lists. All addresses are also available in MapsOnline in real-time. Lastly, addresses can be exported to any staff member in CSV/Excel format 24/7/365.

## Benefits

The entire staff in Weston is now using the same address database. Years ago, this was not true. This point alone has resulted in far better records management throughout the community. In addition, the use of the MAT throughout PeopleForms has resulted in dozens of new applications using accurate address data, all of which can be integrated with the Town's GIS with no unmatched records. The reduced level of effort to maintain addresses saves the community dozens of hours annually and enhances their data management throughout the community on a daily basis.

The image displays two screenshots of the Master Address Table (MAT) form in PeopleForms. The top screenshot shows the form with a map of the town of Weston, MA, and the bottom screenshot shows a zoomed-in view of a specific address (0 MBTA RD) on the map. The form includes fields for PROP\_ID, PFX\_DIR, NUM, NUM\_SFX, STREET NAME (including SFX), STREET (no SFX), ST\_SFX, UNIT, Address, LOC\_ID, and BUILD\_ID. The bottom screenshot shows the form with the following values: PROP\_ID: 000\_000\_002, PFX\_DIR: (empty), NUM: 0, NUM\_SFX: (empty), STREET NAME (including SFX): MBTA RD, STREET (no SFX): MBTA, ST\_SFX: RD, UNIT: (empty), Address: 0 MBTA RD, LOC\_ID: 714958\_2963206, BUILD\_ID: (empty).

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