

**MINUTES OF THE BOARD OF ASSESSORS PUBLIC MEETING  
TOWN OF CHARLEMONT**

April 11, 2011

The meeting was convened at 7:34 p.m., with the following members present: Dave Cunningham, Sarah Reynolds and Simon Dean. Also present were Tom and Jacqueline Cashin, to discuss their property acreage.

1. The Board met with Tom and Jacqueline Cashin to discuss the acreage on their property. Jackie submitted a letter from the previous Board of Assessors, which stated that due to the uncertainty of the ownership of 10 acres on their property, that the property was being removed and put in as "Owner Unknown". The Cashin's explained that they purchased the property in 2003 and then began a stewardship plan on the property in 2004. Both the deed and the original stewardship plan confirm the property at 75 acres or more, yet the Cashins explained that when they came in to the Assessor's and went over their plan, they were told by the Assessors that they did not own the 10 acre parcel in question, and so have been assessed for 68.7 acres since. After some discussion and review of all the documents, the Assessors determined that there was no question that the 10 acres belongs to the Cashin's, as it is clearly stated in their deed, and the Assessor's mapper had drawn the property as 78.7 acres. On a motion by Dean and seconded by Cunningham, the Board voted unanimously to return the 10 acres to the Cashins, which were previously assessed to them. There was some question about a smaller portion of their property, which runs south and follows the brook. Cunningham agreed to research this at the Registry of Deeds. The Assessors informed the Cashins that if they wanted to enroll this acreage in Chapter 61, with the rest of their property, they would need to contact the Department of Conservation and Recreation to start the process, and that applications for Fiscal Year 2013 are due in to the Assessors by this October. The Cashin's stated that they were just happy to have this all settled. Next, the Cashins submitted a drawing of their house and pointed out some differences in the dimensions and the number of rooms to what they were being assessed for. The Board noted the corrections and directed their Secretary to correct them in the computer. The Cashins requested a letter from the Assessors Office explaining why the acreage has changed, for their mortgage company. The Board also noted that they would need to do an Omitted and Revised Assessment for the 10 acres being added.
2. The Board reviewed the minutes of their 3/23/11 meeting. On a motion by Dean and seconded by Reynolds, the Board voted unanimously to accept the minutes as written.
3. The Board reviewed an invoice from Cartographic Associates. On a motion by Reynolds and seconded by Cunningham, the Board voted unanimously to approve the invoice for payment.
4. The Board reviewed their deeds for March, 2011.
5. The Board reviewed their Building Construction report for March, 2011.
6. The Board reviewed the Owner Unknown property tax bills.
7. The Board signed 2 letters to charitable organizations that did not file their Form 3ABC, requesting that they file the form and granting them an extension.
8. The Board discussed some changes to their budget and directed their Secretary to submit them to the Finance Committee and ask if they wanted to meet with the Assessors again.
9. There was a question from a taxpayer as to why the Assessors have a different address for her property than what she believes it to be. The Assessors directed their Secretary to check this with the 911 Coordinator.

10. At 9:34 p.m., on a motion by Reynolds and seconded by Cunningham, the Board voted unanimously to adjourn the regular meeting.
11. At 9:34 p.m., on a motion by Cunningham and seconded by Reynolds, the Board voted unanimously to enter into Executive Session, with the intent of not returning to open meeting, in order to sign the minutes from their last Executive Session meeting.

**Roll Call:**

Voting yes: Cunningham, Reynolds, Dean

Voting no: None

Motion passes unanimously.

Respectfully Submitted,

Carlene Millett,  
Assessor's Secretary

**List of Documents Viewed in Public Meeting of April 11, 2011\***

1. Invoice from Cartographic Associates, dated January 27, 2011.
2. List of deeds for March, 2011.
3. Building Construction report for March, 2011.
4. Owner Unknown tax bills.

\*Documents not attached to minutes are stored in their respective file in the Assessor's office.