

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

July 11., 2011

The meeting was convened at 7:30 p.m., with the following members present: Simon Dean, Sarah Reynolds and Jacqueline Cashin.

1. Cashin informed the Board that she had completed the online classification training course.
2. The Board reviewed the minutes from their 6/27/11 meeting. On a motion by Dean and seconded by Reynolds, the Board voted unanimously to accept the minutes as written.
3. The Board reviewed and signed 2011 Motor Vehicle Commitment #3B.
4. The Board reviewed 5 invoices for payment. On a motion by Dean and seconded by Reynolds, the Board voted unanimously to approve all invoices.
5. The Board reviewed and discussed the Owner Unknown property tax bills. Dean noted that he would like to have a certain property on South River Road looked into, as it is a 36 acre parcel. The Board discussed having Valley Title Co. research this after they finish with the Berkshire East property.
6. The Board reviewed the building construction report for June, 2011.
7. The Board reviewed the deeds for June, 2011.
8. The Secretary informed the Board that she has left another message with their mapper about the Clark property and others that had been sent to him for review or correction and that he still has not gotten back to her. Reynolds stated that she would make a call to him on Thursday when she comes to the office to meet with Debbie from Valley Title.
9. The Board reviewed a Forest Cutting Plan and a notice from the DCR of an Amended Forest Management Plan for Mountain Road-Marie Stella.
10. The Board received an acknowledgement from the Building Inspection program that their login information had been received and entered into the online permitting system. Copies were handed out to all members so they could access the site from anywhere.

At 8:02 p.m., on a motion by Dean and seconded by Cashin, the Board voted unanimously to enter into Executive Session, with the intent of returning to open meeting afterwards, in order to deliberate on pending abatement and/or exemption applications.

Roll Call:

Voting yes: Dean, Reynolds, Cashin

Voting no: None

Motion passes unanimously.

The Board returned to open meeting at 8:15 p.m.

11. Reynolds showed Cashin how to access the Registry of Deeds website to view deeds. The Board then researched several properties trying to find out the owners.
12. At 9:36 p.m., on a motion by Dean and seconded by Cashin, the Board voted unanimously to adjourn the meeting.

Respectfully Submitted,

Carlene Millett,
Assessor's Secretary

List of Documents Viewed in Public Meeting of July 11, 2011*

1. 2011 Motor Vehicle Commitment #3B.
2. Fiscal Year 2011 and 2012 invoices to be paid.
3. Fiscal Year 2012 preliminary tax bills for owner unknown properties.
4. Building construction report for June, 2011.
5. Deeds for June, 2011.
6. Forest Cutting Plan for Marie Stella, dated 6/20/11.
7. Notice of Amended Forest Management Plan for Marie Stella, dated 6/28/11.
8. Acknowledgement from FCCIP regarding login ID for online permitting, dated 7/8/11 (not for public viewing).

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