

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

November 28, 2011

The meeting was convened at 7:37 p.m., with the following members present: Simon Dean, Chair, Sarah Reynolds and Jacqueline Cashin.

1. The Board reviewed the minutes from their 11/14/11 meeting. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to accept the minutes as written.
2. It was noted that the Board's 7:30 appointment; Erwin Reynolds, Sr. could not make it tonight, but that the information could be passed on to him by Dean. Millett gave Dean the explanation on Reynolds' tax bill, which should explain why it didn't look like the abatement had been recorded.
3. The Board reviewed a request for payment of Assessor's Salaries. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to approve the Assessor's Salaries.
4. The Board reviewed and signed 2011 motor vehicle commitments #6 and 6A.
5. The Board reviewed and signed tax forms LA-4 and LA-15 printed from Gateway.
6. The Board reviewed a spreadsheet created by Mike Quinlivan, of the DOR which showed the tax rate impact of different residential factors. After review and discussion, the Board agreed there would be very little benefit to residential properties yet a significant impact to the CIP (Commercial, Industrial, Personal Property) properties to elect a residential factor of more than one, as it was clear Charlemont does not have enough commercial properties to warrant this. The Board further noted that it would be like punishing commercial properties, which were already struggling. The Board will present the spreadsheet, along with their recommendation to the Board of Selectmen at the tax rate hearing next Monday.
7. The Secretary noted that it was brought to her attention that there was a business opening on East Oxbow Road for rental of a portion of the property as a bed and breakfast. Millett further noted that the property was currently coded in their records as a single family. The Board instructed Millett to contact the owner to set up an appointment for them to view and correctly code it.
8. The Board asked their Secretary if she had heard back from Cartographic Associates with regard to tying up last year's business yet. Millett stated that she had left a message but had not heard back from Franco. Dean stated that he would contact Franco himself.

At 8:20 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to adjourn their meeting.

At 8:20 p.m., on a motion by Dean and seconded by Cashin, the Board voted unanimously to enter into Executive Session, with the intent of not 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.

Respectfully Submitted,

Carlene Millett,  
Assessor's Secretary

**List of Documents Viewed in Public Meeting of November 28, 2011\***

1. Letter of explanation of tax bill for Erwin Reynolds.
2. Request for Payment of Assessor's Salaries.
3. Tax Classification spreadsheet from M. Quinlivan at DOR
4. 2011 Motor vehicle commitments #6 and 6A.
5. LA-4 and LA-15 forms from Gateway.

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