

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

June 10, 2013

Members Present: Sarah Reynolds; Chair, Jacqueline Cashin, Simon Dean.

The meeting was convened at 7:33 p.m.

1. The Board reviewed the minutes from their 5/13/13 meeting. On a motion by Dean and seconded by Cashin, the minutes were unanimously approved, as written.
2. The Board reviewed and signed the Revised & Omitted Assessment Report to the DLS.
3. The Board reviewed and signed the warrant for 2013 motor vehicle commitment #3 and Section 5.
4. The Board reviewed and signed the monthly list of motor vehicle abatements for April, 2013.
5. The Board reviewed the list of uncollectible real and personal property taxes for 2009, 2010 and 2011, and the list of uncollectible motor vehicle taxes for 2007, 2008 and 2009, as requested by the Tax Collector. On a motion by Reynolds and seconded by Dean, the Board voted unanimously to sign the lists of uncollectible taxes.
6. The Board reviewed the Farm Plate Exemption applications. Determining that all applicants met the requirements, on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to approve the applications.
7. The Board reviewed a request for Assessor's biannual salaries. It was noted that this had been signed by the Secretary and submitted with the payroll warrant that day.
8. The Board reviewed a bill schedule to the USPS for 2 rolls of stamps. On a motion by Dean and seconded by Reynolds, the Board unanimously approved the bill schedule.
9. The Board reviewed a request for mileage reimbursement for travel to a workshop. On a motion by Dean and seconded by Reynolds, the Board unanimously approved the request.
10. The Board reviewed a request from the Community Software Consortium to approve expenditures from the Assessor's tier funds to be used for condo enhancements. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to approve the use of the expenditures.
11. The Board reviewed the Requests for Reimbursement from the DLS for Personal Exemptions and DAV plate exemptions, both of which had been submitted by the Secretary on 6/3/13.
12. The Board reviewed the building construction reports for April and May, 2013.
13. The Board reviewed the deeds for May, 2013.
14. The Board discussed combining of parcels, upon the recent request of 2 property owners. The Secretary noted that merging of parcels is allowed by the DOR and submitted an excerpt addressing this from the Course 101 Handbook. She further noted that she had discussed this with their vendor who advised that most Assessors frown on it as it can get confusing if the maps are not updated to match the CAMA database. The Board discussed that it can be inconvenient for property owners to get several bills for contiguous land they own when it could be reasonably combined into one. It was noted that the Secretary is careful to track and forward all changes to parcels to their mapper. After some discussion, the Board felt that it would be ok to combine parcels if requested. On a motion by Reynolds and seconded by Dean, the Board voted unanimously to combine and merge the parcels of the two property owners who requested it.
15. The Board reviewed a memo from the Board of Selectmen regarding an upcoming All Board Meeting. The Board had no suggested agenda topics at this time but will review it again at the next meeting.
16. The Board reviewed a list of Quality Review properties submitted to them from Joe Barbieri, of the DOR. The Board will review and inspect these as they are able and noted that no appointments were necessary as the questions were primarily on grade and condition and would be exterior inspections.
17. The Board discussed the quote from their mapper; James Sewall Co. The Secretary noted that in a recent conversation with Aaron Weston, he stated that annual tax map updates would be an addition fee, were not part of the \$1,800.00 annual hosting fee and that this was just for the maintenance of the online Tax Map Viewer

program. After some discussion as to the fact that it was understood by the Assessors that this fee did include tax map updates, per their meeting with Mr. Weston to discuss this, the Board directed their Secretary to contact Mr. Weston and ask him to come to another meeting to discuss this further.

At 8:35 p.m., on a motion by Reynolds and seconded by Dean, 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: Reynolds, Dean, Cashin

Voting no: None

Motion passes unanimously.

Respectfully Submitted,

Carlene Millett,
Assessor's Secretary

List of Documents Viewed in Public Meeting of June 10, 2013*

1. Minutes from the meetings of 5/13/13.
2. Revised & Omitted Assessment Report to DLS, dated 6/10/13.
3. Motor vehicle warrant for commitment 2013 #3 and Section 5.
4. Monthly list of motor vehicle abatements for April, 2013.
5. List of uncollectible real and personal property taxes for 2009, 2010 and 2011, dated June 7, 2013.
6. List of uncollectible motor vehicle taxes for 2007, 2008 and 2009, dated June 7, 2013.
7. 2013 Farm Plate Exemption applications:
 - a. Blue Heron Farm
 - b. Dean's Sugar House
 - c. Oakwood Farm
 - d. Valley View Farm
 - e. Hall Tavern Farm
 - f. Hathaway Logging
 - g. Norman Hicks
 - h. Nelson Lanoue
 - i. Richard Turner, Jr.
8. Bill Schedule for Assessor's biannual salaries, dated 6/10/13.
9. Bill Schedule to the USPS for stamps, dated 6/10/13.
10. Request for Reimbursement of mileage, dated 6/10/13.
11. Request from the CSC to approve expenditures from for condo enhancements, dated 5/28/13.
12. Requests for Reimbursement for Personal Exemptions and DAV plate exemptions, dated 6/3/13.
13. Building construction reports for April and May, 2013.
14. The Board reviewed the deeds for May, 2013.
15. Excerpt taken from Chapter 8, Section 3.2 of the 2010 Course 101 Handbook.
16. Memo from Select Board regarding All Board Meeting, dated 6/7/13.
18. List of Quality Review properties submitted from Joe Barbieri
19. Quote from James Sewall Co., dated 12/20/12.

***Documents are stored in their respective files in the Assessor's office.**