

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

**July 22, 2013**

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

The meeting was convened at 7:30 p.m.

1. The Board reviewed the minutes from their 7/8/13 meeting. On a motion by Reynolds and seconded by Dean, the minutes were unanimously approved, as written.
2. The Board reviewed cost ratio studies of recent sales. Millett explained that Duane, their Consultant had given them 2 examples; one with the current residential factor of .95 and one with an R.F. of .90. Millett noted that Duane explained that an R.F. of .95 gives a median assessment ratio of 101%, which allows little room for fluctuations in assessment to sales ratios, and that using an R.F. of .90 gives a median ASR of 97% which allows for fluctuations, but also offsets the increase in residential buildings due to the cost table increase this year. After some discussion, on a motion by Reynolds and seconded by Cashin, the Board unanimously voted to use a residential factor of .90.
3. The Board reviewed the building construction for June, 2013.
4. The Board reviewed a Notice of Filing under Formal Procedure, filed by the Lawson's. Millett noted that there was no action required by the Board at this time; the Board noted this would likely be handled with mediation.
5. A letter was received by Jodi Tanguay, a new owner regarding a discrepancy in her acreage. It was explained that the assessed acreage of the property was 3.43 but that when Tanguay purchased the property, the seller's survey showed the property to be 2.47. Millett noted that she had spoken with Tanguay and explained the abatement process to her and that the acreage would be corrected.
6. The Board reviewed a notice regarding the FCAA Annual Elections meeting FOR August 22, 2013. It was noted that all would attend.
7. The Board reviewed Forest Cutting Plans for Avery Brook Road and Warfield Road.
8. The Board reviewed a letter to the Seaver's regarding their Chapter 61 designation. It was explained that according to their Forest Management Plan, the entire property should be in Chapter 61A but was managed under the FMP.
9. The Board discussed the list of Quality Review properties they had inspected. Millett gave the Board the sketches she had done per their inspection, for review. The Board agreed the sketches looked fine.
  - a. Millett noted that the sketch and description of a porch on 184 Warner Hill Road looked inaccurate. The Board instructed their Secretary to contact the owners to set up an inspection of the property.
  - b. It was noted that Duane had advised removing the 90% complete influence on the 112 Maxwell Road residence, and leaving the 23 % functional influence as it is, to account for the residence being off the electrical grid. It was further noted that the owner was asked for an estimate from the power company for the cost to connect to the grid, which she had said was between 35 and 40 thousand. After further discussion, on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to remove the 90% complete and leave the 23% functional influence on the residence.
  - c. The Board pointed out an outbuilding found on a property during their inspections which was on skids. The Board directed their Secretary to check this with Duane as they felt it may not be considered part of the real estate.
  - d. The Board discussed a brick residence on Cherrie Pierson Road, found during their inspections. Millett explained that it was not the Lawson's, as the Board had originally thought, as theirs was only land. She further explained that the database showed only 3 residences on the road and none were brick. After review of the survey of the road, the Board agreed further inspection would be needed to determine who owned the lot.
10. Reynolds noted that Richard Gould had mentioned to her that his tax bill didn't show his property to have the Agricultural Preservation Restriction on it. Millett explained that this was because he had received his

preliminary bill, which was half of last year's and wouldn't show the APR as of yet, as it would not show until his actual FY 2014 bill. She also showed Reynolds two letters sent to Gould asking for information on the agricultural use of the property so that she would know which category to place the property in, but that there was no response to either. Reynolds took copies of the letters and an application to give to Mr. Gould.

11. It was explained that Aaron from Sewall had called and said that he could not make the meeting, but that they had decided to include the fee for the tax map updates in their contract this year, but that for next year the Board should plan on \$700.-\$1,000. for the updates, in addition to the annual hosting fee. Sewall had submitted a new contract reflecting this. The Board agreed but felt that they should continue to research other mappers who may provide the services more reasonably.
12. At 8:47 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to adjourn. At 8:47 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 July 22, 2013\***

1. Minutes from the meeting of 7/8/13.
2. Overall 101 Cost Ratio Studies.
3. Building construction report for June, 2013.
4. Notice of Filing Under Formal Procedure, dated 7/19/13.
5. Letter regarding acreage discrepancy, dated 7/2/13.
6. FCAA Annual Election Meeting notice for 8/22/13.
7. Forest cutting plans for 224 Avery Brook Road and Warfield Road (and Riddell Road).
8. Letter regarding chapter 61 designation, dated 7/19/13.
9. Property record cards for Data Quality Review properties.
10. Survey of Cherrie Pierson Road, dated 7/1974.
11. James Sewall contract, dated 7/19/13.

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