

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

January 12, 2015

Members Present: Jacqueline Cashin; Chair, Sarah Reynolds.

The meeting was convened at 7:00 p.m.

1. The Board reviewed the minutes from their meeting of 12/22/14. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to approve the minutes as written.
2. The Board reviewed and signed the following:
 - a. Assessor's Notice, regarding return of Forms of List.
 - b. Assessor's statement regarding Fiscal Year 2014 property tax assessment for the bound commitment book.
3. The Board reviewed and approved an invoice for payment (on a motion by Cashin and seconded by Reynolds):
 - a. United States Post Office, for their annual P.O. Box fee.
4. The Board reviewed the building construction report for December, 2014.
5. It was noted that their request to speak to Town Counsel regarding the MCI appeal had been approved; Millett stated that she would forward the settlement offer to Attorney Jeff Blake for review and advisement.
6. The Secretary reminded the Board of the property inspection on Maxwell Road next Monday, January 19th, at 1:30 p.m. The Board agreed to meet at the office at 1:15. The Board directed their Secretary to purchase the 300' surveyor's measuring tape at Avery's for this inspection.
7. Millett reported that she had gone onto the Staples website to look at cameras, however the site did not indicate whether or not the camera had rechargeable batteries, therefore, she felt it would be better to purchase this item directly at the store where she could gather all the information needed. It was discussed that the petty cash money should be enough to cover the purchase and that the Secretary would do this as soon as her schedule permits.
8. The Secretary stated that there was no Executive Session business this evening as she had not had time to finish the minutes and that two pending abatement applications were incomplete at this time.
9. At 7:15 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to adjourn their meeting.

Respectfully Submitted,
Carlene Millett,
Assessor's Secretary

List of Documents Viewed in Public Meeting of January 12, 2014*

1. Minutes from Assessors meeting of 12/22/14.
2. Assessor's Notice, dated 1/1/15.
3. Assessor's statement regarding FY 2014 tax assessment, dated 1/12/15.
4. Invoice for USPS, dated 1/5/15.
5. Building construction report for December, 2014.

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