

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

October 26, 2015

Members Present: Karen LaClair, Anthony Ostroski. **Members Absent:** Jacqueline Cashin; Chair

The meeting was convened at 7:07 p.m.

1. The Board reviewed the minutes from their 9/28/15 meeting. On a motion by LaClair and seconded by Ostroski, the Board unanimously approved the minutes as written.
2. The Board reviewed and signed the following:
 - a. 2015 motor vehicle commitment #5A (LaClair motioned, Ostroski seconded),
 - b. Monthly abatements for October, 2015 (LaClair motioned, Ostroski seconded). Ostroski questioned Why if there were no abatements in a given month that they needed to sign a form. It was explained that the Treasurer and Accountant needed the records for their accounting records.
3. The Board reviewed the deeds for September, 2015.
4. Hayden explained that she sketched the second residence per their property inspection of 327 Warner Hill Road and noted that their CAMA program would not accept it without a bathroom, nor was there a provision to downgrade the chimney type. She explained that by applying an influence to the building, she was able to remove the bathroom value and reduce the chimney value which resulted in a value of \$20,000. However, upon review, Sam their valuation consultant suggested further reducing it to \$13,000, the value it would be were it an outbuilding. After discussion by the Board as to the fact that it was more substantial than an outbuilding and was used at least 3 seasons of the year, it was felt that \$15,000 was fair. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to assess the value of the second residence at \$15,000. Hayden further noted that 1.5 acres would be removed for the building and that Ms. Scott will be assessed a roll-back tax on the removed acres.
5. Hayden noted that she would be meeting with Select woman Beth Bandy regarding their future capital item needs and explained that with the increase to their Community Software Consortium dues it would be prudent to investigate the cost of switching to another CAMA system. Hayden noted that since Cummington had made the decision to switch to another system, she had reached out to Joy, the Assessor's Clerk to ask if they could give her an idea of the cost of switching and if the transition went smoothly. Hayden will provide these figures to Bandy as a possible future capital item. Also, Cashin had suggested they account for the need for a new computer if the new CAMA system requires it. Hayden reminded the Board that the State CAMA system required them to actually downgrade to a 32 bit system instead of 64, and could only run on Windows 7. A new CAMA may require 64 bit and a more current Windows. The Board agreed with these items as potential capital needs.
6. The Board reviewed a Forest Cutting Plan for Douglas Friend.
7. At 7:30 p.m., on a motion by LaClair and seconded by Ostroski, the Board voted unanimously to adjourn their meeting.
8. At 7:30 p.m., on a motion by LaClair and seconded by Ostroski, the Board voted unanimously to enter into Executive Session pursuant to General Laws Chapter 59, Section 60, in order to deliberate on pending abatement and/or exemption applications, and with the intent to not return to open meeting afterwards.

Roll Call:

Voting yes: LaClair, Ostroski

Voting no: None

Motion passed unanimously.

Respectfully Submitted,
Carlene Hayden,
Assessor's Secretary

List of Documents Viewed in Public Meeting of October 26, 2015*

1. Minutes from meetings of 9/28/15
2. 2015 motor vehicle commitment #5A, dated 11/2/15
3. Monthly abatements for October, 2015
4. Deeds for September, 2015
5. Building construction report for August, 2015
6. Property record card for 327 Warner Hill Road
7. Forest Cutting Plan for Douglas Friend, dated 8/28/15

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