

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

February 22, 2016

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

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

1. The Board reviewed the minutes from their 12/14/15 and 1/11/16 meetings. On a motion by Cashin and seconded by Ostroski, the Board voted unanimously to approve the minutes of 12/14/15. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to approve the minutes of 1/11/16.
2. The Board reviewed an invoice from Staples for office supplies. On a motion by Cashin and seconded by LaClair, the Board voted unanimously to approve the invoice for payment.
3. The Board reviewed and signed the following (LaClair motioned, Ostroski seconded):
 - a. Warrant to the Collector for 2015 motor vehicle commitment #7A
 - b. Warrant to the Collector for 2015 motor vehicle commitment #8
 - c. Warrant to the Collector for 2016 motor vehicle commitment #1
 - d. Monthly list of abatements for January and February, 2016.
4. The Board discussed the Palmer property, on 2143 Route 2, which would be removed from Chapter 61A classification due to the fact that no application was received by the due date. It was noted that Palmer had declined the offer to be emailed applications annually. On a motion by Cashin and seconded by LaClair, the Board voted unanimously to sign a letter explaining the removal, a Notice of Late (No) Application and a Revised Property Assessment to the property owner. The Board also signed a Warrant to the Collector regarding the revised valuation assessment.
5. The Board reviewed the Fiscal Year 2016 Chapter 61 applications. On a motion by LaClair and seconded by Cashin, the Board voted unanimously to approve the applications and sign Notices of Action for each. Ostroski abstained from signing Berkshire East's application, as he is an employee for them.
6. The Board discussed their budget for Fiscal Year 2017 and after discussion, on a motion by LaClair and seconded by Ostroski, voted unanimously to increase their Mapping and Dues accounts, due to increases from the vendors and to reduce or level-fund the rest of their budget accounts.
7. Hayden stated that Mark Cleverdon, of TransCanada had recently contacted her asking if they would be due an abatement for the preliminary taxes they had paid on the parcel that was found to be owned by New England Power. She explained that after receiving an opinion from the DOR that there was no means by which the Assessors could grant an abatement for the payments, she had relayed this to Cleverdon. He then asked for a letter from the Board confirming the ownership for their records. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to sign the letter to TransCanada, as revised.
8. The Board reviewed the building construction and deeds for December, 2015 and January, 2016.
9. The Board reviewed correspondence from the Building Inspector regarding a complaint received of an illegal residence on 327 Warner Hill Road. It was noted that the owner, Molly Scott had replied, denying that it was either a dwelling or being rented out by her. No further action will be taken by the Building Dept.
10. The Board reviewed a reminder from the Community Software Consortium that their dues were increasing.
11. The Board reviewed an update from the CSC that they had decided on Stonewall Solutions for providing support services. Hayden expressed her dismay at this decision, as the company was not familiar with their CAMA system and expressed their preference to not provide on-site assistance.
12. Hayden provided the Board with the record card for 52 Cherrie Pierson Road and the assessment of the yurt.
13. The Board discussed reducing their meetings to once per month, as there was often very little business for a second meeting. After discussion it was agreed that if urgent or time-sensitive business should come in, the Secretary would notify the Board so they could schedule an additional meeting. On a motion by Cashin and seconded by LaClair, the Board unanimously voted to hold the next Assessor's meeting on Monday, March 28th and thereafter, the Board would meet the first Monday of each month.
14. At 8:03 p.m., on a motion by Cashin and seconded by Ostroski, the Board voted unanimously to adjourn their meeting.

At 8:03 p.m., on a motion by Cashin and seconded by LaClair 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: Cashin, LaClair, Ostroski

Voting no: None

Motion passed unanimously.

Respectfully Submitted,
Carlene Hayden,
Assessor's Secretary

List of Documents Viewed in Public Meeting of February 22, 2016*

1. Minutes from meeting of 12/14/15 & 1/11/16
2. Invoice from Staples for 1/22/16
3. Warrant to the Collector for 2015 motor vehicle commitment #7A
4. Warrant to the Collector for 2015 motor vehicle commitment #8
5. Warrant to the Collector for 2016 motor vehicle commitment #1
6. Monthly list of abatements for January and February, 2016.
7. Letter to property owner on 2143 Route 2 explaining the removal from Chapter 61A, dated 2/22/16
8. Notice of Late (No) Application, dated 2/22/16
9. Revised Property Assessment, dated 2/23/16
10. Warrant to the Collector for revision of valuation, dated 2/23/16
11. Fiscal Year 2016 Chapter 61/61A/61B applications and Notices of Action for:
 - a. Mary Eichholz, dated 9/8/14
 - b. 133 Warfield Realty, LLC, dated 9/24/16
 - c. Monte & Wilma Chandler, dated 9/29/14
 - d. William & Norma Coli, dated 9/26/14
 - e. Douglas & Jodi Dean, dated 9/26/14
 - f. Hall Tavern Farm, dated 9/28/14
 - g. Winston Healy Trust, dated 9/28/14
 - h. Estate of John Hobbs, dated 11/24/14
 - i. Martha Meeks Trust, dated 9/1/14
 - j. Erwin & Linda Reynolds, dated 8/25/14
 - k. Christopher & Julie Seaver, dated 4/25/15
 - l. Thomas Shields, dated 9/25/14
 - m. Jennifer Strules, dated 9/14/14
 - n. David Wallace, dated 1/20/15
 - o. Mark White, dated 9/22/14
 - p. Berkshire East, dated 9/17/14
 - q. Vivian Budnik, dated 9/23/14
 - r. Charlemont Land Preservation, dated 8/13/14
 - s. Douglas Forbes & Lida Bihun-Forbes, dated 3/25/15
 - t. Harold Hayward & Andrea Santos, dated 9/9/14
 - u. John Hoffman, dated 4/27/15
 - v. William MacLeish & Elizabeth Libbey MacLeish, dated 9/9/14
 - w. Sharon McCutchen, dated 10/19/14
 - x. Judith Mitchell, dated 9/15/14
 - y. Mark Ostergren & Sharon Pierce, dated 8/19/14
 - z. Rocky River Realty Company, dated 9/26/14

12. FY 2017 Assessor's Budget
13. Letter to TransCanada, dated 2/22/16
14. Building construction for December, 2015 and January, 2016
15. Deeds for December, 2015 and January, 2016
16. Letter from the Building Inspector to Molly Scott, regarding complaint of illegal residence on 327 Warner Hill Road, dated 1/19/16
17. Reminder of FY 2017 dues increase from the Community Software Consortium, dated 1/26/16
18. Update from the CSC regarding decision on support services vendor, dated 1/8/16
19. Property record card for 52 Cherrie Pierson Road.

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