

**CHARLEMONT BOARD OF ASSESSORS
JULY 18, 2016 MEETING MINUTES**

Members Present: Chair, Karen LaClair, Chair, Anthony Ostroski. **Members Absent:** Jacqueline Cashin
Others Present: Frank Carcio

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

1. The Board reviewed the minutes from their 6/6/16 meeting. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to approve the minutes, as written.
2. Ostroski reported that a complaint was made regarding persons living in a camper at 62 Deer Run Lane; it was noted this could be a Board of Health concern regarding waste disposal; Hayden will notify them. Also, if unregistered could be subject to personal property tax. Will need to visit/inspect the property to verify.
3. Frank Carcio attended the meeting to notarize the Board's signatures for a Chapter 61 Land lien. The lien was for property located at 327 Warner Hill Road. After signing the Board thanked Carcio for his time.
4. The Board reviewed and signed the following (LaClair motioned, Ostroski seconded):
 - a. Warrant to the Collector for Fiscal Year 2017 real and personal property commitment
 - b. 2016 motor vehicle commitment #Section 5 and #4
 - c. Monthly list of abatements for June and July, 2016.
5. The Board reviewed a recent deed conveying property owned by the estate of Ruth (Barausky) Hansen. Hayden explained that upon review of the deed, it described a parcel previously conveyed by Ruth and was no longer owned by the Hansens. She went on to explain that further research of the Hansen deeds showed them to own only a 6.6 acre parcel; the remaining portion of another previously conveyed parcel. A letter explaining this to the Hansens was drafted and reviewed by the Board. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to sign and send the letter.
6. The Board reviewed and signed their Fiscal Year 2017 Tax Map Maintenance Contract and signed the following invoices (Ostroski motioned, LaClair seconded):
 - a. CAI Technologies web hosting support invoice
 - b. CAI Technologies Tax Map Maintenance invoice
 - c. Franklin County Assessor's Association FY 2017 annual dues invoice
 - d. Community Software Consortium FY 2017 annual dues invoice
 - e. Fiscal Year 2016 Registry of Deeds invoice for plan copies
7. The Board reviewed a letter received by New England Investment Holding Corp (NEIHC), in which NEIHC requested copies of documents and stated it would be seeking an abatement of personal property on the basis that they leased their land to another company. After discussion, on a motion by LaClair and seconded by Ostroski, the Board voted unanimously to draft and sign a letter to NEIHC requesting the name and contact information of the company the property was being leased to.
8. The Board reviewed the deeds and building construction report for April and May, 2016.
9. The next meeting of the Board will be August 1st, 2016. It was noted that the September meeting would fall on Labor Day, so the Board agreed to meet on the following Monday; September 12th, 2016.
10. At 7:30 p.m., on a motion by LaClair and seconded by Ostroski the Board voted unanimously to adjourn their meeting.

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, 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 July 18, 2016*

1. Minutes from meeting of 6/6/16
2. Chapter 61 Land Lien for property on 327 Warner Hill Road, dated 7/18/16
3. Warrant to the Collector for Fiscal Year 2017 real and personal property commitment
4. 2016 motor vehicle commitment #Section 5 and #4
5. Monthly list of abatements for June and July, 2016
6. Deeds for Hansen property
7. Letter to Hansen regarding deed discrepancy, 7/18/16
8. FY 2017 Tax Map Maintenance Contract, for period 1/1/16-12/31/16
9. CAI Technologies web hosting support invoice, 7/1/16
10. CAI Technologies Tax Map Maintenance invoice, 7/1/16
11. Franklin County Assessor's Association annual dues invoice, FY 2017
12. Community Software Consortium annual dues invoice, FY 2017
13. Fiscal Year 2016 Registry of Deeds invoice for plan copies, 7/1/15-6/30/16
14. Letter from New England Investment Holding Corp., 7/8/16
15. Deeds for May, 2016
16. Building construction for April and May, 2016

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