

**CHARLEMONT BOARD OF ASSESSORS**  
**APRIL 10, 2023 MEETING MINUTES**  
**CHARLEMONT ASSESSOR'S OFFICE**

**Members Present/ Participating:**

Karen Rau; Chair, Jacqueline Cashin, Anthony Ostroski

**Call to Order**

Rau called the meeting to order at 6:30 p.m.

**#1: Approval of Minutes**

The Board reviewed the minutes from their 3/6/2023 meeting. On a motion by Rau and seconded by Cashin, the Board voted unanimously to approve the minutes as written.

The Board reviewed the amended minutes from their 1/9/2023 meeting; Hayden explained that the only amendment was that she had mis-stated the CAI ArcGIS site fix cost to be \$1,800 when it was only \$800. On a motion by Rau and seconded by Ostroski, the Board voted unanimously to approve the minutes of 1/9/2023, as amended.

**#2: Board Signatures**

The Board reviewed/signed the following:

1. Warrant to Collector for 2023 motor vehicle excise Commitment #1
2. Monthly list of abatements for November & December, 2022 & February & March, 2023
3. CAI Technologies quarterly tax map maintenance invoice
4. Final revised second home personal property tax policy, as approved at last meeting
5. Local option warrant articles for Town Meeting, as discussed in a previous meeting:
  - a. Increasing exemption amount of Clause 17C ½ exemption
  - b. Increasing income and asset requirements of Clause 41C exemption
  - c. Modifying minimum personal property exemption from \$2,500-\$1,000
6. Fiscal Year 2023 Chapter 61/61A/61B applications and notices of action; Rau motioned, Cashin seconded to approve the applications; Ostroski abstained from voting on Berkshire East's applications as he is employed by them. The Board held off on voting on John Sargent's application, as we are awaiting corrections to the acreage on the management plan and the Certificate from the Department of Conservation and Recreation (DCR). The Board also held off on voting on Monte Chandler's application, as his forest management plan has expired. Hayden said she's waiting for confirmation from a forester on whether Monte will be having her draft his management plan.

**#3: Review/Discussion**

1. Memo from Select Board about reducing spending and 2 ½ override. The memo from the Select Board asking for reduced spending for the remainder of the year and the letter to residents from Chair Valentine Reid was discussed. Because the 2 ½ override vote of \$231,958 was not added to our tax recap, it resulted in a lower tax rate than what it would have been, and it will need to be raised with end of year transfers and free cash. It was noted that we have \$376,202 in free cash. Cashin asked what account the funds will be transferred to and Hayden said it would be the Hawlemont Operating Assessment, to make up the deficit needed to pay the Fiscal Year 2023 assessment. Hayden noted that their BLA advisor, Matt Andre had been notified and said the Town was on the right track with their plan of raising the funds with transfers and free cash. There will also be budget check-in meetings in the future, before the tax recap is submitted to make sure all amounts to be raised are accounted for.

2. The Board reviewed the deeds for February, 2023.
3. The board reviewed the building construction for January and February, 2023.

Adjournment

At 7:51 p.m. on a motion by Rau and seconded by Ostroski, the Board voted unanimously to adjourn their meeting and enter into Executive Session pursuant to General Laws Chapter 59, Section 60, in order to deliberate on pending abatement and/or exemption applications and to not reconvene in open session afterwards. Roll Call vote: Rau-Yes, Cashin-Yes, Ostroski-Yes.

The next meeting will be Monday, May 1, 2023.

Respectfully Submitted,

Carlene Hayden,  
Assessor's Clerk

**Documents Viewed in Meeting of 4/10/2023\***

1. Agenda for meeting of 34/10/2023
2. Minutes for meeting of 1/9/2023
3. Warrant to Collector for 2023 motor vehicle excise Commitment #1
4. Monthly list of abatements for November & December, 2022 & February & March, 2023
5. CAI Technologies quarterly tax map maintenance invoice; 4/1/2023
6. Final revised second home personal property tax policy, as approved at last meeting; 3/6/2023
7. Local option warrant articles for FY 2024 Annual Town Meeting
8. Fiscal Year 2023 Chapter 61/61A/61B applications and notices of action
9. Memo from Select Board regarding reducing spending; 3/27/2023
10. Letter to residents regarding the tax rate; posted to website 4/7/2023.

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