

# CHARLEMONT BOARD OF ASSESSORS

## MAY 6, 2024 MEETING MINUTES

### CHARLEMONT ASSESSOR'S OFFICE

#### Members Present/ Participating:

Anthony Ostroski; Chair, Jacqueline Cashin, Karen Rau

#### Call to Order

Chair Tony called the meeting to order at 7:00 p.m.

#### #1: Approval of Minutes

The Board reviewed the minutes from their 4/1/2024 meeting. On a motion by Tony and seconded by Karen, the Board voted unanimously to approve the minutes, as written.

#### #2: 7:30 Appointment; Melody Whelden, to discuss her exemption application, via Executive Session.

At 7:30 p.m. on a motion by Tony and seconded by Jackie, the Board voted unanimously to adjourn their meeting and enter into Executive Session for purpose #7; to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements; to deliberate on pending abatement and/or exemption applications, which pursuant to G.L. Chapter 59, Section 60 are not open to the general public, to sign the minutes from their last executive session meeting, and to reconvene in open session afterwards. Roll Call vote: Tony-Yes, Jackie-Yes, Karen-Yes.

#### Return to Open Session Meeting

At 9:01 p.m. on a motion by Tony and seconded by Jackie, the Board voted unanimously to return to open session meeting. Roll Call vote: Tony-Yes, Jackie-Yes, Karen-Yes.

#### #3: Board Approval/Signatures

The Board reviewed and signed the following documents:

1. Town Clerk Thorne attended the meeting to witness and notarize the Board's signatures on three Chapter 61 classification land liens. These are amended liens to reflect a change in ownership.
  - a. Steven G. Mosely, Avery Brook Road,
  - b. Kevin & Nichole Knobloch, Legate Hill Road,
  - c. Audrey Flynn & Leigh Frey, 1015 Route 2.
2. Invoice from Harcourt Bindery for 2024 real & personal property commitment book binding.
3. Letter to Andrew Smith regarding amending Chapter 61 plan and lien, to reflect new ownership.
4. Fiscal Year 2024 Gateway exemption reimbursement forms; Veterans Exemptions & MDM-1.
5. 38D requests to Mohawk Park & Country Aire campgrounds.
6. Ratify clause 18 exemption policy, as previously discussed and amended.
7. Monthly list of property tax and motor vehicle excise abatements for April, 2024.
8. Fiscal Year 2024 Chapter 61 applications & notices of action. Due to the lateness of the hour, on a motion by Tony and seconded by Jackie, the Board voted unanimously to table this.

#### #4: Board Discussion and Vote

1. Andrew Smith amendment of forest management plan and lien. Carlene mentioned that in going through the current Chapter 61 land liens, she found that the Smiths had conveyed their property to a Trust in 2010, which triggers an amended management plan and land lien, as well as an application in the new ownership name. She noted that the Smiths had to amend their lien in 2020 when it was found that DCR requires land under residential buildings to be excluded from Chapter 61, so Andrew had paid for an amended lien. After he submitted the check, the Registry of

Deeds increased their recording fees and although Carlene had appealed to them to allow him to pay the prior fee, they still required the increased amount. Considering this and the fact that she hadn't caught the name change at the time, she wondered if the fee for this lien should be covered from their budget? After discussion, on a motion by Tony and seconded by Jackie, the Board voted unanimously to cover the lien recording fee from their budget.

2. 38D requests to campground owners. Carlene explained that previously they were assessing outbuildings associated with seasonal campsites in Country Aire and Mohawk Park to the site owners as personal property, however since they are no longer assessing seasonals and the DOR has ruled that outbuildings are real estate and taxable to the owners of the real property, we are sending a 38D request to the campground owners with the list of structures we have on file for them, and requesting that they update and return it to us. After review, on a motion by Tony and seconded by Jackie, the Board voted unanimously to sign and send the 38D requests.
3. The Franklin County Assessors Association (FCAA) will have their annual meeting on June 6<sup>th</sup> at 5:30 at the Terrazza and is asking for a confirmation on the number of people attending. All members and Carlene will all be attending and she will register them.

#### #5: Review Mail and Correspondence

1. Deeds for March and April, 2024
2. Building permits for March, 2024

#### Adjournment

At 9:12 p.m. on a motion by Tony and seconded by Jackie, the Board voted unanimously to adjourn their meeting. The next meeting will be Monday, June 3, 2024.

Respectfully Submitted,

Carlene Hayden,  
Assessor's Clerk

#### **Documents Viewed in Meeting of May 6, 2024\***

1. Agenda for meeting of 5/6/2024
2. Minutes from the 4/1/2024 meeting
3. Invoice from Harcourt Bindery, 5/6/2024
4. Chapter 61 amended land liens
5. Letter to Andrew Smith, 5/6/2024.
6. Fiscal Year 2024 Gateway exemptions reimbursement Forms, 4/4/2024
7. 38D information requests to Mohawk Park and Country Aire campgrounds, 5/6/2024
8. 2024 Clause 18 exemption policy, 4/1/2024
9. Monthly list of abatements, April, 2024
10. Deeds for March & April, 2024
11. Building permits for March, 2024
12. FCAA annual meeting notice

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