

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

January 13, 2014

Members Present: Sarah Reynolds; Chair, Jacqueline Cashin. Also present was Linda Wagner.

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

1. Linda Wagner attended the meeting to notarize Board signatures for a Chapter 61 land lien.
 2. The Board reviewed a list of parcel link errors from their mapper. The list included parcels which were in the GIS map files but not in the CAMA database. With Wagner's help, the Board was able to identify two of the parcels; the rest would require more research.
 3. The Board reviewed the Fiscal Year 2014 warrants to the Collector. On a motion by Reynolds and seconded by Cashin, the Board unanimously voted to sign the real and personal property and sewer lien warrants.
 4. On a motion by Reynolds and seconded by Cashin, the Board unanimously voted to sign the following:
 - a. 2013 Motor vehicle excise commitment # 6B
 - b. The monthly list of abatements for November and December, 2013
 5. On a motion by Reynolds and seconded by Cashin, the Board unanimously voted to approve the following invoices:
 - a. James Sewall Co.
 - b. Franklin County Assessor's Association
 6. The Board reviewed and signed an Assessor's Notice regarding the sending of Forms of List.
 7. The Board reviewed a Forest Cutting Plan for Berkshire East and the owner unknown property bills.
 8. The Board discussed an email from their mapper that the GIS website is ready for review. Millett noted that she had used the website to create an abutter's list and it worked excellent. She asked the Board if they should revisit their fees for an abutter's list since she no longer needed to create these manually. After discussion, on a motion by Reynolds and seconded by Cashin, the Board unanimously voted to set the fee for an abutter's list to \$1.00 per page; the same as other computer-generated reports.
 9. The Board discussed a time to do the training for the new GIS website and decided that non-warrant Monday evenings would be best, at 5:30 p.m. or later. Millett will let the mapper know.
 10. Millett noted that Town Counsel, Attorney Jeff Blake had stated that the Shea case has gone to land court and that notifying them was difficult as they had been in Russia. Blake stated that the Shea's will contest the taking based on the Town line dispute, and that it will likely be costly as it is a difficult case. It was noted that they will keep the files on Shea for a while longer.
 11. The Board reviewed the list of Assessor's responses to the interrogatories submitted by Ellis, which Attorney Blake had prepared and sent to Ellis. It was discussed that Blake had asked the Board if they would be willing to settle the ATB appeal out of court and had suggested offering to settle at the fiscal year 2014 value, as it had dropped from fiscal year 2013. After discussion, in the interest of saving the Town money, on a motion by Reynolds and seconded by Cashin, the Board unanimously voted to agree to a settlement of no less than \$163,800; this year's value, for the fiscal year of 2013 only.
 12. The Board reviewed the blurb to be put on the website regarding the Assessor vacancy; Reynolds directed the Secretary to also post it on the Town's posting board.
 13. At 8:10 p.m., on a motion by Cashin and seconded by Reynolds, the Board voted unanimously to adjourn.
- At 8:10 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to enter into Executive Session with the intent of not returning to open meeting afterwards, in order to deliberate on pending abatement and/or exemption applications.

Roll Call:

Voting yes: Reynolds, Cashin

Voting no: None

Motion passes unanimously.

Respectfully Submitted,

Carlene Millett,
Assessor's Secretary

List of Documents Viewed in Public Meeting of January 13, 2014*

1. Chapter 61 land lien for 327 Warner Hill Road
2. List of parcel link errors, dated 12/11/13
3. Fiscal Year 2014 warrants to the Collector.
4. Monthly list of abatements for November and December, 2013
5. 2013 Motor vehicle excise commitment #6B
6. Invoices for:
 - a. James Sewall Co., dated 11/30/13
 - b. Franklin County Assessor's Association, dated 1/13/14
7. Assessor's Notice regarding the sending of Forms of List, dated 1/1/14
8. Forest Cutting Plan for Berkshire East, received 12/19/13
9. Owner unknown property bills for fiscal year 2014.
10. Email from Sewall regarding GIS website, dated 12/9/112/13
11. Assessor's responses to Ellis interrogatories, dated 1/8/14
12. Assessor needed request and brief description for website

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