

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

December 14, 2015

Members Present: Jacqueline Cashin; Chair, Anthony Ostroski.

Members Absent: Karen LaClair

The meeting was convened at 7:01 p.m.

1. The Board reviewed the minutes from their 11/9/15 & 11/30/15 meetings. On a motion by Cashin and seconded by Ostroski, the Board unanimously approved the minutes as written.
2. Cashin asked Secretary Hayden how her new hours were working out; Hayden said she hadn't noticed much difference in traffic, but felt that the new hours would be more convenient to the public. Cashin reminded her to change her hours on the town website.
3. The Board reviewed the Housing Authority Payment in lieu of taxes (PILOT) agreement. The nature and calculation formula of this were explained to Ostroski. On a motion by Cashin and seconded by Ostroski, the Board unanimously voted to approve and send the tax assessment.
4. The Board reviewed a letter and Certificate of Penalty Tax (rollback tax) for Molly Scott for the residence found on the property. The certificate will be forwarded to the Tax Collector for her certification when the tax payment has been received. On a motion by Cashin and seconded by Ostroski, the Board voted unanimously to sign the letter and Certificate.
5. The Board reviewed and signed the following (Cashin motioned, Ostroski seconded):
 - a. Warrant to the Collector for the rollback tax assessment
 - b. Warrant to the Collector 2015 motor vehicle commitment #6
 - c. Monthly list of real estate abatements for November, 2015
 - d. Monthly list of personal property abatements for November, 2015
 - e. Monthly list of motor vehicle abatements for November, 2015.
6. The Board reviewed the deeds and building construction for October and November, 2015.
7. The Board reviewed a bill schedule and invoice for Mayflower Valuation.
8. Hayden noted that a property owner had called with a concern of a building being placed on his property on Cherrie Pierson Road. Hayden noted that she checked Google Earth and the building, which appeared to be a yurt was not on his property, but was also not on their records. The Board will make a time to investigate.
9. The Board discussed cancelling their meeting on the 28th and agreed it could be cancelled if there was no pressing business to be attended to. Hayden would confirm with the Board either way.
10. At 7:27 p.m., on a motion by Cashin and seconded by Ostroski, the Board voted unanimously to adjourn their meeting.
11. At 7:27 p.m., on a motion by Cashin and seconded by Ostroski, the Board voted unanimously to enter into Executive Session in order to sign Executive Session meeting minutes, and with the intent to not return to open meeting afterwards.

Roll Call:

Voting yes: Cashin, Ostroski

Voting no: None

Motion passed unanimously.

Respectfully Submitted,
Carlene Hayden,
Assessor's Secretary

List of Documents Viewed in Public Meeting of December 14, 2015*

1. Minutes from meeting of 11/9/15 & 11/30./15
2. FCHRA PILOT agreement/assessment, dated for 12/31/15.
3. Bill schedule for Assessor's salaries, dated 11/9/15.
4. Letter to Molly Scott regarding rollback tax, dated for 12/31/15.
5. Certificate of Penalty Tax for rollback tax, dated for 12/31/15.
6. Warrant to the Collector for the rollback tax assessment
7. Warrant to the Collector 2015 motor vehicle commitment #6
8. Monthly list of real estate abatements for November, 2015
9. Monthly list of personal property abatements for November, 2015
10. Monthly list of motor vehicle abatements for November, 2015.
11. Deeds for October and November, 2015.
12. Building construction report for October and November, 2015.
13. Invoice for Mayflower Valuation, LTD dated 11/13/15.

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