

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

August 11, 2014

Members Present: Jacqueline Cashin; Chair, Sarah Reynolds, Karen LaClair.

The meeting was convened at 7:03 p.m.

1. The Board reviewed the minutes from their meeting of 7/28/14. On a motion by Reynolds and seconded by LaClair, the Board voted unanimously to approve the minutes as written.
2. As discussed at the last meeting, the Board reviewed a letter to the MassDOT explaining that research done on Map 7, parcel 36 shows them to be the owners as part of a 1954 highway taking. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to sign and send the letter and accompanying documents.
3. The Board reviewed the deeds and building construction for July, 2014.
4. The Board reviewed a forest cutting plan extension for 1935 Route 2; Kendrick property.
5. The Board reviewed the 2014 boat excise tax list and noted that they have never assessed this excise.
6. It was noted that there is an upcoming What's New in Municipal Law workshop on Thursday, September 25 and that some of the topics may be of interest. Millett noted that there were 3 workshops that day, and suggested that they could each take a different one. The Board made note of the date and agreed to try to attend the workshop.
7. Millett noted that while working with DLS Technical support to resolve a problem with their CAMA database, they informed her that the Assessor's computer was very outdated as they were still using Windows XP operating system and Microsoft programs which were no longer supported. They strongly suggested the Assessors upgrade their computer to Windows 7 and to 2013 or later Microsoft Office Professional. After discussion, the Board decided this would best be done with a warrant article, but suggested that DLS send a letter with their suggestion for upgrading to support their request. Millett agreed to speak to DLS regarding this.
8. It was discussed that Karen would try to take one of the Course 101 classes offered this year.
9. The Board listened to a message left for them by former Assessor Simon Dean.
10. At 7:31 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to adjourn their meeting.

At 7:31 p.m., on a motion by Cashin and seconded by Reynolds, the Board voted unanimously to enter into Executive Session with the intent to not return to open meeting afterwards, in order to deliberate on pending abatement and/or exemption applications.

Roll Call:

Voting yes: Cashin, Reynolds, LaClair

Voting no: None

Motion passed unanimously.

Respectfully Submitted,
Carlene Millett,
Assessor's Secretary

List of Documents Viewed in Public Meeting of August 11, 2014*

1. Minutes from Assessors meeting of 7/28/14.
2. Letter to MassDOT and related documentation regarding property on map 7, parcel 36, dated 8/11/14.
3. Deeds for July, 2014.
4. Building construction for July, 2014.
5. Forest Cutting Plan extension; 1935 Route 2.
6. 2014 boat excise tax report, dated 7/8/14.
7. Notice regarding What's New in Municipal Law workshop on 9/25/14.

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