

**CHARLEMONT BOARD OF ASSESSORS
SEPTEMBER 12, 2016 MEETING MINUTES**

Members Present: Karen LaClair, Chair, Jacqueline Cashin, Anthony Ostroski.

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

1. The Board reviewed the minutes from their 8/18/16 meeting. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to approve the minutes as written.
2. The Board reviewed and signed the following (LaClair motioned, Ostroski seconded):
 - a. Locally Assessed Utility Cover Letter
 - b. Invoice from the Recorder.
3. Hayden explained that this year they were due to conduct the second homes allocation study, which determines the percentage second homes are valued at for personal property. Hayden showed the Board the study conducted of a selection of the Form of List returns, which came in at 3.65%. This rounds up to the current 4.0%. After discussion, on a motion by Cashin and seconded by Ostroski, it was unanimously voted to keep the second homes allocation percentage at the current 4%.
4. Next, the Board discussed the second home personal property tax as it pertains to owners of rental units, unfurnished and minimally furnished vacation homes. Hayden submitted a spreadsheet of various ways neighboring towns handled this with some not assessing rentals, some not assessing unfurnished and some not assessing homes currently on the market. Discussion ensued as to the fact that all owners of second homes should pay their fair share for having the personalty in town and that currently rental properties are not being assessed using the income approach, as there is not enough cause to support this. On a motion by Ostroski and seconded by Cashin, the Board unanimously voted to assess the second home personal property tax to all second homes, regardless of their status.
5. The Board reviewed the upcoming All Board Meeting agenda, and noted that they weren't asked for any items they wanted submitted for the agenda, as they had been in the past. Hayden told the Board if they had any items they could let her know and she could ask that they be addressed at the meeting.
6. The Board reviewed an email from the Community Software Consortium notifying communities that they were in the process of submitting bids to replace the current State CAMA system. This will share the cost of implementing the new system among the member communities and avoid the Assessors having to ask for Capital funds to pay for this. Hayden noted there will be more information at the annual meeting, which she will be attending.
7. Hayden informed the Board that John Hansen had contacted her about the letter they sent and agreed that the deed did describe the wrong parcel; he said he would contact Attorney Frank Carcio to correct it. She and Carcio had met and crafted the language for the corrective deed; Carcio will send it on to Hansen to sign and will then file it in the Registry of Deeds.
8. Hayden stated that Molly Scott had surveyed her property and that it was sent to the mappers to re-draw, as the survey showed that hers and the Seavey parcels were flip-flopped on their tax maps. The ownership matter still has not been resolved, as neither party feels they are responsible for paying for a corrective deed.
9. The Board reviewed the deeds and building construction for July & August, 2016.
10. The next Board meeting will be Monday; October 3rd, 2016.

At 8:00 p.m., on a motion by LaClair and seconded by Cashin, the Board voted unanimously to adjourn their regular 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, with the intent to not return to open meeting afterwards.

Roll Call:

Voting yes: LaClair, Cashin, Ostroski

Voting no: None

Motion passed unanimously.

Respectfully Submitted,
Carlene Hayden;
Assessor & Secretary

List of Documents Viewed in Public Meeting of September 12, 2016*

1. Minutes from meeting of 8/15/16
2. Locally Assessed Utility Cover Letter; 9/12/16
3. Invoice from the Recorder; 8/31/16
4. Second homes allocation study for FY 2017
5. Spreadsheet of area town's treatment of second home personal property tax
6. 9/22/2016 All Board Meeting Agenda
7. Email from Community Software Consortium; 8/23/16
8. Deeds for July & August, 2016
9. Building construction for July & August, 2016

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