

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

September 28, 2015

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

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

1. The Board reviewed the minutes from their 9/14/15 meeting. On a motion by Ostroski and seconded by LaClair, the Board unanimously approved the minutes as written.
2. The Board reviewed and signed the following:
 - a. 2015 motor vehicle commitment #5 (Cashin motioned, Ostroski seconded),
 - b. Monthly abatements for August and September, 2015 (LaClair motioned, Cashin seconded),
 - c. Notice of uncollected motor vehicle and trailer excise (Ostroski motioned, Cashin seconded).
3. The Board discussed a letter received by TransCanada Hydro stating that they did not own a parcel (Assessor's Map 5, parcel 63.5) which was being assessed to them, but that New England Power did. Hayden explained that she had done extensive research on the deeds involved and could find no evidence that this parcel ever was transferred to TransCanada. The last deed found describing the parcel; Book 2966, page 96 was Allyn Coombs conveying it to New England Power and no further conveyance by New England Power was found. The parcel was also described in Plan Book 72, Page 83. A letter will be sent to NEP explaining this and including supporting documentation. Unless NEP provides documentation to prove otherwise, the parcel will be assessed to them in FY 2016. On a motion by Cashin and seconded by LaClair, the Board voted unanimously to sign and send the letter.
4. The Board reviewed the deeds and building construction report for August, 2015.
5. The Board discussed the increase to their Community Software Consortium (CSC) dues. As discussed at their previous meeting, the dues will increase substantially due to the loss of the free DLS support. CSC has begun the process of sending out RFP's for vendors, but would need to have enough members vote in support of the dues to be able to fund an IT support vendor. Discussion ensued regarding investigating the cost of switching to another CAMA system vs. the dues amount and it was decided that switching was not feasible at this point in time. On a motion by Ostroski and seconded by LaClair, it was unanimously voted to approve the Fiscal Year 2017 CSC dues.
6. Hayden noted that as Ms. Scott was unable to make the inspection appointment for this evening, that another date would need to be chosen; Scott said she could not do Mondays. The Board decided on Tuesday, October 13th for the property inspection of 327 Warner Hill Road and for 1475 Route 2 afterwards, if time.
7. Cashin asked if they could revisit the former policy of not allowing Hayden to assist with property inspections. She explained that this policy has hindered both the Board and their valuation consultant when Board members had been unable to attend or when there has been the need for another person to assist with measuring or taking notes. Further, property owners have been much more receptive to an inspection when Hayden has been along as a familiar face most people know or interact with on a regular basis. It was noted that this would be when Hayden was needed or requested and could spare time out of the office. On a motion by Cashin and seconded by Ostroski, it was unanimously voted to allow their Secretary to attend property inspections, as needed or requested.
8. Ostroski and LaClair asked about the procedure for being reimbursed for their travel to the Course 101 class. Hayden explained that they needed to print out their round trip route from Google Maps now and submit it with their mileage request. Ostroski and LaClair agreed to submit their mileage to Hayden to submit for reimbursement.
9. The Board discussed that since their next meeting would fall on Columbus Day, their next meeting would be Monday, October 26th.
10. At 8:05 p.m., on a motion by Cashin and seconded by Ostroski, the Board voted unanimously to adjourn their meeting.

11. At 8:05 p.m., on a motion by Cashin and seconded by LaClair, the Board voted unanimously to enter into Executive Session pursuant to General Laws Chapter 59, Section 60, in order to deliberate on pending abatement and/or exemption applications, and with the intent to not return to open meeting afterwards.

Roll Call:

Voting yes: Cashin, LaClair, Ostroski

Voting no: None

Motion passed unanimously.

Respectfully Submitted,
Carlene Hayden,
Assessor's Secretary

List of Documents Viewed in Public Meeting of September 28, 2015*

1. Minutes from meetings of 9/14/15
2. 2015 motor vehicle commitment #5
3. Monthly abatements for August and September, 2015
4. Notice of uncollected motor vehicle and trailer excise, dated 9/21/15
5. Letter from TransCanada Hydro dated 7/7/15
6. Deeds for August, 2015
7. Building construction report for August, 2015
8. Deed Book 2966, page 96, dated 12/28/94 and Plan Book 72, Page 83, dated 11/3/88
9. Aerial view of Map 5, parcel 63.5, dated 1/12/15
10. Community Software Consortium voting ballots for Assessing and general tiers

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