

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

October 24, 2011

The meeting was convened at 7:34 p.m., with the following members present: Simon Dean, Chair, Sarah Reynolds and Jacqueline Cashin.

1. The Board reviewed the minutes from their 9/26/11 meeting. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to accept the minutes as written.
2. The Board reviewed and signed a Chapter 61A land lien with a change in acreage.
3. The Board approved their amended Chapter 61 policy, as discussed at the last meeting, to include the note that annual application would no longer be mailed. On a motion by Dean and seconded by Cashin, the Board voted unanimously to accept the amended Chapter 61 policy. The Board also directed their Secretary to draft a letter notifying Chapter 61 landowners of this.
4. The Board reviewed and signed the monthly list of abatements for October, 2011.
5. The Board reviewed the building report for September, 2011.
6. The Board reviewed the deeds for September, 2011.
7. The Board reviewed an email from Cartographic Associates, noting properties which showed a lot size difference of 1 acre or more between the Assessor's maps and MassGIS calculations.
8. The Board reviewed the 2012 contract with Cartographic. After some discussion, on a motion by Reynolds and seconded by Cashin, the Board authorized their Secretary to email Franco Rossi that items remaining from last year need to be completed before they sign the new contract.
9. The Board reviewed a notice of the Fall Franklin County Assessor Association meeting. After deciding that all would attend, the Board authorized their Secretary to submit to the Accountant the appropriate payment for the cost of the meals.
10. The Board congratulated Cashin on successful completion of Course 101.
11. Millett notified the Board that she had spoken to Duane about property damaged by Hurricane Irene and was told that the Assessors should go out and view the damage to the properties they felt were severely affected. Millett noted that Duane stressed that the damage would need to be 50% or more of the entire value; not just the land or the building. Millett also informed the Board that Duane did not recommend posting a notice to residents who would like their properties to be assessed for damage.
12. The Board discussed the email received from the DOR regarding their approval of payments for repairs and costs related to damage from Hurricane Irene, and the inclusion of these payments in the FY 2012 tax rate. The Board directed their Secretary to request an appointment with the Select Board, preferably at their next meeting night of November 14th, to discuss this.
13. The Board discussed the research completed by Valley Title Company with regard to the Berkshire East property, and noted that most of it belonged to Berkshire East. The research packet will be sent to Cartographic Associates with their annual update of the maps. The Board discussed that they still had a credit with Valley Title and on a motion by Reynolds and seconded by Dean, the Board voted unanimously to have Valley Title Company next research a 35 acre "Owner Unknown" parcel. The Board directed their Secretary to contact Deb at Valley Title.
14. At 8:36 p.m., on a motion by Cashin and seconded by Reynolds, the Board voted unanimously to adjourn their regular meeting.

At 8:53 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to adjourn their meeting.

At 8:53 p.m., on a motion by Dean 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: Dean, Reynolds, Cashin

Voting no: None

Motion passes unanimously.

Respectfully Submitted,

Carlene Millett,
Assessor's Secretary

List of Documents Viewed in Public Meeting of October 24, 2011*

1. Chapter 61A land lien for Healy property
2. Amended Chapter 61 policy
3. Monthly list of abatements for October, 2011.
4. Building reports for September, 2011.
5. Deeds for September, 2011
6. Email from Cartographic Associates regarding acreage differences, dated 10/13/11
7. 2012 Cartographic Contract
8. FCAA Annual Fall Meeting registration form.
9. Valley Title research packet of Berkshire East property, dated October 7, 2011

***Documents not attached to minutes are stored in their respective file in the Assessor's office.**