

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

**May 12, 2014**

**Members Present:** Sarah Reynolds; Chair, Jacqueline Cashin, Pam Wilder.

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

1. The Board reviewed the minutes from their meeting of 4/28/14. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to approve the minutes as written.
2. The Board reviewed their GIS Internet Services Maintenance Agreement with CAI Technologies. On a motion by Reynolds and seconded by Cashin, the Board voted unanimously to sign the agreement. It was noted that the invoice can not be paid until Fiscal Year 2015.
3. The Board reviewed and signed the following documents:
  - a. 2014 motor vehicle commitment #2A
  - b. Monthly list of abatements for April, 2014
4. The Board reviewed the deeds and building construction for April, 2014.
5. The Board reviewed and discussed parcels 1 and 3 on map 4. Millett noted that upon reviewing the deed description for the parcels, they appeared to be reversed on the maps. It was agreed that the parcels did appear to be reversed and would need further review.
6. The Board reviewed the information noted on a record card with Wilder and answered several questions she had.

At 7:26 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to enter into Executive Session with the intent to return to open meeting afterwards, in order to deliberate on pending abatement and/or exemption applications.

**Roll Call:**

Voting yes: Reynolds, Cashin, Wilder

Voting no: None

Motion passed unanimously.

At 7:34 p.m. the Board returned to open meeting.

7. The Board reviewed the deed description and Assessor's Tax Map for parcels 1 and 3 on map 4. After some discussion and research, the Board agreed that the parcels were reversed and also that the right of way noted on the deed should be included. The information will be sent to the mapper for review/update.
8. At 8:36 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to adjourn their meeting.

Respectfully Submitted,

Carlene Millett,  
Assessor's Secretary

**List of Documents Viewed in Public Meeting of May 12, 2014\***

1. Minutes from meeting of 4/28/14
2. GIS Internet Services Maintenance Agreement with CAI Technologies, dated 5/6/14
3. 2014 motor vehicle commitment #2A
4. Monthly list of abatements for April, 2014
5. Deeds and building construction for April, 2014
6. Deed for map 4, parcels 1 &3, dated 4/17/14
7. Assessor's Tax Map 4

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