

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

**June 8, 2015**

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

The meeting was convened at 7:05 p.m.

1. After discussion regarding changing the Chair, since LaClair and Ostroski were fairly new to the Board, on a motion by LaClair and seconded by Ostroski, the Board voted unanimously to have Cashin remain as Chairperson.
2. The Board welcomed Ostroski to the Board and noted they were glad to have him join them.
3. The Board reviewed the minutes from their 5/11/15 meeting. On a motion by Cashin and seconded by LaClair, the Board voted unanimously to approve the minutes, as written.
4. It was noted that a warning letter was received by the DOR regarding LaClair needing to take the Course 101 by 6/30/16. LaClair indicated that she intended to take the course being offered at Umass this August. Ostroski will likely attend the August course as well. Millett will forward information on the class dates when received.
5. The Board reviewed an invoice from Mayflower Valuation, LTD. and explained to Ostroski that they received these around 4 times per year as part of their contract with their valuation consultant. On a motion by Cashin and seconded by LaClair, the Board voted unanimously to approve the invoice for payment.
6. Millett noted that she had submitted for their bi-annual salaries and that Anthony would receive a pro-rated amount for the month of June.
7. On a motion by Cashin and seconded by LaClair, the Board reviewed and signed the following documents:
  - a. 2015 motor vehicle commitment #3
  - b. 2015 motor vehicle commitment #99.
8. The Board reviewed the Form 126A farm plate exemption applications and explained to Ostroski that farm plate holders who filed the application were exempted from paying the excise tax. On a motion by LaClair and seconded by Cashin the Board voted unanimously to approve the applications.
9. The Board reviewed the monthly list of abatements and on a motion by Cashin and seconded by LaClair, the Board voted unanimously to sign the list of abatements for May, 2015.
10. The Board reviewed the DAV and personal exemptions which had submitted to the DLS for reimbursement. It was explained to Tony that the Board was partially reimbursed by the State for disabled veterans who were exempt from motor vehicle excise and for the exemptions of property taxes granted to qualifying seniors and veterans. These are submitted for each year in June to partially reimburse the Town for the loss of revenue.
11. Millett noted that Town Clerk Kathy Reynolds, upon hearing that Linda Wagner (former Town Clerk) would not be renewing her Notary Public commission, had offered to notarize documents for the Board. The Board expressed their appreciation for the offer and Millett would give her a few weeks' notice when they had documents to notarize.
12. The Board discussed vacation dates: Ostroski would be gone for the June 22<sup>nd</sup> meeting, Millett would be away the week of July 13<sup>th</sup>, LaClair would be gone during the week of August 3<sup>rd</sup> and Cashin would be away August 24<sup>th</sup>.
13. At 7:22 p.m., on a motion by Cashin and seconded by LaClair, the Board voted unanimously to adjourn their meeting.
14. At 7:20 p.m., on a motion by Cashin and seconded by LaClair, the Board voted unanimously to enter into Executive Session 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: Cashin, LaClair, Ostroski

Voting no: None

Motion passed unanimously.

Respectfully Submitted,  
Carlene Millett,  
Assessor's Secretary

## **List of Documents Viewed in Public Meeting of June 8, 2015\***

1. Minutes from meeting of 5/11/15.
2. Letter from DOR, Division of Local Services regarding Course 101 deadline, dated 6/5/15.
3. Invoice from Mayflower Valuation, LTD dated 6/1/15.
4. 2015 motor vehicle commitment #3.
5. 2015 motor vehicle commitment #99.
6. Form 126A farm plate exemption applications.
7. Monthly list of abatements for May, 2015.
8. Request for reimbursement of motor vehicle excise exemptions (DAV), dated 6/1/15.
9. Form MDM-1 request for reimbursement of real estate personal exemptions, dated 6/1/15.
10. Form 126A farm plate exemption applications:
  - a. William & Norma Coli; Blue Heron Farm, dated 12/2/14.
  - b. Timothy Eichholz; Oakwood Farm, dated 12/2/14.
  - c. William & Gail Hathaway; Hathaway Logging, dated 12/9/14.
  - d. Jonathan Healy; Hall Tavern Farm, dated 12/7/14.
  - e. Norman Hicks, dated 12/29/14.
  - f. Nelson Lanoue, dated 12/29/14
  - g. Richard Turner, dated 12/23/14.

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