

**CHARLEMONT BOARD OF ASSESSORS
OCTOBER 19, 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 10/3/16 meeting. On a motion by Cashin and seconded by Ostroski, the Board voted unanimously to approve the minutes as written.
2. The Board reviewed an invoice from CAI Technologies. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to approve the invoice for payment.
3. The Board discussed the replacement of their database software. Hayden noted that at the Community Software Consortium (CSC) annual meeting, they were informed that CSC had named Tyler Technologies as the successful bidder for the software replacement. In support of this selection, MassIT was also agreeing to fund the cost of converting the software from the State CAMA system to Tyler's. Kirsten Shirer, from the DLS was also there in support of the choice and to let communities know that DLS will assist with the conversion as much as possible.

Hayden presented the Board with the information packet supplied by Tyler, which included answers to common questions and the annual cost for the software. Hayden provided the Board with two other vendor quotes she had collected, and noted that with MassIT covering the cost of the conversion, going with Tyler seemed the most financially viable option for Charlemont, especially with the DLS being in support. If they opted to go with another vendor, they would be responsible for funding the conversion themselves, which would cost around \$5,000, and require them to request a capital article. Hayden told the Board that she had spoken with Duane Adams, from Mayflower to ensure he would continue to be their valuation consultant if they made the switch, and he had said he would, and indicated that he was familiar with Tyler Technologies. She told the Board that there would be two informational webinars given by Tyler next week and that she would forward the information to them when she received it.

Hayden went on to explain that in order for the proposal to be feasible for Tyler, they needed at least 40 communities to accept, and were asking for a signed, non-binding Memorandum of Understanding by November 15th so that they would know there were enough interested communities to move forward. If the Town were interested, signatures would be needed from the Board of Assessors, Select Board and Finance Committee. After reviewing and discussing the proposal, the Board all agreed this was an attractive proposal and seemed the best solution. On a motion by Cashin and seconded by Ostroski, the Board voted unanimously to sign the MOU to convert to Tyler Technologies. Hayden said she would be presenting the information to the Select Board and Finance Committee at their joint meeting on Friday.

At 7:45 p.m., on a motion by LaClair and seconded by Ostroski, 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's Secretary

List of Documents Viewed in Public Meeting of October 19, 2016*

1. Minutes from Assessor's meeting of 10/3/16
2. Invoice from CAI Technologies, 10/1/16
3. Packet of informational documents from Tyler Technologies

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