

**CHARLEMONT BOARD OF ASSESSORS
DECEMBER 21, 2016 MEETING MINUTES**

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

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

1. The Board reviewed the minutes from their 12/5/16 meeting. On a motion by Ostroski and seconded by Cashin, the Board voted unanimously to approve the minutes as written.
2. The Board reviewed an email from the Commissioner of Revenue's office regarding the potential settlement of pending ATB (Appellate Tax Board) cases filed by Verizon on the valuation of their personal property. The settlement agreement would result in a no-interest refund of 7% of the personal property value for the Fiscal Years 2010-2016. Charlemont currently has pending appeals for the Fiscal Years 2010 and 2011, and would result in a \$5,444.00 payout. Hayden explained that the Division of Local Services (DLS) was looking for an indication of how many Communities would be in favor of a settlement. It was noted that if the ATB were to rule in favor of Verizon, the amount refunded to them would be subject to 8% interest each year in addition to the refunded amount. The Board asked what was remaining in their Overlay Account, to which Hayden replied they had an estimated \$52,000 and change. She noted that she had calculated 1/3 of the value on these appeals and raised that much on their overlay, which was much more than the payout in the potential settlement. It was further discussed that if these appeals were settled, the only pending appeal remaining would be the FY 2016 one filed by MCI. On a motion by LaClair and seconded by Ostroski, the Board voted unanimously to settle the pending appeals with Verizon for \$5,444.00, per the agreement spelled out by the DLS. Hayden will notify DLS that Charlemont is in favor of settling the appeals, and will ask if this one could effect a possible settlement with the MCI appeals as well.
3. The Board reviewed and signed the following Fiscal Year 2017 assessment documents (LaClair motioned and Ostroski seconded):
 - a. Assessor's Warrant to Collector for Real Estate Tax
 - b. Assessor's Warrant to Collector for Personal Property Tax
 - c. Assessor's Warrant to Collector for Sewer District Certified Overdue Fees Plus Interest
 - d. Franklin County Housing & Redevelopment Authority Payment in Lieu of Tax assessment (PILOT)
 - e. Notice of Commitment to Accounting Officer
4. The Board reviewed a notice of apportionment of on real estate taxes, assessed to Thomas & David Shields and Berkshire Highlands, LLC. Shields had sold a large portion of their property the Berkshire Highlands, and the Attorneys for both parties had requested an apportionment of the remaining taxes. The Board signed the cover letter and notice of apportionment to both parties, with Ostroski disclosing that he works for Berkshire East, but received no financial gain by signing the apportionment.
5. The Board reviewed and signed the Assessor's statement of taxable real and personal property to be included in the Fiscal Year 2016 bound commitment book.
6. The Board reviewed and signed the following Gateway forms:
 - a. LA-3
 - b. LA-4
 - c. LA-13
 - d. LA-13A
 - e. LA-10
 - f. Levy Limit
 - g. OL-1
 - h. Tax Rate Recap, page 1.
7. The Board reviewed and signed the monthly real estate abatements for October, November and December, 2016 (LaClair motioned, Cashin seconded).
8. The Board reviewed the deeds and building construction reports for October-December, 2016.

At 7:22 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 December 21, 2016*

1. Minutes from Assessor's meeting of 12/5/16
2. Email from DLS/Commissioner of Revenue's office regarding potential Verizon ATB settlement; 12/13/16.
3. Assessor's Warrant to Collector for Real Estate Tax; 12/30/16
4. Assessor's Warrant to Collector for Personal Property Tax ; 12/30/16
5. Assessor's Warrant to Collector for Sewer District Certified Overdue Fees Plus Interest; 12/30/16
6. Franklin County Housing & Redevelopment Authority PILOT assessment; 12/30/16
7. Notice of Commitment to Accounting Officer; 12/30/16
8. Cover letter and Notice of Apportionment Of Tax On Real Estate Subsequently Divided; 12/30/16
9. Assessor's statement of taxable real and personal property for Fiscal Year 2016 commitment book; 12/30/16
10. Gateway forms (Assessor's signatures dated 12/21/16):
 - a. LA-3
 - b. LA-4
 - c. LA-13
 - d. LA-13A
 - e. LA-10
 - f. Levy Limit
 - g. OL-1
 - h. Tax Rate Recap, page 1.
11. Monthly real estate abatements for October-December, 2016
12. Deeds and Building construction report for October-December, 2016

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