

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

July 28, 2014

Members Present: Jacqueline Cashin; Chair, Sarah Reynolds, Karen Laclair. Also present was Patrick Rondeau.

The meeting was convened at 7:01 p.m.

1. The Board reviewed the minutes from their meeting of 6/23/14. On a motion by Cashin and seconded by Reynolds, the Board voted unanimously to approve the minutes as written.
2. The Board reviewed and signed the following documents:
 - a. 2014 motor vehicle excise commitments #3A & 4.
 - b. Monthly list of abatements for July, 2014.
 - c. Invoices from:
 1. Community Software Consortium; FY 2015 membership dues
 2. Mass. Association of Assessing Officers; FY 2015 membership dues
 3. CAI Technologies; annual GIS website maintenance
3. The Board reviewed and discussed the deeds and building construction for June, 2014.
4. Patrick Rondeau, of Bluegreen Corporation attended the meeting to discuss ownership of a parcel believed to be owned by Bluegreen Corporation (formerly Patten Realty Corporation). Mr. Rondeau explained that he had a title search done by Valley Title Corporation, which revealed that while Bluegreen does own parcel 37 on map 7, parcel 36 was part of a Massachusetts highway taking and bridge relocation in 1954, and therefore belongs to the Department of Transportation. Rondeau provided copies of his findings for the Board, and noted that his staff had erroneously believed that parcel 36 had belonged to them. After discussion, it was agreed that ownership of the parcel was held by MassDOT and this information will be forwarded to them. The Board thanked Mr. Rondeau.
5. The Board noted that the Community Software Consortium meeting will be Thursday, September 11 and that more information would follow. Millett noted that this was usually a very informative meeting and worth attending.
6. The Board reviewed a cutting plan for 1431 Route 2, received from the DCR.
7. The Board reviewed the Farmland Valuation Advisory Committee's Fiscal Year 2015 Chapter 61 & 61A values and noted that the only change was to Productive Woodland; going from \$65.00 to \$71.00 per acre.
8. The Board reviewed a publication regarding Chapter 61 programs received by the UMass Extension, which explained the various Chapter 61 programs. Millett noted that she had requested additional copies as it is a good resource and the Board noted that they would each like a copy.
9. The Board reviewed and discussed the property inspections they had conducted. Millett clarified a few things on a sketch and the Board reviewed and signed a letter to a property owner explaining that the value on her property was accurate. Millett shared information she had received from DLS regarding posted properties. The Board has no police powers regarding the entering of posted property, however, they should send out a 38D request to the property owner for a written return under oath of information on the property for the determination of value. Millett explained this was essentially the Income & Expense letters sent to owners of commercial & industrial properties and that she had a request in to the MAAO for a sample of this letter for residential property. It was further noted that if the owner fails to respond within 60 days, that the Board can use their best judgment to assess the property and if the owner refuses access to the Assessors, they lose their power to appeal it to the ATB. Millett noted she would use the sample letter from the MAAO, if available and have the Board sign it for the Maxwell Road and Cherrie Pierson posted properties. She noted that previous letters to the owners have gone unanswered. Millett noted that Marie Hall had responded to their request for inspection and agreed the Board could come anytime they wanted. It was decided they would go on Wednesday, July 30 and would call to let Marie know.
10. A memo from the Board of Selectmen was received regarding missing items from the Town Hall. Millett noted that the disappearance of her set of Board keys was among the missing items. It was noted that an investigation has been opened with the police and that any suspicious activities should be reported to Officer Bellows.
11. The Board reviewed the summer, 2014 edition of the Beacon.
12. At 7:59 p.m., on a motion by Reynolds and seconded by Cashin, the Board voted unanimously to adjourn their meeting.

At 7:59 p.m., on a motion by Cashin and seconded by Reynolds, the Board voted unanimously to enter into Executive Session with the intent to not return to open meeting afterwards, in order to deliberate on pending abatement and/or exemption applications.

Roll Call:

Voting yes: Cashin, Reynolds, Laclair

Voting no: None

Motion passed unanimously.

Respectfully Submitted,

Carlene Millett,

Assessor's Secretary

List of Documents Viewed in Public Meeting of July 28, 2014*

1. Minutes from Assessors meeting of 6/23/14
2. 2014 motor vehicle excise commitments #3A & 4, dated 8/13/14.
3. Monthly list of abatements for July, 2014.
4. Invoices from:
 - a. Community Software Consortium; FY 2015 membership dues
 - b. Mass. Association of Assessing Officers; FY 2015 membership dues
 - c. CAI Technologies; annual GIS website maintenance, dated 5/7/14.
5. Deeds for June, 2014.
6. Building construction for June, 2014.
7. Highway layout, plan, file and related documentation regarding property on map 7, parcel 36.
8. Notice regarding CSC annual meeting.
9. Forest Cutting Plan; 1431 Route 2, dated 7/8/14.
10. FVAC Chapter Land Recommended Values for Fiscal Year 2015.
11. Publication "Understanding the Massachusetts Ch. 61 Current Use Tax Programs", dated 6/19/14.
12. Property cards for inspected properties:
 - a. 9 East Harmony Road
 - b. 77 Rowe Road
 - c. Maxwell Road
 - d. 7 Tea Street Extension
13. Memo from Board of Selectmen, dated 7/21/14.
14. Summer, 2014 edition of the Beacon.

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