

CHARLEMONT BOARD OF ASSESSORS
OCTOBER 6, 2025 MEETING MINUTES
CHARLEMONT ASSESSOR'S OFFICE

Members Present/ Participating:

Karen Rau: Chair, Anthony Ostroski, Andrea Santos

Call to Order

Rau called the meeting to order at 6:33 p.m.

Approval of Minutes

The minutes from the 8/4/2025 Assessor's meeting were reviewed. On a motion by Rau and seconded by Santos, the minutes were approved, as written.

#1: Board Approval/Signatures

After review, on a motion by Rau and seconded by Ostroski, the Board voted unanimously to approve/sign the following:

1. Warrant to Collector and Notice of Commitment for 2025 motor vehicle excise commitment #5,
2. Monthly list of property & excise tax abatements for August & September, 2025.
3. On a motion by Rau and seconded by Santos, the Board voted unanimously to approve an invoice from CAI for their tax map updates.

#2: Board Discussion

4. Hayden reminded the Board that they need to sign off on the Gateway Preliminary LA-4 report, so we can receive preliminary certification of our FY 2026 values.
5. Data Quality Inspections by the Board. The Board reported on the properties their BLA advisor had questions on during her data quality inspections. 26 Riddell Road; 1 measurement was off, there is no basement and the grade is average-good. 5 Heath Stage Terrace; there is an 8x10 shed that should be on the property. 336 South River Road; there is a question of whether there is a basement under the mobile home on the property, Karen will inspect it. 10 South Street; there appears to be a structure behind the office that is not on the card; Santos will check it out.
6. Public Disclosure. Hayden presented a draft public disclosure notice, which notified the public that the proposed Fiscal Year 2026 values were posted and that values were subject to change during this period. The disclosure period has not been decided yet.

#3: Review Mail and Correspondence

1. The Board reviewed a forest cutting plan for the Coli property on Warner Hill Road.
2. The Board reviewed the deeds for July & August, 2025.

Adjournment

At 7:11 p.m. on a motion by Rau and seconded by Ostroski, the Board voted unanimously to adjourn their meeting and enter into Executive Session for purpose #7 (to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements); to deliberate on pending abatement and/or exemption applications, which pursuant to G.L. Chapter 59, Section 60 are not open to public inspection, and to not reconvene in open session afterwards. Roll Call vote: Rau-Yes, Ostroski-Yes, Santos-Yes.

The next meeting will be Monday, November 3rd, 2025.

Respectfully Submitted,

Carlene Hayden,
Assessor's Clerk

Documents Viewed in Meeting of 10/6/2025*

1. Agenda for meeting of 8/4/2025
2. Warrant to Collector for 2025 motor vehicle excise commitment #5,
3. Notice of Commitment for 2025 motor vehicle excise commitment #5,
4. Monthly list of property & excise tax abatements for August & September, 2025,
5. Invoice from CAI for tax map updates, 10/1/2025,
6. Data quality inspection property cards:
 - a. 26 Riddell Rd
 - b. 5 Heath Stage Terrace
 - c. 336 South River Road
 - d. 10 South Street
7. Draft Public Disclosure notice
8. Forest Cutting Plan for Coli, Warner Hill Road
9. Deeds for July & August, 2025.

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