

**CHARLEMONT BOARD OF ASSESSORS  
APRIL 4, 2022 MEETING MINUTES**

**CHARLEMONT ASSESSOR'S OFFICE & CONFERENCE CALL**

**Members Present/ Participating:**

Jacqueline Cashin; Chair, Anthony Ostroski, Karen Rau.

Call to Order

Cashin called the meeting to order at 6:40 p.m.

#1: Approval of Minutes

The Board reviewed the minutes from their 3/7/2022 meeting. On a motion by Cashin and seconded by Ostroski, the Board unanimously voted to approve the minutes as written.

#2: Board Action/Signatures

The Board reviewed/approved and signed the following:

1. Notices of Apportionment of Fiscal Year 2022 taxes for Sean Addison & Amy Coates and Ekoorb, LLC, per request for apportionment (Cashin motioned, Rau seconded, all in favor);
2. The Board reviewed approved and signed a letter to the Select Board regarding cleaning and painting of Town Hall and painting and removal of non-working cabinets in the Assessor's office.
3. Application for destruction of records; Form RMU (Cashin motioned, Rau seconded, all in favor);
4. Request for filing extension to Fiscal Year 2023 38D-38F Requests, by Great River Hydro. On a motion by Cashin and seconded by Ostroski the Board voted unanimously to approve an extension until May 15, 2022.
5. Invoice from CAI for quarterly tax map maintenance (Cashin motioned, Ostroski seconded, all in favor);
6. Monthly list of property tax and motor vehicle excise tax abatements for March, 2022 (Cashin motioned, Ostroski seconded, all in favor).

#3: Review Correspondence

The Board reviewed the deeds for February, 2022.

#4: Board Discussion

After commenting on the improved appearance of the office, since the one remaining meeting chair cushion was ripped and only had one tie left, the Board directed Hayden to purchase 4 new chair cushions as well as new blinds and a picture for the Assessor's office with funds appropriated from their budget.

The next meeting will be Monday, May 2, 2022.

Adjournment

At 7:00 p.m. on a motion by Cashin and seconded by Rau, the Board voted unanimously to enter into Executive Session pursuant to General Laws Chapter 59, Section 60, in order to deliberate on pending abatement and/or exemption applications and to not reconvene in open session afterwards.

Roll Call vote: Cashin-Yes, Ostroski-Yes, Rau-Yes.

Respectfully Submitted,

Carlene Hayden,  
Assessor's Clerk

**Documents Viewed in Meeting of April 4, 2022\***

1. Agenda for meeting of 4/4/2022
2. Minutes from meeting of 3/7/2022
3. Notices of Apportionment of Fiscal Year 2022 taxes for Sean Addison & Amy Coates and Ekoorb;  
4/4/2022
4. Email request for apportionment of taxes; 1/25/2022
5. Letter to the Select Board regarding cleaning and painting of Town Hall & Assessor's office;  
4/4/2022
6. Application for destruction of records; Form RMU
7. Email request for filing extension by Great River Hydro to 38D-38F Request; 4/4/2022
8. Invoice from CAI for quarterly tax map maintenance; 4/1/2022
9. Monthly list of property tax and motor vehicle excise tax abatements for March, 2022
10. Deeds for February, 2022

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