

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

December 7, 2009

The meeting was convened at 7:35 p.m. with the following members present: Sarah Reynolds, Dave Cunningham and Simon Dean. Also present was Jean Brisson, Select Board Chair.

1. Moved by Cunningham and seconded by Dean, the Board voted unanimously to elect Reynolds as the Chairperson.
2. The Board reviewed 7 (seven) motor vehicle abatements; 4 were approved and 3 were returned for needing additional information.
3. The Board approved and signed the following DOR tax rate forms; LA-4, LA-3, LA-15 & LA-13.
4. The Board approved and signed excise tax commitment forms.
5. The Board discussed needing to change the Board's Business cards and the need for Board identification tags. Dean will ask the Secretary to look into this.
6. The Board discussed their meeting nights and decided that they will meet on Monday nights, and will discuss at their next meeting which Mondays it will be.
7. The Board discussed their FY 2011 budget request and voted to table it until their next meeting. The Board will invite the Town Accountant to their next meeting to determine what expenditures have been submitted and to accurately approve their 2011 budget.
8. The Board reviewed and discussed 2 (two) Chapter 61 Applications; 1 needs to be filed and 1 needs the information updated in the CAMA software, both have been recorded in the Registry of Deeds.
9. The Board discussed Farm Animal/Machinery Excise and voted to table this until the next meeting, after the new Assessors have the opportunity to review this.
10. A letter from the Department of Veterans Services was read and was determined and voted to give the information to Roy to confirm this was in the recap.
11. A note was read from P. Waters regarding removal of an outbuilding, and it was voted that a letter be sent stating that the Board needs a copy of the Demo permit in order to consider abatement.
12. The Board reviewed 5 (five) recorded deeds that need updating in the CAMA system.
13. The Board reviewed and voted to approve the 3 (three) bills; telephone, Registry of Deeds and computer service.
14. A letter was read and discussed regarding the assessed value of property on Tower Road. It was voted to check on a building permit and property values. This item is tabled until the next meeting.
15. The next meeting of the Board will be Monday, December 21, 2009 at 7:30 p.m.
16. At 10:38 P.M., the Board voted to enter into Executive Session, and stated that they would not be returning to regular session afterwards, for the reason of: "to comply with the provisions of any general or special law or federal grant-in-aid requirements", specifically, MGL ch. 59:60-Records of Abatements (see attached). A roll call vote was taken and goes as follows; Reynolds-yes, Cunningham-yes and Dean-yes. The motion passed unanimously.

Respectfully Submitted,

Carlene Millett,

Secretary