

## Charlemont Board of Assessors Meeting Minutes

Date: February 28, 2007

Present: Carol A. Rice, Michael E. Kane and Andrea Santos

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The meeting was convened at 6:30 p.m.

The Board reviewed and approved the minutes of the February 17, 2007 meeting. The minutes of the January 24, 2007 meeting have been e-mailed to the website.

Roy Bishop had to reschedule from February 28 to March 2, weather permitting. If he is unable to be here on March 2, he will be asked to be here on Monday. Mrs. Purinton has begun entering the 2006 deeds into the computer.

Christopher Keefe, our certification advisor from the Springfield D.O.R., will be in the office on Tuesday, March 6, to have our FY 2008 revaluation work plan completed. Mr. Bishop said that Mr. Keefe will ask for more information that just the work plan. Mr. Keefe said that it would not be necessary for an Assessor to be present at this meeting.

A Form 3ABC for a tax-exempt organization was reviewed by the Board since it contained a letter from the new trustee. It was accepted and will be filed with the FY 2008 exemption forms. A form of list was submitted with a request for the work papers on the assessment of the company's personal property. Since the total valuation is below the \$2,500 minimum, no tax will be assessed for FY 2008. Mrs. Rice signed a letter informing them. A form of list from a camper owner was also reviewed; it will be held and the Board will check with the campground owner when the inspections are done.

A letter was signed to two new property owners who purchased two parcels in 2006 which were described on the same deed. They have the option of leaving them separate or combining them for assessment purposes. The Board needs their decision in writing.

Mrs. Rice signed a letter to the property owner whose Chapter 61 forest management plan was approved at the last meeting. She was notified that no documents needed to be recorded.

A copy was made of the motor vehicle excise discretionary abatement policy signed by the Board at the last meeting for each Assessor's manual.

It appears that a parcel on Mountain Road is not being assessed. Research of our records shows that it has frontage and acreage that is not included with the abutting assessed parcel. Mrs. Purinton will do more research at the Registry of Deeds/Plan Room and then ask Mr. Bishop to review it. If it is not included with the acreage of the abutting parcel, it will be assessed for FY 2008 and the owner notified of the oversight.

E-mail messages from David Burgess and Donna Putt regarding the letter sent to the M.A.A.O. were shared with the Board.

The attorney that was sent a letter regarding the property covered by a deed he prepared called the office after speaking with the previous owner to let the Assessors know which parcel was transferred.

Stevens Marston, who recently started RENT-A-SSESSOR, has an appointment to speak with the Board regarding his services.

The Community Software Consortium sent a ballot for election of a new member to the Board of Directors. After brief discussion, the ballot was completed and will be faxed to CSC. We also received notice of CSC training in Springfield on Thursday, March 22. The Board left it up to Mrs. Purinton whether or not she will attend.

The M.A.A.O. 2007 Spring Conference will be held on April 23 and 24 at the Conference Center in Marlborough. Registration and more information can be found on line.

The Board reviewed a FY 2007 abatement application for land valuation. The original document that provided the information used to determine use and value was discussed; the state use code listing and the Chapter 61A land values by use were also reviewed. The assessment was accurate so the Board voted to deny the application. A formal denial notice was signed and a cover letter will be prepared for Mrs. Rice's signature. It was suggested that a copy of the documents that went into the decision also be included with the letter. The remaining abatement applications will be put off to the next meeting with the hope that our consultant will have more information to assist in the decisions.

The Assessors discussed when the campground inspections would be done; letters have already been sent to the campground owners notifying them that inspections will be done this year and that they will be contacted for a mutually acceptable date. The last week of March would enable all Board members to be available.

There is a special town meeting scheduled for Tuesday, March 13, at 7:00 p.m. at the Town Hall meeting room. One of the items on the warrant is a vote to return \$70,000 to the Stabilization Account. Several pay raises for FY 2007, including Assessors Secretary, are also on the warrant.

The next Board meeting will be on March 14, 2007. Mr. Kane will be out of Town.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Gloria Jean Purinton

Secretary