

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

February 8, 2010

The meeting was convened at 7:31 p.m. with the following members present: Sarah Reynolds, Dave Cunningham and Simon Dean. Also present were Roy Bishop, Tom & Jacqueline Cashin and Jean Brisson, Select Board Chair.

1. The Board met with Roy Bishop to discuss his proposal. Dean informed Bishop that it was brought to their attention that by law, per the Uniform Procurement Act, the Board is required to solicit three quotes for contracts in the amount of \$5,000 up to \$24,999. Bishop stated that he understood, stating that the Board only needs to make phone calls and offered to provide the Board with some names of other Companies. Cunningham stated that training will be a big factor in their choice, as this is a new Board with a new Secretary and all have little experience. Bishop agreed that it will be in his best interest to train and help the Board as much as possible. Cunningham asked for clarification as to when the contract/bishop's job ends. Bishop stated that the contract is from now until Certification. Reynolds noted a date error in the contract. After some discussion as to the different types of computer systems available, the meeting with Bishop concluded.
2. The Board met with Tom & Jacqueline Cashin to discuss where their application and abatement stands. The Cashins' submitted a map showing where the un-enrolled acres were located, and with Bishop's assistance, the Board re-figured their abatement. The Board informed the Cashins' that their Lien has been filed with the Registry and that they are set with their Chapter Status. The Board stated that they would issue a new Abatement Certificate to the Cashins, reflecting the proper amount. The Board thanked the Cashins' for their patience during this process and the meeting concluded.
3. The Board discussed some training dates for the Assessors Course 101. Dean stated he may try to do the Boston training.
4. Reynolds made a motion to approve the Registry of Deeds invoice. The motion was seconded by Cunningham and passed unanimously.
5. The Board discussed the need for full size plans being mailed from the Registry of Deeds for sending to the Map Company. Reynolds made a motion that the Board shall start receiving copies of the plans from the Registry of Deeds, and will pay for the copies. The motion was seconded by Dean and passed unanimously. Millett will call the Registry to confirm the cost and to request the copies.
6. The Board signed the statement that they have received a copy of the Conflict of Interest Law and will forward it to the Select Board.  
The Board decided to opt out of a cooperative contract with the FRCOG for Public Utilities at this time, the Secretary will email FRCOG to let them know.
7. The Board reviewed an email from Joe Barberi from the DOR Division of Local Services, outlining what is needed for the Revaluation. Millett told the Board that Bishop informed her that he takes care of all this as part of his agreement.
8. Business being concluded, the meeting adjourned at 9:29 p.m. The next meeting of the Board will be Monday, February 22, 2010 at 7:30 p.m.
9. On a motion made by Cunningham at 9:29 p.m., and seconded by Dean, the Board voted unanimously to enter into Executive Session with the intent of not returning to open meeting, in order "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. The vote went as follows: Reynolds-yes, Cunningham-yes, and Dean-yes.

Respectfully Submitted,

Carlene Millett,  
Assessor's Secretary