

Charlemont Board of Assessors Meeting Minutes

Date: June 1, 2005

Present: Nancy J. Finn and Carol A. Rice

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

The Board reviewed and approved the minutes of the May 11, 2005 meeting. The minutes of the April 27, 2005 meeting have been e-mailed to the website.

Jean Dwight, secretary of the Franklin County Assessors Association sent a letter requesting volunteers for the Relay for Life to be held at the Franklin County Fairgrounds on June 3 and 4. Mrs. Purinton responded since she will be there on June 3.

Roy Bishop contacted the office on May 17 regarding our cyclical inspection, building permits and other work necessary prior to FY 2006 assessment. He had two towns to finish and then will come to Charlemont. Mrs. Purinton will e-mail him to remind him that the office will be closed the week of June 6 – 10.

Both articles that the Assessors had on the Annual Town Meeting warrant were passed. There were a couple of questions asked. Mrs. Wagner will prepare the minutes for our articles so that the documentation can be submitted to the D.O.R.

The Registry of Deeds sent a letter to the Selectmen regarding what is required in order for recording of documents. The only part that pertained to our office was the section on original documents. It will be filed for future reference.

A letter that was prepared to a property owner regarding land valuation and an upcoming ATB case was forwarded to the Assessors between meetings. It was approved. A final copy was printed and the Board signed it. Mr. Kane will come in on Friday to review and sign the letter so that it can be mailed on Friday.

The return of forest products cut forms have all been received. A wrong address resulted in the late filing of one form; there will be no penalty assessed since the correct address had been submitted. The products cut taxes for calendar year 2004 will be assessed in July.

The tax maps have been updated for FY 2006. The bill will be sent soon; an Assessor will need to sign it. Mrs. Purinton has begun the preliminary research work requested by the Assessors on the South River Road parcel; additional research will need to be done at the Court House. The plan of the Healy property that separates the sawmill from the rest of the parcel was left in our office. The change in assessment will not occur until Fiscal Year 2007. A deed has not been recorded to date.

Three motor vehicle excise abatement applications were reviewed and signed; the certificates were also signed. 2004 commitment #9 in the amount of \$400.01 and 2005 commitment #3 in the amount of \$15,938.10 were signed by the Board. Each has an issue date of June 13, 2005. The monthly list of 2005 excise abated in May, 2005 was voted and signed in the amount of \$372.08. The Board signed the 2003 Motor Vehicle Excise Recapitulation Sheet in the amount of \$112,161.96, plus \$712.50 assessed for Dealer, Repair and Farm plates. Four corrections to the Registry of Motor Vehicles were signed.

The Board reviewed the recreational vehicles assessment count; more than half will need to have the valuations assigned using the Blue Book. Since each unit will need to have a hard card prepared, it was discussed that hand-writing them might be easier than having them typed. Each unit of \$2,500 or more will be entered into the personal property data in the computer. There were some questions regarding owners' comments that were discussed. Some valuations will be assigned at the next meeting so that it is not a large project for Mrs. Purinton.

The FY 2007 Cherry Sheet update was downloaded following the vote by Ways and Means. The FY 2004 Room Occupancy Revenue Report was reviewed.

The M.A.A.O. sent notice of a Telecommunications Loopholes workshop to be held on June 2 in Shrewsbury (3 hours long with credit towards professional designations). No one plans to attend. The packet of information for the Annual Summer Conference to be held June 21 – 24 in South Yarmouth was also received. No one will attend from our office. Each Assessor received the May 2005 edition of the M.A.A.O. NewsLetter.

The small business listing for FY 2006 use was reviewed. It will be filed for future reference; **it is not a public document.**

The Franklin County Solid Waste Management contacted our office for a listing of businesses and their mailing addresses in conjunction with a grant that has been received to assist businesses in recycling more effectively. The data is needed on disk and before the end of June.

The following items were downloaded from the Division of Local Services website: the proposed valuations for State-owned land in Charlemont that is subject to reimbursement; the FY 2006 telephone and telegraph personal property and new growth figures (Charlemont was not listed in the new growth screen); and the FY 2006 farm land and animals values – which was scrambled and will be downloaded again.

A property owner came in on May 27 regarding his assessment, supplemental assessment and taxes for FY 2005. Mr. Bishop will be asked to compute the actual valuation of the property for FY 2006 so that we can let the property owner know his valuation before taxes are issued. Mr. Bishop will also be asked if the supplemental assessments can be actually computed for our use and then removed from the data until they can be actually entered for assessment.

The Buckland Assessors Office faxed the qualifications for the Assessor's Administrative Assistant's position which will be vacant the end of May. It was posted on the corridor bulletin board.

The May 2005 issue of The Beacon and City and Town were reviewed. The March 2005 CompReport was received from the Warren Group. Laws Relating to Municipal Finance and Taxation (May 2005) was received. It is a handy desk reference for issues commonly encountered. N.A.D.A. sent offers for appraisal guides and the title and registration textbook. None will be ordered. A local realtor sent a card offering her services for those planning to move. Franklin Medial Center Health bulletin was received along with other miscellaneous ads and offers.

Mrs. Purinton reminded everyone that the office will be closed the week of June 6 through 10. Notices have been posted on the bulletin boards at the Town Hall and on the Assessors' office door. The notices were published in the newspapers and the message on the answering machine updated.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Gloria Jean Purinton, Secretary

Secretary

gjp