

Charlemont Board of Assessors Meeting Minutes

Date: March 28, 2007

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

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

The minutes of the March 14, 2007 meeting were reviewed and approved by the Board. The minutes of the February 28, 2007 meeting have been e-mailed to the website. It will be requested that the notice about personal exemptions be removed from the Assessors' page and our FY 2008 revaluation information added.

The Board reviewed and approved the bill for \$50.00 from the technician that made our computer operational once again and set up a program to help it stay healthy.

A press release was reviewed and approved by the Board notifying the townspeople that our FY 2008 revaluation has begun and that income and expense questionnaires for real estate have been mailed. The Board's appreciation for those who have submitted their questionnaires already was expressed. The property cards requested by our D.O.R. certification advisor and by Mr. Bishop have not yet been run.

The final Form 3ABC for FY 2008 has been received and will be filed for future reference.

The monthly list of FY 2007 personal exemptions for the month of March 2007 in the total amount of \$1,000 was voted and signed by the Board.

The Assessors signed the warrant and commitment for a 2003 motor vehicle excise commitment (#12) for a bill that was just received from the Town of Shelburne. Research was done to find a more recent mailing address for the owner. The amount of the tax is \$35.00 and the issue date will be April 2, 2007. A commitment page and a tax bill were typed for the Tax Collector. A letter of explanation to the owner of the vehicle will be included with the bill. Four motor vehicle excise abatement applications were reviewed and approved; the abatement certificates were also signed. Mrs. Rice signed a letter to the Greenfield Assessors Office after it was determined that a bill forwarded to our office from it actually was a Greenfield bill. The bill will be returned in the letter. Mrs. Rice also signed a letter answering an excise question.

Since our computer data is being updated at this time, a letter will be sent to a property owner who has remarried asking if she would like her new married name on the record and listing what documentation is necessary.

A notice of preliminary FY 08 Chapter 70 Aid was found but it could not be printed. Mr. Kane suggested another way to print it. The following D.O.R. Bulletins and IGRs were downloaded and copies made for the Assessors: FY 2008 Budget Issues and Procedures, FY 2008 Preliminary Levy Limit Worksheet, Social Security Deduction for FY 2008 and Optional Cost of Living Adjustment for FY 2008. The 2007 Adjustment in Land of Low Value Foreclosure Valuation Limit was downloaded for the office only since it is a Treasurer's document and the FY 2008 Tax Bills – Semi Annual Payment System was not printed but saved in case we need it.

Notice was received of a Community Software Consortium group training session on April 19 in Worcester; no one plans to attend.

Each Assessor received the March 2007 issue of the M.A.A.O. NewsLetter. Legislation that has been filed and that would impact the Assessors Office was noted on page 3. The March, 2007 issue of The Beacon was also reviewed.

Miscellaneous ads and offers were reviewed and will be recycled.

The Board requested that Country Aire Campground be contacted to see if it would be convenient for the listing and measuring of new units to be done on Saturday morning. The Assessors who have not yet done the inspections will learn how they are done; Mrs. Purinton will bring the inspection notebooks.

The Board reviewed the notes left by Mr. Bishop and discussed the final four real estate abatements for FY 2007. Mr. Kane did not take part in the decision or vote on one application. After the applications were voted and signed, the Board also signed the 4 abatement certificates with Mr. Kane not signing one. Three certificates will need letters of explanation, which will be prepared for Mrs. Rice's signature. The changes necessary for the FY 2008 data will be brought to Mr. Bishop's attention when he returns to the office.

The next Board meeting will be on April 11, 2007.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Gloria Jean Purinton

Secretary