

## Charlemont Board of Assessors Meeting Minutes

Date: November 9, 2005

Present: Carol A. Rice and Michael E. Kane

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The meeting was convened at 6:25 p.m.

The minutes of the October 26, 2005 meeting were reviewed and approved. Notes taken at the Franklin County Assessors Association Annual Meeting held on November 3, 2005 were reviewed.

Ms. Santos is attending the final class of Assessors Course 101 this evening.

Mrs. Rice, Mr. Kane and Ms. Santos went to the Appellate Tax Board hearing on Tuesday, November 8, 2005 at Superior Court in Northampton regarding Legate Hill Road vacant land. Mr. Kane represented the Town and presented the Assessors' case. Prepared documentation was entered for ATB review.

The disk prepared by Roy Bishop of Charlemont's FY 2006 real estate and personal property data has been forwarded to Point Software with the LA-4 and a hardcopy of the sewer amounts overdue. A copy of the cover letter that accompanied the disk was given to Lynn Hathaway for her information. Mrs. Rice signed a letter that will be used to fax our FY 2006 tax rate(s) after approval by the D.O.R. to Point Software so that tax bill data can be prepared.

The Building Inspector's office was called about the tent-like structures; names and addresses were provided. Rather than the drive-by inspection that was planned, each was sent a letter. Copies of the letters were sent to the Board. The Building Permit Summaries for August and September were reviewed and the report of certificates of occupancy for August was also reviewed.

The Board reviewed and signed two special warrants to the Tax Collector for pre-payment of FY 2006 real estate taxes in the amounts of \$1,297.72 and \$563.64

A forester is working on another amended certificate for a Chapter 61 property owner that misplaced the original document, which has to be recorded. The current deed reference and one of the tax map parcel numbers were not included in the new document; a message was received that the corrections will be made. The Board signed a new Chapter 61 land lien on a parcel that added more acreage to its classification. The owner included a check for \$150 to cover the cost of recording the two documents.

Property owners who appear to be conducting a business out of their residential property will be sent a letter signed by an Assessor. It requests information about the name and type of business being operated.

There was some discussion about administrative abatements for the parcels that would have been assessed as supplemental for FY 2006. More should be included in the overlay account for the FY 2006 recap sheet.

A Special Town Meeting will be held at Hawlemont School at 7:00 p.m. on November 15, 2005. On the warrant are transfers from the stabilization account and legalities for the East Oxbow Road construction.

There will be a Public Hearing at the Selectmen's Meeting at 7:00 p.m. on Tuesday, November 22, 2005 for determining how many tax rates the Town will have for FY 2006. The Assessors will be given a reminder call. The preliminary work has been finished for the hearing.

Work on the FY 2006 recap sheet has begun. Nothing can be submitted until after the public hearing determines the number of tax rates. The letter signed by the Assessors recommending a single tax rate has already been submitted to the Selectmen.

The October issue of the M.A.A.O. NewsLetter was received by each Assessor. The November issue of The Beacon was also received.

A representative of the company that publishes the Recreational Vehicle manual called to ask if we want to order the 2005 issue. She was told that there was not money in our budget to purchase one for this year.

The Board was shown the location of the file cabinet keys.

After discussion, the November 23, 2005 meeting was canceled. Mrs. Purinton will have notices placed in the newspapers and on the door and bulletin boards. If the Assessors are needed to sign the recap sheet and documents, they will be called. The next Board meeting will be December 14, 2005.

The meeting was adjourned at 7:06 p.m.

Respectfully submitted,

Gloria Jean Purinton

Secretary