

Charlemont Board of Assessors Meeting Minutes

Date: September 1, 2004

Present: Nancy J. Finn and Carol A. Rice

The meeting was convened at 6:18 p.m.; the change in time to 6:15 p.m. was posted.

The Board reviewed and signed the minutes of the August 11, 2004 meeting. The minutes of the July 21, 2004 meeting have been e-mailed to the website.

Two special warrants for pre-payment of FY 2005 property taxes were signed for the Tax Collector in the amounts of \$18,886.62 and \$200.00 for real estate and \$529.38 for personal property.

The public disclosure for our FY 2005 revaluation preliminary valuations was held from August 16 – 27. A public notice was in The Recorder and notice was also printed in the West County News; the dates were also placed on the Town Hall sign, on the doors and bulletin board at the Town Hall and at the Post Office. The preliminary valuation listing was posted in the Town Hall corridor and the information was also available in the office for those wanting more information or telephoning for the valuations. Written notification of preliminary certification was received from the D.O.R. in Boston; Jacki Barden, our D.O.R. reval representative notified us by telephone on August 11. Ms. Barden requested that the LA-4W (for the utility dam in East Charlemont) be faxed to Boston, which it was on August 25. A listing of property owners that reviewed valuations, along with their comments, will be kept for the record. Roy Bishop was in the office on August 31 to do some inspections and enter data. He completed the LA-10 for properties that were changed in valuation or coding during the disclosure period. The Board reviewed the form and signed it. Mr. Bishop also created the LA-4 with the revised valuations; the Board also reviewed and signed that document. He said to also re-send the LA-4W with the forms and the press releases for the public disclosure. All of the paperwork should be faxed to Boston for expediency and then the hard copies mailed. Mr. Bishop felt we would get our final certification sooner that way. A preliminary LA-7 was reviewed by the Board which showed the percentages of each class of property as part of the total town value. Those items from Jacki Barden's list when she did her inspections will be addressed; Mrs. Rice asked that the building on her property with the grade question be checked.

The FY 2005 certified list of amounts to be put on the real estate tax bills has been received from the Charlemont Sewer District Commissioners. The amounts, totaling \$19,286.22, will be entered into the data for inclusion on the actual bills.

A letter signed by Charlotte Dewey was received from the Planning Board. Our invitation was accepted and the Planning Board will attend the September 15 meeting to discuss issues regarding the status of lots and other issues of mutual interest. A notice has been prepared and will be posted that the joint meeting will take place. Mrs. Rice suggested that a list of issues relating the assessment of property be prepared so that such things as our legal assessment date will be presented.

A property owner who was the sole owner of the property passed away. Although the Post Office has a person and address for that property, the Board felt we should leave the name as is and let the Post Office forward the tax bill. We have not received a corrective deed and Mrs. Purinton will probably not have time to research the issue in the Probate Court records before the data is prepared for tax billing.

The Recreational Vehicle Blue Book was received for valuing campers; Mrs. Finn approved the bill in the amount of \$64.95 for payment. Mrs. Rice signed two letters to the campground owners thanking them for their cooperation and letting them know that their camper owners will not be assessed for their units in FY 2005. The Board will contact them at the end of the year so that the process can be done in a more complete manner. Mrs. Rice also signed a form letter to the camper owners who filed forms of list to let them know they will not be assessed in FY 2005; a special letter was prepared for the owner who submitted a pre-payment to let him his refund has been processed.

The Board reviewed and approved a motor vehicle excise abatement application and also signed the abatement certificate. The Board voted and signed the 2004 motor vehicle excise abated for the month of August in the amount of \$122.80.

Mrs. Finn signed three certificates for re-certification of Chapter 61 properties effective FY 2006. She initialed two corrections in Map and parcel numbers and acreage amounts. The Board approved and signed the applications for all four certifications and also signed the Notices of Action to be sent to the owners. Those who owe recording fees will also receive a letter requesting a check payable to the Commonwealth of Massachusetts. Mrs. Purinton will then record those documents. One land lien needs to be prepared for the Board's signature.

The signed State Owned Land Reconciliation was received from the Deputy Chief of the Bureau of Local Assessment in Boston. The original will be filed in the State Owned Land folder and a copy in the FY 2005 reval folder.

The Assessors had asked Mrs. Purinton to find the original plan for a house that was built in the mid-1970s in relation to the case filed by the owner with the Appellate Tax Board. It was found that the office does not have any plans of houses back that far; it is possible that plans were not provided to the Assessors at that time. No hearing has been scheduled to date.

Due to the work-load in the office at this time, Mrs. Purinton did not attend the personal property training workshop for the new system scheduled in Springfield for today. She did contact Linda Bradley and explained why she could not attend and requested the materials that would be distributed at the training session. Ms. Bradley said there was no tutorial but she could send a packet of information relating the Version 2 personal property. Mrs. Purinton also requested that information for Jill in Bernardston, who also was unable to attend. The packet arrived; it looked very helpful and will be added to the reference notebook for Version 2. Ms. Bradley said that when things are less busy, Mrs. Purinton can contact her and set up a training session in Springfield and include others from our area.

The 2004 year-to-date COMPreport from The Warren Group was reviewed.

Division of Local Services Bulletins (not downloaded): 200413-B Cape Cod Land Bank and Community Preservation Act; also Seminars – "What's New in Municipal Law" with the closest one on Friday, September 24 at the Best Western Hotel in West Springfield. No one wanted more information.

The M.A.A.O. sent notice of An Evening with the Department of Revenue on September 16 in Shrewsbury. No one from our office will attend. Each Assessor also received the August NewsLetter. Hannelore Simonds sent her statement for candidacy for the Executive Board. Mrs. Finn and Mrs. Rice completed the ballots for the annual M.A.A.O. election. Mrs. Purinton will mail the sealed ballots.

The July/August issue of City and Town was reviewed. Miscellaneous ads and offers will be recycled.

The office will be closed from Monday, September 6 (Labor Day) through Friday, September 10, while Mrs. Purinton is on vacation. Notices have been in the newspapers and will be posted at the Town Hall. The message on the answering machine will note the closing.

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Gloria Jean Purinton

Secretary

gjp