

Charlemont Board of Assessors Meeting Minutes

Date: September 28, 2005

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

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

The minutes of the September 14, 2005 meeting were reviewed and approved by the Board. The minutes of the August 18, 2005 meeting have been e-mailed to the website.

Mrs. Rice and Ms. Santos attended the September 20, 2005 meeting of the Board of Selectmen where Ms. Santos was unanimously appointed to fill the vacancy on the Board of Assessors. Ms. Santos was sworn in on September 24, 2005. She has registered for Assessors Course 101 which begins next week in Holyoke. The course manual and notebook of supporting materials was prepared for her. The M.A.A.O. and the F.C.A.A. will be notified that Ms. Santos is the new member of the Board of Assessors.

A mileage form was prepared for the Assessors Office use. All of the required information can be filled in and then submitted to Mrs. Purinton for reimbursement and inclusion on the next town warrant.

Mr. Bishop did not keep his appointment with the office yesterday. Mrs. Rice left a message on his answering machine requesting that he contact Mrs. Purinton as soon as possible to set up a date to complete the FY 2006 data entry and compute the totals. The office has completed all that can be done to this point. The Board will be contacted as soon as Mr. Bishop has finished the preliminary paperwork so that all can be signed and submitted to the D.O.R. as soon as possible.

A note was shared of the conversation with the Building Inspector's office concerning tent-like structures. Several more existing structures were noted; Mrs. Purinton will contact the Building Inspector's office with the property owner names.

Notification was received from the Audit Division of the D.O.R. of a new manufacturing corporation in Charlemont. Mrs. Rice signed a letter to the owner requesting site location and correct mailing address.

Mr. Kane requested that a letter be prepared to invite the property owner with the ATB case to a meeting next month to try and resolve the issues prior to the hearing. Mr. Kane felt both parties could go over options. The gathering of materials for the hearing has not yet been done.

A letter was signed to a property owner who raised questions about the acreage of his property on Rowe and Zoar Roads and also the acreage of a similar parcel. It outlined the Assessors' findings and what could be done and his option to have the land surveyed. A copy of the worksheet prepared by the Assessors Office was included for his information.

The owner of Chapter 61 land who had an amended certificate done did not return the original document so that it could be recorded; another letter was signed with a copy of what we need. The penalty withdrawal taxes paid by a former Chapter 61 owner have been certified paid by the Tax Collector. A letter was signed requesting the \$75 recording fee so that a release of lien can be recorded to clear the lien on the five acres. The Notices of Action on the five Chapter 61 re-

certifications approved at the last meeting were signed by the Board. One property has an increase in acreage so a letter requesting recording fees was signed by Mrs. Rice.

Chapter 61A and 61B annual applications will be due by October 1. On Monday, Mrs. Purinton called those who have not yet filed to remind them of the due date.

The Board reviewed and approved three motor vehicle excise abatement applications and signed the three abatement certificates. Commitment #5 for 2005 was just received; it will be a rush to get it prepared on time. Both bills on Commitment #4 for 2004 are exempted.

The Board was advised of the Berkshire County Assessors Association annual meeting in Lee on October 27 from 9:00 a.m. until 3:00 p.m. The combined meeting will include Hampshire/Hampden and Franklin County Associations. It will cost \$40 per person. No one from our Board plans to attend.

The Board decided against ordering the N.A.D.A. Automobile Price Guides and the Hap Jones Motorcycle Book. The M.A.A.O. is sponsoring an evening workshop entitled "What the heck is a CAMA system, how does it work and why should I care?" that will be held in Shrewsbury on October 27 from 6 – 9 p.m. Three hours of continuing education credit will be awarded for the workshop. No one from our office will attend.

Mrs. Purinton attended the M.A.A.O. Clerk's Conference in Northampton today. The information gathered will be filed with notes taken from the discussions. It was a very informative conference. One issue raised by the Registry of Motor Vehicles was the opportunity to go on-line and make data corrections on excise bills; the problem is the prohibitive cost of becoming part of the program. It would not make sense for Charlemont to pursue it; we will continue to use the correction forms. Mrs. Rice signed mileage reimbursement.

The September issue of City and Town was downloaded. A copy of the article on FY 05 Average Single-Family Tax Bills and Assessed Values was made for each Board member.

The office will be closed from Monday, October 3 through Friday, October 7 while Mrs. Purinton is on vacation. The office was open all day on Wednesday, September 21, even though it was scheduled to be closed.

The next meeting will be October 12.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Gloria Jean Purinton

Secretary

gjp