

# **Board of Assessors Minutes of Meeting March 4, 2019**

**Attendance:** Chairman, Norman Charest, Assessors Robert Makuch, Assessor, Stanley Witkop, Principal Assessor, Carolyn Reed and Assessors' Clerk, Jane Ferrentino were in attendance.

A motion was made to call the meeting to order at 5:00pm.

**Acceptance of Minutes:** The Open Session and Executive Session minutes from the 2/4/2019 meeting and the Open Session minutes from the 2/27/2019 meeting were accepted.

**Correspondence:**

- Emergency Contact Forms/ Phone and Email List – Carolyn advised the Board that Mary has sent out an emergency Contact Sheet that all staff needs to fill out. She had given a form to each Board member to fill out and give back to her. Mary also wanted all phone numbers and email addresses for all staff. Carolyn would be giving Mary this information in the next week.

**Signatures/Approval:**

- Kevin and Karen Ford:
  - Chapter 61B Notice of Action for 2 lots that were purchased from 2 separate previous owners. Continuing Affidavits were received.
  - Chapter 61B Notice of Actions was signed by all members of the Board and will be sent to the property owner this week.
- Payroll Sheets were signed by the Board
- Weekly Timesheets were signed by Norman Charest.
- Reimbursement Form – Norm signed Mileage Reimbursement form for Jane for her MAAO Course 200 class from last week

**Executive Session** – At approximately 5:10 Mr. Makuch made a motion to enter into Executive Session to discuss real and personal property Abatements. The Board will resume in Open Session. Roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes. Mr. Witkop – yes.

At approximately 5:50 pm Mr. Makuch made a motion to adjourn Executive Session and return to Open Session. Roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes. Mr. Witkop – yes.

**Real & Personal Property Abatement Applications:**

**Results:**

- 1) App #2 (36-4-0) – 395 Main St. (White Birch) – Abatement application was granted by unanimous vote by the Board for Fiscal 2019.
- 2) App # 4 (12-160-0) – 41 Somers Rd (Mayotte) – Abatement application was granted by unanimous vote by the Board for Fiscal 2019.
- 3) App #6, 7, & 8 (15-10-0, 15-9-11, & 15-10-1) S. Monson Rd (Valentine) – Abatement application was denied by unanimous vote by the Board for Fiscal 2019.
- 4) App #10 (12-161-0) 59 Somers Rd (Nehmer) – Abatement application was granted by unanimous vote by the Board for Fiscal 2019.
- 5) App #15 (12-158-0) 34 Main Street (WHC Hampden) – Abatement application was denied by unanimous vote by the Board for Fiscal 2019.

**Next Meeting:** Monday, April 1st, 2019 at 5:00 PM. At approximately 5:52 pm the meeting was adjourned.

Respectfully Submitted,

*Jane Ferrentino*  
*Assessors' Clerk*