

1. Meetings called to order at 6:20 PM - Joe Mattei, Alan Coutinho, Bill Barry present.
2. Documents reviewed and signed:
  - Minutes from Bd of Assessors mtgs, Sept 9
  - Warrant to Collector for Motor Vehicle and Trailer Excise - 5th commitment
  - Six MV Excise Abatement forms dated Sept 9
  - Nine MV Excise Abatement forms dated Oct 21
3. Reviewed status of:
  - Building Permits received: July, August, Sept, Oct – all recorded in CAMA System
  - Deeds & Plans received: July, August, Sept – Sales not yet entered into CAMA System
4. Jim Richardson joined meeting at 6:30PM
5. Discussed application for abatement, received from Carol Angus, 120 Bridge St – May 12. Board agreed to have Assistant Assessor explain to Ms. Angus that the Board:
  - Is asking for her patience with the delay created by a staff-vacancy in Assessors Office.
  - Is in the final steps of a triennial revaluation process required by the Massachusetts Dept of Revenue(DOR). This revaluation is expected to impact the assessed value of some Shelburne property values including 120 Bridge St. We anticipate that the DOR will complete their part of the revaluation process within the next several weeks.
6. Status of Chapter 61A & 61B Applications was discussed. The primary focus was confirmation of need to create new or replacement tax liens on properties to be under 61A or 61B in FY2015. Board approved the need to proceed with all action items listed below:

***Need to Create new Tax Liens to account for PRIOR-YEARS OWNERSHIP CHANGES***

- Ruth Bousquet sold 21 acres to Harold Green & Linda Vight in 2005
- Peter & Faith Williams became owners 109 acres in 1996. New lien needs to be created
- Peter & Faith Williams purchased 12 acres 1/4/1995. New tax lien needs to be created
- Hager Farm (former owner was Mohawk Orchard) ...Land is in APR. A new tax lien needs to be created.

***Need to Create new Tax Liens due to RECENT OWNERSHIP CHANGES***

- Doris Perry, ownership change as of 3/6/13
- Leslie Brooks sold 25 acres to Joseph Burge & Brenda Mozdzierz as of 8/30/13
- Bardwell Farm LLC purchased 7 acre lot, on Mohawk Trail, 6/10/13

***Need to Create new Tax Liens DUE TO NEW APPLICATIONS***

- James & Jean Abels 18 acres, new 61B application
- Cheryl Bartos (Owner is Madline McKinnon Estate), 10 acres, new 61A application
- Gordon & Joanne Glier 15 acres, new owners as of 3/30/12 – new application

***Spring Farm Limited Partnership II ( map 34/ lots 14.1 & 14.2)***

- Two parcels, change of ownership in 2006 Per Registry of Deeds new owner Susie Logan Gribbell  
The new tax lien on these two parcels (with owner S. Gribbell) was created in 2007  
Chapter application says owner is Spring Farm LP II and under "lessee" section is written "NA"  
Certificate for Forest Lands effective 2014 states owner is Spring Farm LP II,*
- need a new Chapter Application from the actual owner, S. Gribbell
  - need a new Certificate for Forest Lands showing correct owner

***Spring Farm Limited Partnership II (map 38/ lots 2, 4, 13 )***

- Three parcels, change of ownership - Per Registry of Deeds,  
1/30/2006, "Spring Farm LP I" sold 3 parcels to James R. Logan,  
1/30/2006, James R. Logan sold 3 parcels to "Spring Farm LP II"  
Existing tax lien (1984) is with John R. Logan ( he died in 2002 )*
- need a new tax lien showing correct owner

SHELBURNE BOARD OF ASSESSORS  
**MINUTES of October 21, 2013 Meeting**

7. Triennial Revaluation: Through our contracted agent, Roy Bishop, all revaluation materials were provided to Mass Dept of Revenue local rep Joe Barbieri on 8/28/13 during a work session in the Assessors Office. On 10/17/13 Joe Barbieri submitted these materials to DOR in Boston. We anticipate completion of the DOR's portion of this process during next several weeks.
  
8. Update on Bill Barry's training since his 8/1/13 start date.
  - We have an agreement with Alice Wozniak (the asst. assessor for Colrain & Heath) to provide Training & Consulting rate is \$30/hour for up to a total of 22 hours, to be used when & if needed
  - On Oct 1, Linda Bradley from CAMA support office in Boston provided 5 hours CAMA training on in the Assessors Office. She has agreed to return for a 1 day visit to assist with year end processing, and a separate visit to assist with converting several systems to new computer, during early 2014. The costs of assistance by the CAMA support office is covered by the annual dues already paid for CAMA.
  
9. New Business
  - Mass Assoc. of Assessing Officers - Annual Dues - \$50 per person. Board approved payment of annual dues totaling \$200.
  
10. Board decided that, considering the second Monday of November is a holiday, the next two meeting dates will be Nov 4 and Nov 18. After November we will return to the second and forth Monday schedule.
  
11. Adjourned Meeting at 7:05PM

\_\_\_\_\_ James T. Richardson, Chairman

\_\_\_\_\_ Joseph P. Mattei

\_\_\_\_\_ Alan L. Coutinho