Minutes of meeting of April 8, 2019. Meeting was called to order at 9:04 a.m. Present at meeting were Mr. Kevin Taughner, Ms. Lynn Masson, Mr. Thomas Reidy and Mrs. Melissa Couture Rimbold.

Ms. Masson made a motion to accept the minutes from the meeting of March 11, 2019 as written. Mr. Reidy seconded the motion. Motion passes 3-0.

Mrs. Couture Rimbold informed the board that there are the following bills for payment:
- Dell - $2,160.81 for Vision server/upgrade.
- Melissa Couture Rimbold - $329.20 for mileage reimbursement month of March.
- CAI - $531.25 last FY2019 maintenance payment.
- Bishop & Associates - $3,500.00 for I&E mailing, reports, abatement review.

Ms. Masson made a motion to approve the bills payable as presented totaling $6,521.26. Motion seconded by Mr. Reidy. Motion passes 3-0.

Old Business:
Mrs. Couture Rimbold stated there are four (4) additional exemption applications for fiscal 2019 one of which is an amendment. She stated there are no further pending applications. She reviewed the list with the board. Ms. Masson made a motion to approve four (4) exemptions totaling $3,595.85 for fiscal 2019 as presented. Motion seconded by Mr. Reidy. Motion passes 3-0. It was noted that to date 242 exemptions have been granted for fiscal 2019 totaling $143,342.73 and that the deadline to file was April 1.

Mrs. Couture Rimbold stated she is still working on the exemption analysis.

New Business:
Mrs. Couture Rimbold informed the board that she is in receipt of a fiscal 2019 application for Chapter 61B, open space. She stated that the applicant would qualify however the application was received after the filing deadline of January 28, 2019. She presented the board with a notice of late application for signature; she stated there is no jurisdiction and therefore no vote is necessary. She also provided a draft letter to the applicant explaining the notice and future application. All members signed the notice of late application and concurred with the correspondence being sent.

Mrs. Couture Rimbold informed the board that she is in receipt of an extension request for a fiscal 2020 3ABC form from Simmons University. She stated they have requested an extension from March 1 to June 28 and as they are exempt this request would not impede tax billing. Ms. Masson made a motion to approve the request for extension for Simmons University fiscal 2020 3ABC to May 1, 2019 as presented. Motion seconded by Mr. Reidy. Motion passes 3-0.

Mrs. Couture Rimbold provided the board with the monthly abatement reports for March. She stated there are five (5) reports as follows:
- 2019 real estate, 4 transactions totaling the amount of $1,538.28
- 2019 personal property, 2 transactions totaling the amount of $48.38
- 2019 motor vehicle excise, 75 transactions totaling the amount of $7,974.40
- 2019 boat excise, 14 transactions totaling the amount of $409.00
2018 motor vehicle excise, 20 transactions totaling the amount of $905.55
Ms. Masson made a motion to approve the monthly abatement reports for March as presented. Motion seconded by Mr. Reidy. Motion passes 3-0.

Mrs. Couture Rimbold informed the board that she is in receipt of an apportionment request however, the property owner has also filed for an abatement. She stated once the valuation is determined she will process all necessary paperwork and contact members to stop in for signature purposes. All members concurred.

Executive Session:
ES2019ABT2
Mr. Taugher made a motion to go into executive session to comply with the provisions of Chapter 59 Section 60 to discuss and review nineteen (19) applications for abatement. (Exception #7) Mr. Taugher stated that the open session of the board would reconvene after the executive session.

Members voted as follows:
Chair, Kevin Taugher, Aye
Clerk, Thomas Reidy, Aye
Member, Lynn Masson, Aye

Members recessed to executive session at 9:38 a.m.

Members returned to open session at 11:07 a.m.

Ms. Masson made a motion to reconvene open session. Motion seconded by Mr. Reidy. Motion passes 3-0.

During executive session (ES2019ABT2) the board reviewed the applications presented, motions were made and seconded and the decisions are as follows:

Approved:  
Felender  
Frantz  
Ollman  
Saltman  
Scribner  
Long/Snyder  
Sabbis  
Summers  
Howie Realty LLC  
SHELD

Denied:  
WHC South Hadley LLC  
US Industrial Gaylord (8)

Associate Assessor report:
Mrs. Couture Rimbold informed the board that Mrs. Cronin has taken her final course towards earning her MAA designation and is awaiting exam results at this time.

Mrs. Couture Rimbold informed the board that HHCAA is offering Course 6 in Monson and she is very interested in taking it. She will check with administration as Professional Development is one of the days and as long as her schedule allows, she will sign up for it. Members concurred.
Mrs. Couture Rimbold informed the board that the HHCAA Spring seminar is being held on May 16 and both she and Mrs. Cronin are interested in attending. She stated if members were interested to let her know.

Mrs. Couture Rimbold had a placeholder for the summer conference however the agenda has not yet been posted.

Mrs. Couture Rimbold informed the board that the Vision software upgrade has occurred. She is still looking things over and the office has not yet had the 3-hour training. She is a bit discouraged as she cannot reconcile by district as the reports do not work properly. She will keep the board informed as things progress.

Meeting Schedule:
Mrs. Couture Rimbold stated the next regular meeting will be Monday, April 22, 2019 at 9:00 a.m.

Other Business:
None

Adjournment:
Ms. Masson made a motion to adjourn. Motion seconded by Mr. Reidy. Motion passes 3-0.

Meeting adjourned at 11:17 a.m.

Respectfully submitted,

Melissa L. Couture Rimbold
Associate Assessor

List of documents reviewed during meeting

Minutes
Bills payable
Exemption Listing
Chapter 61B App info (acknowledgement of rights,
late notice, letter property record card)
3ABC Extension Request
March monthly reports
HHCAA course 6 notice
HHCAA Spring seminar notice

Associate Assessor files
Assistant to Associate Assessor files
Warrant files (vault)
Chapterland files (vault)
Associate Assessor files
Report files (vault)
Associate Assessor files
Associate Assessor files