Minutes of meeting of August 26, 2019. Meeting was called to order at 9:11 a.m. Present at meeting were Mr. Kevin Taughar, Ms. Lynn Masson and Mrs. Melissa Couture Rimbold. Mr. Thomas Reidy was absent.

Ms. Masson made a motion to accept the minutes from the meeting of July 8, 2019 as written. Mr. Taughar seconded the motion. Motion passes 2-0.

Mrs. Couture Rimbold informed the board that, pursuant to Mass. General Laws Chapter 41, section 56, Mr. Taughar signed the following bills for payment:
- Fiscal 2020 bill signed, dated July 29, 2019 for CAI in the amount of $531.25
- Fiscal 2019 bill signed, dated July 29, 2019 for NE Archives in the amount of $105.00

Mrs. Couture Rimbold informed the board that there are the following bills for payment:
- CAI, $2,400 for the annual digital mapping program contract
- Bishop & Associates, $966.00 for building permit inspections

Ms. Masson made a motion to approve the bills payable as presented totaling $3,366.00. Motion seconded by Mr. Taughar. Motion passes 2-0.

Mr. Reidy arrived at 9:13 a.m.

Old Business:
Mrs. Couture Rimbold stated that the exemption analysis is still a work in progress but she is hopeful it will be done in September for submittal to the Town Administrator.

New Business:
Mrs. Couture Rimbold provided the board with the monthly abatement reports for July. She stated there are four (4) reports as follows:
- 2019 boat excise, 2 transactions totaling the amount of $30.00
- 2019 motor vehicle excise, 44 transactions totaling the amount of $4,447.73
- 2018 motor vehicle excise, 6 transactions totaling the amount of $431.69
- 2017 motor vehicle excise, 2 transactions totaling the amount of $236.11

Ms. Masson made a motion to approve the monthly abatement reports for July as presented. Motion seconded by Mr. Reidy. Motion passes 3-0.

Mrs. Couture Rimbold stated that the next item is in regards to correspondence received from the law offices of Bacon & Wilson. Mr. Reidy disclosed that he works for this firm. Mr. Reidy was excused for this portion of the meeting at 9:17 a.m.

Mrs. Couture Rimbold informed the board that she is in receipt of a notice for first right of refusal under Chapter 61A for a property known as Lot 3 Lithia Springs Road which is a portion of map 58 parcel 23 owned by Mary Elizabeth O’Meara et als. (This property is now known and designated as 8 Lithia Springs Road, map 58 parcel 136 as of fiscal year 2020). Mrs. Couture Rimbold informed the board that it is her understanding that all boards have voted to not exercise their right to purchase. She then explained the
ensuing processes and provided draft copies of the forms and correspondence. The board agreed with the correspondence and signed all necessary forms to assess the rollback taxes.

Mr. Reidy returned to the meeting at 9:25 a.m.

Mrs. Couture Rimbold stated that she had an excise abatement application for review. Mrs. Couture Rimbold informed the board that the application was filed by Marcotte Ford on behalf of Center Redevelopment Corporation as lessee claiming exemption. Mrs. Couture Rimbold explained to the board that the entity in question is not exempt from local taxation and therefore the application should be denied.

Ms. Masson made a motion to deny the application for excise abatement/exemption from Marcotte Ford for 2019 excise tax #8503. Motion seconded by Mr. Reidy. Motion carries 3-0.

Mrs. Couture Rimbold informed the board that a notice went out to board chairs for a Board/Committee member forum to be held on Wednesday, September 18, 2019 presented by town counsel. The notice went to the chair, however all members are invited to attend. She informed the members that they would need to RSVP if they plan on attending. Mr. Taughter indicated he would be in attendance.

Associate Assessor report:
Mrs. Couture Rimbold informed the board that she enjoyed the week at UMass. She is happy to report that she had only 2 students that did not pass – one of them was “in Assessing” for one day prior to the start of class!

She then informed the board that the registration for the municipal law seminar is available. She informed the members to provide their registration as soon as possible so that office staff may register.

She then informed the board that the town has a clear docket at the Appellate Tax Board (ATB). She stated that we are past the deadline for any fiscal 2019 appeals and there are no prior pending cases. This was confirmed with the ATB.

She then informed the board that the clerk’s meeting will be held on October 9th in Holyoke. She stated that the topic will be chapter land administration and is being presented by our new town counsel. The office will most likely be closed that day so all staff may attend.

Meeting Schedule:
Mrs. Couture Rimbold stated the next regular meeting should be September 9 however she will not be here. The next meeting date would be September 16 at 9:00 a.m. however, she is unsure if there will be a need. She requested this date be penciled in and she will keep the board informed of the need. It was also discussed that a meeting will be held on Monday, September 23 at 9:00 a.m.

Other Business:
Mrs. Couture Rimbold informed the board that administration was seeking all approved policies for incorporation with general code. The board requested she find out if they need legal review prior to being published. She stated she would find out and submit.

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

Meeting adjourned at 9:40 a.m.
Respectfully submitted,

Melissa L. Couture Rimbold
Associate Assessor

List of documents reviewed during meeting

Minutes
Bills payable (July and August)
July monthly reports
61A right of first refusal: correspondence, rollback taxes, warrants, assessors certificate, lien releases.
Excise abatement denial and letter
Board/committee member forum notice and email
Municipal law seminar notice, agenda and registration

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

Chapterland files (vault)
Excise abatement files (vault)
Associate Assessor files
Associate Assessor files