

**BOARD OF ASSESSORS' MINUTES  
COMMUNITY ROOM – POLICE STATION**

**TUESDAY – OCTOBER 11, 2005**

**Assessors Present:** Chairman Jonathan L. Fein and Dennis Kennedy

**Absent:** N/A

**Also Present:** Assistant Assessor Robert P. Leclair

**Assessors' Chairman Fein called the meeting to order at about 8:30 a.m.**

**Acceptance of Minutes**

Assessors voted to accept the minutes of the August 2, 2005 meeting and the September 6, 2005 meeting. The vote on the August 2, 2005 meeting had been postponed at the last meeting as only one of the two members who were at that meeting were present on September 6, 2005. Subsequent to the September 6, 2005 meeting it was learned that the second Assessor submitted his resignation and would not be attending any future meetings.

**Correspondence**

• **Resignation**

In a letter dated September 8, 2005 (received September 19, 2005) Assessor Scott Bush resigned from the Board of Assessors. The Board expressed regret that Scott could no longer attend the meetings. Scott's contribution of time and knowledge were much appreciated. He will be missed by the Board and Assistant Assessor. The Assessors' Office wishes him well.

• **Chapter 58 Sections 8**

Mr. Nowak of 69 Hazardville Road was sent a letter from the Assistant Assessor explaining the provisions and restrictions of this section of the law. Mr. Nowak and the Assessors were also sent IGR 92-206 as additional clarification. Mr. Nowak was extended a written invitation to appear at today's meeting to discuss the issue. There has been no further correspondence with Mr. Nowak.

Mr. Nowak felt that the estimate of percent complete that Bob used to calculate the assessed value of his house should have been lower. Bob met with Mr. Nowak early one morning to discuss the estimated percent completed in great detail.

**Public Comment**

No one was present to speak at the public comment portion of the meeting.

**Excise**

The Assessors signed the August, 2005 *Monthly List of Abatements, Motor Vehicle and Trailer Excise*: \$2,684.29 from the Levy of Fiscal 2005.

They also signed the September, 2005 *Monthly List of Abatements, Motor Vehicle and Trailer Excise*: \$263.24 from the Levy of Fiscal 2004 and \$2,337.40 from the Levy of Fiscal 2005 for a monthly total of \$2,600.64.

### **Appellate Tax Board (ATB) and FY2005 Abatements**

- Bob submitted a request October 3, 2005 for use of town counsel to assist with two ATB cases scheduled for December 14, 2005. He has not heard from the town manager if the request will be approved.
- One application for Abatement was received on October 6, 2005. Since it was not received “timely” it was denied by vote of the Assessors. Applications can only be considered if the application is submitted from the time of the mailing of the “actual” bill until the date the bill is due on February 1.

### **Triennial Certification**

Chris Keefe from the DOR is scheduled to review updated values with VISION representative Dave Arnold on October 18, 2005. Along with certification the Board discussed “classification” and the possibilities of the Select Board requesting a separate tax rate for commercial, industrial, and personal property.

Bob presents a list of iterations of the effects of a “split” rate to the Select Board as part of the tax rate RECAP and classification hearing.

### **Misc.**

- **Assessors’ Training**

When Town manager Robin Crosbie heard of the resignation of Scott Bush, she called Assessor Dennis Kennedy to confirm his attendance at the DOR’s Assessors’ Course 101 being held at Holyoke Community College. A majority of the Board must have received training in “classification” in order for the town to have the tax rate approved and she wanted to make sure we had at least two Assessors who have received the training. Along with calling Dennis, she contacted Peter Graczykowski who had expressed interest in the Assessors’ position at the time of Mr. Kennedy’s appointment. Consequently, Mr. Graczykowski and Mr. Kennedy are attending the class in Holyoke. The position will still have to be advertised, but Mr. Graczykowski was willing to attend the class without having received a specific appointment. The newly hired staff person in the Assessors’ office (Amy O’Connor is also taking this class.)

Assessors’ Chairman Fein asked that Bob e-mail the town manager and request that in the future Mr. Fein be informed of issues relating to the Board of Assessors.

- **Assessors’ Stipend**

Chairman Fein reminded Bob that the town accountant was suppose to confirm the matter of Assessors’ compensation. Bob will check with Paul about this issue. It is not clear, as a result of the charter, if the appointed Assessors will receive the \$1,500 per years pay that elected Assessors have received in the past.

- **New Secretary**

The Board would like to welcome Amy O’Connor to the office. Amy has recently moved to Longmeadow and is a welcome addition to the staff.

- **Signature Stamp**

As a result of the recent turn over of Assessors, the Board has decided to see who will be appointed by the Select Board to get a new signature stamp. Peter Graczykowski was contacted to attend the Assessors’ Course at Holyoke Community College.

- **Chapter Land**

The Assessors voted to approve the application (submitted on State Tax Form RL-1) of Twin Hills Realty, Inc. and Longmeadow Country Club to be classified as Chapter 61-B land. Acceptance allows for a valuation of the recreational (golf course) at a maximum of 25% of “market” value.

**Adjournment**

The meeting was adjourned at about 9:25 a.m.

**Next Meeting:**           Tuesday, November 1, 2005  
                                  Community Room of the Police Station

Respectfully Submitted,

Robert P. Leclair, CMA, RMA, MAA  
Assistant Assessor