

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

**TUESDAY – SEPTEMBER 6, 2005**

**Assessors Present:** Chairman Jonathan L. Fein and Dennis Kennedy  
**Absent:** Scott Bush  
**Also Present:** Assistant Assessor Robert P. Leclair

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

**Acceptance of Minutes**

Vote on the Minutes of the Tuesday, August 2, 2005 meeting was tabled as only one Assessor present at that meeting was in attendance.

**Correspondence**

- PVPC letter forwarded to chairman Fein
- “Day on the Hill” handout
- MAAO Newsletter

**Public Comment**

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

**Excise**

The August 2005 *Monthly List of Abatements, Motor Vehicle and Trailer Excise* was not available for signatures. The clerk that prepares excise was on vacation the last week of August..

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

Additional ATB appeals were received since Dr. Freeman’s at the last meeting. One “formal” appeal is a commercial property at 170 Dwight Road owned by Famiglia, LLC. The second formal appeal is a residence owned by Susan Shapiro. A third, informal appeal, was received for 942 Longmeadow Street owned by Ruth and Louis Robin.

The Board briefly reviewed the “merits” of each case. The use of town counsel to help in the preparation of these cases and to represent the town in court was also discussed. The Board is very much in favor of continuing the practice of having legal assistance with Appellate Tax Board hearings. The Assessors ask Bob to submit the appropriate form requesting the help of Dave Martel for ATB cases.

**Misc.**

- The Board’s signature stamp will have to wait until the full Board is present.
- Capital Planning Committee notice was reviewed. No requests will be submitted at this time.
- A complaint from the owner of 40 Lawrence Drive was received relative to the leaving of a brightly colored door hanger that is left on site when the Assistant Assessor is unable to

gain access to the dwelling. It was decided to continue the practice, however, an effort will be made to leave the hanger in the least conspicuous place possible.

- Notices of the required assessor's course (DOR 101) were distributed. The course is being held locally at Holyoke Community College this October and November for six evenings. This course was discussed along with the option of viewing the course on DVDs.
- The annual course "What's New in Municipal Law" sponsored by the attorneys at the DOR will be held again in West Springfield, September 23, 2005. Bob and Jonathan are planning to attend.

**Adjournment**

The meeting was adjourned at about 9:30 a.m.

**Next Meeting:**           Tuesday, October 11, 2005  
                                  Community Room of the Police Station

Respectfully Submitted,

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