

## Minutes of September 6, 2018 Assessors Meeting at Town Hall

Meeting commenced at 5:00 pm

Members present: Bill Cosel, Al Wilcox, Michael Curtin, Evelyn Robinson

Voted to accept minutes from previous meeting

### New Business:

Signed MV 2018-20 Commitment for \$1,697.71

Signed Notice of MV 2018-20 Commitment to Accountant for \$1,697.71

Signed MV abatement to CAB EAST LLC for \$104.37

Signed Monthly Notice of MV abatements to Accountant for \$104.37

Signed Invoice for Berkshire County Assessors Association FY19 dues for \$50.00

MAAO Clerks meeting on October 16 in Holyoke/No one interested in attending.

Evelyn reviewed all Second Home accounts after consulting the Town Clerk with information she has on file from the State Census Forms. Nineteen accounts were added that had not been data entered into the system. This resulted in an increase in FY19 Personal Property valuation of 106,740. The Selectboard was informed that an additional taxable valuation of 78,032 from second homes was possible if the threshold for Personal Property was eliminated. They did not wish to pursue the additional revenue.

BOA to discuss policy regarding PK field rep visiting properties to determine completion of open permits. A letter will be drafted to Paul S. Kapinos & Associates stating this new policy. It is suggested that PKA notify the BOA at least two weeks before the field rep arrives, giving a description and plate number of the vehicle the field rep is driving. This would allow the BOA to alert the Town Administrator and Police, who would then post a notice on the Town's website & send a reverse 911 alert by phone. This would also allow time to schedule for interior inspections. The BOA also requests that the field rep wear Identification and carry a letter of introduction signed by the Board. The BOA would also extend the use of the magnetic signs that say "Tyngham Assessors Department", to be placed on the field rep's vehicle. Bill Cosel to speak to Larry Gould, Building Inspector, to determine the possibility of including on the permit a statement that the BOA or a representative, will be inspecting the percent completion of the work, the following year. Bill to draft a letter to PKA requesting that new procedures be put in place for future permit field work.

Meeting adjourned 5:40 pm