

Board of Assessors Minutes of Meeting February 22, 2024

ZOOM CONFERENCE INFORMATION WAS POSTED IN THE MEETING AGENDA FOR THE PUBLIC TO JOIN.

Attendance: Assessors Norman Charest and Robert Makuch, Principal Assessor, Kelly McCormick and Associate Assessor, Jane Ferrentino who joined through Zoom.

A motion was made to call the meeting to order at 3:46 PM. There were no calls from the public to join the meeting.

Mr. Charest made a motion to approve the November 30th, 2023, Open and Executive Session Meeting Minutes. Mr. Makuch seconded the motion. Mr. Charest made a motion to approve the December 4th, 2023, Open Session minutes. Mr. Makuch seconded the motion. All in favor. Jane will add the Open Session minutes to the Town of Hampdens website.

Correspondence:

- New Town Administrator – Kelly informed the Board of our new Town Administrator, Brian Domina who will be starting March 11th, 2024.
- Vadar – Kelly updated the Board regarding the issues with Vadar. Entre came in to look at the Vadar server and informed Board of Selectman, Craig Rivest, that one of the servers was failing and that it would be a better option to switch to the cloud. The cloud is more secure and will have automatic updates. This issue is being put on the Agenda for the Board of Selectmen's meeting at 6:45 PM. Kelly went over the costs of having a certain number of users on the Cloud.
- Municipal Empowerment Act – Kelly informed the Board of the DLS Webinar this week.
- KRT – Kelly presented the Board with a report that Ken at KRT had provided after completing the FY24 recertification.

Office Update:

- Jane has been busy collecting Form of Lists, Income and Expense Forms, and Real Estate Exemption Applications.
- Jane and Kelly are both planning on attending the Free I&E Analysis Seminar in South Hadley this Thursday, March 14th. The office will be closed that day.
- Warrant and Commitment for Revised bill – Kelly informed the Board of a Warrant and Commitment that needed to be signed by the Board. There were two properties that did have the dwelling on the bill and those bills have been fixed. Kelly has written letters to the owners explaining what had happened.
- Advisory Hearing – We asked to add four additional per week for Jane. Her workload is getting bigger.
- Town Meeting – Town Meeting is Scheduled for May 13, 2024.
- Warrant Article – All articles are due by Mid-March.

Executive Session – At approximately 4:12 PM Mr. Charest made a motion to enter into Executive Session to comply with the provisions of Chapter 59 Section 60 Purpose #7 to discuss and review the FY2024 Statutory Exemption Applications and FY2024 Real Estate Abatements. Mr. Makuch seconded the motion. The Board will resume in Open Session. A roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes.

Open Session - At approximately 4:42 PM Mr. Charest made a motion to adjourn Executive Session and return to Open Session. Roll call vote was taken on the motion. Mr. Charest – yes. Mr. Makuch – yes.

The following list is a recording of the votes taken by the Board of Assessors on the FY2024 Statutory Exemption Applications presented to them at the meeting. A roll call vote was taken on the applications: Mr. Charest – yes. Mr. Makuch – yes. The Board voted unanimously in favor.

MBLU	Block	Lot	Owners Name	Address Line 1	Clause	Vote
12	4	0	STEVEN BARTHEN	86 SOMERS RD	22	APPROVED
11	40	0	BRETT CONNOR	180 EAST LONGMEADOW RD	22	APPROVED
4	10	0	EDWARD PLUMB	509 CHAPIN RD	22E	APPROVED
3	19	15	ALAN BERTE	10 SOUTH RIDGE RD	22E	APPROVED
7	93	0	WILLIAM CARLOS	51 BAYBERRY RD	22E	APPROVED
25	46	0	MARY BERRETT	210 BENNETT RD	41A	APPROVED

Kelly informed the Board that she will be on vacation in June for one week and will give them the dates when she finalizes them.

Signatures:

- Payroll
- Invoices:
 - MAAO 7 Hour USPAP – Expense #01-141-5420-04 - \$300.00
 - MAAO Course 5 – Expense #01-141-5420-04 - \$550.00
 - KRT Appraisal FY24 Certification - Expense #01-141-5420-04 - \$2,500.00
 - MLS PIN Quarterly Subscription - Expense #01-141-5420-04 - \$87.00

Next Meeting:

The next Board meeting will be determined at a later date. Meeting adjourned at 4:43 PM.

Respectfully Submitted,
Jane Ferrentino
Associate Assessor