



TOWN OF SOUTH HADLEY

Board of Assessors
116 Main Street, Room 104
South Hadley, MA. 01075-2896

www.southhadleyma.gov

Melissa L. Couture
Associate Assessor

Kevin E. Taugher
Chairman

Hazel R. Snopek
Clerk

Francis M. Conti
Member

Phone: 413-538-5017 ext. 202
Fax: 413-538-7565
Email: mcouture@southhadleyma.gov

April 11, 2016

Minutes of meeting of April 11, 2016. Meeting was called to order at 9:00 a.m. Present at meeting were Mr. Kevin Taugher, Ms. Hazel Snopek, Mr. Francis Conti and Ms. Melissa Couture.

Ms. Snopek made a motion to accept the minutes from the meeting of March 14, 2016 as written. Mr. Taugher seconded the motion. The motion passed 2-0 with one abstention.

Ms. Couture provided the board with the bills payable. The board chair reviewed and signed the bills.

Old Business:

Ms. Couture reminded the board that the proposals for the fiscal 2017 revaluation project were due on Tuesday, March 15. As of that date, Ms. Couture received only one proposal and it was from Bishop & Associates. Ms. Couture informed the board that the price proposal states \$25,000 for the valuation update and inspections, \$7,000 (optional) for the required 25% field review, and if there are any appeals there will be additional defense of value cost at \$100.00 per man hour. Ms. Couture reminded the board that we have budgeted \$12,000/ year for the past two years as well as requested this amount in the upcoming budget for a total of \$36,000. The board discussed the proposal. Ms. Snopek made a motion to accept the proposal for the fiscal 2017 revaluation project and to award the project and contract to Bishop & Associates at a price of \$32,000 as well as any defense of values at an additional \$100.00/hour not to exceed \$4,000. Mr. Conti seconded the motion. The motion passes unanimously.

Ms. Couture informed the board that on April 6 the Treasurer's office submitted seven of the land of low value parcels to Department of Revenue for approval. Ms. Couture reminded the board that this is a first attempt as this process has never before been tried. She stated she will keep the board informed of the progress of this project.

New Business:

On March 18 a request for extension to file a Form 3ABC was received for Holyoke Medical Center. As this is allowable under the law Ms. Couture stated the board should approve the request. Ms. Snopek made a motion to allow the extension for Holyoke Medical Center to file its 3ABC from March 1 to May 15 as requested. Mr. Conti seconded the motion. Motion passes unanimously.

Ms. Couture informed the board that she is in receipt of two new applications for exemption. She stated these will be the final applications for fiscal 2017 as the filing deadline has passed. Both applicants meet the necessary requirements. One is for Lusignan (cl.17D - \$175) and the other is for Small (cl. 41C - \$600). Mr. Conti made a motion to approve both exemptions totaling

\$775.00. Mr. Taugher seconded the motion. Mr. Conti and Mr. Taugher voted in favor and Ms. Snopek voted against. Motion carries 2-1.

Ms. Couture informed the board that she is in receipt of a request for continuance for the Appellate Tax Board hearing on April 28 with NHP Properties. Ms. Couture stated she has concurred with this request as both our consultant and theirs will not be available to testify that day.

Ms. Couture then informed that board that an information request was sent for a fiscal 2016 abatement application. As the information requested will not be ready until April 30, which is after the board's deadline to act on the application, Ms. Couture recommended granting the request contingent upon the applicant agreeing to a 60 day extension for the board to act on the application. Mr. Conti made a motion to grant the extension request contingent upon the board receiving a 60 day extension to act. Motion seconded by Ms. Snopek. Motion carries unanimously.

Ms. Couture informed the board that an application for abatement on real estate was received on April 5 which is well after the February 1 filing deadline. She requested that the board sign a Notice of Late Application to be sent to the property owner as the board has no jurisdiction to act on the application. The board signed the form. Ms. Couture stated a letter would be sent with the notice.

Executive Session:

ES2016ABT2

Mr. Taugher made a motion to go into executive session to comply with the provisions of Chapter 59 Section 60 to discuss and review nine applications for abatement. (Exception #7) Mr. Taugher stated that the open session of the board would reconvene after the executive session.

Members voted as follows:

Chair, Kevin Taugher, Aye

Clerk, Hazel Snopek, Aye

Member, Francis Conti, Aye

Members recessed to executive session at 9:17 a.m.

Members returned to open session at 10:13 a.m.

Mr. Conti made a motion to reconvene open session. Motion seconded by Ms. Snopek. Motion passes unanimously.

During executive session (ES2016ABT2) the board reviewed the application presented, motions were made and seconded and the decision is as follows:

Approved:

BBP Realty LLC

Pope (Sunrise Circle)

Pope (Brainard Street)

Wortelboer

Laughlin

Rudolph

Landers/Newman

Zanetti

Denied:

Pope (Easy Street)

Associate Assessor Report:

Ms. Couture reminded the board that the MAAO Spring conference is this Thursday, April 14 at Devens Commons and the office will be closed for staff to attend. The office closure has been posted to the website.

Meeting Schedule:

Ms. Couture reminded the board that the next meeting would be Monday, April 25 however she will be off. The board decided to tentatively schedule the next meeting for Thursday, April 21 at 9:00 a.m.

Other Business:

none

Adjournment:

Mr. Conti made a motion to adjourn. Motion seconded by Ms. Snopek. Motion passes unanimously.

Meeting adjourned at 10:17 a.m.

Respectfully submitted,



Melissa L. Couture

Associate Assessor

List of Documents reviewed during meeting:

Document

Minutes
Bills payable
FY17 Revaluation proposal
3ABC extension request
2 exemption applications
Information extension request
Notice of late application/correspondence

Location

Associate Assessor files
Assistant to the Associate Assessor files
Associate Assessor files
FY17 3ABC files files
Exemption files (vault)
Associate Assessor email
FY17 Abatement files (vault)

