



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

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May 9, 2016

Minutes of meeting of May 9, 2016. Meeting was called to order at 9:04 a.m. Present at meeting were Mr. Kevin Taugher, Ms. Hazel Snopek, and Ms. Melissa Couture. Mr. Francis Conti was absent.

Ms. Snopek made a motion to accept the minutes from the meeting of April 21, 2016 as written. Mr. Taugher seconded the motion. The motion passed 2-0.

Ms. Snopek made a motion to accept the executive session minutes (2016ESABT3) from the meeting of April 21, 2016 as written. Mr. Taugher seconded the motion. The motion passed 2-0.

Sign Excise Warrants:

The members present signed the warrants.

Sign bills payable:

Ms. Couture explained the bills. The board chair approved and signed the bills payable as presented.

Old Business:

none

New Business:

Ms. Couture informed the board that an exemption applicant had brought in a notification of a rating change from the VA (Veteran's Administration) back in March. He called when he received his fourth quarter tax bill questioning if he was going to receive the additional amount of exemption based on the documentation he had provided and it was realized that the change was never presented to the board for approval. Therefore, Ms. Couture is requesting that the board vote to amend the exemption application for James O'Connell for fiscal 2016 from a 22a (\$400.00) to a 22E (\$1,000.00) as all of the necessary requirements have been met. Ms. Snopek made a motion to amend the exemption as presented. Mr. Taugher seconded the motion. Motion passes 2-0.

Ms. Couture then reminded the board that at their last meeting, they approved and signed the fiscal 2016 exemption reimbursement forms. Ms. Couture stated that due to the process with the paraplegic forms, the veterans and MDM-1 totals report have not yet been submitted. She has updated the forms based on the above amended exemption. She has asked the board to sign the amended reimbursement forms which have been updated in Gateway for submission. The board members present signed the amended forms for submission for reimbursement.

Associate Assessor Report:

Ms. Couture informed the board that she has received information on the course offerings for the annual Assessors school in August. She informed the board that her assistant would attend the full week and Ms. Couture is interested in two days of the specialty course; Monday and Thursday. If the board does not feel the office should be closed both days she would choose the Monday course. The board chair stated this could be discussed further once the registration is open.

Ms. Couture reminded the board that Vision Appraisal has postponed its user conference normally held in May each year. She stated that she has received a save the date notification that the conference will be held on October 17 and 18 in Newport, Rhode Island. Ms. Couture stated that both her assistant and she would be interested in due to the fact that the conference has been shrunk in recent years from four days to two. Attendance will be dependent on the course offerings. She will look into the room reservation options as no payment can be made until after July 1.

Meeting Schedule:

Ms. Couture reminded the board that the next meeting would be Monday, May 23 at 9:00 a.m.

Other Business:

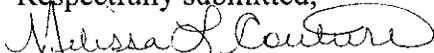
none

Adjournment:

Ms. Snopek made a motion to adjourn. Motion seconded by Mr. Taugher. Motion passes 2-0.

Meeting adjourned at 9:23 a.m.

Respectfully submitted,



Melissa L. Couture

Associate Assessor

List of Documents reviewed during meeting:

Document

Minutes
Excise warrants
Bills payable
Amended exemption application
Fiscal 2016 (amended) exemption reimbursement forms
Assessors annual school course offerings
Vision user conference notice

Location

Associate Assessor files
Warrant files (vault)
Assistant to Associate files
Exemption files (vault)
Assistant to Associate files
Associate Assessor files
Associate Assessor files