



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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July 14, 2016

Minutes of meeting of July 14, 2016. Meeting was called to order at 9:01 a.m. Present at meeting were Mr. Kevin Taugher, Ms. Hazel Snopek, and Ms. Melissa Couture. Mr. Francis Conti was excused.

Ms. Snopek made a motion to accept the minutes from the meeting of June 13, 2016 as written. Mr. Taugher seconded the motion. The motion passed 2-0.

Sign bills payable:

Ms. Couture presented one bill for CAI. The board chair approved the bill for payment.

Sign warrants:

Ms. Couture provided two sets of excise warrants for signature. Members present signed the warrants.

Old Business:

Ms. Couture presented the board with the final 2016 budget. All necessary monies have been encumbered including the upload processor for CAI, data collection monies and money for the fiscal 2017 revaluation. The departmental turn back for fiscal 2016 is \$536.20.

New Business:

Ms. Couture reminded the board that at their last meeting they voted to not exercise their right of first refusal on a parcel of land owned by Russell Adams at 339 Pearl Street a.k.a. map 56 parcel 3. Now that all town boards have voted, Mr. Adams has requested the associated rollback tax for the change in use to his property. Ms. Couture explained the rollback tax calculation and provided warrants to the board for signature. Members present signed the warrants.

Ms. Couture then went on to explain that once the rollback taxes are paid, a partial release of lien needs to be filed with the Registry of Deeds. Ms. Couture explained that the property owner pays for all filing fees and therefore the check for recording is given to her for submission with the lien release to the Registry of Deeds. She requested that the board members sign the partial release of lien for recording once all taxes are paid. Members present signed the release.

Associate Assessor Report:

Ms. Couture wanted to make sure that board members are aware of the changes to the public records law. She explained that the town can now only charge 5¢ per page for copies per an emergency proclamation. She explained that all other changes to the law do not take effect until January 1, 2017. She went on to review the changes as stated on the Secretary of the Commonwealth's website.

Ms. Couture then reviewed a list of upcoming events/seminars/classes for the department.

Meeting Schedule:

Ms. Couture reminded the board that the next meeting would be Monday, August 8 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 9:29 a.m.

Respectfully submitted,



Melissa L. Couture

Associate Assessor

List of documents reviewed during meeting:

<u>Document</u>	<u>Location</u>
Minutes	Associate Assessor files
Bills payable	Assistant to Associate Assessor files
Excise warrants	Warrant files (vault)
Final 2016 budget	Associate Assessor files
Rollback tax warrants	Warrant files (vault)
Release of Lien	Chapterland files (Adams)
Public records law update	Secretary of State - website
List of events	Associate Assessor files