

**Minutes**  
**Town of Montague Assessors' Department**  
August 31, 2009

Members Present: Paul Emery, Terry Miner  
Staff Present: Barbara Miller, Director of Assessing  
Meeting convened 3:30 p.m.

Approved Minutes of August 24, 2009, motion made by Ms. Miner second by Mr. Emery, vote unanimous

**SIGNATURES REQUIRED**

- Time sheet for Ms. Miller, week ending 08/29/2009, signed by Mr. Emery

**UPDATES TO BOARD**

- Power Town ATB cases
  1. Attorney Ellen Hutchinson- \$3,500 to get the information, review it, do a work up, have negotiations with them—see if this can be settled. If we need to go to trial, (Attorney Hutchinson thinks it unlikely) an additional \$3,500-4,000
  2. Appraisal \$4,000 to 5,000 (Attorney Hutchinson said an appraisal will only be necessary if we go to trial)
  3. Board agreed to acquiring the services of Attorney Hutchinson
- Influence factors for reval
  1. A meeting was held in Greenfield months ago at which DOR stated that all influence factors with the exception of topo and unbuildable will need to be backed up by sales for recertification.
  2. Ms. Miller explained that there were a very large number of LOC INF factors that she did not feel could be backed up by sales, many of those will be changed to view. Views do seem to be able to be justified with sales. The INF factors for views will be standardized.
  3. Ms. Miller received clarification that 85% reduction for land that is unbuildable is common and likely will not need to be backed up by sales. Currently there is a mixture of 80 to 85%, Ms. Miller will change them all to 85%. There are many access INF factors that she will also change to 85% unbuildable if it appears to be appropriate.
- Student project Deerfield Academy
  1. The students will create file folders for all real estate parcels and put the property record cards for at least the last three years into the folders. Also a folder is currently being used to hold any documentation that is parcel specific and those items will also be incorporated into the individual folders upon completion. Unfortunately not all folders will be in fire safe file cabinets as they are too costly, \$400 for a used fire safe file cabinet.
- Legislative breakfasts to be held in October. Ms. Miner to attend in Deerfield on October 30<sup>th</sup>.

Meeting Adjourned 4:30 p.m.

Respectfully submitted,

Barbara Miller  
Director of Assessing

Minutes approved \_\_\_\_\_