

Minutes
Town of Montague Assessors' Department
1 Avenue A (2nd Floor), Turners Falls, MA
June 1, 2015

Members Present: Paul Emery (Chairman), Teresa Miner, Marjorie Levenson
Staff Present: Douglas McIntosh, Temporary Director of Assessing

Meeting convened 3:30 p.m.

- Approved Minutes of May 11, 2015
Motion to approve made by Ms. Miner, Second by Mr. Emery, Vote unanimous

VOTE AND/OR SIGNATURES REQUIRED

- Time sheets for Mr. McIntosh weeks ending 05/16/15, 05/23/15, 05/30/15 signed by Mr. Emery
- Board members welcomed newly elected Assessor Marjorie Levenson.
- Board members took up reorganization: Motion to reappoint Mr. Emery Chairman was made by Ms. Miner, Seconded by Ms. Levenson; Vote was unanimous.
- The board next discussed a proposed change by Ms. Levenson to the board meetings start time from 3:30pm to 3:45 or 4:00pm. Ms. Miner did not support a change, Mr. Emery only to 3:45pm, but the board agreed to wait and see how things went with the current time.
- Motor Vehicle and Trailer Excise Warrants to Collector.
 - 2015 Commitment 3 – \$41,074.93
 - 2015 Commitment 3A – \$424.38
 - 2015 Commitment 99 – \$3,513.75
- Board members discussed the purchase of a new, replacement hard signature stamp or possibly an electronic signature application for routine signing of official documents. The stamp would be used by office staff to affix members' signatures only after their official votes or actions.
- 3:50 p.m. Motion made by Mr. Emery, Chair, to convene in Executive Session under Purpose 7 "to comply with, or act under the authority of, any general law," to comply with Chapter 59 Section 60 to discuss Personal Exemptions and Real Estate Abatements. Second by Ms. Miner. Vote Unanimous. The board will return to open session.

UPDATES TO BOARD

- Mr. McIntosh updated the board on the successful data transfer to Point Software for processing of the FY2016 Preliminary Real Estate and Personal Property tax bills for the town and districts.

TOPICS NOT ANTICIPATED COVERED IN THE 48 HOUR POSTING REQUIREMENTS

VOTE AND/OR SIGNATURES REQUIRED

- Discussed the quote from Point Software for the contract for new abatements software installation, training and annual maintenance fee, for motor vehicle excise, real estate and personal property tax abatements. Will request contract from Point Software for board member's signature at next meeting.
- Motor Vehicle and Trailer Excise Report for May 2015 Monthly List of Abatements
 - Levy 2015 - \$3,553.38
 - Levy 2014 - \$72.50

Meeting Adjourned 4:17 p.m.

Respectfully submitted,

Douglas S. McIntosh
Temporary Director of Assessing

Minutes approved _____