

**BOARD OF ASSESSORS - TOWN OF PEMBROKE**  
**MINUTES –April 12, 2021 – 5:30 pm meeting**  
**REMOTE ACCESS ONLY**

**Present:**

**Board Members**

Mary Quill, MAA, Chair

Elaine Boidi, MAA, Member

Elizabeth Bates, MAA, Member

Catherine M. Salmon, MAA, Chief Assessor/Appraiser

**Items Signed:**

Property Tax Exemptions

Property Tax Abatements

Monthly Report of Abatements

**Appointments:** none

At 5:30 pm, Mary Quill advised that Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, s.18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Pembroke Board of Assessors will be via remote participation only. No in-person attendance of members of the public will be permitted. We will post on the Pembroke website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting. All votes taken during this meeting will be roll call votes.

Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Pembroke website, at <https://www.pembroke-ma.gov/home/news/governors-order-suspending-certain-provisions-openmeeting-law>.

E. Boidi motions to accept the minutes of the 3-12-2021. M. Quill 2nds. All in favor.  
E. Bates abstains as she was not present.

Review and signing of the Monthly Report of Abatements.  
Chapter Rollback signed (Dowd-84 Hazelwood Drive).

Review of proposals for the valuation of the State Class Code 504 – Utility property accounts. The Board reviews proposals from Patriot Properties, Muddy River Advisors, and George Sansoucy PE LLC. E. Boidi motions to select the proposal from Sansoucy to perform the Utility valuations for Fiscal Years 2022-2024. E. Bates 2nds. All in favor.  
CMS will notify Town Manager Bill Chenard.

The Board received a request from the Town Manager to transfer \$326,490 from the Overlay account to Overlay Surplus. E. Bates motions to release \$326,490 from Overlay to Overlay Surplus. E. Boidi 2nds. All in favor.

Town Manager Bill Chenard joins the meeting. CMS explains that the Board has voted the Overlay transfer as requested. The Board members question whether they or he should sign the Utility valuation contract. The Town Manager explains that the Town Manager Act names the manager as the Chief Procurement Officer for the town. However, B. Chenard states that he wants to know that the Board is in favor of the contract selected.

At 5:50 PM on a motion by E. Boidi and seconded by M. Quill, the Board voted unanimously to go into executive session. The Board took up the consideration of a number of FY2021 Property Tax Exemption/Abatement Applications. Upon completion of the executive session at 6:10 PM, E. Boidi votes to affirm the votes in open session. M. Quill 2nds. All in favor.

At 6:12 p.m. E. Boidi makes a motion to adjourn. E. Bates 2nds. All in favor

**May BOA meeting: 5-10-21 5:30 p.m.**