



MANCHESTER-BY-THE-SEA

BOARD OF ASSESSORS • TOWN HALL
Manchester-by-the-Sea, Massachusetts 01944-1399
Telephone (978) 526-2010 FAX (978) 525-6433
www.manchester.ma.us

Board of Assessors Meeting June 3, 2021

The meeting was called to order by the Chairman at 5:31 p.m. The meeting was held over the Zoom platform. Louis Logue, Chairman of the Board, Jeff McAvoy, member of the Board and Virginia N. Thompson, MAA, Principal Assessor were present.

The minutes for the May 6, 2021 meeting were reviewed. Mr. Logue made a motion to approve the minutes as written. Mr. McAvoy seconded the motion with all in favor.

Monthly abatement totals for May 2021 were emailed to the Board. Mr. McAvoy made a motion to approve the abatements. Mr. Logue seconded the motion with all in favor.

The Board received Ms. Thompson's monthly report for May 2021 by email.

The Board reviewed and discussed the Sales for May.

Ms. Thompson updated the Board on things happening in the office. Ms. Cutone is working out great. She learns quickly and writes everything down and into an online instructional handbook that she is writing. Ms. Thompson is working on permits, sales, etc. She will be sending the file for billing over to the Collection side by the middle of the month.

There is no decision from the ATB yet.

The next meeting was scheduled for July 1, 2021 @ 5:30 p.m.

Other matters that were not anticipated by the Board (discussion only): None

At 6:11 p.m. Mr. Logue made a motion to adjourn the meeting. Mr. McAvoy seconded the motion with all in favor.

Documents for this meeting were as follows:

- Minutes for May 6, 2021 meeting
- Monthly Abatement Reports for May 2021
- Ms. Thompson's Monthly Report for May 2021
- Sales report for May 2021

Respectfully submitted,

Virginia N. Thompson, MAA
Principal Assessor

APPROVED: July 15, 2021 Documents for this meeting can be found in the Assessor's Office