**SHELBURNE BOARD OF ASSESSORS**

 **Meeting Minutes**

**May 20, 2021**

The meeting was called to order on Thursday May 20, 2021 at 7:00 p.m. by Alan Coutinho. The meeting was held via Zoom.

Present: Alan Coutinho, Shawn Allen, Paula Morse

**Minutes**

Minutes as of April 28, 2021 were reviewed by all members and approved.

**Assistant Assessor Updates –** The Assistant Assessor has been entering all building permits for the new growth.

All exemption applications for the 2022 tax year have been prepared and are ready for mailing on June 30th.

The Assistant Assessor spoke briefly about the concern that the Real Estate bills may not be mailed on time because of a new system update and that the Department of Revenue would need to be informed if that is the case. She would keep the Board informed if this would or would not be the case.

**Discussion of Hydro proposals** – After careful thought and discussion of the 2 companies we received quotes from, Sansoucy and Kitchell Lee, the board decided to go with Kitchell Lee. The Assistant Assessor will inform the Town of the Board’s decision and confirm the quote from Kitchell Lee.

 **Next Meeting – TBD for either Thursday June 10th or Thursday June 17th. Will inquire into having an in person meeting**

**Motion was made and seconded to adjourn at 7:25pm.**

**Respectfully Submitted:**

**Paula Morse**

**Assistant Assessor**

**May 24, 2021**