



TOWN OF BOURNE
Board of Assessors
24 Perry Avenue
Buzzards Bay, MA 02532
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Michael Leitzel, Clerk
Ellen Doyle Sullivan, Member
Donna Barakauskas

MEETING MINUTES

Minutes from the Board of Assessors Meeting which was held on August 27, 2020

Location: Via conference call, remote location.

Meeting participants: Clerk Michael Leitzel, Member Ellen Doyle Sullivan, Interim Director of Assessing Rui Pereira,

Open Session Meeting called to order: at 10:00 am.

Public participation / access was available via conference call # 508 744 4052, pin # 96857

Michael Leitzel opened the meeting offering his condolences to the family of Priscilla Koleshis, former chairperson of the Board of Assessors. Michael discussed Priscilla years of service and dedication to the Board and stated she was a colleague of many years and will be truly missed.

The reorganization of the board was discussed. A motion was made by Ellen Sullivan and seconded by Michael to discuss the reorganization once a new member is appointed by the Town Administrator.

The Board reviewed the minutes from the Open Session and Executive Session Meetings of the Board of Assessors, which was held on: May 8, 2020. A motion to approve and release the minutes was made by Ellen Doyle Sullivan, seconded by Michael Leitzel and the vote was unanimous by a roll call vote.

The Board reviewed the technical (non-price) details proposals titled "Fiscal Year 2021 Valuation Service" for the Town of Bourne that was submitted from PKvaluation Group and George E. Sansoucy, P.E. LLC. Both proposals were submitted to the Assessors Department in a timely manner. The Board was informed the proposals were opened on August 24th by Glen Cannon and Rui Pereira. The proposal from Pkvaluation Group scored well (7 out of possible) under the scoring system defined within the RFP. The proposal from George E. Sansoucy did not meet the criteria for the complete valuation service. The proposal was for only to provide valuation service for the public utilities properties. A motion was made by Michael Leitzel and seconded by Ellen Sullivan to approve the Notice of Award bid to Pkvaluation.

The Board reviewed the Cape Cod Commission warrants. A motion was made by Ellen Sullivan and seconded by Michael Leitzel to authorize Interim Director of Assessing, Rui Pereira sign the warrants on their behalf via Signature stamp.

The Board discussed on the next board meeting once a new member is appointed.

Meeting Adjourned: at 10:21am

Respectfully submitted,
Rui Pereira, MAA - Interim Director of Assessing

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TOWN CLERK BOURNE

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