

TOWN OF CASTLETON
MEETING OF BOARD OF CIVIL AUTHORITY
September 2, 2015 6:00PM

MEMBERS PRESENT: Deborah Rosmus, Nedra Boutwell, Gerard Ashton, Pat Albin-Diercksen, Robert Grace, Nancy Mark, Judy Forbes, David Sequin, Frank Giannini, Lilian Sheren

Non Members: Lois Witt, Lionel Melendi, Matt Krajeski, Bill Krajeski

Meeting called to order at 6:02pm by Chair Deborah Rosmus.

FIRST ORDER OF BUSINESS: REVIEW MEETING MINUTES OF August 3rd 2015.

Debbie R asked everyone to review the minutes from the August 3rd meeting. She asked for a motion to accept the minutes as read, David S made the motion to accept the minutes as read, Frank seconded the motion. All voted in favor, motion passed.

SECOND ORDER OF BUSINESS: REVIEW OF THE PATRIOT SYSTEM

Bill Krajeski reviewed the Patriot system with us, explained how to read the lister cards and how to tell if someone got inside the house or measured the house. Also answered various questions from new members of the board.

THIRD ORDER OF BUSINESS: DISCUSS RULES OF PROCEDURE

Discussed the rules of procedure that was presented by VLCT. Motion was made by David to utilize the VLCT Model Rules of Procedure for Board of Civil Authority Property Tax Assessment Appeal Hearings, seconded by Pat. All voted in favor, motion passed.

FOURTH ORDER OF BUSINESS: DISCUSS GRIEVANCE SCHEDULE

Discussed the schedule set for the hearings, approximately nine to ten parcels a meeting with one to two meetings a week. Discussed schedule for deliberation meetings, site visits and site visit written report. Also discussed who can't make certain meetings. Set to start September 9th.

FIFTH ORDER OF BUSINESS: CONSIDERATION OF APPEAL

Nedra received late grievance letters. Per the recommendation of VLCT the letters were brought to the board to ask to be considered for hearings. There were various reasons for being late and some did not grieve with the listers. Parcel #05-02-25, #31-50-42, #33-50-35.2, #33-50-53, #22-21-19.1, #06-01-02, # 08-01-03, and #20-20-02. There was a lengthy discussion in regards to the letters and 32 VSA 4404a. Judy made a motion to not accept the late grievances, Lilian seconded. All voted in favor, motion passed.

OTHER BUSINESS:

Everyone present signed an oath form.

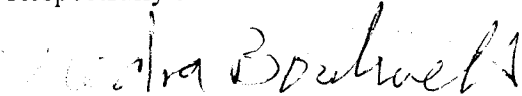
More discussion on the timing of the grievances, meeting minutes, site visit notes, packets handed out to members, how to handle site visits, ex parte communication, etc.

Debbie asked if the BCA is entitled to mileage. Nedra will look into this.

Lois asked for a copy of the hearing list.

Bob G made a motion to adjourn the meeting, seconded by Pat. All voted in favor. Meeting adjourned at 8:05M

Respectfully submitted:



Nedra Boutwell, Clerk

Approved:

Date: September 01st
2015