

**BOARD OF CIVIL AUTHORITY AGENDA  
ABATEMENT MEETING**

**June 17, 2015**

1. Call to Order 6:30 p.m.
2. This meeting is being audio taped. Be sure to speak distinctly and state your name for the record.
3. Role Call and BCA oath:  
"I do solemnly swear (or affirm) that I will well and truly hear and determine all matters at issue relating to the abatement of taxes and other levies submitted for my decision."
4. Amendments to the Agenda (if needed)
5. Approve minutes of May 6, 2015 Checklist update meeting
6. Review the requests
7. Other Business:
  - ✓ Set BCA meeting schedule for upcoming fiscal year.
  - ✓ Tax Grievance Hearings - update
8. BCA SOP Updates Included in Board Packets:
  - ✓ Email addresses - new distribution list.
  - ✓ Committee Descriptions
  - ✓ Abatement Hearing & Code of Conduct Policy.
  - ✓ Revised Income/Expense Statement (further review needed)
  - ✓ VLCT opinion on Abatement Hearings.
9. Adjourn

**BOARD OF ABATEMENT MEETING MINUTES  
June 17, 2015**

The duly warned Board of Abatement Meeting was held on June 17, 2015, Barre Town Municipal Building, Selectboard meeting room, in Lower Websterville at 6:30 p.m.

The following members were present: Chair Paul Malone, Town Clerk-Treasurer Donna Kelty, Assessor Joseph Levesque, Jeff Blow, Gordon Booth, William Bugbee, Pearl Bugbee, Charles Castle, Tracy Delude, J. Guy Isabelle, J.P Isabelle (arrived at 7:18 p.m.), Philip Kolling, W. John "Jack" Mitchell, Edward Paquin, Jay Perkins, Virginia Poplawski, Rolland Tessier, R. Lee Walther, Sheila Walther, and Tom White. (20 were present)

Those absent included: Rob LaClair (vacation), Christopher Violette (another meeting). (2 were absent)

Others present included: David James, Rita Valliere, and Kimberly Roy.

**CALL TO ORDER**

Chair Malone called the Board of Abatement meeting to order at 6:30 p.m.

**REMINDER TO THOSE PRESENT**

The Chair reminded those present this meeting is being audio taped. Individuals were requested to speak distinctly and state their name for the record.

**CHANGES TO THE AGENDA**

*R. Lee Walther asked for an additional topic under item to #7, Other Business; to be labeled as "housekeeping." The consensus of those present is to accept the agenda changes.*

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:  
OATH TO VOTING MEMBERS**

The following oath was taken by the Board members:

I do solemnly swear (or affirm) that I will well and truly hear and determine all matters at issue relating to the abatement of taxes and other levies submitted for my decision.

**MINUTE APPROVAL**

*On a motion by Jack Mitchell, seconded by Rolland Tessier, the Board voted to approve the Checklist Update meeting minutes of May 6, 2015 with the following corrections:*

- 1. Page 1, Call to Order, Delete the name of Virginia Poplawski and insert the name of Paul Malone.*

*JP Isabelle, Rob LaClair, and Christopher Violette were not present for the vote.*

**ABATEMENT ITEMS**

**1. Roger & Rebekah Ruel**

636 Graniteville Road

Tax Map 018 Lot 009.00

Request: \$1,050.00 property tax and sewer use charges

Background: Mr. and Ms. Ruel are represented by Geoffrey M. Fitzgerald, Esq. In the letter from the Attorney the request is made "citing the Ruels should not have to pay for penalties and interest for the prior owners delinquencies, the property has been largely destroyed/condemned and thus will require the Ruels to invest substantial time and money before they can begin to receive any return on their investment..." The request is for abatement of penalties and interest

Mr. & Ms. Ruel were present and administered the oath. Testimony included the following:

- The Ruels purchased the property in February 2015 and there were back taxes owned by the prior owner which had abandoned the property.
- The Town assessed value of the property for the current fiscal year is \$69,700. Next fiscal year's grand list has been filed and the property (building & land) is valued at \$30,100 (approximately a 60% reduction).
- At closing the Ruel's paid \$3,827.76 for back taxes. This amount reflects only the principal amount. The remaining amount due as of this meeting is \$581.67. The May 15, 2015 property tax installment of \$457.71 was also paid.
- The Ruel's had to install a new sewer line (\$10,000), paid \$3,500 for the property, and has removed approximately 2 dumpsters (\$700) in garbage/debris/etc. from the building. There is still much to do to make the building livable again.

The Ruels would like to have the remaining amount due of \$581.67 abated and to recoup some of the taxes paid because there was so much neglect/damage to the property over the years.

During the question and answer session it was stated the new owners were aware there were delinquent taxes. They knew the property was "a mess" and did not do an inspection prior to the purchase. Their plan is to rehab the property and rent again. Mr. Levesque stated "the property was in the worst condition of home he had ever been in in Barre Town."

*A motion was made by Sheila Walther, seconded by Joseph Levesque to wait until the end of the meeting and discuss this item in deliberative session. There was a friendly amendment to state that all contentious items would be discussed in deliberative session after hearing all the appeals. The amended motion was passed unanimously. J.P. Isabelle, Rob LaClair, and Christopher Violette were not present for the vote.*

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

**2. David James**

23 Phil Street

Tax Map 024 Lot 011-00

Request: \$730.90 in property taxes

Background: Mr. James appeared before the Board of Abatement in January 2015. He was awarded an abatement of \$730.90 (50%) of what had been overpaid on his property tax bill since the last town-wide reappraisal (10 years ago).

Mr. James was administered the oath. He is now requesting the balance of the January request (\$730.90) be abated citing there were procedural errors which could have resulted in a different outcome. The About Abatement Handbook states "The Listers (Assessor), while a member of the Board of Abatement, may also want to testify in defense of their actions, and if this occurs they may not be considered part of the Board. He is stating that the Assessor should not have voted at the January hearing and thus makes the decision null and void.

During the question and answers a Board member commented he was concerned about setting a precedent if Mr. James was returned the full amount of money. What if someone would come along and it could be proven that for the last 25 years they were overcharged. The Chair noted that actions of this Board, by law, do not constitute setting a precedent. Each abatement request is decided based on its particular facts, not on prior Board's decisions with similar requests.

J.P. Isabelle (Board of Civil Authority member) arrived at 7:18 p.m.

*A motion was made by Tom White, seconded by Jack Mitchell to abate the property taxes of David James, Tax map 024, Lot 011-00, in the amount of \$730.90 citing the tax was not properly assessed and there is a manifest error or mistake of the Assessor.*

During the motion discussion Kelty expressed concern that the criteria used in the motion did not match the reason for the request and that this criteria could be deemed the "second bit of the apple." The maker of the motion and second agreed to a friendly motion to change the criteria to "the collection would work an injustice."

*The amended motion to abate the property taxes of David James, Tax Map 024, Lot 011-00, in the amount of \$730.90 citing the collection of the tax would work an injustice passed with 14 yes, 4 no, 2 abstaining, and 2 not present (Violette and LaClair).*

Role Call:

Blow	<u>Yes</u>	Booth	<u>Yes</u>	Bugbee, Pearl	<u>Yes</u>
Bugbee, William	<u>Yes</u>	Castle	<u>Yes</u>	Delude	<u>Yes</u>
Isabelle, J. Guy	<u>No</u>	Isabelle, JP	<u>Abstain</u>	Kelty	<u>Abstain</u>
Kolling	<u>Yes</u>	Malone	<u>Yes</u>	Mitchell	<u>Yes</u>
Paquin	<u>Yes</u>	Perkins	<u>Yes</u>	Poplawski	<u>Yes</u>
Tessier	<u>Yes</u>	Walther, Lee	<u>No</u>	Walther, Sheila	<u>No</u>
White	<u>Yes</u>	Levesque	<u>No</u>		

Board of Abatement members Tom White and Rolland Tessier left at 7:20 p.m. to attend another meeting. The number of members present from this point forward is 18.

**3. Raymon & MaryClaire Bullis**

17 Church Street

Tax Map 025 Lot 040-00

Request: \$192.10 - property tax

Background: On July 22, 2014 a letter was received from the property owner stating they no longer had a pool or the pool house. The Assessor stated the value of the

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

pool/pool house was \$8,400.00. The homeowner would like an abatement of taxes for the current fiscal year.

*On a motion by Charles Castle, seconded by JP Isabelle, the Board of Abatement voted to abate property taxes for Raymon & MaryClaire Bullis, 17 Church Street, Tax map 025, Lot 040-00 in the amount of \$192.10 citing there was a manifest error. The motion passed unanimously. LaClair, Tessier, White, and Violette were absent.*

**4. Rita Anne Valliere**

Several parcels off Leo Avenue and Morin Road in South Barre  
Request: Any amount

Background: Ms. Valliere had previously come before the Board in June of 2014 resulting in a unanimous denial of the request. A second abatement request was made during the January 2015 meeting. There was a concern at that time this request was "a second bite of the apple" which is disallowed according to the Abatement Handbook. The VLCT Attorney rendered an opinion stating the Board of Abatement must hear all appeals before determining a request is a second bite of the apple. Therefore the Board will hear this appeal.

Conflicts of Interest: Treasurer Donna Kelty is a neighbor and has put many hours in preparing this request. Jay Perkins stated his employer (Pike Industries) was named in Ms. Valliere's letter of request to the Board. Therefore, Kelty and Perkins will be abstaining from participating in the discussion/decision. Citing several comments in the Valliere abatement request letter, dated 2/16/15, Lee and Sheila Walther informed the Board and Ms. Valliere that they have no conflict of interest.

Rita Valliere and Kimberly Roy (daughter) were present and administered the oath. At this hearing Ms. Valliere presented a letter to the Board dated 6/8/15 which her daughter read into evidence. Ms. Valliere stated that as a result of bad advice from her attorney the process was started to foreclose on RHD development and take back the many parcels of land (delinquent taxes and all). She stated there is no money left and has had to move in with her daughter because she cannot afford a place to live. The parcels of land have been on the market and she is changing real estate companies at the moment. There is interest by two different buyers resulting in an offer, but the delinquent balances may be hampering a commitment. Ms. Valliere is requesting abatement of any amount the Board can give or to freeze the penalties and interest. No financial documents were distributed to the Board.

It was noted for the record the Board of Abatement does not have the authority to freeze penalties and interest.

JP Isabelle stated the Board of Abatement in the past has structured abatements to be contingent upon the sale of property by a date certain. This is something the Board should discuss. Lee Walther reminded the Board a motion had already been passed (prior to the arrival of JP Isabelle) which stated that if a request needs in depth discussion they would go into deliberative session.

*A motion was made by JP Isabelle, seconded by Mitchell, to abate 50% of the charges if the parcel is sold by the end of month August.*

During the motion discussion Ms. Walther read excerpts from the June 2014 abatement minutes and from Ms. Valliere's Feb. 16, 2015 letter to the Board (for today's hearing) citing a difference between Ms. Valliere's statements and the Town's substantiated facts and other testimony which resulted in the Board's unanimous decision to deny Ms. Valliere's request in June 2014. Castle then called the question.

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

*A motion was made by JP Isabelle, seconded by Mitchell, to abate 50% of the charges if the parcel is sold by the end of month August. The motion failed with 10 voting no.*

Role Call:

Blow	<u>No</u>	Booth	<u>No</u>	Bugbee, Pearl	<u>No</u>
Bugbee, William	<u>No</u>	Castle	<u>Yes</u>	Delude	<u>No</u>
Isabelle, J. Guy	<u>No</u>	Isabelle, JP	<u>Yes</u>	Kelty	<u>Abstain</u>
Kolling	<u>No</u>	Malone	<u>No</u>	Mitchell	<u>Yes</u>
Paquin	<u>Yes</u>	Perkins	<u>Abstain</u>	Poplawski	<u>Yes</u>
Walther, Lee	<u>No</u>	Walther, Sheila	<u>No</u>	Levesque	<u>Abstain</u>

*A motion was made by Jeff Blow, seconded by Pearl Bugbee, to move this item to deliberative session later this evening. The motion passed with 12 voting yes.*

Role Call:

Blow	<u>Yes</u>	Booth	<u>Yes</u>	Bugbee, Pearl	<u>Yes</u>
Bugbee, William	<u>Yes</u>	Castle	<u>No</u>	Delude	<u>Yes</u>
Isabelle, J. Guy	<u>No</u>	Isabelle, JP	<u>No</u>	Kelty	<u>Abstain</u>
Kolling	<u>No</u>	Malone	<u>Yes</u>	Mitchell	<u>Yes</u>
Paquin	<u>Yes</u>	Perkins	<u>Abstain</u>	Poplawski	<u>Yes</u>
Walther, Lee	<u>Yes</u>	Walther, Sheila	<u>Yes</u>	Levesque	<u>Yes</u>

- 5. Jennifer McKelvey**  
 25 Windy Wood Road  
 Tax Map 036 Lot 020-00  
 Request: Any amount

Background: A letter and documents were received and presented to the Board. However, the application was incomplete.

*A motion was made by Jeff Blow, seconded by Lee Walther, to deny the request of Jennifer McKelvey, 25 Windy Wood Road, Tax Map 036, Lot 020, citing there was not enough information to make an informed decision. The motion passed with 15 voting yes.*

Role Call:

Blow	<u>Yes</u>	Booth	<u>Yes</u>	Bugbee, Pearl	<u>Yes</u>
Bugbee, William	<u>Yes</u>	Castle	<u>No</u>	Delude	<u>Yes</u>
Isabelle, J. Guy	<u>Yes</u>	Isabelle, JP	<u>No</u>	Kelty	<u>Yes</u>
Kolling	<u>Yes</u>	Malone	<u>Yes</u>	Mitchell	<u>Yes</u>
Paquin	<u>No</u>	Perkins	<u>Yes</u>	Poplawski	<u>Yes</u>
Walther, Lee	<u>Yes</u>	Walther, Sheila	<u>Yes</u>	Levesque	<u>Yes</u>

- 6. Austin Gray, Esq. Agent**  
 Patient: James Thompson  
 Ambulance Trip # 14-17520 date of service is December 6, 2014  
 Request: \$427.37

Background: Austin Gray, sq., sent a letter as agent for James Thompson requesting a partial ambulance abatement.

J.P. Isabelle stated he interned with the law office of Williams & Gray, but did not do any work on this case and is advising the Board that he does not feel there is no conflict of interest. It was noted during the discussion there was no copy of written authorization by Attorney Austin Gray to act as an agent for James Thompson as requested in the application.

*On a motion by Joseph Levesque, seconded by Jeff Blow, the Board of Abatement voted unanimously to deny the application stating there is no documentation allowing Austin Gray to act as an agent for James Thompson.*

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

**7. Kerry Welch**

32 McLeod Hill Road  
Tax Map 018 Lot 039-01  
Request: \$479.22 Sewer use charges

Background: Kerry Welch's letter stated the property was purchased about a year ago at which time a major leak was found. The water has been shut off until further notice. There have been some improvements made to the property and will be sold by the owner. A request for waiver of sewer use charges and penalties is being requested in that the sewer service was not used.

The Treasurer informed the Board that the sewer use charge is not solely used for the treatment of sewage. A portion of this levy pays for system line repairs, loan payments, administration, etc. There is a provision within the Sewage Allocation Policy which would allow the property owner to have the fees waived, but this must be discussed with the Town Engineer.

*A motion was made by JP Isabelle, seconded by Guy Isabelle, denying the request of Kerry Welch, 32 McLeod Hill Road, Tax Map 018, Lot 039-01 stating the sewer use charge bills were properly assessed. The motion passed with 15 voting yes.*

Role Call:

Blow	<u>Yes</u>	Booth	<u>Yes</u>	Bugbee, Pearl	<u>Yes</u>
Bugbee, William	<u>Yes</u>	Castle	<u>Yes</u>	Delude	<u>No</u>
Isabelle, J. Guy	<u>Yes</u>	Isabelle, JP	<u>No</u>	Kelty	<u>Yes</u>
Kolling	<u>Yes</u>	Malone	<u>Abstain</u>	Mitchell	<u>Yes</u>
Paquin	<u>Yes</u>	Perkins	<u>Yes</u>	Poplawski	<u>Yes</u>
Walther, Lee	<u>Yes</u>	Walther, Sheila	<u>Yes</u>	Levesque	<u>Yes</u>

**8. Carl J. Lindgren**

Ambulance Trip # 13-9804, date of service is July 12, 2013  
Request: \$1,134.60

Background: Mr. Lindgren stated that as a result of an accident he has not been able to work. His insurance through the VA denied payment stating this was not an emergency. The application paperwork was complete and received on November 12, 2014.

In January 2015, the Board of Abatement tabled action on this item as it wanted more "income" information than was provided. The Clerk of the Board forwarded a letter to Mr. Lindgren asking for additional information. Mr. Lindgren returned the letter but with no additional income information.

*A motion was made by Tracy Delude, seconded by J. Guy Isabelle, denying the request of Carl Lindgren, ambulance trip #13-9804, date of service July 12, 2013, stating there was insufficient income information to make a decision. The motion passed with 12 voting yes.*

Role Call:

Blow	<u>Yes</u>	Booth	<u>Yes</u>	Bugbee, Pearl	<u>Yes</u>
Bugbee, William	<u>Yes</u>	Castle	<u>No</u>	Delude	<u>Yes</u>
Isabelle, J. Guy	<u>Yes</u>	Isabelle, JP	<u>No</u>	Kelty	<u>No</u>
Kolling	<u>Yes</u>	Malone	<u>Yes</u>	Mitchell	<u>No</u>
Paquin	<u>No</u>	Perkins	<u>Yes</u>	Poplawski	<u>No</u>
Walther, Lee	<u>Yes</u>	Walther, Sheila	<u>Yes</u>	Levesque	<u>Yes</u>

**9. Dylan Potvin**

Ambulance trip #15-564 for no transport on January 5, 2015.  
Request: \$65.00

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

Background: Mr. Potvin stated he felt the charge is unfair. A passer-by called, he did not need treatment not was he injured. He slid off the road just a little bit and there was no damage to the vehicle or any insurance involved.

*On a motion by Joe Levesque, seconded by Tracy Delude, the Board of Abatement voted unanimously to abate the ambulance bill of Dylan Potvin, Trip #15-564, date of service January 5, 2015 in the amount of \$65.00 citing the collection works an injustice.*

**10. Wayne Dunlap - Agent is State of VT, Division of Fire Safety**

Ambulance trip #14-9395, Date of service June 24, 2014

Request: \$65.00

Background: Mr. Dunlap works for the Division of Fire Safety. While on duty the ambulance was called and Mr. Dunlap declined transport or services. The Fire Safety Division is asking for abatement of the no transport charge.

*On a motion by Joe Levesque, seconded by JP Isabelle, the Board of Abatement voted unanimously to abate the ambulance bill of Wayne Dunlap, Trip #14-9395, date of service June 24, 2015 in the amount of \$65.00 citing the collection would work an injustice.*

**11. Estate of Walter Mann, (Theresa Mann daughter is agent.)**

Ambulance trip #14-9271, Date of Service June 18, 2014 (\$47.34)

Ambulance trip #14-9310, Date of Service June 21, 2014 (\$87.99)

Request: \$135.33 for two runs

Background: Mr. Mann passed away on August 10, 2014. There is no estate or funds to pay the remaining balances on both his bills.

*On a motion by Tracy Delude, seconded by William Bugbee, the Board of Abatement voted unanimously to abate the ambulance bills of Walter Mann, Trip #14-9271, date of service June 18, 2014 in the amount of \$47.34 and trip #14-9310. Date of service June 21, 2014 in the amount of \$87.99 citing the persons liable for the have died insolvent.*

**12. Auto Trek LLC**

Various parcels located in Barre Town

Property Tax penalties

Request: No amount stated

Background: The request was received shortly after the May 2015 property taxes. A letter was sent to Auto Trek on May 29, 2015 advising them of the need to complete the abatement application and the need to return it by the deadline. No application has been received.

*On a motion by Jay Perkins, seconded by Tracy Delude, the Board of Abatement voted unanimously to deny the request of Auto Trek LLC for abate of property tax penalties due to lack of information.*

**13. Town of Barre is presenting an ambulance bill for abatement**

Patient is Mae Anderson

Trip #15-2629, Date of service is January 26, 2015

Request: \$700.50

Background: The Town Treasurer stated there is no mailing address or way to contact the patient as she is homeless and there is inadequate information to pass on to the credit bureau. Central Vermont Hospital was contacted and has the same information as the Town. The request is made citing there is no reasonable probability the tax can be collected. Town Treasurer Kelty abstained from the vote as she presented the request.

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

*On a motion by Charles Castle, seconded by Jeff Blow, the Board of Abatement voted to abate the ambulance trip of Mae Anderson, Date of Service January 26, 2015, trip #15-2629 citing there is no reasonable probability the levy can be collected. The motion passed with Kelty abstaining.*

**14. Versatile Office & Storage, Inc.**

Tax Map 406 Lot 050-01,  
Renting of storage contains located at 255 Websterville Road  
Request: \$158.91 plus penalties

Background: On late January 2015 the Assessor's Office received a letter stating Versatile was no longer in the business of renting storage container and office trailers and asked that their account be credited. Then in April 2014 the Assessor's Office responded to the January letter advising the company needed to complete the application and return it to my office by June 10, 2015. The application was never returned.

*On a motion by Tracy Delude, seconded by J. Guy Isabelle, the Board of Abatement voted unanimously to deny the request of Versatile office & Storage Inc. as there was not enough information to make an informed decision.*

**DELIBERATIVE SESSION**

*On a motion by Jack Mitchell, seconded by Tracy Delude, the Board of Abatement voted unanimously to enter into deliberative session at 8:30 p.m. to discuss the Ruel (#1) and Valliere (#4) requests.*

*On a motion by JP Isabelle, seconded by Pearl Bugbee, the Board of Abatement voted unanimously to come out of deliberative session at 9:17 p.m.*

The Clerk of the Board read the deliberative session decision in open meeting.

Request #1: *A motion was made by Joe Levesque, seconded by Jay Perkins, to abate sewer charges for Roger & Rebekah Ruel property located at 636 Graniteville Road, Tax Map 018 Lot 009-00 in the amount of \$2,920.28 or 60% of the total request (\$3,827.76 - paid at closing + \$457.71 - May 2015 installment + \$581.67 - outstanding delinquent balance) with a refund being made to the Ruels in the amount of \$2,338.61. The motion passed with 9 voting yes.*

Role Call:

Blow	<u>Yes</u>	Booth	<u>Yes</u>	Bugbee, Pearl	<u>Abstain</u>
Bugbee, William	<u>Yes</u>	Castle	<u>No</u>	Delude	<u>Yes</u>
Isabelle, J. Guy	<u>No</u>	Isabelle, JP	<u>Abstain</u>	Kelty	<u>Yes</u>
Kolling	<u>Yes</u>	Malone	<u>No</u>	Mitchell	<u>Yes</u>
Paquin	<u>No</u>	Perkins	<u>Yes</u>	Poplawski	<u>No</u>
Walther, Lee	<u>No</u>	Walther, Sheila	<u>No</u>	Levesque	<u>Yes</u>

Request #4: *A motion was made by Jack Mitchell, seconded by Sheila Walther, to deny the request of Rita Ann Valliere for an abatement of property tax and various penalties on the parcels of the land located off Morin Road, Kings Row, and Leo Avenue in South Barre and to recommend a letter be sent to the Barre Town Delinquent Tax Collector and ask that the property be turned over to the Town Attorney for tax sale. The motion passed with 14 voting yes. The role call is on the next page.*

Role Call:

Blow	<u>Yes</u>	Booth	<u>Yes</u>	Bugbee, Pearl	<u>Yes</u>
Bugbee, William	<u>Yes</u>	Castle	<u>Yes</u>	Delude	<u>Yes</u>
Isabelle, J. Guy	<u>Yes</u>	Isabelle, JP	<u>No</u>	Kelty	<u>Abstain</u>
Kolling	<u>Yes</u>	Malone	<u>Yes</u>	Mitchell	<u>Yes</u>
Paquin	<u>No</u>	Perkins	<u>Abstain</u>	Poplawski	<u>Yes</u>
Walther, Lee	<u>Yes</u>	Walther, Sheila	<u>Yes</u>	Levesque	<u>Yes</u>

## BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:

### SETTING THE BCA MEETING SCHEDULE FOR FISCAL YEAR 2015-2016

Each fiscal year it has been customary for the Board of Civil Authority to set their annual meeting schedule. This allows for better participation and can ensure quorums can be met.

Board discussion focused on the day of the week. Since there are occasions when the Assessor (who is also Barre City's Assessor) must attend the Town has been holding their meetings on Wednesday night. The consensus of those present is to continue holding meetings on Wednesday nights, 6:30 p.m. in the Barre Town Municipal Building Selectboard meeting room.

By consensus the meeting schedule for the next fiscal year have been set. It should be noted the Tax Grievance hearing dates are tentative as they hinge on when the Assessor mails his grievance hearing results and the number of appeals to the BCA. Postcards will be mailed to members.

### HOUSEKEEPING

Board of Abatement member Lee Walther presented the Board of Abatement with a proposed amendment he would like to see added to our Abatement Hearing and Code of Conduct Policy to set out procedures when an applicant or witness makes any statements against individual board member(s). He would like to ensure that members are not "blindsided" by request letters which may/may not contain information on particular board members. The amendment would require the Clerk of the Board to notify the Board Chair and the affected board member(s) immediately.

During discussion it was cited that several of the words are defined legally. The thought was to perhaps get a legal opinion on the definition of the words to ensure the Town does not restrict "free speech." The Clerk was directed to get a legal opinion and to place this item on the next meeting agenda (tentatively set for August 5, 2015 - Tax Grievance/Checklist Purge) for further discussion and possible action.

Town Email addresses: Barre Town will provide town email addresses for Board members. The Town Clerk prepared a request form. During the recent Open Meeting Law training Board members learned their personal email could be subject to inspection if used for Town business. The Clerk did remind members that once they obtain a Town email address it would be their responsibility to check it regularly.

### ADJOURN

*On a motion by Jack Mitchell, seconded by JP Isabelle, the Board of Abatement voted unanimously to adjourn at 9:47 p.m.*

Signatures are on the next page.

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

**Board of Civil Authority**

\_\_\_\_\_  
*Donna J. Kelty, Town Clerk-Treasurer*

\_\_\_\_\_  
*Chair/Vice Chair*

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**ABATEMENT MEETING OATHS next page**

**DRAFT**

**BOARD OF ABATEMENT MEETING OF JUNE 17, 2015 continued:**

**TOWN OF BARRE - ABATEMENT MEETING  
OATH OF BOARD MEMBERS  
June 17, 2015**

I do solemnly swear (or affirm) that I will well and truly hear and determine all matters at issue at issue relating to the abatement of taxes and other levies submitted for my decision. So help me God (or under the pains and penalties of Perjury).

Name	Signature
Blow, Jeff	<i>Jeff Blow</i>
Booth, Gordon	
Bugbee, Pearl	<i>Pearl Bugbee</i>
Bugbee, William	<i>William Bugbee</i>
Castle, Charles	<i>Charles Castle</i>
Delude, Tracy	<i>Tracy Delude</i>
Isabelle, J. Guy	<i>J. Guy Isabelle</i>
Isabelle, J.P.	<i>J.P. Isabelle</i>
Kelty, Donna	<i>Donna Kelty</i>
Kolling, Phillip	<i>Phillip Kolling</i>
LaClair, Robert	Not Present
Malone, Paul	<i>Paul Malone</i>
Mitchell, W. John "Jack"	<i>W. John "Jack" Mitchell</i>
Paquin, Edward	<i>Edward Paquin</i>
Perkins, Jay	<i>Jay Perkins</i>
Poplawski, Virginia	<i>Virginia Poplawski</i>
Tessier, Rolland*	<i>Rolland Tessier</i>
Violette, Christopher*	Absent
Walther, R. Lee	<i>R. Lee Walther</i>
Walther, Sheila	<i>Sheila M. Walther</i>
White, Thomas*	<i>Thomas White</i>
Assessor Joseph Levesque	<i>Joseph Levesque</i>

\*Attending Special Barre Town Planning Commission meeting.

