

DRAFT
Minutes of the Norwich Board of Civil Authority
July 13, 2017

Members Present: JP'S: Carroll, Clinton, Dean, Donohue, Gray, Johnson, Leiter, Rotman and Magavern Sachsse. Selectboard: Cook, Lister: Kaufman, Town Clerk: Munday. Also present Judy Trussell.

Munday called the meeting to order at 6:00 PM. First order of business: To administer the tax appeal oath to the members present. A schedule to hear the Williams/Williamson tax appeal and the Lake/Polashenski appeals were set to be heard on July 24, 2017 at 7:00 PM for the hearing and on July 31, 2017 at 7:00 PM for the inspections and decisions.

General discussion regarding the tax appeal processes, participation, conflicts/abstentions, inspections and reporting back in a timely fashion. Leiter did speak up regarding a conflict on the Polashenski/Lake appeal in that she worked with the Vermont Land Trust on their property and has guided them on previous appeals. The board concurred with her thoughts.

Also discussed: Elections: A request from Munday for the ability to make additions and deletions to the voter checklist, without calling the BCA to order. This is a purge year and she will send out the voter checklist for the BCA to go over and ask that they put forth any names of persons who may have moved out of Town or died and name appears on the voter checklist. Also, Munday asked if she should design an evacuation plan in the event that the polls need to be evacuated for any reason. The board concurred.

Nomination for Chair: A motion made by Rotman and seconded by Gray, nominating Nancy Dean for the position of chair passed by a unanimous vote.

Nomination for Vice Chair: A motion made by Donohue and seconded by Gray, nomination John Carroll for Vice Chair passed by a unanimous vote.

Sachsse moved, seconded by Rotman to adopt the Rules of Procedure as written. Motion passed unanimously.

Motion to adjourn passed unanimously. Meeting adjourned at 6:35 PM.

Respectfully submitted,

Bonnie J. Munday, Town Clerk

Respectfully submitted,