

Draft  
Minutes Norwich Board of Civil Authority  
July 14, 2015

Members Present: JP's: Campbell, Dean, Dixon-Vestral, Donohue, Fowler, Gray, Johnson and Rotman;  
Selectboard: Flanders and Layton; Town Clerk: Munday.

The meeting was called to order by Munday at 7:05.

The first order of business is to elect a Chairman for the Board of Civil Authority.

A Motion made by Gray, seconded by Rotman, to nominate Nancy Dean to be the chairman to BCA for this year.

Motion passed with 10 yes and 1 abstention.

Dean then took the Chairman position and ran the rest of the meeting.

The second order of business is to elect a Vice Chairman for the Board of Civil Authority.

A motion made by Flanders, seconded by Donohue, to nominate Arline Rotman to be vice chairman to the BCA for this year.

Motion passed with 10 yes and 1 abstention.

Flanders moved that the Chairman and Vice Chairman also be Chairman and Vice Chairman to the Board of Civil Authority.

1. The next order of business is to adopt the Rules of Procedure for the 2015 Tax Appeals. After general discussion it was decided to change item 9 to read: Three business days prior to the hearing, an appellant shall submit to the Town Clerk 3 paper copies of the appeal, which the Town Clerk shall then promptly provide to each BCA member, either in paper or digital form.
2. Also to move item 12 to the end of the document and to bold and box it: Valuation decisions of the Board of Listers enjoy a presumption of correctness in proceedings conducted under these rules and, accordingly, an appellant shall have the burden of persuasion at hearing.

A motion was made to accept the changes to the Rules of Procedure. Motion passed unanimously.

A motion made by Rotman seconded by Flanders to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:20 pm.

Respectfully submitted,

Bonnie J. Munday  
Norwich Town Clerk