

Special Meeting

BOARD OF ASSESSMENT APPEALS

January 22, 2018, 7:00 p.m.

Present: Linda Czaplinski, Ed Carver, Ann Krane, Martin Wing

The meeting was called to order at 7:00 p.m.

1. Election of new Chairperson

MOTION

Ann Krane moved to nominate Ed Carver as Chairman. This was seconded by Martin Wing. All 3 Ayes. Motion carries.

2. Transition items to new board

Linda Czaplinski gave Ed Carver the key to the Board of Assessment Appeals mailbox. Linda reviewed various information regarding budgets, legal notices, timelines for appeals, and the annual report. Ed Carver will reach out to the tax assessor now to see if the grand list will be finalized by January 31st and then again in July. Ed Carver will also get in touch with Jim Hliva regarding the budget. The document that is on the website that explains what goes into an assessment was given to Martin Wing and it was noted that this document does go out with the appeal confirmation letters. Linda Czaplinski suggested to add a line on the appeal letter that it is the appellant's obligation to bring supporting documentation. This has made a difference in the past with motor vehicle appeals. In March, appeals are heard for real estate and personal property; in September for motor vehicles. The beginning of February and August is when the legal notice goes in the Voices. The appeals come into the Assessor's office, are copied, and then this Board is notified for them to be picked up.

The Board welcomed our newest member, Martin Wing. He has not taken the class yet, but spoke with Bill Gaffney who is trying to set up a class here in Oxford, or somewhere in our area. Linda Czaplinski had mentioned to Martin to go to the Assessor's Office to get a copy of the handbook. Linda Czaplinski mentioned that the training cost comes out of the Board's budget.

3. Meeting Dates

The meeting dates for the Board of Assessment Appeals to hear appeals of assessments for real property and personal property will be held on the following dates at 7:00 PM:

March 12, 2018

March 13, 2018

March 15, 2018

March 19, 2018

March 22, 2018

March 26, 2018
March 27, 2018
March 28, 2018
March 29, 2018

The meeting dates for the Board of Assessment Appeals to hear appeals of the assessments for motor vehicles will be held on the following dates at 7:00 PM:

September 10, 2018
September 11, 2018
September 13, 2018
September 17, 2018
September 20, 2018
September 24, 2018
September 25, 2018
September 26, 2018
September 27, 2018

These dates will be filed with the Town Clerk by January 31, 2018.

5. Adjournment

MOTION

Ann Krane moved to adjourn the meeting at 7:45 p.m. This was seconded by Martin Wing.
All 4 Ayes. Motion carries.

Respectfully submitted,

Ed Carver, Chairman

18 JAN 26 PM 3:40
TOWN OF OXFORD, CT
Margaret A. Clark
TOWN CLERK