

## BAA Minutes

3/10/2022 Special Meeting

Donna Dubanoski, Thomas Tyler- Chairman and Lori Longhi were present. Tom called the meeting to order at 4:00. Lori Longhi will continue to take minutes. Tom called the assessor's office to see if Vicki Rose was planning to attend and was assured Vicki was on her way.

A couple of minutes later Vicki Rose (Tax Assessor's office) arrived accompanied by an individual she introduced as the new Tax Assessor Todd Helems to the BAA members. The Chairman immediately notified Mr. Helems that this BAA Special Meeting is being conducted pursuant to Freedom of Information (FOI) law and, therefore, Todd could not participate in our meeting since he was not on the agenda. Tom reiterated that it would be illegal even to allow Todd to speak but he was welcome to observe. Todd indicated that he understood FOI but would remain and observe.

Tom stated Lori is going to take the minutes, commented that the entire board is present, including Vicki and Enfield's Tax Assessor, Todd Helems.

First item on the agenda was the draft minutes from 2/11/2022. Donna made a motion to approve 2/11/2022 minutes, which was seconded by Tom and unanimously approved.

Next item was next year's budget. However, Vicki informed that it had already been submitted because of time constraints. We expressed disappointment in that the BAA did not have an adequate opportunity to have anything say about it. Notice for future actions (like budgets) should be presented more timely so that we have ample opportunity to review and provide input.

Next item was a robust discussion of the upcoming appeal hearing process, including personnel matters. Since Vicki will be gone for a week in April during the middle of the hearing process the BAA expressed concern that the assessor's office would be able to fill that void and inquired specifically about whether Colleen was experienced enough to handle it. Lori and Donna stressed we need someone who knows where the pertinent tax information, documents and files are preserved. Tom asked if Vicki can train her between now and then. Vicki said yes but has to make sure Colleen is willing since she is part of the union. NOTE: At this point Todd Helems volunteered "Becky is in the office" to which Tom interrupted to remind Todd that the BAA can't hear from him because it is in violation of FOI and his addressing us as he did was out of order. Vicki then stated Becky is also in the office ... Becky is part time and she took minutes in Windsor Locks. We arrived at specific dates and times for Vicki to check out and post in the newspaper for hearings in April.

A discussion ensued about the time to set aside for each individual appeal. Discussed on dates and suggested ten minutes per appeal but giving five minute in between in case someone runs over. Group multiples together and put multiples at the end so if they take longer the singles are not behind them. Lori suggested if there is a bunch of appeals by one person she feels it would be best for the group to hear them all together instead of each BAA doing the individual hearing. She thinks it may be multiple properties so if they are taking notes then there are multiple people listening. Tom says then if they are a single we can hear them individually if they presenting a group of properties we can hear them as a full board. Tom does some calculations on to how many days we need the board picks days and times

Under the last agenda item, Tom suggested another organizational special meeting to include an agenda item to meet with and engage in communication with the new Tax Assessor. Both Donna and Lori were supportive in that we could gain more information and have some questions answered by Todd prior to hearing and appeals. The board is always interested in the tax assessor's perspective.

Also under the last Agenda item was of Motor Vehicles assessments and hearings. Lori asked Vicki for clarification regarding appeals of the motor vehicles. Vicki stated that bills that come out in June may be appealed in September but they have to pay the June bill. If it was appealed in March the June bill will be reflective of any change following BAA decisions.

Vicki informed us that the number of appeals that have come in was 137 and she had about 90 come in that day, she reminded BAA that we don't have to hear appeals assessed over a million, but they were on the list.

Discussion that two members would be a quorum so all members don't have to be at the meeting at all times. Discussion of needing more than one secretary if we split up as in the past we had a staff member take the minutes. Vicki said she took all the notes the last time Tom asked how did Vicki take notes from three different people she said that people just told her what was said. Tom suggested that we should probably just take our own notes and Vicki can get the files and paperwork together. If there is a stack of appeals and the BAA board will just take who is next when they are done. If there is a conflict then one of the other members will take that person and they go to the next person. Picked dates and times, tried to stay away from the Easter holiday also we want to be flexible with dates and times. If someone requests another time or date try to grant it. BAA books dates in April and Tom stated we can deliberate in May if needed so that BAA can do justice on the hearings.

More discussion there are presently 36 properties of over one million Vicki said I can just send them a letter and they can go to court, Tom said we will figure it out after the 18<sup>th</sup> Lori stated this is an informed group of members with a lot of experience, we have heard some in the past. Tom said we can discuss this after we invite the assessor.

BAA members try to give Vicki enough time to get the updated list together and selected 3/22/2022 is for its final organizational meeting. Asked Vicki to invite the tax assessor and post notice complying with legal requirements of FOI. Tom will prepare and send Vicki agenda items.

Donna made a motion to adjourn, seconded by Lori – unanimously approved.

Meeting adjourned at 4:39 pm.

Additional Notes: After 4:39

Todd Helems tried to engage BAA by stating it was good to meet everyone, "if you want to stay I can talk with you." Tom declined and stated that would be a violation of the spirit if not the letter of the law insofar as FOI is concerned. Todd replied that he would like to meet individually with BAA Member. Tom responded that if someone wants to they can but it won't be him. We will have a meeting with the tax assessor all together next week. Donna said she is good, Lori said meeting next week is fine. Everyone left.

Respectfully submitted,

Lori Longhi,

Recording Secretary