Board of Assessment Appeals  
Minutes—Regular Meeting  
Assessor’s Office, 2nd Floor Town Hall  
Thursday, March 28, 2019

Members present: Erica Groh, James Clark and Daniel Santerre.  
Staff present: Audrey Witkowski.

1. Meeting called to order at 6:00PM.

2. Approval of the Minutes: None.

3. Correspondence: None.

4. Appeals: None.

5. Decisions:
   A. The board mailed a response to an incomplete appeal stating they were unable to provide a hearing due to the paperwork being incomplete.
   B. The board sent a response to a late appeal stating there were unable to provide a hearing due to the appeal being received after the due date.

6. New business:
   a. The Board reviewed the submitted appeal applications and set a schedule for appeal dates.

7. Old business: None.

8. Announcements
   a. The next regular meeting of the Board of Assessment Appeals will be held on Tuesday April 11, 2019 at 6:00PM in the Assessor’s Office, 2nd Floor Town Hall.

9. Adjournment
   a. The meeting was adjourned at 7:15PM.