



## TOWN OF NEWTOWN

### Board of Assessment Appeals

Minutes of January 30, 2020

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF ASSESSMENT APPEALS

A Board of Assessment Appeals Special Meeting was held Thursday, January 30, 2020 at 6:30 p.m. in Shared Meeting Room #3, Newtown Municipal Center, 3 Primrose Street, Newtown, CT.

**Members Present:** James McFarland, Alex Villamil, and Bryn Cullen

**Staff Present:** Christine O'Neill, Substitute Clerk

Mr. McFarland called the meeting to order at 6:30 p.m.

#### Approval of Minutes

Mr. Villamil moved to approve the minutes of September 19, 2019. Mr. McFarland seconded. Ms. Cullen, having not been at the meeting, abstained. All were in favor and the minutes were approved.

#### Public Participation

None.

#### Welcome New Member, Bryn Cullen

Mr. McFarland and Mr. Vilamill welcomed Ms. Cullen to the Board of Assessment Appeals.

Mr. McFarland explained the procedures of the Board and the format of the meetings. He clarified that the responsibility of compiling research and making a case is that of the appellant, and occasionally an appeal will necessitate a follow-up from a Field Technician from the Office of the Tax Assessor. The Board's primary purpose is to identify mistakes, not make assessments. There was further exposition on procedures, particularly concerning appeals with appraisals over \$1,000,000 and appeals that go to the Superior Court.

#### Reschedule Hearing Dates for 2019 Assessment Appeals

Mr. McFarland shared that the Office of the Tax Assessor has asked the Board to schedule the appeals for April, rather than for March. The Board discussed potential dates and settled on the following:

Thursday, April 2, 2020

Tuesday, April 7, 2020

Thursday, April 9, 2020

Wednesday, April 15, 2020

Thursday, April 16, 2020

The Board acknowledged that this schedule leaves room for additional hearings or deliberation nights. April 30, 2020 is the deadline.

Ms. O'Neill noted that whoever will clerk the above meetings will need to specify on the agendas that these are Special Meetings, as they were not submitted to the Town Clerk at the beginning of the year. Moreover, cancellation notices will need to be posted for all the March meeting dates listed in the September 19, 2019 minutes. Ms. O'Neill offered to post the cancellation notices, and book Meeting Room 3 for the agreed-upon April meeting dates. Ms. O'Neill will also call the Freedom of Information Commission tomorrow to see if the April agendas need to specify who the appellants are.

#### Elect New Chairperson

Mr. McFarland expressed that he is stepping down as the Chair of the Board.

Ms. Cullen moved to nominate Mr. Villamil as the Chair. Mr. McFarland seconded. All were in favor and Mr. Villamil was elected the Chair of the Board of Assessment Appeals.

Mr. McFarland announced that he will be resigning from the Board. He plans to attend one more meeting, hopefully to introduce his replacement.

Adjournment

The Board would like to hold another Special Meeting on February 19, 2020 at 6:30 p.m. in Meeting Room 3.

Mr. McFarland moved to adjourn the meeting. Mr. Villamil seconded. All were in favor and the meeting was adjourned at 7:30 p.m.

*Respectfully submitted,  
Christine O'Neill, Substitute Clerk*