

**TOWN OF STAMFORD**  
**BOARD OF CIVIL AUTHORITY MEETING**  
**June 6, 2024**  
**(UNAPPROVED)**

Present: Board of Civil Authority: Nancy L. Bushika, Michael G. Denault, John Dunn, Doug Wright, and Kurt Gamari (Selectboard)  
Natalie Yorke, Marta Miller, Tyna Senecal, Debra Burchard, and Sally Bohl (Justices of the Peace)  
Lori A. Shepard (Town Clerk)

**REORGANIZATION**

1. MOTION by Deb Burchard to nominate Natalie Yorke as Chair. SECONDED by Marta Miller. All in favor. Motion APPROVED.
2. MOTION by Marta Miller to nominate Debra Burchard as Vice Chair. SECONDED by Natalie Yorke. All in favor. Motion APPROVED.
3. MOTION by Natalie Yorke to nominate Lori Shepard as Clerk. SECONDED by Marta Miller. All in favor. Motion APPROVED.

**HEARING DATES**

The board members felt Monday June 24, 2024 or Tuesday, June 25, 2024 would be the best days to schedule the grievance appeal hearings. The assessor, John Tiffany, will be consulted for availability.

**RULES OF PROCEDURE FOR BOARD OF CIVIL AUTHORITY PROPERTY TAX ASSESSMENT APPEAL HEARINGS**

The board reviewed the Rules of Procedure. This provides information to assist the Board of Civil Authority when conducting the hearing.

MOTION by Nancy Bushika to accept the Rules of Procedure for Board of Civil Authority Property Tax Assessment Appeal Hearings as discussed with the change to reduce the number of copies the appellant is required to bring from 16 to 13 copies. SECONDED by Natalie Yorke. All in favor. Motion APPROVED.

**INFORMATIONAL HANDOUT FOR BOARD OF CIVIL AUTHORITY PROPERTY TAX ASSESSMENT APPEAL HEARINGS**

The board reviewed the Informational Handout. This document is sent to the appellant with the notice of hearing to provide an overview of what they can expect at the hearing.

MOTION by Nancy Bushika to accept the Informational Handout for Board of Civil Authority Property Tax Assessment Appeal Hearings as discussed with the following changes: to reduce the number of copies the appellant is required to bring from 16 to 13 copies; to update the reference at the end from the 2007 Handbook on Property Tax Appeals to the 2009 edition; to update the 2007 About Abatement Booklet to the 2014 edition; to remove the last line referencing the Policy on Politicking, Campaigning and Signs at the Poling Place which was included in error. SECONDED by Natalie Yorke. All in favor. Motion APPROVED.

**POLICY ON POLITICKING, CAMPAIGNING AND SIGNS AT THE POLLING PLACE**

Lori Shepard discussed the use of phones at the polling place and during the counting of ballots. The election is a public event and pictures are allowed of the election and the voting process. After a brief discussion the board members decided not to make any changes to the current policy.

**UPCOMING ELECTIONS**

Mike Denault asked if the election would be affected if the school was not able to hire a sheriff on a school day. The election will go forward either way.

MINUTES

MOTION by Nancy Bushika to accept the minutes of July 20, 2023 as written. SECONDED by Deb Burchard. All in favor. Motion APPROVED.

BOARD OF CIVIL AUTHORITY MEMBERS

Lori Shepard noted that BCA members who grieve their assessment with the BCA are not able to participate on the board for the other appeal hearings.

MOTION by Natalie Yorke to adjourn. SECONDED by Marta Miller. All in favor. Motion APPROVED. The meeting ended at 6:06 p.m.

Respectfully submitted,

Natalie Yorke  
Chair

NY/las