



Incorporated 1787

**BOARD OF ASSESSMENT APPEALS**

Barbara Reynolds, Chairperson  
Anne Kendall, Vice Chairperson  
Mary Lou Jamieson, Member

Marina Coprio, Alternate  
Chris Frawley, Alternate (Temporary)  
Vacant, Alternate

**MINUTES  
2023 GRAND LIST**

THURSDAY, JANUARY 18, 2024

In attendance: Mary Lou Jamieson, Anne Kendall, Barbara Reynolds, Marina Coprio, and Denise Hames.

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Meeting called to order by Ms. Reynolds: 6:00 pm

**ELECTION OF CHAIRPERSON**

Ms. Kendall nominated Ms. Reynolds for Chairperson, Ms. Jamieson seconded. All in favor, the motion carried (3-0).

Ms. Reynolds nominated Ms. Kendall as Vice Chairperson. Ms. Jamieson seconded. All in favor, the motion carried (3-0).

**SET SCHEDULE OF REGULAR MEETINGS**

The Board Members set the following dates:

March 4 <sup>th</sup> at 5pm	March 11 <sup>th</sup> at 5pm	March 18 <sup>th</sup> at 5pm
March 5 <sup>th</sup> at 5pm	March 12 <sup>th</sup> at 5pm	March 19 <sup>th</sup> at 5pm
March 6 <sup>th</sup> at 5pm	March 13 <sup>th</sup> at 5pm	March 20 <sup>th</sup> at 5pm
March 7 <sup>th</sup> at 5pm	March 14 <sup>th</sup> at 5pm	March 21 <sup>th</sup> at 5pm
March 8 <sup>th</sup> at 5pm	March 15 <sup>th</sup> at 5pm	March 22 <sup>th</sup> at 5pm

The September meeting for Motor Vehicle was set for Saturday September 14<sup>th</sup>, 2024 to start at 10am. All in favor, motion carried (3-0).

**APPROVE BOARD OF ASSESSMENT APPEALS FORM**

Board Members agreed to change the wording on the forms as follows: From “encourages” to “requires”, added “required of all comparables,” change “please” to “you must” next to Field Cards. All in favor, the motion carried (3-0)

Hearing no discussion, Ms. Reynolds made a notion to adjourn the meeting and Ms. Kendall seconded. All in favor, the meeting adjourned at 6:54pm

Respectfully submitted,  
Patricia Manea, Board Clerk