



## Board of Tax Appeals

**Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall \*\*IN PERSON ONLY\*\***

### 1. Agenda

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<b>Subject</b>	<b>1.1. Motion to adopt agenda</b>
Meeting	August 7, 2024 - Board of Tax Appeals Organizational Meeting - Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall <b>**IN PERSON ONLY**</b>
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

### 2. Elections

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<b>Subject</b>	<b>2.1. Chair, Vice Chair and Clerk</b>
Meeting	August 7, 2024 - Board of Tax Appeals Organizational Meeting - Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall <b>**IN PERSON ONLY**</b>
Category	2. Elections
Department	Council and Board
Type	Action
Recommended Action	approve the Chair, Vice Chair and Clerk for the Board of Tax Appeals

### 3. Rules

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<b>Subject</b>	<b>3.1. Hearing Procedures</b>
Meeting	August 7, 2024 - Board of Tax Appeals Organizational Meeting - Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall <b>**IN PERSON ONLY**</b>
Category	3. Rules
Department	Council and Board
Type	Information

#### **4. Approval of Forms**

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<b>Subject</b>	<b>4.1. Educational Brochure, Notice of Hearing, Authority of Representation, Waiver of Site Visit and Official Notice of Decision</b>
Meeting	August 7, 2024 - Board of Tax Appeals Organizational Meeting - Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall <b>**IN PERSON ONLY**</b>
Category	4. Approval of Forms
Department	Council and Board
Type	Action
Recommended Action	approve forms

#### **5. Approval of Subpoenas**

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<b>Subject</b>	<b>5.1. Approval of Subpoenas</b>
Meeting	August 7, 2024 - Board of Tax Appeals Organizational Meeting - Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall <b>**IN PERSON ONLY**</b>
Category	5. Approval of Subpoenas
Department	Council and Board
Type	Action
Recommended Action	approve subpoenas

#### **6. Establishment of Panel and Schedule**

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<b>Subject</b>	<b>6.1. Establishment of Panel and Schedule</b>
Meeting	August 7, 2024 - Board of Tax Appeals Organizational Meeting - Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall <b>**IN PERSON ONLY**</b>
Category	6. Establishment of Panel and Schedule
Department	Council and Board
Type	Action
Recommended Action	establish panel and schedule

#### **7. Conflicts**

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**Subject** **7.1. Main Street Family Housing Limited Partnership, 278 Main Street, Unit 2; 100 BANK LLC, 100 Bank Street; Prelco, Inc., 11-17 Church Street; Bigger Boat, LLC, 37-43 Church Street; William Fellows, 362-364 South Union Street**

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Category 7. Conflicts

Department Council and Board

Type Information

## 8. Other Business

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**Subject** **8.1. Verbal Comments**

Meeting August 7, 2024 - Board of Tax Appeals Organizational Meeting - Wednesday, August 7, 2024, 1:00 PM, Bushor Conference Room 1st Floor, City Hall **\*\*IN PERSON ONLY\*\***

Category 8. Other Business

Department Council and Board

Type Information

## 9. Adjournment

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**Subject** **9.1. Motion to adjourn**

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Category 9. Adjournment

Department Council and Board

Type Action  
Procedural

Recommended Action Motion to adjourn