



BURLINGTON BOARD OF TAX APPEALS
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR BOARD OF TAX
APPEALS ORGANIZATIONAL MEETING **IN PERSON ONLY**
MINUTES OF MEETING
August 27, 2026

1. Agenda

1. Agenda

Alan Bjerke convened the meeting at 3:04 pm.

Members present: Alan Bjerke, David Maher, Emily Eley, Sonja Fuller, Meg McGovern, Sean Hurley and Dot Commo

Others present: Lori Olberg, Jared Rogers, City Attorney Brown, Assistant City Attorney Wood and Acting City Assessor Schad

Subject

1.1. Motion to adopt agenda

Meeting

August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor **Board of Tax Appeals Organizational Meeting **IN PERSON ONLY****

Category

1. Agenda

Department

Council and Board

Type

Action
Procedural

Recommended Action Motion to adopt agenda

1.1. Motion to adopt agenda

Motion made by Board Member McGovern, seconded by Board Member Fuller, to adopt the agenda as presented. Motion passed unanimously.

2. Public Forum

2. Public Forum

Public Forum opened at 3:08 pm.

Public Forum closed at 3:08 pm.

No one spoke.

Subject

2.1. Verbal Comments

Meeting

August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor **Board of Tax Appeals Organizational Meeting **IN PERSON ONLY****

Category

2. Public Forum

Department Council and Board

Type Action
Procedural

Recommended Action open Public Forum
close Public Forum

2.1. Verbal Comments

3. Elections

3. Elections

Subject 3.1. Chair, Vice Chair and Clerk

Meeting August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor **Board of Tax Appeals Organizational Meeting **IN PERSON ONLY****

Category 3. Elections

Department Council and Board

Type Action

Recommended Action approve the Chair, Vice Chair and Clerk for the Board of Tax Appeals

3.1. Chair, Vice Chair and Clerk

Board Member McGovern nominated Alan Bjerke to be the Chair. Motion passed unanimously.

Board Member Maher nominated Meg McGovern to be the Vice-Chair.

Board Member McGovern nominated David Maher to be the Vice-Chair.

Board Member McGovern received 5 votes: Board Members Maher, Commo, Eley, Hurley and Bjerke.

Board Member Maher received 2 votes: Board Members McGovern and Fuller.

Board Member McGovern was elected to be the Vice-Chair.

Board Member Eley nominated Lori Olberg to be the Clerk. Motion passed unanimously.

4. Rules

4. Rules

Subject 4.1. Hearing Procedures

Meeting August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor **Board of Tax Appeals Organizational Meeting **IN PERSON ONLY****

Category 4. Rules

Department Council and Board

Type Information

4.1. Hearing Procedures

Motion made by Vice-Chair McGovern, seconded by Board Member Hurley, to approve the rules. Motion passed unanimously.

5. Approval of Forms

5. Approval of Forms

Subject	5.1. Educational Brochure, Notice of Hearing, Authority of Representation, Waiver of Site Visit and Official Notice of Decision
Meeting	August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor Board of Tax Appeals Organizational Meeting **IN PERSON ONLY**
Category	5. Approval of Forms
Department	Council and Board
Type	Action
Recommended Action	approve the forms
5.1. Educational Brochure, Notice of Hearing, Authority of Representation, Waiver of Site Visit and Official Notice of Decision	
Motion made by Board Member Fuller, seconded by Vice-Chair McGovern, to approve the forms as presented. Motion passed unanimously.	

6. Conflicts

6. Conflicts

There were no conflicts.

Subject	6.1. 98 Starr Farm Road LLC: 96 Starr Farm Road (023-4-062-000), 98 Starr Farm Road (023-4-064-001) and 100 Starr Farm Road (023-4-064-000)
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Category	6. Conflicts
Department	Department of Finance and Administration
Type	Information
6.1. 98 Starr Farm Road LLC: 96 Starr Farm Road (023-4-062-000), 98 Starr Farm Road (023-4-064-001) and 100 Starr Farm Road (023-4-064-000)	

Subject	6.2. AGEM Properties, LLC, 66-78 Church Street (044-4-024-000)
Meeting	August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor Board of Tax Appeals Organizational Meeting **IN PERSON ONLY**
Category	6. Conflicts
Department	Department of Finance and Administration

Type Information

6.2. AGEM Properties, LLC, 66-78 Church Street (044-4-024-000)

Subject 6.3. Kennedy Brothers Inc., 118-126 Church Street

Meeting August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor **Board of Tax Appeals Organizational Meeting **IN PERSON ONLY****

Category 6. Conflicts

Department Department of Finance and Administration

Type Information

6.3. Kennedy Brothers Inc., 118-126 Church Street

7. Establishment of Panel and Schedule

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Subject 7.1. Establishment of Panel and Schedule

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Category 7. Establishment of Panel and Schedule

Department Council and Board

Type Action

Recommended Action establish panel and schedule

7.1. Establishment of Panel and Schedule

One panel for all appeals was scheduled for Friday, October 16, 2026, Bushor Conference Room, 1 pm - 4 pm:

1:00 pm: AGEM Properties, LLC

1:45 pm: Kennedy Brothers Inc.

2:30 pm: 98 Starr Farm Road LLC

8. Other Business

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Subject 8.1. Verbal Comments

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Category 8. Other Business

Department Council and Board

Type Information

8.1. Verbal Comments

9. Adjournment

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Subject	9.1. Motion to adjourn
Meeting	August 27, 2026 - Board of Tax Appeals Organizational Meeting - Thursday, August 27, 2026, 3:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor Board of Tax Appeals Organizational Meeting **IN PERSON ONLY**
Category	9. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
9.1. Motion to adjourn	
Motion made by Vice-Chair McGovern, seconded by Board Member Hurley, to adjourn the meeting at 3:31 pm.	
Motion passed unanimously.	