



**Board of Tax Appeals Organizational Meeting - Wednesday,
August 17, 2022, 4:00 pm - 5:00 pm **IN-PERSON, Bushor
Conference Room, Room 102, First Floor, City Hall
8/17/2022**

Board of Tax Appeals Organizational Meeting, Wednesday, August 17, 2022, 4:09 Pm. In person

Present

Andrew Champagne

Alan Bjerke - Chair

Meg McGovern - On Phone

Dave Maher

Sonja Fuller

Others Present

Lori Olberg - City Clerk

John Vickery - City Assessor

Jared Pellerin - Assistant City Attorney

Mohamed Ibrahim – Assistant City Clerk

1. **Agenda**

1.01 Motion to adopt agenda.

Action: Adopted.

1st: AC

2nd: AB

1. **Elections**

2.01 Chair

Action: Alan was elected as a Chair.

1st: AB

2nd: MM

2.02 Vice Chair

David was elected as a Vice Chair.

1st: AB

2nd: SF

2.03 Clerk



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Lori Olberg was elected as a Clerk.

1st: AB

2nd: SF

1. **Rules**

3.01 Hearing Procedures: None

Alan suggested if the City Assessor has any subpoenas in the future, Chair will be delegated to Issue it instead of bringing to the whole board. Suggestion was discussed in an open discussion and was approved.

Action: Approved.

1. **Approval of Forms**

All forms was approved.

1st: AC

2nd: SF

1. **Approval of Subpoenas**

5.01 Approval of Subpoenas

No Subpoenas.

1. **Establish Panels**

6.01 Establish Panels

Alan: 45 days needed before hearings

6.02 Establish Schedule

Lori and Alan were delegated to pick a date between September 27th & 29th and inform the Board.

1st: MM

2nd: AB

1. **Conflict/ Appellant Listing.**

7.01 Conflict/ Appellant Listing

No Conflicts.

1. **Other Business**

8.01 Verbal Comments



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None.

1. **Adjournment**

9.01 Motion to Adjourn

Meeting adjourned at **4:22** pm.

1st: AC

2nd: SF



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