

Board of Civil Authority (BCA) Meeting
Tax Appeals
August 6, 2025 at 3 pm
Bristol Town Offices
1 South Street
Hearings will be recorded

1. Call the Meeting to Order
2. Nominate a Chair for the Meeting.
3. BCA members Takes Oath – *I do solemnly swear (or affirm) that I will well and truly hear and determine all matters at issue between taxpayers and listers submitted for my decision. So help me God. (or, under the pains and penalties of perjury). 32 VSA §4405.*

FIRST APPEAL

4. Appeal of Clarmond Goodrich, 360 Ireland Road, Parcel ID 040101
5. Listers and Appellant (if present) takes oath – *Do you solemnly swear (or affirm) that the evidence you shall give relative to the cause now under consideration shall be the whole truth and nothing but the truth so help you God? 12 VSA §5810.*
6. Listers give an introduction: describe parcel and how assessment was established and any necessary background to the property for the case.
7. Ask Appellant to explain their Appeal.
8. Listers have opportunity to respond to appellant.
9. Board of Civil Authority has opportunity to ask any questions of listers and appellant.
10. Appoint inspection committee and schedule inspection visit to property.
11. Board of Civil Authority sets reconvened hearing date to be held within 30 days.
12. Motion by BCA: “I move to reconvene the tax appeal hearing for Clarmond Goodrich, parcel ID 040101 to _____. Second.

SECOND APPEAL (immediately following First Appeal).

13. Appeal of New England Quality Service Inc., 895 South 116 Road, Parcel ID 090107-1
14. Listers and Appellant (if present) takes oath – *Do you solemnly swear (or affirm) that the evidence you shall give relative to the cause now under consideration shall be the whole truth and nothing but the truth so help you God? 12 VSA §5810.*
15. Listers give an introduction: describe parcel and how assessment was established and any necessary background to the property for the case.
16. Ask Appellant to explain their Appeal.
17. Listers have opportunity to respond to appellant.
18. Board of Civil Authority has opportunity to ask any questions of listers and appellant.
19. Appoint inspection committee and schedule inspection visit to property.
20. Board of Civil Authority sets reconvened hearing date to be held within 30 days.
21. Motion by BCA: “I move to reconvene the tax appeal hearing for New England Quality Service Inc, parcel ID 090107-1 to _____ . Second.