

**TOWN OF WILMINGTON  
BOARD OF CIVIL AUTHORITY  
TUESDAY, JULY 12, 2022, at 1:00pm  
MINUTES**

IN ATTENDANCE: A quorum was achieved with 10 members present in the Town Hall. Selectboard – John Gannon, Tom Fitzgerald, Vince Rice; Justices of the Peace – Rhea Clark, Patti Long, Elizabeth McEwen, Linda Green, John Lebron, and Fred Houston; Town Clerk - Therese Lounsbury. Also present: Russ Beaudoin, Deb Kingsley, Leonard Chapman, Diane Schipke, Scott Tucker, and Jerry Osler. Absent: Sarah Fisher, Tony Tribuno.

**1. CALLED TO ORDER** - Chair Elizabeth McEwen called the meeting to order at 1:10pm

**2. CHANGES TO AGENDA** – None.

**3. MINUTES APPROVAL** – Motion to approve the Board of Abatement minutes of March 28, 2022, as written. Motion made by Linda, seconded by Patti. Motion carried with one abstention – Rhea. Motion to approve the Board of Abatement minutes of May 26, 2021, as written. Motion made by Rhea, seconded by Linda. Motion carried with 2 abstentions – John Lebron and Vince Rice.

**4. TRAINING SESSION WITH RUSS BEAUDOIN OF PRO VAL** – Presenter Russ Beaudoin consults for 21 towns in the state of Vermont, he is a contract assessor for Barre Town and Eden, has 30 years of experience, and has clients in New Hampshire and Connecticut. Russ led us through the evidence normally produced by the town during grievances and BCA Tax Appeals. The data generated by the Listers review of a property’s sketch (square footage layout) is input in the software which uses the construction replacement cost information from Marshall & Swift (locked in at April 1 of the tax year). Marshall & Swift lays out quality grades of the home. This is what produces the property card. Market comparable approach for support, but not for assessing, as not enough sales would reduce the confidence in the sales numbers. The first two acres go in with the house site. Russ described what elements are discretionary to the Listers inspection, that appellants should be getting permission to use an appraisal for submission as they are presented to the homeowner as “only for the original intent”, and he described what the state looks at in appeals beyond the BCA. Russ explained that there is going to be a gap between the sales after April 1 and homes not sold. The state will look at the homes not sold to see how the appraisal adjusted on those – so if the “not sold” is at a 40% increase and sales are at a 50% increase – the state will adjust for equalization. Russ reviewed influence factors like wetlands, reduction for private road, location – and that most influences are a percentage. Lesser adjustments are placed on outbuilding values. The state looks at CLA and market comparables, and at state level appeals - the appraiser should be present to defend the appraisal, otherwise it carries less weight.

Materials shared: Property Card & photos for 62 Castle Hill Road, ProVal Field Sketching Guide, ProVal Sketch Worksheets, Barre Town BCA – Tax Appeal Inspection Committee Data worksheet

**5. BCA MEMBERS WERE REMINDED OF THE A-Z ELECTION TRAINING PRESENTED BY THE SECRETARY OF STATE’S ELECTION DIVISION IN BRATTLEBORO ON JULY 13.**

**6. TAX APPEAL REMINDER FOR WEDNESDAY, JULY 20, AT 4:00PM IN TOWN HALL**

**7. THE BOARD ADJOURNED** at 3:13pm – Motion made by Vince/Rhea.

TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THESE MINUTES ARE A TRUE AND OFFICIAL RECORD OF ALL ACTION TAKEN AT THE BOARD OF CIVIL AUTHORITY MEETING HELD JULY 12, 2022.

ATTEST: \_\_\_\_\_  
Therese M. Lounsbury, Wilmington Town Clerk

DATE: JULY 12, 2022

TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THESE MINUTES ARE A TRUE INDICATION OF THE BUSINESS OF THE BOARD OF CIVIL AUTHORITY MEETING HELD JULY 12, 2022.

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