



Town of Hamden Board of Assessment Appeals

Minutes: The Board of Assessment Appeals, Town of Hamden held a special meeting at 7:00 p.m. on Thursday, February 22, 2023, via virtual Zoom; the following issues were discussed:

Meeting Recording:

<https://us06web.zoom.us/rec/share/8sQWLu3CSihgRTQ6w5zQODSvg1pOB6V3cyU1RKu3BIrPWzYnvzDqmCVHgjQqaUA.eH9UAYTKyZWaQIFV>

Passcode: 7XB0gx=v

Attending: Kurt Bauknecht, John DeNicola, and James Pascarella. Also in attendance: Michael Milici, Real Estate Appraiser; Adam Blank, Legal Counsel assigned by the Town; Sue Gruen, Town Attorney; and Patrice LeMoine, Clerk for the Board.

- 1. Call to order:** Mr. Pascarella called the meeting to order at 7:01 p.m. He then confirmed that a quorum was present.
- 2. Public Comment regarding the Agenda:** No one from the public was in attendance.
- 3. Report from the Chairman:** Mr. Pascarella gave a summary of a meeting he attended on February 9 where the Mayor and Town Clerk reviewed the town charter and the new provisions. He spoke of the process and requirements of the boards and commissions and responsibilities of the chairs and the clerks. The town is holding an open public forum at the Thornton Wilder Auditorium on March 11. Messrs. Bauknecht and Pascarella confirmed they are available to hold a booth. Further information will be provided prior to March 11.
- 4. Approval of Minutes:** Mr. Pascarella requested a motion to approve the minutes of the January 13, 2022 meeting. Mr. Bauknecht motioned to approve the minutes as presented and were seconded by Mr. DeNicola. All were in favor, therefore, the motion passed.

Mr. Pascarella requested a motion to approve the March 15, 2022 meeting. Mr. DeNicola motioned to approve the minutes as presented and were seconded by Mr. Pascarella. All were in favor. The motion passed.

Mr. Pascarella requested a motion to approve the September 15, 2022 meeting. Mr. Pascarella motioned to approve the minutes as presented and were seconded by Mr. Bauknecht. All were in favor, therefore, the motion passed.

5. Old Business: Nothing to discuss.

6. New Business:

a. Message from the Town Assessor – Mr. Milici is covering for the Town Assessor, who is out on family medical leave. He is available for any questions from the Board. He did inquire if last year the Board recorded their decisions from each appeal applicant. Discussion was held and normally in the past, each applicant has a file with a decision form and the notes to amend the property file(s) were recorded. Mr. DeNicola said we have created a spreadsheet with notes about the applicants and notes of the decision disclosed.

Mr. Pascarella inquired if this year's appeals were repeat applications. Mr. Bauknecht noted the field cards normally keep record of the changes by the appraisers and the Board of Assessment Appeals.

Mr. Milici noted the notice for applications was February 17. This was due to the president's holiday and the Town decided to move the cut-off date to the Friday before the holiday. Ms. Gruen noted that some towns used the same deadline date and some used the Tuesday following the holiday. She will be in contact with the Assessor's office to discuss any applicants received following February 17.

b. Discussion regarding the status of the appeal applications – To executive session.

7. Preparation for upcoming Property Assessment Appeal Hearings: Atty. A. Blank – To executive session.

- a. Discussion of best practices in the handling, hearing, and adjudication of assessment petitions
- b. Confirmation of format of the appeal process and hearings

8. Executive Session: At 7:16 p.m. Mr. Pascarella requested a motion to go into session for the purpose to discuss agenda item 6b "prior year's appeals and their status," and agenda items 7a and 7b to discuss the best practices of upcoming hearings, adjudications, assessments, and the format of the appeal processing and hearings.

Mr. DeNicola motioned to go into executive session and was seconded by Mr. Bauknecht. All were in favor. At this time, Attorneys Blank and Gruen, Mr. Milici and the Board members of the BAA withdrew to workroom #1.

End of Executive Session: At 7:58 p.m. Mr. Pascarella requested a motion to end executive session. Mr. DeNicola motioned to end executive session and Mr. Pascarella seconded. The motion passed. At this time, Attorneys Gruen, Blank and Mr. Milici withdrew from the meeting.

- 9. Acknowledgement of the 2023 meeting and Hearings schedule:** Ms. LeMoine will confirm the meeting dates for March and look to hold the hearings in-person and hybrid at Government Center. With the low number of appeal applications, we may be able to hold the hearings on March 14 and 16 and the deliberations on March 16 or March 21. Pending the availability of the meeting space, the dates will be confirmed and posted on the Town's webpage.

Tentatively, the hearings will be March 14 and 16 at 6:00 p.m.
Deliberations may be the evening of March 16 and 21.

- 10. Other Business:** Nothing further to discuss.

- 11. Adjournment:** With no other business to discuss, Chair, Mr. Pascarella requested a motion to adjourn the meeting. At 8:15 p.m. Mr. Bauknecht moved to adjourn, which was seconded by Mr. DeNicola. All were in favor.

Submitted by:

s/ Patrice A. LeMoine
Clerk for the Board of Assessment Appeals