

Town of Cornwall
Tax Appeal Hearing
Agenda
Tuesday, July 26, 2016

Call to Order – Sue Johnson

Explanation of Procedure – Sue Johnson

- Warning (last day to appeal July 12, 2016, warning posted within 14 days, July 19)
- Recording of proceedings
- Quorum (at least three members of the BCA)
- Disqualification (may not serve on the BCA if appealing own property or if relative is appealing)
- Naming of Chair (Chair can be neutral or participatory) Chair chosen from among those present
- Rule of Order (Robert's Rules of Order) Motion needed
- Hearing Process (Due process hearing with certain formalities which include: oaths, giving evidence, asking questions, unbiased decision making)
- BCA oaths
- Witnesses oaths
- Taking and Giving Evidence
- Inspection Committee appointments (must view property and report to the committee within 30 days, by August 25, 2016)
- No communication amongst BCA members outside of the hearing (ex parte communication)
- Final decision from the BCA (must be rendered within 15 days of the report from the Inspection Committee, by September 9, 2016)

Selection of Chair – Sue Johnson

Recording Device Activated – Sue Johnson

Statement of Date, Time and Location of Hearing for the record – Chair

Giving and Taking of testimony – BCA, John Burton, Cornwall Listers, Others

Inspection Committee Appointments – Chair

Other business

Adjournment