

**Town of East Lyme**  
**Board of Assessment Appeals**  
**January 7th, 2019**  
**Meeting Minutes**

**Members Present:**

Mike Foley  
Patrick Hughes  
William Mather  
Anthony Attanasio  
Susan Graham

FILED IN EAST LYME  
CONNECTICUT  
Jan 13 2018 AT 8:29 AM/PM  
Brooke Stevens ATC  
EAST LYME TOWN CLERK

**Also Present:**

Diane Vitigliano, Assessor

Mr. Foley called the Board of Assessment Appeals Meeting to order at 4:00 p.m.

**I. Election of Officers**

Mr. Foley said he would like to take a break as BAA Chair and give someone else the opportunity to serve.

**MOTION (1)**

**Mr. Foley moved to nominate Mr. Hughes as Chairman of the Board of Assessment Appeals.**

**Mr. Mather seconded the motion.**

**Motion carried, 5-0-0.**

**II. Setting of Meeting Dates**

The Board discussed following the same appeal dates the Board has followed in years past:

- March 4th, 5th, 6th 2019 at 6:00 p.m.
- Saturday March 9th, 2019 from 9:00 a.m. to 12:00 p.m.

**III. Prior Meeting Minutes**

There were no prior meeting minutes to approve.

**IV. Review of BAA Policies and Procedures**

The Board briefly discussed the creation of bylaws and decided to revisit this topic if needed. They also discussed their concern with Board Member safety and the possibility of notifying the Police when Saturday meetings are held and so forth. The Board said they would like to have some kind of safety procedure; Ms. Vitigliano will reach out to Julie Wilson of Emergency Management regarding this.

The Board of Assessment Appeals meeting adjourned at 4:15 p.m.

Respectfully Submitted,

Brooke Stevens, Recording Secretary

