

**TOWN OF DERBY, VERMONT
BOARD OF CIVIL AUTHORITY
MEETING MINUTES
JULY 25, 2016**

Members Present: Louise Gosselin, Shirley Fournier, Karen Jenne, Beula-Jean Shattuck, Brian Smith, Frank Davis, W Perry Hunt, Al Loukes, Chair, Elizabeth Bumps, Clerk, Faye Morin.

CALLED TO ORDER:

The meeting was called to order by Chair, Elizabeth Bumps at 5:35 P.M. Elizabeth explained this was an Organizational Meeting to appoint a new Chair and Vice Chair for the board.

A discussion took place on who would like to take the position of Chair of Board Civil Authority. Elizabeth nominated Karen Jenne and Beula-Jean seconded. Motion passed. Karen took the position of Chair and explained a Vice Chair was needed. Louise nominated Beula-Jean and Brian seconded. Motion passed.

MINUTES:

Faye suggested that anyone that wants to work Elections to call her. Karen asked if there were any changes to the Rules of Procedure for Board of Civil Authority Tax Assessment Appeal Hearings and there was none. Karen asked for a motion to approve the Rules of Procedure, Frank moved and Beula seconded. Motion passed.

Karen wanted the rate of pay for the Board of Civil Authority changed, a discussion took place, the rate will remain the same as it has been.

OTHER BUSINESS

Karen asked if anyone had any other business to discuss.

ADJOURN:

Beula-Jean motion to adjourn at 5:50 P.M. Motion was seconded by Brian all were in favor.

Submitted By:

Faye C. Morin
BCA Clerk

Approved by board on 8/23/16