

INFORMATION FOR APPEALING YOUR PROPERTY'S VALUE TO THE BOARD OF CIVIL AUTHORITY

THE HEARING:

The hearing is your best and only opportunity to make your case before the board of civil authority (BCA). You will have 15 minutes to make your case. You will be sworn in before you begin testimony. A tape recorder will be recording everyone's testimony. When you are done presenting your case, the listers will present recent sales of properties like yours and explain why these sales support your new value. This is the **ONLY** time to testify.

WHAT TO BRING:

You need to be ready with your exhibits and other evidence, such as recent sales of properties like yours. Sales information is available in the town clerk's office as well as the listers office. Your new value is the fair market value of the property. Fair market value is what your property would sell for today when exposed in the open market. **You have the burden of persuading the BCA as to the correct listed value of your property, because there is a legal presumption that the lister's value is correct.** Please bring at least 10 copies to distribute to the board members.

THE SITE INSPECTION:

After testimony is closed someone from the board of civil authority will call you to make an appointment to visit your property. A committee of three members of the BCA will come as well as the listers. **YOU MAY NOT GIVE ANY MORE TESTIMONY. YOU ARE THERE TO GUIDE THEM THROUGH YOUR HOME OR LOOK AT YOUR PROPERTY.** It is very important not to give additional testimony, as the entire board is not here. If you feel that a very important piece of evidence was forgotten you could request in writing to the Town Clerk to reopen testimony. The decision to do so rests solely with the BCA.

You must allow inspection of the interior and exterior of any structure on your property or your appeal is considered withdrawn.

You will receive the BCA's decision in the mail. If you are not happy with what the BCA did, instructions on what to do next are included with their notice. Make sure you meet any new deadlines to appeal further.