

Town of Springfield - Board of Civil Authority
Board of Tax Appeals Organizational Meeting
Selectboard Hall - 96 Main Street - Third Floor
Thursday, October 23, 2025, 5:37 p.m. Minutes

Justice of the Peace Members Present:

Ernest Lamphere
Thorton Cody
Elizabeth Gray
Scott Farr
Julia Buffum
Alice Emmons
Michael Jasinski
Warren Cross
Steve Matush
Asa "Bill" Baptie
Jim Fog (arrived to the meeting late)
Lisa Young (arrived to the meeting at 5:47 pm)

Selectboard Members Present:

Tara Chase
Kristi Morris
Mike Schmitt

Others:

Barbara A. Courchesne, Town Clerk
Carrie M Kellow, Assistant Town Clerk
Nichole Knight, Assessor

1. Call to Order

The meeting was called to order at 5:37 pm by Barbara A. Courchesne, Town Clerk.

2. Additions to Agenda:

None.

3. Board Member Oaths:

The Town Clerk issued Oath to the Board members.

4. Nomination/Election of Chairman and Vice-Chairman:

The Town Clerk opened nominations for Chairperson. Beth Gray nominated Ernest Lamphere as Chairperson. Seconded by Michael Schmitt. Barbara Courchesne moved to close nominations. Seconded by Warren Cross. The vote to close nominations was voted and passed unanimously. The nomination of Ernest Lamphere as Chairperson for 2025-2027 term was voted and passed unanimously.

The Chairperson then opened the nominations for Vice-Chairperson. Ernest Lamphere nominated Beth Gray as Vice-Chairperson. Seconded by Scott Farr. Warren Cross moved to close nominations. Seconded by Ernest Lamphere. The vote to close nominations was voted and passed unanimously. The nomination of Beth Gray as Vice-Chairperson for 2025-2027 term was voted and passed unanimously.

5. Adopt Rules of Procedure for Board of Civil Authority Property Tax Assessment Appeal Hearings:

The Town Clerk discussed the Property Tax Assessment Appeal Hearings process. Michael Schmitt inquired if the Town Attorney would be present to provide the board with input. The Town Clerk confirmed the Town Attorney was notified and would not be attending.

Jim Fog moved to approve the rules of procedure. Seconded by Tara Chase. No discussion. Motion passed.

6. Public Comment

None.

7. Adjournment

Beth Gray moved to adjourn the meeting. Seconded by Jim Fog. No discussion. Motion passed.

The organizational meeting adjourned at 5:58pm.

Respectfully submitted,

Carrie M Kellow

Assistant Town Clerk