

**BOARD OF SELECTMEN
FIXED ASSESSMENT POLICY SUBCOMMITTEE
SPECIAL MEETING MINUTES
January 9, 2024**

Present: Ryan Curley-First Selectman, John Dillon, Robert Hetrick, Jr., Shaun Manning

Others Present: Rich Lasky-Assessor

1. FIRST SELECTMAN CALL SPECIAL MEETING TO ORDER

First Selectman Ryan Curley called the Special Subcommittee Meeting to order at 5:08 p.m. in the Town Hall First Floor Conference Room located at 33 East Main Street, Portland, Connecticut.

2. Vote Chair

It was unanimously agreed that Robert Hetrick will serve as chair.

3. Discussion: Review Current Fixed Assessment Policy

Discussion was held on the current fixed assessment agreement. There was universal consensus that more rules needed to be put in place on the policy. Topics included outlining the time periods when an application could be considered (based on the Assessors deadline), as well as making sure that applications were submitted during the Planning & Zoning approval process and not after a C/O had already been issued. Topics also included adjusting the percentages and adding additional tiers to the current policy.

4. Set Next Meeting Date

Ryan is going to put together a draft policy for next meeting date which is scheduled for Tuesday, January 16th at 5 pm.

5. ADJOURN MEETING

Meeting adjourned at 6:08 pm.

Respectfully submitted,

Ryan J. Curley, First Selectman