

**TOWN OF BERLIN**  
**Board of Assessment Appeals Hearing Agenda**  
**September 14, 2020**  
**Berlin Town Hall**  
**Conference Room 118**  
**6:00 PM**

**THE TAXPAYERS AND GENERAL PUBLIC**  
**ARE NOT TO APPEAR IN PERSON**

**The Meeting will be held and conducted pursuant to Executive Order No. 7B and No. 7I concerning remote participation in meetings by members and taxpayers.**

1. The public shall be able to listen to the meeting in real time by telephone.  
(Conference Call)
2. The meeting shall be recorded or transcribed, and such recording or transcript shall be posted on the agency's website within seven (7) days of the meeting, and made available within a reasonable time in the agency's office.
3. Any materials relevant to matters on the agenda, including but not limited to materials related to specific applications, if applicable, shall be submitted to the agency a minimum of twenty-four (24) hours prior and posted to the agency's website for public inspection prior to, during, and after the meeting, and any exhibits to be submitted by members of the public shall, to the extent feasible, also be submitted to the agency a minimum of twenty-four (24) hours prior to the meeting and posted to the agency's website for public inspection prior to, during, and after the meeting.
4. All speakers taking part in this meeting shall clearly state their name and title, if applicable, before speaking on each occasion that they speak.

**To join or access the Meeting:**

1. Call the dial-in number: **(720) 740-9687**
2. When prompted, enter the access code, followed by **pound** or **hash (#)**: **1796534 #**
  - a. It may ask for a PIN #, you can ignore this.
3. You should be joined into the conference.
  - a. Callers will be heard by all who are joined into the conference call.
  - b. Once a caller hangs up, it disconnects.

For US Numbers, if you're having difficulty connecting to your meeting, you can send a text message to your conference Dial-in Number.

1. Text **"Help"** to receive a text message with a temporary backup number. Tap the number in your text to dial it, **OR YOU CAN**

2. Text **“Call me”** to your conference dial-in number. You will receive a call directly that will connect you with your Dial-In number and you will then enter your Access Code as you normally would.

**Note:** For US Numbers Only. Message and data rates may apply.

**Meeting begins at 6:00 pm:**

**A. Call to Order – 6:00 p.m.**

**B. Roll Call**

**C. New Business:**

- a. **To hear appeals related to the assessment of motor vehicles only**

**D. Acceptance of Minutes**

**E. Adjournment**