

# **Minutes of the Meeting of the Norwich Board of Listers**

## **2 August 2017, 10:00 am, Tracy Hall**

Present: Cheryl A. Lindberg (Chair), Dennis Kaufman (Listers), Jonathan Bynum (Clerk & Scribe)

Lindberg opened the meeting at 10:12 am.

### **1. Review and Approval of Agenda**

There were several additional items to be discussed under Other Business—Errors & Omissions (Classification Change Only), Village Boundaries, the recent BCA hearing and the forthcoming Selectboard meeting.

### **2. Public Comments**

None.

### **3. Approval of Minutes of Lister Deliberative Session and Lister Meeting of 13 July 2017**

Lindberg **moved** (2<sup>nd</sup> Kaufman) to approve the minutes of the Lister Deliberative Session as previously amended. Motion **passed 2-0**. Kaufman **moved** (2<sup>nd</sup> Lindberg) to approve the minutes of the Lister meeting of 13 July 2017 as distributed. Motion **passed 2-0**.

### **4. Lister Policy Review**

There was discussion of whether the 2013 *Lister Policy for Valuation of Parcels that are Subdivided or Merged* should be amended and have the latest Norwich Subdivision and Zoning Regulations attached, and whether it is possible to construct an all-encompassing policy on this subject. This discussion is to be continued at a future meeting.

### **5. Update on Assessor Contract**

There was discussion of the recently signed Addendum to the existing Contract. The Contract Assessor will be staffing the Office every other Monday.

### **6. Completion of Preparation of Non-Homestead Filer List for the State of Vermont**

The Listers will complete review and supply final information to the Clerk for submission to the State.

### **7. Any Other Business**

- The Listers reviewed form PVR 4261—Errors & Omissions (Classification Change Only) and were to sign in front of the Town Clerk after adjournment.
- The Listers would like to discuss the differing versions of the Village boundary at a future meeting, with the Assessor, Town Manager and Zoning Administrator present.
- There was a lack of communication between the Listers and the Contract Assessor prior to the recent BCA hearing.
- Neither Lister is available to participate in the discussion of the structure of the office scheduled for the next Selectboard meeting.
- The Listers would like to see more Listserv posts reminding property owners of the importance of scheduling interior inspections for the cyclic reappraisal process.

The Listers adjourned to the Town Clerk's Office at 11:56 pm to sign the PVR 4261.

Approved by the Board of Listers 22 September 2017.

By Jonathan Bynum  
Assessing Clerk

Cheryl A. Lindberg  
Chair, Norwich Board of Listers