

# Minutes of the Meeting of the Norwich Board of Listers

## 20 October 2017, 9:30 am, Tracy Hall

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

Lindberg opened the meeting at 9:31 am.

### 1. Review and Approval of Agenda

The Listers suggested adding item (9) Open Meeting Law Recap, renaming item (10) Future Meeting Dates and moving Adjournment to item (11). Kaufman **moved** (2<sup>nd</sup> Clement) to approve the agenda as amended. Motion **passed 3-0**.

### 2. Public Comments/Correspondence

None.

### 3. Approval of Minutes of Lister Meetings of 29 September 2017 and 6 October 2017

After discussion of a possible change in wording under item (5), Clement **moved** (2<sup>nd</sup> Lindberg) to approve the minutes of 29 September 2017 with this amendment. Motion **passed 2-0, Kaufman abstaining**.

Lindberg suggested one small change, then **moved** (2<sup>nd</sup> Kaufman) to approve the minutes of 6 October 2017 as amended. Motion **passed 3-0**.

### 4. Lister Budget

After lengthy discussion of budgetary issues and the pros and cons of performing a Townwide reappraisal in 2019, the Listers agreed to a proposed budget for FY19.

### 5. Draft Letter to Chris Katucki

Lindberg provided a draft letter to the other Listers, who made some small changes. Lindberg was to send the letter on behalf of the Board.

### 6. Lister Policy—District Advisor Response

It was agreed to postpone this item to the next meeting.

### 7. Housekeeping

- **Lister email accounts.** Lindberg and Clement had attended an Open Meetings Law Session put on by attorney Jim Barlow. After discussion and in accordance with his recommendation, the Listers are going to request that individual email accounts be created on the Town network for each of the three Listers, and that emails sent to [listers@norwich.vt.us](mailto:listers@norwich.vt.us) be forwarded to all three of these addresses.

At 11:03 am, Kaufman left the meeting.

- **Website Recommendations.** It was agreed that this was an administrative matter that could be further discussed outside the open meeting.

## **8. Homestead Non-Filer List for Submission to the State of Vermont**

The Clerk was to submit this information to the State on behalf of the Listers.

## **9. Open Meeting Law Recap**

Lindberg and Clement discussed some of attorney Barlow's recommendations with respect to the creation and editing of Lister minutes, and the legal status of Lister grievance hearings.

## **10. Future Meeting Dates**

Clement suggested a possible meeting to include the Town Manager at 4 pm on a Monday when the Contract Assessor is in Town. Lindberg was to email the Contract Assessor to find out his schedule.

## **11. Adjournment**

Clement **moved** (2<sup>nd</sup> Lindberg) to adjourn at 11:27 am. Motion **passed 2-0**.

Approved by the Board of Listers on 1 December 2017.

Cheryl A. Lindberg  
Chair, Norwich Board of Listers