

Norwich Board of Listers
DRAFT Minutes
December 19, 2018 at 3:00 PM

Present Cheryl A. Lindberg, Kris Clement (via phone), Dennis Kaufman, Listers. Spencer Potter, Contracted Assessor. Colleen Hammond, Administrative Clerk, Pam Smith (entered at 3:32 PM).

Item 1: Time meeting: 3:04 PM

Approx. number in audience: 1

Item 2: Review and approval of agenda

Action Item: Amended the agenda to add Item line(s) 8-10.

- ❖ 8 - The Lister's will recess from their meeting to later join the SelectBoard at 7 PM
- ❖ 9 – Return to Listers meeting
- ❖ 10 – Adjourn

Kaufman moved to accept the agenda as amended: Clement 2nd: Vote was: Unanimous

Item 3: Public Comments – No public present at this point in the meeting.

Item 4: Review and approve draft minutes from Lister Meeting 12/12/18, and 28th, 2018

Minutes reworded within Item 6 – Drake section.

Clement moved to approve minutes of December 12, 2018, as amended Lindberg 2nd Vote was: Unanimous

Item 5: Homestead Declaration changes to grandlist

Action Item: Approve the Homestead changes to the GrandList information since original lodge and submission to the Town Clerk.

Kaufman moved to approve homestead changes to the GrandList as lodged with the Town Clerk.

Clement 2nd: Vote was: Unanimous

Item 6: Budget Preparation F/Y 2020

Discussion Item: Kaufman spoke with Chris and Ed from NEMRC at length about transferring current CAMA program AssessPRO to MicroSolve. NEMRC feels transferring everything to Excel, then entering into Microsolve as needed is the best way to go. NEMRC notes, "It should not be an issue but would be time consuming". NEMRC Cost per hour: \$125.00

Potters position on this topic, is that NEMRC should look over the system prior to agreeing to proceeding, since NEMRC has never done a transfer conversion from AssessPRO to Microsolve.

Clements view is that the Lister's should hold off on switching CAMA software until 2020 due to April 1, 2019 time limitation.

Item 7: Lister Opening – Kaufman Resignation

Discussion Item: Lindberg thanked Kaufman for his time and contributions as a Lister over the years.

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Item 8: Recess this meeting until 7 PM to join the SelectBoard Meeting.

Kaufman moved to recess: Lindberg 2nd: Vote was: Unanimous

Item 9: Return to Lister Meeting:

At 9:50 PM No action was taken.

Item 10: Adjourn

09:55 PM Kaufman Moved to adjourn. Clement 2nd: Vote was: Unanimous

Cheryl Lindberg, Lister Chair