

Norwich Board of Listers
Listers' Meeting - 3:00 pm
Wednesday, January 8, 2020
Draft Minutes

Present: Cheryl Lindberg, Kris Clement and Pam Smith, Listers; Spencer Potter, Contract Assessor; Masaki Schuette, Administrative Clerk.

1. Call to order

Lindberg called the meeting to order at 3:01 PM.

2. Review and approval of agenda – action

Lindberg requested to add "VT Tax Account Log-In" as 4a, and also "Conservation Easement" to be part of agenda 5. Lindberg also asked to add "Budget Recap" to the agenda as 6a. Smith **moved** to approve the agenda as amended. Clement seconded. **Vote was unanimous.**

**3. Public Comments / correspondence –
Email from Dan Fraser – review**

No members of the public were present.

Listers acknowledged an email from Dan Fraser. Listers agreed to discuss his comment under the agenda item 7. Smith **motioned** to receive Dan Fraser's correspondence. Seconded by Clement. **Vote was unanimous.**

4. Properties with unfinished percentages – review/discussion

Potter presented a report of properties with unfinished percentages. Listers reviewed the report and discuss how they could keep their records current. Listers agreed to have Schuette and Potter research these properties in the data system and determine whether any properties on the report are still connected to any permits.

4a. VT Tax Account / Log-In - discussion

Potter has his own VT Tax Log-In account to work on Town of Norwich as well as other towns he works for. Listers asked Potter to assist Schuette with setting up a Log-In for her.

5. Assessor's Report and Invoice for December – review / action

The Listers reviewed Potter's report. Listers asked about his progress of property inspections. Discussion about his appointments with several property owners was shared. Potter asked Listers how they would like him to handle a conservation easement. Potter explained that each conservation easement is different, and details are in each deed. Listers agreed that the Assessor should take a conservation easement into consideration when assessing any property. Clement **moved** to accept Potter's report and to approve his invoice #1190. Seconded by Smith. **Vote was unanimous.**

6. 2019 Equalization Study Result – review / discussion

Listers asked Potter's thoughts about the 2019 Equalization Study Results from the State. Potter thinks that the CLA will go down again next year based on the sales that have happened since April 2nd, 2019 until now. Listers all agreed that they should start looking for reappraisal firm for a reappraisal to begin in 2024. Potter mentioned that most reappraisal firms were booked until 2024.

6a. Budget Recap – review / discussion

Lindberg presented latest version of each Select Board members' proposals to Listers budget. Listers discussed the details and prepared for the Select Board meeting at 6:30PM tonight. (1/8/2020)

7. Approve draft minutes from Listers' meeting on Dec. 18th 2019, and draft minutes from Hearing for Signe Taylor - Late Homestead filing fee – review / action

Listers reviewed the draft minutes from their meeting on Dec. 18th 2019, and reviewed Dan Fraser's feedback. Listers agreed to accept his recommendations. Clement **moved** to approve the draft minutes as amended. Smith seconded. **Vote was unanimous.**

Listers reviewed the draft minutes from the hearing for Signe Taylor. Clement **moved** to approve the draft minutes as presented. Lindberg 2nd. **Vote was unanimous.**

8. Next meeting

February 12, 2020 3:00 PM at Listers' office

9. Adjourn

Lindberg **moved** to adjourn the meeting, seconded by Smith. **Vote was unanimous.** The meeting adjourned at 4:27 PM.

Respectfully submitted,

Cheryl A. Lindberg, Chair
Board of Listers