

Norwich Board of Listers
Listers' Meeting - 3:00 pm
Wednesday, May 20, 2020

Draft Minutes

This meeting was conducted via teleconference using ZOOM, in order to maintain appropriate physical distance under COVID-19 precautions.

Members present: Cheryl Lindberg, Chair (via Zoom); Pam Smith (via Zoom), Listers; Spencer Potter, Contract Assessor (via Zoom/phone); Masaki Schuette, Administrative Clerk (via zoom/Phone).

Public: Linda Cook (via phone), Doug Wilberding (via Phone)

1. Call to order

Lindberg called the meeting to order at 3:00 PM.

2. Review and approval of agenda – action

Smith suggested adding “the draft extension letter to PVR – discussion” as #6 and move other agenda down. Smith **moved** (2nd Lindberg) to approve the agenda adding the item above. **Vote was unanimous.**

3. Public Comments / correspondences --

Linda Cook asked if Potter was present at this meeting. Lindberg and Potter confirmed his presence. No other public comments.

4. Approval of change of assessment values in AssessPro – review / discussion / action

Potter presented the report from AssessPro: Current vs. Previous Assessment. At present, the total change of assessments is 48, Current value is \$39,560,000, and previous value is \$33,237,500. Increased \$6,322,500. Lindberg asked about assessment of solar farms. Potter has contacted Rod Francis and he will contact Troy McBride at Norwich Solar Technologies to seek information about their solar farm installations. Because this is a complicated process, Potter will do his best to complete the assessment of solar farms for inclusion in the Abstract, which will take time to complete.

Listers and Potter went through the report and discussed details of several parcels. This AssessPro report does not include new accounts that were created this past year in this report. Potter will contact Patriot Properties support to determine how to include new accounts in this report. Lindberg suggested including Bill Krajewski in the discussion for the revised report.

The only change requested by the Listers was on ID#04-067-000. The change of assessment report reflects the decision of BCA in 2019. Because the BCA decision affects a parcel for only one year, Listers asked Potter to revise the assessment to \$329,900, which would reflect the Listers calculation from last year less \$100,000. The Listers had added \$150,000 to the land value as an estimate of improvements made by the owners. The owners appealed the Listers valuation and stated that the improvements should be valued at \$50,000. In December 2019, the property sold for much more than the value determined by the BCA.

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Wednesday, May 20, 2020

Listers suggested meeting again next week for review and approval of Potter's revised Current vs. Previous Assessment report.

5. Finalize Grievance Letter for change of assessment mailing – review / discussion / action

Listers discussed the wording of the letter due to COVID-19. Because some property owners may not be comfortable with in-person meetings, Lindberg suggested that we offer a Zoom meeting option to property owners even though we may be able to hold in-person grievance hearings. Smith will work with Schuette to incorporate the changes agreed to at this meeting for the Grievance Process letter that will go out with the Change of Assessment notices. Smith noted that there may be additional changes based upon guidance from the State of Vermont as we get closer to the date of mailing

Listers will assess whether the NEMRC Change of Assessment notice has appropriate wording as we get closer to mailing out the notices.

6. Finalize the draft letter to PVR for extension - discussion

Listers discussed their letter to PVR for requesting the extension for lodging Grand List 2020 to August 15, 2020. Schuette will forward the revised letter to the Town manager's office to be included in the SB meeting packet for 5/27/2020.

7. Finalize review of Land Sales documents for PVR – review/discussion

Smith said that she would be willing to drive to all the sites to complete these documents before the next meeting. Listers will review them at next week meeting.

8. Approve draft minutes for April 8 and May 13, 2020 meetings – review / action

Lindberg **moved** (2nd Smith) to approve the draft minutes from Listers' meeting on April 8th, 2020. **Vote was unanimous.**

There was a correction noted on the May 13, 2020 minutes. The minutes state that "No member of the public was present." The minutes should state that "No member of the public commented." Lindberg **moved** (2nd Smith) to approve the draft minutes from Listers' meeting on May 13th, 2020, with the aforementioned correction. **Vote was unanimous.**

9. Next Meeting Date

Wednesday, May 27, 2020, at 3 PM through Zoom meeting.

10. Adjourn

Smith **moved** (2nd Lindberg) to adjourn the meeting at 4:14 PM. **Vote was unanimous.**

Respectfully submitted,

Cheryl A. Lindberg, Chair
Board of Listers