

Norwich Board of Listers

Special Meeting 10:30am

Wednesday, May 4, 2022

Listers Present: Cheryl A Lindberg, Chair; Pamela Smith

Other Participants: Spencer Potter, Contract Assessor; Sara LeBlanc, Administrative Assistant; Jennifer Myers, PV&R District Advisor; Marcia Calloway; Jody Horan

1. Call to Order

Lindberg called the meeting to order at 10:30 a.m.

2. Review and Approval of Agenda – review/discussion

Motion by Smith to approve the agenda as presented (2nd Lindberg). Unanimous.

3. Public Comments & Correspondence –

No public comments or correspondence.

4. NEMRC Invoice Allocation - review/discussion

Lindberg has been assured by the Town Manager that an adjustment will be made in favor of the Listers once the Finance Office has received additional information from NEMRC.

5. Horan Appeal of Current Use Withdrawal Valuation

The Listers received a memorandum from the Horans which explains their position on the current use withdrawal valuation and Josephine (Jody) Horan appeared in person to present their appeal. Josephine and David Horan withdrew 1.3 acres of land from Current Use, which is now leased to Norwich Solar Technologies and hosts a 150 kWh solar array. The Horans' saw this as doing something good for the Town and the planet in an effort to combat climate change. The Horans were surprised to receive a bill from the Vermont Tax Department in the amount of \$13,604 as a consequence of the land withdrawal. Horan believes that she and her husband were not given clear information from Norwich Solar Technologies, the company who completed the project, pertaining to the financial impact of withdrawing the 1.3 acres of land from Current Use. The Listers will deliberate on this appeal with the Assessor and issue a written decision.

6. Zoning Parcel Mergers - review/discussion/action

The Listers discussed whether the merging of zoning parcels in Norwich requires a boundary line adjustment and a zoning permit, which is the opinion of the Zoning Administrator. Potter feels that the parcels on the Grand List should conform to the lots recognized by Zoning; however, he noted that the Zoning Administrator has not issued a violation letter to property owners who merged via deed in 2021 and who have not applied for a boundary line adjustment. Thus, the Listers are attempting to discern if parcels that are merged by deed should be assessed separately or as one parcel. Jen Meyers, District Advisor, said that it is the Listers' job to value each parcel of land and emphasized that Vermont Statutes say that what is done with one parcel must be done in the same way in each circumstance. Lindberg and Smith will consult Town Counsel once again to get a legal opinion on the matter. Meyers will discuss this issue at the next meeting of PV&R District Advisors and bring their advice back to the Listers. The Listers would like to resolve this issue because there are several parcels that are being merged by deed in 2022 without applying for a boundary line adjustment. A clear and equitable policy needs to be established in conjunction with Town Counsel and the Zoning Administrator.

7. Solar Projects for Grand List - review/discussion

Per the Listers request, Norwich Solar Technologies has provided the inventory for two new solar arrays. Our District Advisor has provided the valuation placed on these solar arrays according to State Statute. Potter will include these valuations on the 2022 Grand List.

8. Assessor's Report & Invoice – review/discussion/action

Potter has continued doing permit inspections during the month of April. The Listers have been reviewing the active permits in AssessPro and will meet with Potter to review their findings, questions and recommendations. To be more supportive of the Assessor, the Listers have asked Patriot Properties to provide training for them and the Admin Assistant in AssessPro. The first training was held on April 28, 2022. The Listers and Admin Assistant will assume some of the clerical aspects of the Assessor's job, such as address changes. Motion by Lindberg to accept the Assessor's report and approve Invoice #1336, dated May 1, 2022 in the amount of \$2,697.60 (2nd Smith). Unanimous.

9. Review Grand List Timeline – review/discussion

The Listers will lodge the Abstract of the Grand List on May 25, 2022. All Change of Assessment (COA) letters will be mailed that day with in-person grievances to be held on June 16 in the Multi-Purpose Room at Tracy Hall. The target date for lodging the final Grand List is Wednesday, June 29, 2022.

10. CAMA Software Comparison and Timeline - review/discussion

The Listers tabled this item to a future meeting.

11. PV&R Listing and Assessing Status Survey - review/discussion

Lindberg responded to the PV&R Listing and Assessing Status Survey in collaboration with Smith.

12. Approval of April 6, 2022 Minutes - review/discussion/action

Motion by Smith to approve the April 6, 2022 minutes as presented (2nd Lindberg). Unanimous.

13. Next Meeting Date

The Listers will meet on May 25, 2022, to lodge the Abstract.

14. Adjourn

Motion by Smith to adjourn at 12:02pm (2nd Lindberg). Unanimous.

Respectfully submitted,

Cheryl A. Lindberg, Chair Board of Listers