

Town of Norwich, Vermont

Office of the Listers

Draft Minutes – Special Meeting

Thursday, September 14, 2023 – 3:00 pm

Attending: Listers – Cheryl A. Lindberg and Jonathan Vincent  
Regrets – Ernie Ciccotelli, Lister  
Public – Linda Cook (3:15 pm)

1. Call to order - The meeting was called to order at 3:01 pm.
2. Review and approval of agenda – Vincent made a motion to approve the agenda as posted. Second by Lindberg. Approved unanimously.
3. Public Comments/Correspondence – None
4. Reappraisal update – The Board of Listers reviewed a spreadsheet provided by KRT Appraisal earlier in the day, reflecting their production status. To date they have visited 74 parcels and have done exterior measurements, at which 34 interior inspections have been done or a 46% entry rate. The 74 parcels include one farm. In addition, they have visited 37 vacant lots and 5 exempt parcels. They have been let in to do interior inspections without appointments at 95% of the residential parcels, which is very appreciated. The Listers will provide minor edits to the spreadsheet layout.
5. Assessor Report & Invoice – The Listers discussed the four zoning parcels that need assessments for the withdrawal of portions of their land from the Current Use (CU) program. Lindberg contacted the CU office and found out that all four CU withdrawals were landowner-initiated withdrawals. The CU office needs to update the data and correct some errors in acreage so the Listers can clearly determine which acres are being withdrawn. Also, the Listers need to complete the process for opening a myVTAX account in order to finish the assessment step for the State. Lindberg is working on that with PV&R, CU office. With the resignation of Potter, the Listers need to determine how the PTTRs will be processed going forward. Building permit information will be entered by the Administrative Clerk. Since Ciccotelli was unable to attend the meeting, Vincent and Lindberg agreed to wait until there is a future meeting with all three Listers. Vincent made a motion to approve two invoices from Potter (one for August 2023 work and one for work on his final day, 9/6/23) which was seconded by Lindberg. The motion passed unanimously.
6. VALA annual meeting/conference – Lindberg attended the VALA meeting at Killington on September 8<sup>th</sup> and felt it was a very good networking event. She encourages the other two Listers to attend next year at Lake Morey Resort. Connections with other Listers and Assessors provided some possibilities for finding an assessor to process the Norwich PTTRs. Lindberg will follow up next week with those contacts.

7. Approval of draft minutes – Vincent moved to approve the draft minutes of 8/9/23 and 9/6/2023. Lindberg seconded the motion and it passed unanimously.
8. Adjournment – Vincent moved to adjourn, seconded by Lindberg. Motion passed unanimously. The meeting adjourned at 4:00 pm.

Respectfully,

Cheryl A. Lindberg, Chair  
Board of Listers

DRAFT