

Town of Norwich, Vermont

Office of the Listers

Draft Minutes – Regular Meeting

Wednesday October 11, 2023 – 3:00 pm

Attending: Listers – Cheryl A. Lindberg, Jonathan Vincent, and Ernie Ciccotelli
Public – None

1. Call to order - The meeting was called to order at 3:01 pm.
2. Review and approval of agenda – Lindberg made a motion to approve the agenda with the addition of Office Update as item 6(a). Second by Vincent. Approved unanimously.
3. Public Comments/Correspondence – Ciccotelli and Vincent commended Lindberg on her receipt of the Treasurer of the Year award from the Vermont Municipal Clerks and Treasurers Association and stated that it was well deserved.
4. Abatement of HS-122 late-filing penalty – The Board of Listers received two requests for abatement, one from John Guest and another from Ian and Katharine Mahon. After deliberations a motion was made by Lindberg and seconded by Ciccotelli to grant the abatement of \$645.11 penalty for Guest. Motion passed. A motion was made by Vincent, seconded by Ciccotelli to deny the abatement of \$475.37 to Mahon. Motion passed. The Clerk will prepare letters to each appellant and inform them of the Lister's decision.
5. Current Use Withdrawals update – The Board of Listers reviewed the four CU withdrawals and arrived at the assessment value for two of the four. The Clerk was asked to contact the other two owners to obtain clarification on the exact acres withdrawn as the information received is not clear. The Clerk will process the two decisions in the myVTAX account and send letters to the two property owners.
6. Budget discussion FY2025 – The Board of Listers reviewed the information received and questioned why the Administrative Clerk wage amount was significantly reduced. Also noted was the amount for VMERS (retirement) which is incorrect since the Clerk does not receive any benefits. The Chair will request a corrected budget spreadsheet and the Listers will work from that. Based upon the State requiring reappraisals every 6 years going forward, the Listers feel that \$40,000 per year would build the Reappraisal Reserve Fund back to a proper level for a reappraisal in six years or \$240,000.00. A draft budget for the Listers office of
- 6(a). Office update – In conjunction with the budget discussion, the Listers discussed the current and future staffing options of the office. Once the reappraisal is completed, the Listers want to go back to the structure of the Listers being paid by the hour. The former contract assessor was discussed, and it was decided that due to the limited availability of assessors, the Chair would post a message to the Vermont Lister listserve in an attempt to hire a temporary replacement to keep the PTTR work moving along

during FY2024. After the FY2024 year, the Listers would do the necessary work of the contract assessor and the Administrative Clerk on an hourly basis versus an annual stipend.

The Listers discussed a new meeting time going forward to an evening meeting that might allow for more public participation. The next meeting would be at 7:00 pm instead of 3:00 pm.

7. Approval of draft minutes – Vincent moved, seconded by Lindberg to approve the draft minutes of September 14, 2023 as presented. Motion passed unanimously.
8. Future meeting date – Next meeting date will be November 1, 2023 at 7:00 pm unless a need arises for another meeting sooner.
9. Continuation of meeting – at 5:14 pm Vincent moved to continue the Lister meeting to 6:30 pm in Tracy Hall to join the Selectboard meeting. Ciccotelli seconded the motion. The motion passed unanimously.
10. Adjournment – The meeting of the Listers was continued at 6:30 pm at Tracy Hall in the Multipurpose room. A motion was made by Vincent, seconded by Ciccotelli to adjourn the meeting of the Listers. The motion passed unanimously and the meeting adjourned at 9:14 pm.

Respectfully,

Cheryl A. Lindberg, Chair
Board of Listers