

Town of Norwich, Vermont

Office of the Listers and Zoom

Draft Minutes – Regular Meeting

Wednesday November 1, 2023 – 7:00 pm

Attending: Listers – Cheryl A. Lindberg, Jonathan Vincent, and Ernie Ciccotelli
Public – KRT representative, Doug Rollins, Data Collector; Priscilla Vincent; Emily Myers and Jess Phelps, Norwich Community Collaborative, Inc

1. Call to order - The meeting was called to order at 7:06 pm.
2. Review and approval of agenda – Lindberg mentioned that another HS-122 abatement request was received and suggested it be added to agenda item #5. Vincent made a motion to approve the agenda with the amendment. Second by Ciccotelli. Approved unanimously.
3. Public Comments/Correspondence – Lindberg reviewed the CT River request and Catalis invoice received since the last meeting; No public comments were made.
4. KRT Appraisal update – Doug Rollins gave an update on his data collection in Norwich. He has been coming 3 days a week over the past couple weeks. He has done 176 site visits with 66 interior inspections for an entry rate of 37.5%. He has also been to 75 vacant parcels and 9 exempt land-only parcels. He hasn't had any issues and residents have been cooperative. Unanswered questions will be sent by Lindberg to KRT on Thursday as a follow-up.
5. Abatement of HS-122 late-filing penalty – The Board of Listers received two requests for abatement, one from Daniel and Lindsey Officer and one from Laurie Levinger. After deliberations a motion was made by Lindberg and seconded by Ciccotelli to grant the abatement of \$600.40 penalty for Levinger. Motion passed. A motion was made by Lindberg, seconded by Ciccotelli to grant the abatement of \$1,264.73 to Officers. Motion passed. The Clerk will prepare letters to each appellant and inform them of the Lister's decision. The Clerk will also send an email to the Finance Office so they can revise the tax bill.
6. Review of Form PVR-317 – Norwich Community Collaborative, Inc. – Lindberg asked the two members if they had any further information to give to the Listers. Myers and Phelps mentioned future events at the building. After a discussion of the content of Form PVR-317, it was agreed that NCC would amend their submission. The Listers asked them to keep in mind the 3 conditions that must exist for the public, pious and charitable use test.
7. Current Use Withdrawals update – The Board of Listers reviewed the final two CU withdrawals and arrived at the assessment value for them. The Clerk will process the two decisions in the myVTAX account and send letters to the two property owners.

8. Contracted services – Executive Session – Ciccotelli moved to enter executive session per 1VSA, §313,a(1)(A) to discuss contracted services. Vincent seconded the motion which passed unanimously. The Board of Listers entered executive session at 8:52 pm. Vincent moved to return to public session at 9:03 pm. Seconded by Ciccotelli. Motion passed unanimously. Vincent moved to accept the contracted services from Amanda Beaulieu and request the Town Manager to sign the contract, if necessary. Seconded by Ciccotelli. Motion passed unanimously. Lindberg will reach out to Amanda and coordinate the paperwork.
9. Budget discussion FY2025 – The Board of Listers briefly discussed the Lister budget but have not been contacted by the Town Manager or Finance Director to review our submission, though all other Town departments have met with them.
10. Approval of draft minutes – Vincent moved, seconded by Lindberg to approve the draft minutes of October 11, 2023 as presented. Motion passed unanimously.
11. Future meeting date – Next meeting date will be November 29, 2023 at 7:00 pm.
12. Adjournment –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 9:22 pm.

Respectfully,

Cheryl A. Lindberg, Chair
Board of Listers