

Norwich Board of Listers
DRAFT Minutes
October 10, 2018

Present: Cheryl Lindberg, Dennis Kaufman, and Kris Clement, Listers. Spencer Potter, Assessor. Colleen Hammond, Listers Assistant.

Item 1: Call to Order (Time) 10:04 AM **Public Present: 0**

Item 2: Review and approval of agenda

Clement moved to accept the Agenda Kaufman 2nd Vote was: Unanimous

Item 3: Public Comments – No public

Item 4: Review and approve draft minutes from Lister Meeting 9/13/18

Changes were made to correct Jodi to Jody. Add Kaufman as one who abstained. The Listers opted to leave public as 0, since Horan entered the meeting after it started.

Kaufman moved to accept the minutes Clement 2nd Vote was: Unanimous

Item 5: Receive and discuss monthly report/invoice from contract assessor – action item.

Reviewed Potters report and discussed best way to approach permit inspections. It was decided that a call, and/or email would precede any visit by Potter. Hammond will assist with calls and appointments. Invoice was submitted from assessor for September.

Kaufman moved to accept Potters report and invoice (\$2,659.04) Clement 2nd Vote: Unanimous

Item 6: Discuss grand-list changes with contract assessor-action item.

The motion was made by Kaufman to authorize the assessor to proceed in drafting of the E&O and submit to the Select-board on behalf of the Listers, copying the Listers as well.

Parcel Numbers: 05-086.200 & 05-086.400 Names: Lake & Polashenski

Clement 2nd Vote was: Unanimous

Item 7: Discuss AssessPro/Patriot support with contracted assessor-action item.

Krajeski will be training Potter on the workings of AssessPro software at Tracy Hall on October 17.

Item 8: Budget Preparation – F/Y 2020

Kaufman and Potter reviewed the sales from April 1st to today and see a potential negative effect on the current COD and CLA. This might impact the Listers budget submission for FY 2020.

Item 9: Next Meeting Date – November 8th or 15th

Kaufman moved to have the next meeting on November 7th at 3:00 PM

Lindberg 2nd Vote was: Unanimous

Item 10: Adjournment (Time) 11:30 AM

Kaufman Moved for adjournment Clement 2nd Vote: Unanimous

Cheryl Lindberg, Lister Chair