

Town of Norwich, Vermont

Office of the Listers

Draft Minutes for the Meeting of Wednesday, April 12, 2023

Attending: Listers – Cheryl A. Lindberg and Jonathan Vincent
Absent – Ernie Ciccotelli
Spencer Potter – Contract Assessor
Public – Linda Cook; Robert Tozier and Kenneth Rodgers (KRT Appraisal)

1. The meeting was called to order at 1:41 p.m.
2. Review and approval of agenda - The agenda was reviewed, and an amendment was made to add a review of the Lister policy for Merged or Sub-divided Parcels. A motion to approve the agenda as amended was made by Vincent and seconded by Lindberg. The motion passed unanimously.
3. There was no public comment. Correspondence was reviewed as follows: Lindberg mentioned that the Listers issued a memo to the Selectboard on the Sharon/Norwich boundary line dispute, which is in their April 12, 2023 packet. A letter from the State of Vermont regarding their review of Form RA-308 was shared and Lindberg will follow up with our District Advisor.
4. Merged or Sub-divided Parcels Policy – The Lister policy regarding the assessment of sub-divided or merged parcels was reviewed and discussed. Lindberg mentioned that this policy has been previously reviewed by Town Counsel who confirmed that there are no Statutory violations to the policy. Lindberg will provide some minor edits to the policy and create a new version for signature by the new Board of Listers. Motion to approve the updated policy was made by Vincent and seconded by Lindberg. Motion passed unanimously.
5. Assessor Report and Invoice – Ciccotelli was not at the meeting, so the updated Assessor contract review was postponed. Potter provided a Building Permit Report to the Listers detailing the status of his permit/inspection work. The Listers will set up appointments for Potter over the next 3 Wednesdays for those permits requiring

interior inspections. Potter will drive to the remaining locations to inspect a deck, outbuilding or other permit work not requiring interior inspections. The ownership of #04-016.000 was discussed and it will remain as it is currently listed in the working grand list. Parcel #10-012.500 was discussed and the handling of the conservation easement on the assessment. A motion was made by Lindberg to accept Potter's report and approve his invoice #1393 for \$3,491.65. Second by Vincent. The motion passed unanimously.

6. Lister Office coverage – Lindberg reported that the Listers now have their own Zoom account so all future hybrid meetings can be handled by the Listers. A laptop is being discussed with the Town Manager for the Listers office. Detailed office coverage was postponed until the 3 Listers can meet.
7. KRT Appraisal – Two representatives from KRT Appraisal joined the meeting at 3:30 pm and met with the Listers to discuss the plan for reappraisal and the upcoming public forum on May 2, 2023. A discussion of the recent letter from the State of Vermont was included and a phone call to Jen Myers, District Advisor, clarified the State's error in the first item listed. KRT and the Listers made a plan to resolve the second item and will complete that in the next couple weeks. KRT will produce a power-point presentation for the public forum and send it along for the Listers to review beforehand. The Listers gave KRT the policy on Merged or Sub-divided Parcels for their reference. They want to begin the reappraisal process the day after the public forum.
8. Approval of minutes – The approval of draft minutes for March 22, 2023, was postponed to the next meeting.
9. Next meeting dates – May 2, 2023 public forum; May 10, 2023 regular meeting date will change due to Lindberg's absence. Listers will possibly meet on May 3 or 17, 2023, instead.
10. Motion to adjourn made by Vincent, seconded by Lindberg, and voted unanimously.

The meeting adjourned at 4:45 pm.

Respectfully,

Cheryl A. Lindberg, Chair
Board of Listers