

Town of Norwich, Vermont

Office of the Listers

Draft Minutes for the Working Session  
of Tuesday, June 13, 2023

Attending: Listers – Cheryl A. Lindberg, Ernie Ciccotelli and Jonathan Vincent  
Public – Rob Tozier, Ken Rodgers – KRT Appraisal

1. Call to order - The meeting was called to order at 10:10 am.
2. Review and approval of agenda – Vincent made a motion to approve the agenda as posted. Second by Ciccotelli. Approved unanimously.
3. Public Comments/Correspondence – No public was present.
4. 2023 Reappraisal Plan – The Board of Listers met with KRT Appraisal representatives to establish a starting date for the reappraisal work and a plan to meet that date. Lindberg suggested July 10<sup>th</sup> or July 17<sup>th</sup> for the mailing of the post cards which will notify the first group of property owners to be visited for verification of data on the current property record cards in the 2023 database. The post card was discussed for any further changes by the Listers. The Identification of the KRT staff who will be collecting the new data was discussed and information will be sent to the Listers before the end of June so the Listers can pass it on to the Norwich Police Department and have it added to the Town's website. This includes photos of the data collectors and car registrations as well. The KRT laptop needs the AssessPro link added to it so they can access our CAMA software data. Lindberg will get that done. Vincent will draft a statement for the list serve and website to remind property owners of the reappraisal and the upcoming plan. The Listers discussed a mailing to all property owners by the end of June so that there is as much publication as possible, since not everyone is a subscriber to the list serve. The plan is to begin with the outlying parcels first and work their way into the downtown area by winter, since those parcels are easier to access in the snow.
5. Adjourn – Vincent moved to adjourn which was seconded by Ciccotelli. Motion passed unanimously. The meeting adjourned at 1:35 pm.

Respectfully,

Cheryl A. Lindberg, Chair  
Board of Listers