

Norwich Selectboard Minutes

Special Meeting: Tuesday, August 19, 2025 – 12:00 p.m.

Active Participants: Selectboard members Marcia Calloway, Kimo Griggs, Mary Layton, Matt Swett, Priscilla Vincent. Town Manager Brennan Duffy. Finance Director Barrie Rosalinda. Finance Committee member Christie James. Lister Pam Smith.

1. **Agenda:** Griggs moved, second by Swett to approve the agenda as presented. Vote: Yes, Calloway, Griggs, Vincent, Swett, Layton
2. **Public Comments for Items not on the Agenda:** Kimo Griggs asked Town Manager Brennan Duffy if it might be possible to send written updates about construction at Tracy Hall. Duffy replied that he had announced at the last Selectboard meeting that the oil tank was on schedule to be removed, which was in progress outside of Tracy Hall.
3. **Set Tax Rate:** The Selectboard had been sent a memo with two screen shots, one from FY24-25 and one from FY 25-26 showing figures for the Municipal rate, Voted Exempt, and County Tax.

The FY 24-25 rate was 0.6864 with a total to be raised by taxes of \$5, 338,748. The current rate was calculated as 0.5066 with a total to be raised by taxes of \$6, 277,022.

When the rate is approved the Finance Office will create and send out the tax bills, a process that may take up to seven days. Property owners will have thirty days from the date the tax bills are mailed to pay their taxes without penalty.

Matt Swett asked a question about the screen shots. He noticed that “Voted Exempt” was checked on this year’s screen shot and not last year’s. Finance Director Barrie Rosalinda said that last year when using a manual entry process the box was not checked, this year using an electronic entry program it was. The figures were processed the same last year and this year, regardless of checking the Voted Exempt box.

Christie James asked how Current Use is used in creating the tax rate. Barrie Rosalinda said that is determined by the Listers and referred her to Lister Pam Smith, who offered to talk to James after the Selectboard meeting.

Christie James asked how the education rate would be listed alongside the municipal rate on the tax bill. Rosalinda replied that the State of Vermont sends the rate based on the work certified by the Listers, and that the date of transmission of the education rate would be August 20th.

Matt Swett asked if the Town Manager, Board of Listers, Finance Director, and Town Treasurer met to discuss the figures. Brennan Duffy explained that a meeting had been held on Monday August 18th for that purpose.

Swett moved, second by Vincent to set the municipal tax rate at 0.5066 for FY 2025-26. Vote: Yes, Calloway, Griggs, Layton, Swett, Vincent.

4. **Adjournment:** Vincent moved, second by Griggs to adjourn the meeting. Vote: Yes, Calloway, Griggs, Layton, Swett, Vincent.

Meeting adjourned at 12:19 pm.

Minutes taken by Mary Layton

Minutes approved on August 27, 2025

Mary Layton, Selectboard Chair