

**Norwich Board of Listers**  
Regular Meeting – 7:00 pm  
**Wednesday, May 20, 2026**

**Listers Present at Tracy Hall:** Cheryl A. Lindberg and Pamela T. Smith

**Listers Present via Zoom:** Ernie Ciccotelli

**Public Present:** None

**1. Call to Order**

Due to technical difficulties, the meeting was called to order at 7:19 pm

**2. Review and approval of agenda – discussion/motion**

Motion by Smith (2<sup>nd</sup> Ciccotelli) to approve the agenda as presented. The vote was unanimous.

**3. AP5 Software – discussion/possible motion**

Value Changes – Software differences: Lindberg explained that the software conversion from Classic AssessPro to AP5 resulted in several properties having a different value. Some were only \$100 + or \$100 -, other were more. We concentrated our efforts on those parcels that changed by \$1,000 or more. All of these property owners will receive a change of assessment notice.

Reappraisal errors: The Listers discussed properties that were given the wrong Neighborhood Code (NBC). Some of those are clearly in the village area, and don't have a village NBC. Smith made a motion to review and correct the "In Village (V1)" parcels as appropriate for the 2026 Grand List (2<sup>nd</sup> Ciccotelli). Lindberg offered a friendly amendment to the motion to include all village parcels, not just V1. Smith and Ciccotelli accepted the friendly amendment. The vote was unanimous.

2026 Grand List Data:

Smith and Lindberg have completed approximately 40 permit visits with 21 remaining. Lindberg has transferred data from AP5 to NEMRC and several more transfers will be made before we lodge the Abstract. Homestead declarations have been downloaded to NEMRC and will need to be downloaded into VTPIE. Current Use needs to be done in VTPIE and transferred to NEMRC. The Listers need to review the 2025 BCA decisions to determine which changes will go forward in the 2026 Grand List and which ones will revert back to the 2025 values. The AP5 Production database does not have the land values on the cards in the same manner as Classic AssessPro. The Listers need to review the proposed fix in the Test database before the fix is deployed in the Production database. All of this work needs to be accomplished prior to filing the Grand List Abstract with the Town Clerk.

**4. Extension request for the June 4, 2026 Abstract filing deadline**

Given all of the outstanding work that is listed above and the fact that Catalis had our database for six weeks for the conversion from Classic AssessPro to AP5, the Listers do not feel that it is possible to file the Abstract. Motion by Smith (2<sup>nd</sup> Lindberg) to request a 30-day extension of the filing deadline for the 2026 Abstract at the Selectboard meeting on May 27, 2026. The motion passed unanimously.

**5. Lister Policy on Merged or Subdivided Parcels**

The Listers looked at the proposed edits received from the Zoning office. The review will continue administratively and a new draft will be submitted for consideration at a future Lister meeting.

**6. VALA Annual Meeting & Conference**

Lindberg stated that the annual VALA conference will be held at Killington on September 17 and 18, 2026. Lindberg and Smith are interested in attending the Friday sessions. Ciccotelli will advise at a later date if he is able to attend. This will be revisited at a future Lister meeting after July 1 so that the registration fee will come from the FY27 budget.

**7. Approval of Lister draft minutes – 4/15/2026**

Motion by Smith (2<sup>nd</sup> Ciccotelli) to approve the minutes of 4/15/2026 as presented. The vote was unanimous.

**8. Public Comments for items not on the Agenda**

There were no public comments.

**9. Adjourn**

Motion by Ciccotelli (2<sup>nd</sup> Smith) to adjourn at 8:23pm. The vote was unanimous.

Respectfully submitted,

Cheryl A. Lindberg, Chair  
Board of Listers

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