



## Meeting Minutes - August 10, 2017 - DRAFT

### 1. Call to order

The meeting was called to order 6PM. Present were Bill Johnson, Todd Kincaid, Jordan Young (minute-taker)

### 2. Appointment of Chair of Listers.

Bill Johnson nominated Todd Kincaid as chair of listers. Jordan seconded, Todd acquiesced.

### 3. Setting of Official onsite town hall office hours.

Our intention is to have an office presence for each of us at least one hour per week to make sure we keep up on the incoming items, and have a public presence. Ideally, especially early on, let's try to overlap our hours so we can do knowledge exchange. We committed to 4pm-5pm on Thursdays; we'll attempt to be there earlier to do paperwork, starting next week, and continuing onwards.

### 4. Review of 411 submission.

Our 411 has been submitted. Recall the advice to "always print a 411 before doing anything so you can check for changes" from the Rutland class. Reviewing this submission, it is not markedly different from last year's; the changes were mostly offsetting. Note that from now on, all errors and omissions need to be communicated to the Selectboard on the appropriate form which is (or will be) in the lister's Google drive. Also, all errors and omissions need to have a grievance window; our intention is to do those as they come up rather than batch them up for a late fall single hearing.

### 5. Update on status of grievance & BCA hearings

Terri would like us to make a comprehensive review of our current use valuations. Note that ANY value change to a non-current-use record requires a review of current use because these systems don't articulate. Current use is now filed in a separate file drawer. Our thought is to integrate those in the person files, *in separate green folders for visibility*. Sue J is OK with that change.

We have scheduled a grand list value change errors and omissions grievance window for Thurs 8/17 for the three properties whose values have changed; one of those owners has already indicated that they're grieving. On Thursday 8/31 3-5 there is a grievance window for current use changes that were mailed 8/3.

### 6. Review open items and work assignments .

Note that there is a property that transferred after April 1st on which the owner urgently wants information for 2017, possibly not understanding that his 2017 taxes

are set, and there is plenty of time to discuss 2018 taxes. He has dropped off extensive information; we should review these and then schedule a meeting with him to discuss. We have committed to being in contact with him this week.

HS122s are still coming in. Note that there are some properties we know of where it looks like there should be a resident/homestead declaration. We may want to remind people even though the homestead/non-homestead rates are very close this year.

Jordan and Todd will create a succinct to-do list from our 7/20/17 working google sheet.

Sue J is in the process of getting on-line access to our data with NEMRC. This has been delayed by various personal schedules and she will try to get that back on track.

7. Review needs for reappraisal discussion with Selectboard.

Todd has done some data correlations that suggest data improvements we may want to make. Jordan has at least one of those as well. These will form the nucleus of our discussion with the Selectboard about our comprehensive reappraisal.

Bill notes that we need some threshold on work value to kick off a building permit which then kicks off a inspection/evaluation of a specific property. We might want to recommend this take effect at the time of the next town-wide reappraisal.

We had in the past discussed an automatic reappraisal at some threshold past any sale, for example 9, 12, or 24 months.

It is equitable to identify neighborhoods and reassess all the properties in the neighborhood if we believe there are inequities within the neighborhood.

We are on the agenda for Tuesday 9/19 Selectboard meeting. Prior to that meeting, we should discuss with NEMRC what the lead time and pricing might be for that work. Todd will do. Also how we can do partial reappraisals. Bill had a discussion with Christie about this.

8. Other items

Jordan and Todd will work on a work-flow system. Currently work is color coded by folder:

- Green, current use;
- Purple, building permits;
- Red, URGENT;
- Blue, PTTRs;
- Yellow, grievance etc.

9. Setting of future meetings.

We'll figure out a public meeting schedule during our Thursday office hours.

10. Adjournment

The meeting adjourned at 7:05