



## ***Town of Panton Chartered 1761***

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APPRAISAL RESEARCH COMMITTEE  
MEETING MINUTES  
TUESDAY, SEPTEMBER 28, 2021, 10:00 AM  
TOWN HALL AND VIA ZOOM

Attending: In person: Paul Sokal; Via Zoom: Maggie Catillaz; Bob Groff; Paula Moore; Dave Sullivan

The meeting was called to order by the committee chair, Paul Sokal, at 10:00 am.

Approval of Agenda - Maggie Catillaz moved, and Dave Sullivan seconded the motion to approve the agenda. All in favor and motion passed.

Public comment – None

Approval of the Minutes of the September 13, 2021 Meeting – Bob Groff moved to approve the minutes of the September 13, 2021 meeting and Maggie seconded. Maggie suggested a clarification in the first line in the paragraph “Discussion of Tables” to read “...the tables have not changed since *at least* 2012...” All in favor and motion passed.

Ascertain Continued Participation of Committee Members - At the last meeting the committee concluded it was close to completing its original charge and was waiting for feedback from the selectboard about extending the charge. Dave outlined two options for proceeding: 1) Hire a professional assessor who may or may not be responsible for conducting a town-wide assessment. This person would issue a request for proposals (RFP) for the town-wide process. 2) Issue an RFP and make recommendations for hiring a company for a town-wide assessment.

There was a prolonged discussion about the responsibilities of the town listers and the committee’s recommendation to the selectboard. Committee members shared opinions, but no decision was made.

Each of the committee members indicated his or her willingness to continue to serve on the committee.

Continued Discussion of Appraisal Issues – The committee agreed to focus on the following items in the upcoming weeks.

Dave and Paul: Memorialize the current appraisal system and why we are recommending a new town-wide appraisal; write a draft of an explanation of property appraisal for the website (original charge) although there is a question about how useful it will be at this time. They will also write up a report to the selectboard. The report will include questions we have not been able to answer.

Bob and Paula: Write a draft of a town assessor job description and interview questions.

Maggie: Research outstanding issues including the differential between the homestead and non-homestead tax rates and the responsibilities of town listers.

Next meeting and agenda - We will meet on Tuesday, October 19, 2021 at 10 am in person and on Zoom. The agenda will remain the same.

Paula suggested when we post items in Microsoft Teams, we send an email to committee members notifying them.

Paula moved and Maggie seconded the meeting adjournment. All in favor and motion passed. The meeting adjourned at 11:44 am.

Minutes taken by Paula Moore