



Town of Panton Chartered 1761

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APPRAISAL RESEARCH COMMITTEE MEETING MINUTES TUESDAY, NOVEMBER 2, 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 10:01 am.

Approval of Agenda – Bob Groff 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 October 29, 2021 Meeting – Bob moved to approve the minutes and Paula Moore seconded. All in favor and motion passed.

Finalizing the Committee Report to the Selectboard – The committee reviewed the document with the changes suggested at the last meeting. With Dave indicating that building permits have a two-year expiration date, the committee agreed to remove the recommendation specifying a one-year expiration. Paula will do a final clean-up and send to Paul to convert to a PDF and forward to Maggie McCormick for distribution to the selectboard.

Property Appraisal Q & A's – The committee accepted in concept the Q & A's. Maggie and Dave will work on answering the last question "What would happen if the town does not do an appraisal?" The consensus was to submit this document at the same time as the report.

Interview Questions – Bob moved to table this discussion until the next committee meeting and Maggie seconded the motion. All in favor and motion passed.

Job description – The committee discussed the lister duties and how they should be completed going forward. Suggestions for changes to the job description document were made. Paula will incorporate them and send the document to Paul to forward to Maggie McCormick for distribution to the selectboard.

There was also a discussion on the presentation to the selectboard on 11/9. The meeting starts at 5:30 pm.

Next meeting and agenda - Tuesday, November 16, 2021 at 10:00 am, in person and on Zoom. The agenda items will be the interview process for town assessor and feedback from the selectboard meeting.

Paula moved and Maggie seconded the motion to adjourn. All in favor and the motion passed. The meeting adjourned at 12:25 pm.

Minutes taken by Paula Moore