



Town of Panton Chartered 1761

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APPRAISAL RESEARCH COMMITTEE MEETING MINUTES TUESDAY, NOVEMBER 30, 2021, 11:00 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 11:04 am.

Addition to agenda – Bob Groff moved and Maggie Catillaz seconded the motion to add the agenda item about the participation of another lister on the committee. All in favor, and the motion passed.

Approval of Agenda – Paula Moore moved and Maggie Catillaz seconded the motion to approve the agenda with the additional item. All in favor, and the motion passed.

Public comment – None

Approval of the Minutes of the November 17, 2021 Meeting – Paula moved to approve the minutes and Maggie seconded. All in favor and the motion passed.

Assessor Position and Interview Process – There were three follow-ups.

1) Paul Sokal reported that the state's most recent contribution to the town's Reappraisal Fund was \$2,847.50.

2) Paula reported that the selectboard thanked the committee for its work preparing the questions and answers about property appraisals and indicated that our work on the document is concluded. The selectboard will ask Maggie McCormick, with her experience as a technical writer, to review the document. No date has been set for adding it to the website.

Maggie asked about sharing in emails the information we compiled about town assessors and appraisals. Paul responded that it was acceptable to post the responses as reports as long as we did not discuss them online. Maggie offered to compile the responses from the town clerks in a spreadsheet.

The committee discussed the various approaches used by towns to fill their "day-to-day assessor" position. Options include using individual assessors, NEMRC and paid listers. Two of the towns indicated that they might be willing to share an assessor with other towns. The committee felt that collaborating with other towns was worthwhile pursuing and agreed that Maggie McCormick would need to be the town's lead in exploring this option. Dave Sullivan could attend to support Maggie McCormick in his capacity as a town lister. The committee estimates the town's assessor responsibilities at no more than five hours/week on average. The current budget would support an hourly rate of \$25.00.

Although there is a sense of some urgency in hiring a town assessor, the committee will wait to pursue other strategies until a December meeting.

Lister Participation on ARC – Since his term as lister is ending in March, Dave Sullivan suggested that a second town lister, Chris Morris, be invited to join the committee for continuity. The committee agreed and Dave will contact him.

Assignments:

Maggie: Create spreadsheet of responses from other towns

Paul: Research how listers can be compensated, either as elected officials or as appointees. He has a list of questions for the Secretary of State's office.

Paula: Contact Maggie McCormick about exploring the idea of a shared town assessor with Vergennes and Ferrisburgh.

Dave: Contact Chris Morris.

Next meeting and agenda: A meeting is tentatively scheduled for Thursday, December 16, 10:00 a.m., in person and on Zoom, pending the outcome of Maggie McCormick's meeting with the two towns. The agenda item will be the town assessor interview process.

Maggie moved and Bob seconded the motion to adjourn. All in favor, and the motion passed. The meeting adjourned at 1:20 pm.

Minutes taken by Paula Moore