



TOWN OF RANDOLPH, VERMONT

LISTERS OFFICE

LISTERS' MEETING MINUTES

~~Tuesday, September 3rd, 2024 at 10:00 AM~~

Wednesday, September 4th, 2024 at 10:00 AM

Randolph Town Offices & Via Zoom

Present: Mimi Burstein (Assessor/Lister), Dennis Brown (Lister), Milo Cutler (Lister)

- 1) The meeting was called to order at 10:05 AM (**NOTE:** *This meeting was postponed from Tuesday, September 3rd due to an internet outage at the Town Office and the inability to record the meeting to comply with open meeting law requirements*)
- 2) **Public Comment:** None – No members of the public were in attendance.
- 3) **Meeting Minutes:** The minutes of the August 6, 2024 meeting were reviewed. *It was moved and seconded to approve the minutes as written. Motion carried 3-0-0.*
- 4) **General Operations Status/Homesteads/CU/PTTR's:** **A) Homesteads:** The Assessor checks for new Homestead Declarations every Monday. Town Office internet was down on Monday 09/03/2024 so will check later today. **B) Current Use:** We have one recent CU parcel that was a name change, three others pending. Likely to have 197 Current Use parcels by the end of December. **C) PTTR'S:** The Clerk's office had processed PTTR's up until July 26. A new batch was just released today. So far we have 37 PTTR's to process. Our CAMA roll over happened last week and we are now working in our 2025 database so we will begin to process PTTR's very soon. **D) Sales Study:** The Sales Equalization Study was completed and submitted to PVR on Friday, August 30th. There were in excess of 330 sales to review and validate.
- 5) **Reappraisal Update:** There were six appeals to the BCA. The BCA opened hearings on August 14th, 15th & 16th. Inspection committee's were established and site visits were completed on August 21st, 23rd, 26th and 28th. Listers were present for each site visit. The BCA is expected to schedule the continuance of the hearings for the week of September 9th. Listers will attend the hearings.
- 6) **VALA & VLCT Update:** 1) VALA: The VALA annual meeting will be held on September 5th (Dinner) and September 6th (Conference) at the Lake Morey Inn.
2) VLCT: The VLCT Town Fair will be held on October 2nd in Killington.
- 7) **Old / Continued Business:** None
- 8) **New / Other Business:** **A) Tax Rate Discussion:** The Listers completed the tax rate worksheet with suggested tax rates for FY2025. The rates were provided to the Selectboard which approved the rates at their meeting on September 03, 2024. Discussion ensued, based on industry experts, about the process for the tax rate being established by the Listers office. Although this has been past practice, it isn't common.

DRAWER B, 7 SUMMER STREET
RANDOLPH, VT 05060

TELEPHONE: (802) 728-5433. Ext 22/14

www.randolphvt.org

As a result of this conversation:

It was moved and seconded to discontinue determining the tax rate (starting in FY2026, based on 2025 Grand List) and to shift this responsibility to the Treasurer or Finance Department. Motion carried 3-0-0

B) NEMRC Contract: The Listers will reach out to NEMRC to see if there is an existing contract for the CAMA software which we are currently not using. With the reappraisal we changed to AssessPro software.

C) AssessPro/Catalyst: The Listers office is going to look into products offered by Catalyst that may be beneficial to the Town of Randolph. Items include personalized Sales Verification Letters, public facing website features, pricing for cloud-based services, etc. Due to the challenges with our reappraisal website roll-out, we hope to negotiate some better pricing for future products and services.

D) 2025 Meeting Schedule: The Listers reviewed the proposed 2025 Listers' Meeting Schedule. Dates are largely reflective of the 2024 schedule based on Tuesday meetings. ***It was moved and seconded to adopt the 2025 Meeting Schedule as proposed. The motion carried 3-0-0.***

9) Adjournment: The meeting was adjourned at 10:30 AM.

The next Listers Meeting will be Tuesday, October 1st, 2024 at 10:00 AM