



# TOWN OF RANDOLPH, VERMONT

LISTERS OFFICE

## LISTERS' MEETING MINUTES

Wednesday, October 12, 2022 at 10:00am

Randolph Town Offices

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

- 1) The meeting was called to order at 10:05 AM (*NOTE: Meeting was originally warned for Wednesday, October 5<sup>th</sup> but was rescheduled due to a scheduling conflict.*)
- 2) **Public Comment:** None – No members of the public in attendance
- 3) **Meeting Minutes:** It was moved and seconded to approve the minutes of the September 7<sup>th</sup>, 2022 meeting as written. *Motion passed 3-0-0.*
- 4) **General Operations Status/Homesteads/CU/PTTR's:** **1)** Mimi has been assisting the Town Clerk, Emery Mattheis, with state payment downloads and sending revised tax bills. Last state payment download is expected on October 28<sup>th</sup>. Later filers will be assessed a penalty and will have non-residential rates applied. **2)** Mimi recently sent out one Change of Appraisal (COA) due to a current use change and three COA's due to homestead filings. **3)** Maple Hill Trust is out of Current Use for this year but has made application to get back into the program. We currently have 197 current use parcels, some are still "pending" with the State of Vermont and we are awaiting file exchange #8. **4)** The Assessors office is now printing Property Transfer Tax Returns (PTTR's) directly from Record Hub and processing them as time allows.
- 5) **Reappraisal update:** **1)** Bill Krajieski of New England Municipal Consultants (NEMC) has been in the office and loaded Patriot onto the two Lister/Assessor's Office computers. **2)** It was determined that there wasn't sufficient speed in Conference Room A to support Bill's computer and the work that will be completed on-site. Bill & NEMC staff will use for former Economic Development office in the basement as their workspace during the reappraisal. **3)** Executive Assistant, Kim Grout, is setting up door card/keys for the NEMC staff. **4)** NEMC has submitted their fist bill in the amount of \$2,565 based on progress report and percentage of completion of the reappraisal job.
- 6) **VALA & VLCT Update:** **1)** Mimi attended the VALA Annual Meeting on Friday, September 16<sup>th</sup> at the Capitol Plaza in Montpelier. Bill Krajieski of NEMC was also in attendance and presented to the group where he stressed the importance of the Listers being involved in the reappraisal process.
- 7) **Old / Continued Business:** **1)** Property Valuation & Review (VT Tax Department) had questions on eight property transfers in Randolph. Mimi responded to the eight parcels with documentation to support whether the sale was valid or not. **2)** A Sales Verification Letter had been mailed to a resident at 500 Tatro Hill Road. The Lister's were contacted by their

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agent who stated that the Sellers wished not to return the form. That agent clarified that this was an arms-length transaction which was also reported in the Multiple Listing Service.

- 8) **New Business: 1)** The Listers/Assessor's Office has decided to join the New England Real Estate Network (NEREN) which is the state-wide Multiple Listing Service for properties for sale. It's most financially feasible to join by also being a member of the Green Mountain Association of REALTORS® (GMAR) as an Affiliate Member. Because the fee's for NEREN are double if not affiliated with a REALTOR® board, the Town of Randolph will join both. Total annual fee for both memberships will be \$1,125 (for three Listers) for calendar year 2023. (An unaffiliated member of NEREN would be \$1,800 per year)
- 9) **Adjournment:** It was moved and seconded to adjourn at 10:58 AM. *Motion passed 3-0-0.:*

**The next Listers Meeting will be Wednesday, November 02, 2022 at 10:00 AM**