

**Draft**  
**Meeting Minutes**  
**Board of Listers, August 10, 2018**  
**Meeting Held in Lister's Office**

Present were current Lister Chair Arlington Supplee (AS), Lister Tom Alsheimer (TA) and Chris Bradley (CB). No members of the public were present; Charlene Lathrop (CL) was at her desk and did not generally participate in the meeting.

i. **Roll Call**

Meeting was called to order by current Chair Supplee at 10:01 AM with all current Listers present (AS, TA and CB).

ii. **Organization**

- a. CB nominated to serve as Clerk for this meeting - no objection - CB will take minutes
- b. AS motioned to elect Tom Alsheimer as chair, 2nd by CB. The acting Clerk (CB) will cast one ballot for TA; Tom Alsheimer will serve as the Chair for the coming year.
- c. TA thanked AS for his dedication to the work of the Listers - Northfield's records are in excellent shape due to his efforts and diligence

iii. **Public Participation (Scheduled)**

No members of the public were present - item bypassed

iv. **Discussion Items**

a. **Approve Minutes of March 21, 2018 meeting**

CB motioned to approve minutes; 2nd by AS. No Discussion. Questioned called by CB; minutes accepted 3-0-0.

b. **Old Business Discussion**

- i. TA noted that the need for further education on Cell towers has been addressed by a recent training class attended by all 3 Listers
- ii. CB noted that the parcel of land adjacent to the Red Kettle now has storage containers on it that need to be measured and assessed
- iii. It was noted that several parcels that were previously grieved and taken to the state appraiser have not yet been handled; state is backlogged
- iv. CB reported that issues with deed covenants that have been broken are not the purview of the Listers; this must be taken up in a legal forum by the previous owners of the property against the current owners which is unlikely
- v. A discussion of the solar panels was discussed; the need for information from Greenlight is required.
- vi. Several Lister Classes are coming up:
  1. Advanced Lister Training on 9/5
  2. State Rules for Appraising on 9/6
  3. Advanced Data Collection on 9/25

**c. Field Checks for 2019 Grand List**

There are approximately 100 that require follow-up; there is some new construction

**d. Budget for Fiscal 2020**

- i. It was noted that Charlene has been moved from contractor status to Employee Status, this is reflected in the proposed budget
- ii. A slight increase in the Elected portion of the budget was discussed (\$22k-\$23K); we currently plan on 1,300.5 hours @\$16 per hour
- iii. The budget contains a line item for maintenance contracts; these comprise the maintenance for CAMA, Marshall & Swift and APEX - three separate bills.
- iv. Changes to how the Telephone bill was handled were discussed

**e. New Business**

- i. The situation with TOPS was discussed - Income and Expense need to be reviewed with changes
- ii. Veterans Exemptions were discussed; there is a deadline at the beginning of May; Exemptions of a \$40K reduction in value if over 50% disabled
- iii. BCA has done 2 of the 3 Grievance Reviews:
  1. AseLINE did not show up at appointment
  2. Donahue Property done
  3. Subway - BCA made a decision to allow testimony as a letter was delivered to the owner but to the wrong address - this will be taken up at the BCA meeting of the 13th
- iv. Throwing Up Roads  
The Selectboard has been considering throwing up some of the one and two-house roads. Rudy Townsend was the last knowledgeable surveyor; if roads are thrown up a question arises of what is done to the land - is it added to the parcel(s)?

**v. Public Participation (Non-Scheduled)**

None

**vi. Adjournment**

AS moved to adjourn at 10:41; CB seconded. No Discussion. 3-0-0 to adjourn.

Respectfully Submitted by Acting Clerk

Chris Bradley

