

NOTICE

NORTH HERO BOARD OF LISTERS

Meeting: Monday, September 21, 2015

At North Hero Town Office Meeting Room

AGENDA

9:15 a.m. NH Lister Meeting Called to Order

Adjustment of Agenda

Comments & Questions from the public regarding items not on the agenda

BOARD DISCUSSION:

- Review of 2007 Lister Policy
- Review of Lister Duties
- Review Definition of Developer
- Review of Developer/Subdivision Assessments
- Review File Cabinet Options

BOARD ACTION:

- Adopt Lister Policy Updates
- Adopt New Definition of Developer
- Adopt Developer/Subdivision Assessment Policy

EXECUTIVE SESSION IF NEEDED

OTHER BOARD BUSINESS

AGENDA BUILDING

ADJOURN

September 21, 2015 Lister Meeting

Opened Meeting at 9:25

In attendance: Geri Siegel, Mary Dattilio and Bridget Timms attended via speaker phone

Agenda

Item

Review of 2007 Lister Policy

This was written for purposes of the 2006 reappraisal by a part-time assessor who resided out of town and that it is no longer relevant. Those in attendance felt that it is no longer relevant.

Geri moved that it be removed from the Town website.

Bridget seconded

Agreement was unanimous

Item

Review of document “Lister Duties & Responsibilities”

Current content was discussed and all in attendance agreed that it was an accurate description of the Lister’s job and is still current and valid.

Geri moved that there be no changes

Bridget seconded

Agreement was unanimous

Item

Review Definition of Developer/Subdivision

In preparation for today’s meeting, the following property records were reviewed because they were either subdivided by the owner of record or are contiguous properties in the same ownership:

| | |
|-------------|--------------------------------------|
| 11-01-25 | Delormier-Blow |
| 12-00-113 | Satow |
| 07-03-051 | Pelot’s Property LLC |
| 04-02-65 | Kelsey |
| 08-00-48 | Feldman |
| 11-02-0924 | Lavigne |
| 11-01-092 | Weston |
| 04-01-2312 | Cotton |
| 11-01-6344 | Windmill Vista |
| 11-01-6324 | PKG Real Estate Development LLC |
| 07-01-86 | SJD Holdings |
| 11-01-272 | Rainville |
| 07-02-68111 | Verba |
| 11-02-0923 | Zinn |
| 11-02-24 | Blackwell |
| 04-01-235 | Dupont |
| 10-00-41 | Morway |
| 11-01-09112 | Chase Properties and Development LLC |

Part of today's meeting is to clarify the definition of subdivision and developer and to provide consistent assessment practices for subdivisions that are based on the 2014 reappraisal guidelines

Definition of developer:

The Owner of a subdivision (2 or more lots) for the purpose of future sale and/or development.

2014 Reappraisal Guidelines, revised:

A developer, as defined above, would qualify for a 40% "developer's discount" on the site and rear land until lots sold as per 2014 reappraisal guidelines.

For developers who's lots have been developed with habitable dwellings, the full assessments would be applied, taking into consideration factors such as land grades.

Mobile Homes are considered personal property NOT permanent dwellings and therefore don't qualify as developed lots under this definition.

When a developer sells a vacant lot in a subdivision, the developer's discount is removed and a 20% discount is applied (to site value only) to account for infrastructure costs. Discount to be removed when lot has been developed with a habitable dwelling, taking into consideration factors such as land grades etc.

Note:

1. Contiguous, developed lots under the same ownership, whether owned privately or by a developer, do not qualify for a developer's discount.
2. Vacant lots contiguous to and combined with a developed lot in the same ownership are assessed as one lot.

Geri moved to approve and implement subdivision development guidelines as outlined above and include them in the 2014 reappraisal guidelines. It was agreed that the Listers will review all relevant properties for assessments under these guidelines and make changes if needed.

Bridget seconded

Agreement was unanimous.

10:00 AM Meeting Recessed

10:12 AM Reopened

Item

Need for another file cabinet.

It should be noted that lister records should be stored in lockable, fireproof cabinets but after checking on the cost, Mary has reported that replacement of 5 cabinets and the purchase of an

additional cabinet would cost in excess of \$15,000. This would be cost prohibitive and not financially feasible.

It was suggested that the Listers purchase a quality five drawer, legal size, upright file cabinet for the storage of our records.

Geri moved to approve the purchase of the new file cabinet

Bridget seconded

Agreement was unanimous.

It was agreed that no other Lister business needed to be discussed at this time.

Geri moved to adjourn

Bridget seconded it

Decision to adjourn was unanimous

Meeting adjourned at 10:55AM