# SHAFTSBURY SELECTBOARD
# SPECIAL MEETING
# NOVEMBER 15, 2011
# MINUTES

ATTENDING:  Selectboard Members present:  Lon McClintock, Karen Mellinger, Bill Pennebaker, Carl Korman, Craig Bruder; Board of Listers: Diana Mayer, Larry Johnson, Judith Knecht; Treasurer Henri Billow; Personnel: Margy Becker, Town Administrator;

## 1.  Call to Order

Chair Lon McClintock called the meeting to order at 9AM.

## 2.  Public Comments

None

## 3.  Conflict of Interest Statement:

The Chair inquired whether any Board member had a conflict of interest with any matter on the agenda.  No Board member reported a conflict of interest.

## 4.  Board of Listers:

Selectboard Chair Lon McClintock reported the Selectboard has been in receipt of the Listers' notices of Grand List Errors and Omissions.  The Selectboard has been able to approve some, as statutes have required.  But some errors and omissions have not been approved, due to lack of complete information concerning impacts to the grand list. Lon McClintock described the statutory processes for approving changes to the grand list once it has been 'lodged' and asked that the process be followed.  He asked the Listers to provide the Selectboard a list of all errors and omissions.

Mr. McClintock inquired if the Listers needed additional support, noting the Selectboard can be a source of resources.  Diana Mayer reported the Listers need more frequent professional assistance.   Larry Johnson reported more assistance is needed with land values, current use, and property transfer tax returns.

Craig Bruder inquired as to the nature of the 'backlog' of work.  Diana Mayer the backlog will be recurring.

An 'audit' of procedures being followed in the Listers' Office was suggested. Larry Johnson pointed out that an assessing 'structure' needs to be put in place that survives any turnover in elected Listers. He noted that a very experienced Treasurer will be resigning in March, and that the Listers' depend on Henri Billow's expertise. Larry Johnson then expressed concerns about the availability of professional assessors.

Margy Becker reported that the District Advisor Christie Wright, who works for the VT Dept. of Property Valuation and Review and with whom she had recently spoken, had suggested it was time for the Town of Shaftsbury to consider a full-time assessor in addition to administrative support.  There is a large enough grand list to warrant this change.  Ms. Becker said she has received information from Christie Wright that will help with the 'audit' of Listers' duties and procedures.

Lon McClintock described the different approaches available to Towns for obtaining the services of professional assessors.  Some alternatives are temporary.  A Town would have to adopt a charter in order to have professional assessors perform Listers duties over the long-term.  A municipal charter can be specific in nature and only address one aspect of governance – i.e. reorganization of the Listers' Office.  A charter is adopted by the voters at a warned special or annual meeting of the voters.  The Legislature is required to approve the charter upon adoption by the voters.

Henri Billow provided the Selectboard a report dated 11.11.11 listing 20 tax bills that have needed to be corrected to-date.

Karen Mellinger acknowledged the 'emergency' nature of the meeting.  She requested public discussions going forward in order to educate the voters.  Carl Korman stated the Listers and Selectboard need to understand what a charter is and be comfortable with the idea.  The Listers will include some discussion of the issue in their town report.

Potential budget impacts for the current year and FY14 were discussed.  The Selectboard asked that the Listers report back by December 15 as to the scope of short and long-term professional and administrative services being requested.  Selectboard members pledged continued collaboration in support of Listers' efforts to specifically identify their needs.

6.  **Adjournment**

**Bill Pennebaker made the motion to adjourn at 10:25a.m. Carl Korman seconded.  Motion carried unanimously.**


Submitted by
Margy Becker