

Ferrisburgh Lister Agenda - Monday, October 11, 2021

Location: Ferrisburgh Town Hall; Meeting To be held On 10/11/2021 In Person

4:00 PM Call Regular Meeting to Order

Approve Minutes: September 15, 2021 Meeting

Lister Old Business:

1. Lister passwords for the NEMRC system have been obtained and date for receipt of these along with written instructions on how to use/access NEMRC needed. Status: Brian
2. Status of approved NEMRC contract for the digitizing and hosting of the One Page Lister cards on the web.
3. Status of SOP manual for Listers and progress to date. Set tentative future date to conduct field test of new procedures at a town location.
4. Assessor has been working on a modified 2021/2022 Ferrisburgh Maintenance Building Permit list. It includes self-identified assignments to be performed by him. Justus to present to board this modified listing and source for this listing. Also, discussion to follow on how to best assure all assigned tasks are completed in timely manner and best method to coordinate summary list.
5. Awaiting requested draft of current known responsibilities concerning updating Lister computerized files and schedules as well as special on-going projects -Summary list would be helpful to understand on-going projects. Brian
6. Discussion of Lister training on CAMA software with tentative dates and times.
7. Status of RJ Turner tax mapping project and any feedback on recent town instructions. - Justus.
8. Status of update on the Megan Price property appraisal appeal and/or resolution thereof – Justus.
9. Status of Mitchell boundary questions and any correspondence follow-up - Justus.
10. Status of potential Lister correction to create a new parcel for “Tiny House” and separate it from parcel 10/01/47.1. - Justus
11. Lister budget vs actual financial status through YTD.

Lister New Business:

1. Discussion of Current Use Program; documentation, usage and related Ferrisburgh Lister responsibilities. - Information provided by Pam from her training meeting
2. Discussion of potential plans to review all insurance coverages on Town Buildings and rationale
3. Possible review BH condo sales and discussion of uses of Multiple Listing Service.
4. Status of ID's from Town Clerk (Pam) for RCC, Kestrel and the Listers in preparation for the Permit field work/inspections.
5. Discussion of workload and additions of items to the BP list such as all the Utilities, potential appeals, CLA work and other misc. Listers work. Objective to have one comprehensive list and the tasks can all be assigned, tracked and reviewed.
6. Discussion of preferred method and timing to submit draft meeting notes into town web site.
7. Other Business and Lister correspondence received (if any).

Motion to adjourn: