

VT Property Parcel Data Advisory Board

Quarterly Meeting

4/19/17

In attendance: Kevin Viani (VTrans), Douglas Farnham (Tax), Jenny Bower (VCGI), Leslie Pelch (VCGI), John Adams (VCGI), Billy Coster (ANR), Chris Cochran (ACCD), Pete Fellows (TRORC)

Agenda

1. VTrans Parcel Mapping Project Update – contract progress

- a. VTrans project contracting is almost complete; currently completing independent review (conducted as an IT project), which finishes next week after meeting with CIO
- b. Currently drafting the contract that will be used with all companies
 - i. Will be put under contract within a few weeks
- c. Task order document also in progress
 - i. Companies will be handed list of towns for first year, and brief description of what needs to be done
 - ii. Companies bid on each town with prices
 - iii. Eventually handed work on whichever towns they are successfully assigned to
 - iv. If a town is unassigned, request goes out again
- d. Kickoff meeting with contractors May 4
 - i. Task order goes out after then, with things rolling by end of May
 - ii. 25-week requirement from the time that they get the work authorization to submit the draft data (comes in end of December); after QC process, there will be a 6.5-week timeline for revisions; total timeline is 31.5 weeks, which ends up looking like early 2018
 - iii. 31.5-week timeframe means that review happens on time scales shorter than a year
 - iv. Originally, all data was supposed to come in before 2019 calendar year; this ensures that data will come in earlier than this
- e. Agency vetting?
 - i. For a few years, agencies were able to submit input into how this project would form, but now that it's a VTrans project, and now that the parcel standard was reviewed and passed (with input from the wider community), VTrans is leading the charge

2. ACCD Parcel Data Program

- a. Jenny Bower was brought on as a point person for the Parcel Data Program, to set up the schedule of maintenance, research what other states are doing, and lay out what some of the key decisions might be
 - i. Critical for long-term success so that all agencies are on board working for this
 - ii. Next meeting will include timeline to give folks a sense of future actions and possible statutory changes to make updates easier
 1. Input from surveyors (update/create survey requirements?)
 2. Other states require surveying when land is transferred or when minor changes are made, such as subdividing land; Vermont does not

3. Possible digital repository of surveys (VSARA might get digital copies of plats, filed with them or with another body – this would streamline boundary line adjustments, and is advantageous to surveyors)?
 - a. Is there any other way of tracking parcelization without creation of a digital repository?
 - i. This is the most streamlined way of updating, since towns won't generally be able to submit updates independently
 - b. Feedback with advocating for more surveying requirements and creation of digital repository?
 - i. We should articulate exactly what might be required for surveying so developments can be evaluated
 - ii. Improvements in deed structuring might help
 - iii. Jenny will research more successful programs
 - iv. We take for granted that we have statewide grand list and SPAN numbers, which is a major boon
- b. Is there any risk to the program, given that VCGI members are no longer within ACCD?
 - i. Probably won't put program in danger

3. Budget Update

- a. Deputy secretary of VTrans sent out a request for budgets
 - i. Ensuing attempts have been made, and now that legislative session is closing these efforts will ramp up
 - ii. Budget and legislative session got in way of progress on this for many groups
 - iii. Connecting financial folks with VTrans is important

4. Additional items

- a. Tax is putting out RFP for new Grand List software (instead of NEMRC)
 - i. This could be neat opportunity for factoring in compatibility with mapping
 - ii. Actual implementation of new software will happen after the 3-year project period to ensure that towns aren't overloaded with changes