

Statewide Parcel Advisory Board Meeting - Minutes

Thursday September 6th, 2018

Attendees: [Terway, Tim](#), [Adams, John E.](#), [Fox, David N](#), [Croft, Johnathan](#), [Jarvis, Daniel](#), [Remick, Jill](#), [White, Rob](#), [Cochran, Chris](#), [Coster, Billy](#), [Pete Fellows](#), [Hemmerick, Jacob](#), [Lewis, Matthew](#),

Action Items to be Completed by VCGI before next meeting

- Outreach to VALA
 - Identify Agriculture sector representative for outreach
 - Outreach plan for towns
 - Develop back office process for verifying use of the repository
 - Prepare draft legislated report (final target December 15th)
 - Next meeting of the Advisory board tentatively scheduled for October 25th
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MINUTES

Meeting was called to order at 2:00pm by John Adams. Roundtable introductions.

Meeting started with a presentation from VCGI staff. Initial Project started in September 2013. Goal is to be complete at end of 2019. Currently project is at the beginning of phase 2, with all towns assigned to vendors (except 2 self-mapping towns) and vendor kickoff meetings complete. Tim then reviewed results from a survey conducted on participant towns last year on the quality of their experience. Overall feedback was positive. Tim described the communications with the towns and highlighted the variability in technical capacity among towns.

Tim Terway outlined the current possible long-term maintenance strategies for the parcel program. David Fox showcased a demonstration of a stand-alone parcel viewer. John Adams outlined the status and overall approach for proposing a digital survey repository to the Legislature.

John then opened the meeting for input from the Committee on the proposed changes to legislative language in 27 VSA Ch 17. § 1401 and § 341.

Peter Fellows suggested detailing technical workflow for the survey repository, particularly how to confirm that surveys are being uploaded. Chris Cochran asked that VCGI communicate with the League of Cities and Towns. Rob White has talked with Michelle Boomhower about the proposal. Vtrans plays a large role in survey in the state and would support a legislative effort. Johnathan Croft highlighted the potential push back from clerks on reduced revenue streams from vault access. Rob White asked if the repository should hold surveys, or just use them to update parcel line work. (Note: Surveying community would likely not support this)? Vtrans has requests for surveys daily and has dedicated staff for this purpose. Pete Fellows indicated that protected lands is a commonly requested layer in conjunction with parcels, so may need to be available in the parcel viewer.

Peter Fellows motioned that VCGI proceed with the legislative proposal as described, with the guidelines that there be a soft launch with stakeholders, towns and surveyors, options for legislation be detailed,

and that there is a detail back office process for verification of submittals. Seconded by Chris Cochran.
No nays, no abstentions

Board is comfortable with Legislative Report in Dec 15th, with the understanding that agency leadership has been briefed and is on board.

Discussion of other long-term maintenance strategies.

Jill Remeck expressed concerns about responsibility at town level. Tax already has listers that don't comply with State guidance. Some towns just put tax payment into general fund. Likes the use of vendors as skilled intermediaries, which also avoids an agency problem as many towns take additional funds provided for mapping and add it to the general fund, not necessarily earmarking the funds for updating parcel data. ADS has given Tax permission to go forward with a RFP for new tax software. They would like to share draft RFP and do vendor selection with VCGI input, want to aim high. Hoping to publish in late fall, select July 2019 up and running by end of 2020 with a staggered rollout to accommodate training needs.

Pete Fellows felt that the time is not right for municipal parcel coordinators, might be too much burden.

Jacob Hemmerick suggested establishing a system of verification that ensure that plats in the survey repository match the official copy in the Clerk' office.

Billy Coster highlighted possible push back from relators, suggested that VCGI might talk with the lobbyist from the Vermont Assessors and Listers Association (VALA) and will forward that contact information.

Also, a recommendation was made to identify someone in the ag sector to represent farmers.

Meeting adjourned 4:00pm.