Town of Northfield Vermont
Board of Listers
Minutes of the Annual Organization Meeting
March 27, 2026

I. Roll Call

a. Meeting was called to order by current Chairman Tom Alsheimer at 9:00 a.m.

b. Tom Alsheimer is the only Lister at the time of this meeting. The other 2 positions are currently vacant.

II. Set/Adjust Agenda

a. No Change to the meeting agenda

b. The standard motion, second, vote process was suspended for this meeting as there was only one Lister.

III. Approve minutes of last meetings

a. The 2025 Annual Organizational Meeting minutes, 2025 Listers Grievance minutes, 2025 Grand List Abstract Lodging Minutes & the 2025 Final Grand List Lodging minutes were approved.

IV. Organization

a. Election of Chairman

1. Tom Alsheimer will remain as the Chair of the Lister Board

b. Election of Secretary

1. There will not be a Board Secretary for now. The Board Chair will handle the responsibilities of the secretary.

c. Setting of Office Hours –

1. Current office hours were retained as M-W-F 8:00 -12:00

V. Public Participation – None

VI. Old Business –

a. The Town Wide Reappraisal will begin this year, starting in July and continue till 2028. The changes will apply to the 2028 Tax year. NEMRC is the Town's contractor for the Reappraisal.

VII. New Business

a. Lister's Calendar for 2026

1. Approx. inspection time 4/6/2026 through 5/22/2026

2. Lodgings & Lister Grievance to be done according to Statute.

b. 2025 Equalization study results:

1. CLA – 52.42% COD – 22.96%

c. Tax map updates are currently at the mapper and should be completed and returned to the town by the 30th of April.

d. Administrative Assistant – Charlene Lathrop has been the Lister's Administrative Assistant for many years and she will be retiring this year at the end of June/Listers Grievance.

VIII Adjournment: Tom Alsheimer adjourned the meeting.