

# NEWSLETTER

From Your District Advisor  
Property Valuation & Review



## *What's New for July?*

### Legislation Update

The Vermont Legislature passed several bills that impact our work. This is a brief summary and not an exhaustive list of all municipal and property tax related legislation. Some bills did not have an Act # at the time of writing this update due to the veto session.

#### Act 144      **Miscellaneous Tax Bill**

Among other things, this bill expands the circumstances in which the Director of Property Valuation and Review may recalculate a municipality's education tax responsibility after a valuation appeal. This bill also changes the Utility Valuation under subsection 4452 to require towns to use the valuations provided by PVR for electricity transmission and distribution. It repeals the \$15 fee for Property Tax Credits (PTC) claims filed after 4/15.

#### Act 145      **Communications Taxes**

This bill includes significant changes for property taxation of "communications property", including telephone and cable. This property as defined in the bill shall be listed and taxed as real property starting Grand List 2025. It requires PVR to inventory and value all communications property and provide those to municipalities. It also clarifies business personal property. **Towns who currently tax Business Personal Property should review this bill in depth to avoid double taxation.**

#### Act 106      **Tax Abatements and Tax Sales**

This requires the state and municipalities to provide language translations for several property tax and tax sale-related notices. Please find the translated Tax Sale and Redemption Period Notices on the [printable tax bill materials and resources webpage](#). In addition, the translated Property Tax Credit information can be found on the following page <https://tax.vermont.gov/property/property-tax-credit>

#### H.887      **Education Funding**

This bill includes several education funding-related provisions, including creating a "statewide adjustment" to the CLA starting in 2025. It creates committees to examine the future of public education in Vermont and how it is funded and increases for one year PTC by 13%.

#### H.687      **Housing and Land Use**

Among many other things, this bill includes a property valuation freeze for certain properties, to be administered by ACCD.

### **Act 133**      **Open Meeting Law**

This bill codifies the definition of hybrid meetings for public bodies, and establishes a Working Group to study this over the summer.

Any questions? Please do not hesitate to reach out at [jill.remick@vermont.gov](mailto:jill.remick@vermont.gov).

### **FY24 Education Property Tax Rates**

Tax rates are available for all towns that have:

- Passed their school budget and submitted it to the Agency of Education (recall here that there is a 30-day reconsideration period following a school budget vote – tax rates cannot be calculated until after this 30-day window has closed)
- Completed their reappraisal (if reappraising for 2024) and submitted documentation to PVR (Form RA-310, NEMRC electronic grand list/411 submission and VPTIE CAMA/GL upload: use submission type “Certified to Clerk Grand List”). This will enable PVR to determine the towns reappraisal CLA as defined in 32 V.S.A. § 5406(c). In accordance with statute, when a town completes a reappraisal, the CLA for purposes of education tax rates will be calculated as the reappraised education grand list divided by the most recent equalized education grand list value. For questions about the status of your reappraisal reach out to your assessment office or District Advisor for assistance.

Vermont Department of Taxes website links:

**Education Property Taxes:** [Education Property Tax Rates | Department of Taxes \(vermont.gov\)](#)

**FAQs:** [Education Tax Rate Calculations | Frequently Asked Questions | Department of Taxes \(vermont.gov\)](#)

**Tax Bill Materials:** [Property Tax Bills | Department of Taxes \(vermont.gov\)](#)

**Tax Bill Backer:** [2024 VT Property Tax Bill Backer](#)

On June 20<sup>th</sup>, NEMRC hosted a webinar displaying the ability to download education tax rates into the NEMRC software, a recording of this webinar will be available here: [NEMRC | Webinars](#)

### **Property Tax Credit downloads**

The first Property Tax Credit download was made available to towns June 28. These downloads will continue to be received and processed through NEMRC. The downloads will continue through the property tax season on a monthly basis, ending with the October 30 file. Scheduled dates for these files are:

June 28 – July 31 – August 30 – September 30 – October 30

**As a reminder, property tax credits are considered confidential.** Please see the Memorandum and the State Payment Confidentiality Options

- [Tax Bills and Confidentiality of Property Tax Adjustment Information Memo](#)
- <https://tax.vermont.gov/sites/tax/files/documents/GB-1273.pdf>

### **Statutory Reappraisal Orders**

Act 68 (H.480) of 2023 altered the statutory triggers that require municipalities to reappraise. Beginning with Grand Lists lodged for April 1, 2022, Vermont law [32 V.S.A. § 4041a\(b\)](#), now requires a municipality maintain its Education Grand List with a coefficient of dispersion (COD) that is at or below 20%, as determined by the Director of Property Valuation and Review (PVR). If the Education Grand List falls outside this parameter, the Director must order the municipality to reappraise. This statutory change

did not alter existing reappraisal orders; municipalities that received a reappraisal order in prior years were/are still obligated to reappraise. Failure to adhere to reappraisal orders will result in the withholding of the State education and transportation funds provided to the municipality.

This year's reappraisal orders have been sent to towns. When a town receives a statutory order to reappraise, the municipality has 30 days to respond, by either acknowledging receipt of the order and the intention to develop a detailed compliance plan or by contesting the order with a response in writing which must be received by PVR within 30 days. Within 150 days of the order, the municipality must provide a detailed compliance plan ([PVR Form RA-308](#)). For more information on reappraisals, please visit the Tax Department website by clicking [here](#).

[Rule on Required Reappraisals](#)

### **FY25 Hold Harmless and PILOT Payment Estimates**

Estimates for the FY25 Hold Harmless and PILOT payments are available for municipal review and budgeting on the Tax Department website. Final payments will be made to municipalities on or about November 1.

FY25 Hold Harmless Estimates: <https://tax.vermont.gov/municipal-officials/reports/hold-harmless>

FY25 PILOT Estimates: <https://tax.vermont.gov/municipal-officials/reports/pilot>

Please note that the Tax Department administers the PILOT (payment in lieu of taxes) for state-owned building inventory. The PILOT payment for State-owned land is administered the Agency of Natural Resources (Department of Forest, Parks, and Recreation). Information on the PILOT for State lands can be found on the ANR website here: [https://fpr.vermont.gov/state\\_land/acquisition/pilot-program](https://fpr.vermont.gov/state_land/acquisition/pilot-program)

### **Seeking - Property Valuation Hearing Officers**

We are seeking qualified individuals to serve as State of Vermont Property Valuation Hearing Officers as required under [32 V.S.A. § 4465](#). Upon taking the oath and receiving training from our staff, Hearing Officers will be assigned appeals (the number of which can be determined by the Hearing Officer), typically with a minimum of ten annually. They will be appointed by our agency and will be carrying out the property tax appeal hearings on the Director's behalf. At the moment we are especially in need of hearing officers for the southern part of the state.

#### *Compensation & Expense Reimbursement*

Hearing officers are paid \$120 per diem for the day(s) hearings are attended and are also reimbursed for reasonable expenses incurred in connection with the duties of a hearing officer, including some travel expenses, postage, phone, some supplies and more. In addition, hearing officers may request reimbursement at the rate of \$25.00 per hour (for up to 8 hours per day) for time spent on administrative duties, such as sending hearing notices, writing reports, etc.

Interested persons may reach out to Director Jill Remick at [jill.remick@vermont.gov](mailto:jill.remick@vermont.gov) or 802-828-6639.

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## ***What's on the Calendar for July?***

*At a glance, important dates include:*

**Late June/early July**

Order to Reappraise letters from the Director have been sent to towns whose 2023 Equalization Study results (<https://tax.vermont.gov/municipal-officials>) fell outside the statutory requirement of a Coefficient of Dispersion (COD) greater than 20%.

**July 1**

- Property Tax Credit download available
- Fiscal Year begins July 1
- Department of Taxes notifies Towns of education property tax rates. [32 V.S.A. § 5402](#)

**July 5**

**Current Use Deadline** Listers must report their initial verified current use numbers to PVR electronically for all enrolled parcels. This task is to be completed in VTPIE. [32 V.S.A. § 3756\(h\)](#)

**July 26**

Final Grand List for towns of less than 5000 shall be completed and deposited in town clerk’s office [32 VSA § 4151](#); [32 VSA § 3004](#)

**News You Can Use**

**Appeal Resources**

[Handbook on Property Tax Assessment Appeals \(rev 2009\)](#)

**Appeal to the Director of PVR Guide (Appealed BCA Decisions)**

<https://tax.vermont.gov/sites/tax/files/documents/Appealed-BCA-Decisions.pdf>

**Best Practices Guide**

<https://tax.vermont.gov/sites/tax/files/documents/GB-1279.pdf>

**Calendar & Task List 2024**

<https://tax.vermont.gov/sites/tax/files/documents/Lister-Calendar-2024.pdf>

**Lister and BCA Appeal Deadlines (PVR/VLCT)\***

Action	Population of less than 5,000	Population of more than 5,000
Listers commence Grievance hearings <a href="#">32 VSA 4221</a> <a href="#">32 VSA 4341</a>	Hearings must start on or before <b>June 19</b>	Hearings must start on or before <b>July 9</b>
Agenda for Lister hearings <a href="#">1 VSA 312 (d)(1)</a>	At least 24 hours before every tax appeal hearing. Constitutes a ‘special meeting’	At least 24 hours before every tax appeal hearing. Constitutes a ‘special meeting’
Grievance hearings end <a href="#">32 VSA 4221</a> <a href="#">32 VSA 4341</a>	<b>On or before July 2</b>	<b>On or before July 22</b>
Minutes of hearing <a href="#">1 VSA 312 (b) (2)</a>	5 calendar days from the conclusion of lister grievance	5 calendar days from the conclusion of lister grievance
Results of Grievance mailed <a href="#">32 VSA 4224</a> <a href="#">32 VSA 4341</a>	<b>July 9</b>	<b>July 29</b>
Deadline for filing appeal to BCA <a href="#">32 VSA 4404 (a)</a>	14 days from mailing of result of grievance	14 days from mailing of result of grievance

Latest Grand List can be lodged <a href="#">32 VSA 4151</a> <a href="#">32 VSA 4341</a> <a href="#">32 VSA 3004</a>	July 25	August 14
Deadline for filing Appeal to BCA <a href="#">32 VSA 4404 (b)</a>	Within 14 days after mailing Result of Grievance decision	Within 14 days after mailing Result of Grievance decision
BCA Hearings occur <a href="#">32 VSA 4404(b)</a> <a href="#">32 VSA 4341</a> <a href="#">Rhodes V Town of Georgia 166 VT 153 (1997)</a>	Must be at least started within 44 days after the last date allowed for notice of appeal	Must be at least started within 44 days after the last date allowed for notice of appeal
Site Inspections occur <a href="#">32 VSA 4404(c)</a>	Within 30 days of hearing of the appeal	Within 30 days of hearing of the appeal
Site Inspection Report to BCA <a href="#">32 VSA 4404(c)</a>	30 days from the hearing on that property	30 days from the hearing on that property
BCA Hearings end	No statutory deadline	No statutory deadline

***\*Please note the above dates do not take into account extensions granted under [32 VSA 4342](#).***

- **PVR does not need a copy of your grand list or 411 until August 15.** The only exception to this electronic submission via NEMRC is for towns who have completed a reappraisal for the 2024 grand list. Reappraisal towns will file a 411 and form RA-310 with PVR when grievances have been completed in order for us to calculate the CLA for tax rate purposes.

## ***July VTPIE Updates / Process / Procedures***

### **What you can do to stay on top of this evolving transition:**

- Monitor [NEMRC](#) for upcoming changes, GL & CAMA updates
- We recommend listers and assessors upload their CAMA data file if changes have been made before any work is done in VTPIE to ensure you are using the most up-to-date information.
- **Communicate with your CAMA vendor before beginning work for 2025 (rollover)**
- Follow Comp60 (listserv) for news & updates
- Call your district advisor if you have any questions

<b>VTPIE Support</b>	<a href="https://support.axiomnh.com/support/solutions/25000019717">https://support.axiomnh.com/support/solutions/25000019717</a>
<b>NEMRC Support</b>	<a href="https://www.nemrc.com/support/grandList/">https://www.nemrc.com/support/grandList/</a>
<b>PVR Support</b>	<a href="https://tax.vermont.gov/municipal-officials/listers-and-assessors/district-advisors">https://tax.vermont.gov/municipal-officials/listers-and-assessors/district-advisors</a>

### **Recommended sequence for processing Homesteads and Current Use**

1. **Upload your CAMA data to VTPIE** – you want to import **all** the changes, including ownership, from the working grand list in NEMRC at this time. **This is a two-step process, once the file is uploaded from NEMRC, you must also download it into VTPIE.**
2. Process your **Homesteads** in VTPIE (first) and then download in NEMRC using # 7 when complete
3. Re-upload (NEMRC) and download (VTPIE) your CAMA data to VTPIE to ensure your CU gl values are reflective of any homestead filings and/or business/rental use allocation changes
4. Review **Current Use**, re-allocate values as necessary when a homestead has been filed
5. Download CU back to NEMRC using the '**download to billing**' command in VTPIE followed by importing the file into NEMRC (#9 & then step 1) and loading to Grand List (Step 3)

**Repeat this process each week or each time you are entering new data in CAMA or NEMRC**

More in-depth guidance on the upload/download process, including instructions for different CAMA systems, can be found [here](#).

Guidance and process instruction(s) can be found for the topics at their accompanying links:

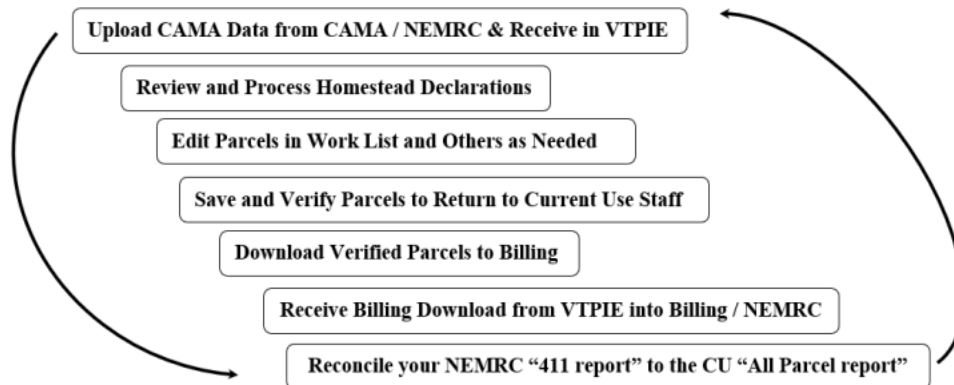
<b>HS-122: How to Download &amp; Report to the VT Department of Taxes</b>	<a href="#">GB-1071</a>
<b>Current Use: How to Review &amp; Manage CU Allocations in VTPIE</b>	<a href="#">GB-1322</a>
<b>Sales Validation in VTPIE</b>	<a href="#">VTPIE - Local Sales Validation</a>

## Current Use

### How to Review & Manage CU Allocations in VTPIE [GB-1322](#)

Please follow these steps for review/verification. Ideally, you should complete these steps when a file is returned to your work queue. It is also important to check your work queue on a regular basis, preferably weekly when you check for homesteads. **This process is intended to be an ongoing exchange and completed multiple times until all parcels are considered “certified”.**

- Make sure to update your homesteads, run all homesteads reports and make necessary changes in your CAMA system for homestead/housesite business and rental use etc.
- Create an *Upload to VTPIE file* (in NEMRC)
- From VTPIE, retrieve the file you created in NEMRC and upload into VTPIE (*Upload Assessment information* – new file) to make sure you are comparing the most recent information.
- Review and verify all current use records in your work queue. Files marked with **Unenrolled (red)** do not require verification. Files marked as **Under Review (green)** should be verified.
- **Download to billing when all are complete in order to apply the exemptions in NEMRC for billing.**



**Repeat this cycle each time until all records are complete & certified (make sure to do a final check in late December for late changes).**

### Current Use Change of Appraisal / Allocation Notices

#### [VTPIE Current Use Change of Appraisal notice instructions](#)

From the main screen in VTPIE:

- Click on [Grand List Management](#)

- Next click on Change of Appraisal Notice & Grievance
- Then click Add - choose to add all (meaning you want notices for all current use parcels) or add only which means you only want those that were changed.
- Type in a description - whatever you want to call it - maybe Current use COA notice and date?
- Now edit Response text – enter the dates for grievance etc.
- Next right-click on arrow next to report type
- Click view notices
- Then click on Reports in the upper right corner
- Select Print all and you will get them in a PDF format to view before printing (you can go back and edit report if needed)
- Lastly, click certificate of mailing and print from PDF

**Important Reminder regarding Change of Allocation notices**

Be careful about just ‘Adding’ another report in the change of allocation screen. Each time you do this it will move your current values to previous. This might make sense for subsequent changes, but it will make your values appear incorrect for the first notice if you have created multiple versions. You are better served to edit the first version you created and speak with VTPIE support if you inadvertently created additional reports so that they can delete them for you. As always, check your notices very carefully for numbers and notice info and let us know if you need help!

Towns	CU Staff	Phone	Email
Addison – Derby	Carrie Potter	802-828-6633	<a href="mailto:carrie.potter@vermont.gov">carrie.potter@vermont.gov</a>
Dorset – Middlebury	Katie Emerson	802-828-6637	<a href="mailto:katelin.emerson@vermont.gov">katelin.emerson@vermont.gov</a>
Middlesex – Shoreham	Ken Brown	802-828-6636	<a href="mailto:kenneth.brown@vermont.gov">kenneth.brown@vermont.gov</a>
Shrewsbury – Worcester	Nick Zimny-Shea	802-828-6608	<a href="mailto:nicholas.zimny-shea@vermont.gov">nicholas.zimny-shea@vermont.gov</a>
Current Use Support	Kiree LaPointe	802-828-6635	<a href="mailto:kiree.lapointe@vermont.gov">kiree.lapointe@vermont.gov</a>

**Withdrawals/ Discontinuances/ LUCT – Please Remember to Check Periodically!**

Current Use withdrawals are **ongoing** and are processed in the myVTax application. You will be alerted via email when you have LUCT (Land Use Change Tax/Penalty - Form LV-314) value requests. We also recommend listers make it a practice to log into their myVTax accounts monthly to check for new requests. You will be asked to determine the value as a stand-alone parcel for the land being removed as well as the most recent cu application recording information. Once Fair Market Values are submitted (if the withdrawal affects this year’s allocation), PVR will modify the current use enrollment and the file will be made available to you for updates. **Please be mindful that by statute, listers/assessors have thirty (30) days to submit the completed form to the Director [32 V.S.A. §3757\(b\)](#).**

***Being prompt helps move along in a timely manner any current use changes that will be processed for a property owner’s parcel on the upcoming 2024 grand list year. Your attention to these requests will pay off in the fall!***

VTPIE process

[How to Review & Manage CU Allocations in VTPIE Change of Appraisal/Allocation Notices for CU](#)

myVTax process      [myVTax Guide: LV-314 Return Navigation for Listers Land Use Change Lien Release](#)

Valuation              [How to Value Land Excluded or Withdrawn From CU Land Developed or Withdrawn from Current Use](#)

## Education

PVR continues to offer training at no charge to listers and assessors. A complete list of PVR, VALA (IAAO) and VLCT offerings can be found [here](#).

Please note that the trainings required for the different levels of VPA certification are notated with an asterisk\* - attendees **must** attend all sessions in order to receive a certificate for the class.

### PVR trainings

<b>*Vermont Statutes</b>	July 16 - Tuesday	1:00 – 4:00	webinar	Instructor: James Knapp, Esquire
	July 17 - Wednesday	1:00 – 4:00	webinar	
<b>*Data Collection</b>	August 12 - Monday	9:00 – 4:30	In-person	Montpelier
	August 13 - Tuesday	9:00 – 4:30	In-person	Montpelier
	August 19 - Monday	9:00 – 4:30	In-person	Montpelier
	August 20 - Tuesday	9:00 – 4:30	In-person	Montpelier
<b>Solar &amp; Cell Valuation</b>	October 10 - Thursday	9:00 – 1:00	webinar	District Advisors

### VALA IAAO

<b>*IAAO 101</b>	<i>VPA Level II requirement</i>		
Fundamentals of Real Property Appraisal	September 30 - October 4	In-person	West Rutland Town Hall Instructor: David Cornell
<b>*IAAO 155</b>	<i>VPA Level III requirement</i>		
Depreciation Analysis	November 6 & 7	In-person	West Rutland Town Hall Instructor: David Cornell
<b>IAAO 158</b>			
Highest & Best Use	September 9 & 10	webinar	Instructor: Chris Landin
<b>*IAAO 300</b>	<i>VPA Level III requirement</i>		
Fundamentals of Mass Appraisal	September 16 – 19	webinar	Instructor: Jason Frost
<b>*IAAO 311</b>	<i>VMPA requirement</i>		
Real Property Modeling Concepts	October 21 – 25	webinar	Instructor: Jason Frost

Questions about VALA sponsored courses? Please reach out to [education.coordinator@valavt.org](mailto:education.coordinator@valavt.org)



## Grant Funding/Reimbursement for Travel and Assessment Training

Application available [here](#)  
Assistance (802) 828-6887 or via email [tax.listered@vermont.gov](mailto:tax.listered@vermont.gov) .  
Fact Sheet [Grant Education Funding for Listers and Assessors \(Municipal Reimbursement\)](#)

## Vermont Property Assessor Certification Program

The mission of the **Vermont Property Assessor Certification Program** is to encourage, promote, and provide educational and advancement opportunities for listers and assessors throughout the state. VPACP has created four levels of achievement (VPA I, VPA II, VPA III and VPMA). Each level has prerequisites and requirements, including levels of work experience and training. This is currently a voluntary program designed to encourage and recognize professionalism and competency in being a municipal assessing official. Listers, assessors, and other municipal officials who take advantage of these educational opportunities will have a better understanding of their responsibilities and will better perform the duties of the office. For more information on VPA certification and to apply, please click to see the [VPACP Handbook](#).

## On-Demand PVR Webinars & Training materials

Recordings of our webinars, as well as course materials from our classes, are available at <https://tax.vermont.gov/municipal-officials/certification-education-programs/materials>. Please keep in mind that these recordings are meant for reference only \*\* **actual event attendance is required for VPA certification**.

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## ***District Advisor & CU Specialist Contact Information***

[District Advisors & their territories interactive map](#)

### District Advisors

<b>Barb Schlesinger</b> <a href="mailto:barbara.schlesinger@vermont.gov">barbara.schlesinger@vermont.gov</a>	(802) <b>369-9081</b>	<b>Deanna Robitaille</b> <a href="mailto:deanna.robitaille@vermont.gov">deanna.robitaille@vermont.gov</a>	(802) <b>323-3411</b>
<b>Benton Mitchell</b> <a href="mailto:benton.mitchell@vermont.gov">benton.mitchell@vermont.gov</a>	(802) <b>233-4255</b>	<b>Jen Myers</b> <a href="mailto:jennifer.myers@vermont.gov">jennifer.myers@vermont.gov</a>	(802) <b>522-0199</b>
<b>Christie Wright</b> <a href="mailto:christie.wright@vermont.gov">christie.wright@vermont.gov</a>	(802) <b>855-3897</b>	<b>Teri Gildersleeve</b> <a href="mailto:teri.gildersleeve@vermont.gov">teri.gildersleeve@vermont.gov</a>	(802) <b>855-3917</b>
<b>Cy Bailey</b> <a href="mailto:cy.bailey@vermont.gov">cy.bailey@vermont.gov</a>	(802) <b>233-3841</b>	<b>Theresa Gile</b> <a href="mailto:theresa.gile@vermont.gov">theresa.gile@vermont.gov</a>	(802) <b>522-7425</b>
<b>Nancy Anderson / Edu Coord (PT)</b> <a href="mailto:nancy.anderson@vermont.gov">nancy.anderson@vermont.gov</a>	(802) <b>828-6680</b>	<b>Nahoami Shannon / PVR Assist</b> <a href="mailto:nahoami.shannon@vermont.gov">nahoami.shannon@vermont.gov</a>	(802) <b>828-6867</b>

### Current Use Specialists

<b>Addison - Derby</b>	<b>Carrie Potter</b> <a href="mailto:carrie.potter@vermont.gov">carrie.potter@vermont.gov</a>	(802) <b>828-6633</b>
<b>Dorset - Middlebury</b>	<b>Katie Emerson</b> <a href="mailto:katelin.emerson@vermont.gov">katelin.emerson@vermont.gov</a>	(802) <b>828-6637</b>
<b>Middlesex - Shoreham</b>	<b>Ken Brown</b> <a href="mailto:kenneth.brown@vermont.gov">kenneth.brown@vermont.gov</a>	(802) <b>828-6636</b>
<b>Shrewsbury - Worcester</b>	<b>Nick Zimny-Shea</b> <a href="mailto:nicholas.zimny-shea@vermont.gov">nicholas.zimny-shea@vermont.gov</a>	(802) <b>828-6608</b>
<b>Current Use Supervisor</b>	<b>Elizabeth Hunt</b> <a href="mailto:elizabeth.hunt@vermont.gov">elizabeth.hunt@vermont.gov</a>	(802) <b>828-5860 x2</b>
<b>Current Use support</b>	<b>Kiree LaPointe</b> <a href="mailto:kiree.lapointe@vermont.gov">kiree.lapointe@vermont.gov</a>	(802) <b>828-6635</b>

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## Help Desks

**PVR (802) 828-5860**

- |                                                 |         |                                 |
|-------------------------------------------------|---------|---------------------------------|
| ✓ Tax forms                                     | press 1 | available Monday thru Friday    |
| ✓ Municipal official support                    | press 2 | available Monday thru Friday    |
| ✓ Current Use & all other PVR related questions | press 3 | available Mon, Tues, Thurs, Fri |

Please leave a message for your District Advisor at their number. However, if you need immediate assistance and are unable to wait for a return call please call (802) 828-5860, option 2 and ask to speak to the on-call district advisor.

**VTPIE Catalis (Axiomatic) Support 1-888-508-8179 select option 1, then option 3**  
<https://support.axiomnh.com/support/home> [support@axiomnh.com](mailto:support@axiomnh.com)

## Online Resources

The following resources and many more aids & forms are available on our website. Please follow these breadcrumbs to see what is available for Municipal Officials:

- [VT Dept of Taxes](#) > [Municipal Officials](#) > [Forms & Publications](#)  
 > [Property Assessment](#)  
 > [Listers and Assessors](#)  
 > [Training & Certification](#)  
 > [Municipalities](#)  
 > [VTPIE Project](#)

### Municipal Basics

<a href="#">Municipal Resources (SoS)</a>	<a href="#">Municipal Laws &amp; Regulations</a>	<a href="#">Forms &amp; publications</a>
<a href="#">Municipal Resources (PVR)</a>	<a href="#">Open Meeting Law – VLCT</a>	<a href="#">Interactive DA map</a>
<a href="#">Public Records - VLCT</a>	<a href="#">Tax Bill tools</a>	<a href="#">myVTax Username &amp; PW Reset</a>
<a href="#">Public Records - Sec of State</a>	<a href="#">Prop Tax Credit Confidentiality</a>	

### Lister Aids & Forms

<a href="#">Listers and Assessors</a>	<a href="#">Interactive DA map</a>	<a href="#">E&amp;O - Value Change</a>
<a href="#">Lister Responsibilities checklist</a>	<a href="#">Lister/ Assessor handbook</a>	<a href="#">E&amp;O- Homestead Status Change</a>
<a href="#">VT Property Assessor Cert</a>	<a href="#">Lister Calendar (2023)</a>	<a href="#">Lister Certificate – HSD-315</a>
<a href="#">State Sponsored Training</a>	<a href="#">Reappraisals</a>	<a href="#">Lister Cert (subdivision) - HSD-316</a>
<a href="#">PVR Courses &amp; Registration</a>	<a href="#">Approved Appraisers</a>	<a href="#">Homestead Declarations</a>
<a href="#">Lister Education Grant</a>	<a href="#">RA-308</a>	<a href="#">Record Retention</a>
<a href="#">Lister and/or Assessor Options</a>	<a href="#">RA-308P</a>	<a href="#">About Abatement</a>

### Property Assessment - Grand Lists

<a href="#">Assessment Toolbox</a>	<a href="#">Solar plants - valuing w/ PV Value</a>	<a href="#">Conservation Easements</a>
<a href="#">eCuse</a>	<a href="#">Assessing CU Property</a>	<a href="#">CU Withdrawal - FMV</a>
<a href="#">Property Ownership &amp; Deeds</a>	<a href="#">Cell Decision Tree</a>	

### Exemptions

<a href="#">Exemptions</a>	<a href="#">Public, Pious &amp; Charitable PVR-317</a>	<a href="#">32 VSA 3802 – Statutory Exemptions</a>
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<a href="#">Valuation of Tax-Exempt Properties</a>	<a href="#">Insurance Value Reporting form CR-001 for Exempt Properties</a>	<a href="#">32 VSA 3832 – Restricted Exemptions</a>
<a href="#">Veterans Exemption</a>	<a href="#">Subsidized Housing for 2023</a>	<a href="#">Covenant Restricted (NEMRC)</a>

### Appeals

<a href="#">Grievance Letter Template</a>	<a href="#">Sec of State Tax Appeal Handbook</a>	<a href="#">VLCT Property Tax Appeals</a>
<a href="#">Appeals to Director Guide</a>	<a href="#">Guide to Best Practices</a>	<a href="#">List Value Adjustment Request</a>

### VCGI Mapping

<a href="#">Vermont Parcel Program Overview</a>	<a href="#">Parcel Program Frequently Asked Questions</a>
<a href="#">Vermont Parcel Viewer</a>	<a href="#">Parcel Program Town Data Status</a>
<a href="#">Vermont Parcel Program GIS Data</a>	<a href="#">Example Uses of Parcel Program GIS Data</a>
<a href="#">Vermont Land Survey Library</a>	<a href="#">Digital Parcel Mapping Guidelines and Contract Guidance</a>
<a href="#">For Map Vendors: Guidance in working with VCGI</a>	<a href="#">For Mappers: How to submit municipal parcel data updates</a>

### Town Clerk Resources

<a href="#">Paper PTTRS</a>	<a href="#">Transfer of Mobile Homes</a>	<a href="#">Municipal Officials Resources</a>
<a href="#">myVTax – Recording PTTRS</a>	<a href="#">MH Uniform Bill of Sale</a>	<a href="#">BCA Decision Template</a>
<a href="#">myVTax – Recording LUCT Lien Release</a>	<a href="#">MH Quit Claim Deed</a>	<a href="#">Official Notice Decision of Board of Civil Authority</a>

### VTPIE Resources

<a href="#">Process overview</a>	<a href="#">Creating your Account</a>	<a href="#">Forgot Password</a>
<a href="#">NEMRC CAMA VTPIE export</a>	<a href="#">General VTPIE CAMA Upload</a>	
<a href="#">Patriot (Classic or AP5)</a>	<a href="#">ProVal 9.1</a>	<a href="#">Vision</a>
<a href="#">CU - Reviewing Records</a>	<a href="#">CU – Download to Billing</a>	<a href="#">CU – COA Notice</a>
<a href="#">Homesteads – Reviewing</a>	<a href="#">Homesteads – Detailed instructions</a>	
<a href="#">Equalization – Sales Validation</a>	<a href="#">Equalization – Download to Excel</a>	
<a href="#">Municipal Information</a>	<a href="#">Organization Management</a>	<a href="#">Question Management</a>
	<a href="#">Submitting Municipal Information</a>	
<b>Recorded Trainings</b>		
<a href="#">Homestead &amp; CAMA Upload</a>	<a href="#">NEMRC’s VTPIE CAMA Upload</a>	<a href="#">Sales validation &amp; Muni Info</a>
<a href="#">Current Use &amp; CAMA Upload</a>	<a href="#">Grand List &amp; CU</a>	