

**Arden Board of Assessors Convener Meeting
Wednesday, December 8, 2021
Buzz Ware Village Center**

Attending: Elizabeth Varley - Convener, Deborah Ricard, Brooke Bovard, Denis O'Regan, John Scheflen, Tom Wheeler, Vicki Scott

Guests: Rachel Kantner, Notary

Call to Order: 6:30 pm

- The Convener Meeting of the newly elected Board of Assessors was called to order by Elizabeth Varley at 6:30pm with seven members present.
- Debbie Ricard was unanimously elected Chair and Vicki Scott was unanimously elected Secretary.
- Tom Wheeler read the Oath of Office aloud and each member was asked to sign the oath in the presence of Rachel Kantner, Notary. Rachel notarized the signed oath and it was given to John Scheflen to file in the official notebook. The notebook will be transferred to Vicki prior to or at the January meeting.
- It was agreed that meetings will be held on the 1st Wednesday of each month at 7:30pm with two exceptions. May 4th and June 1st meetings will be promoted as "public" meetings and will commence at 7:00pm.
- Two additional meeting dates will be held as tentative in the event the Board needs more discussion time prior to the June Town Assembly. Those dates are 5/25/22 and 6/22/22.
- Members are encouraged to meet in person at the Buzz, however, a Zoom meeting link will also be provided to accommodate everyone's preference and schedule.
- The order of meeting topics will be determined at the January meeting.

ACTIONS:

- Debbie will reserve a room at the Buzz for each meeting, post a meeting notice on the bulletin board, and send out Zoom meeting links
- John will transfer the notebook to Vicki prior to or at the January meeting.

Next Meeting: Wednesday, January 5, 2022, at 7:30pm in person or via Zoom

Meeting Adjourned: 7:00pm

Respectfully submitted,

Vicki L. Scott

2022 BOARD OF ASSESSORS MEETING DATES, TIMES & TOPICS

All meetings are scheduled in person at the Buzz Ware Village Center

If a change in Covid pandemic safety protocol occurs, meetings will revert to zoom.

Wed, Jan 5, 2022	07:30 PM	Premises for Assessment, A Rate & Lot Sizes
Wed, Feb 2, 2022	07:30 PM	B Rate & Initial ADU Discussion
Wed, Mar 2, 2022	07:30 PM	Factors
Wed, Apr 6, 2022	07:30 PM	C & D Rates
Wed, May 4, 2022	07:00 PM	Public Forum
Wed, May 4, 2022	07:30 PM	Continued ADU Discussion
Wed, May 25, 2022	07:30 PM	Work Meeting, if needed
Wed, Jun 1, 2022	07:00 PM	Public Forum
Wed, Jun 1, 2022	07:30 PM	Work Meeting, if needed
Wed, June 22, 2022	07:30 PM	Work Meeting, if needed

Discussion topics subject to change as needed.

Call 302-690-4228 for questions or more information. Thank you for your patience as we all adapt to living safely during this continuing pandemic.