

# Initial Discussions

Wednesday, November 26, 2025 07:53

OBJECTIVE	ACTION ITEM	KPIs
Improve the Land Use Change Tax (LUCT) process	<input type="radio"/> Identify properties that should be assessed a LUCT	<ul style="list-style-type: none"> <li>• Bill the LUCT to the property owner within one month of identification</li> </ul>
Something about cyclical inspections	<input type="radio"/> Training & certified	
Improve communication around revaluations, credits, and exemptions	<input type="radio"/> Video <input type="radio"/> Outreach	
Apply the LUCT tax promptly and correctly in every applicable instance.	<input type="radio"/> Develop a plan to have more awareness of a project which is under current use as it moves through the development process. <input type="radio"/> Move preparation of LUCT from Whitney Consulting to the Assessing Department <input type="radio"/> Train the Assistant Assessor in determining highest and best use of properties.	<ul style="list-style-type: none"> <li>• Flow chart of the development process in place which includes notifying Assessing of a qualifying event.</li> <li>• Assessing Department is listed as optional attendee on preconstruction meeting invitations for properties in current use 100% of the time.</li> <li>• Assistant Assessor is trained in determining highest and best use of property.</li> </ul>
Cyclical inspection of all Town residential properties occurs on a five-year cycle.	<input type="radio"/> Evaluate if staffing levels are adequate to achieve a five-year cycle. <input type="radio"/> Research whether a five-year cycle is statutory, recommended, or optional. <input type="radio"/> Develop a technology and financing plan to introduce mobile devices into the field. <input type="radio"/> Track number of inspections done by day, week, month. <input type="radio"/> Clarify information exchange process between Assessing and GIS.	<ul style="list-style-type: none"> <li>• An average of 40 properties per week are measured &amp; listed.</li> <li>• Biweekly meetings between Assistant Assessor and Assessment Technician to discuss progress and process.</li> <li>• Map schedule?</li> </ul>
Department communicates on an annual cycle about credits, exemptions, and revaluation.	<input type="radio"/> Develop a communications calendar for FY27. <input type="radio"/> Work with cable to develop video / audio content. <input type="radio"/> Schedule outreach sessions.	<ul style="list-style-type: none"> <li>• One outreach session each with Senior Center and American Legion.</li> <li>• Make three evergreen Assessing videos for distribution on the website and social media.</li> </ul>

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Lots of steps in current use - put in the DRC for planning  
 Assessing doesn't get notified when the process moves forward  
 Some sort of infrastructure

**Years 2 & 3: Expand cyclical inspections to commercial properties**