

VT Tax Structure Commission  
Monday, December 14, 2020 – 1:00 P.M.  
Virtual Meeting via Zoom  
**Approved Minutes**

Present: Commissioners: Stephen Trenholm, Deb Brighton, Bram Kleppner; Staff Director: Sean Sheehan

[Link to YouTube recording](#)

**1:02 P.M. Welcome – Bram Kleppner, Commissioner**

- Approval of [minutes from December 7, 2020](#). All in favor.
- Invitation to email public comment to [taxcommission@leg.state.vt.us](mailto:taxcommission@leg.state.vt.us)

**1:04 P.M. Public Comment**

- Karen Horn, Vermont League of Cities and Towns, [COVID and Property Values](#)
- Karen Horn, Vermont League of Cities and Towns, [Memo on Billing and Property Taxes](#)

**1:20 P.M. [Report Outline and Status Check](#)**

**1:56 P.M. Summary of Recommendations – [Format Options Overview](#)**

*Commissioners agree to use [Summary Format Option #4](#)*

**2:23 P.M. Updates on Other Chapters – discussion**

*Commissioners agree 1) A separate executive summary is not needed as the introduction and summary of recommendations chapters together will serve the same purpose, and 2) A conclusion chapter is not needed.*

**2:51 P.M. Next Meeting date, agenda and follow up**

Monday, December 21, 2020, 1:00 P.M. – 3:00 P.M. via Zoom.

*By Friday, December 18, commissioners will send Mr. Sheehan 1) any points they would like incorporated into the introduction, 2) desired edits and additions to the summary of recommendations (format option #4), 3) any updates or edits to other chapters. The December 18 target for public review will be pushed back a week to allow commissioners to discuss feedback from Department of Taxes and to review draft report in its entirety.*

**2:55 P.M. Adjourn** by consensus

Respectfully submitted,

Sorsha Anderson  
Staff Associate  
Joint Fiscal Office