

- 1. Record Custodian
- 2. PRD-Numerical
- 3. PRD-Custodian

DISPOSITION ORDER
 State of Vermont
 Agency of Administration
PUBLIC RECORD DIVISION
 Montpelier, Vermont

No. **08121**

Date **May 1, 1990**


To Custodian of Public Records

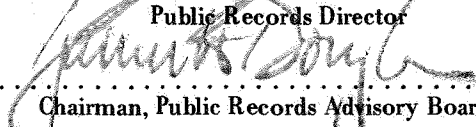
Norris Hoyt, Commissioner
 Tax Department
 Office **Property Valuation & Review**
 Address **109 State Street**
 **Montpelier, Vermont 05602**

Your request dated ... **4/13/90**
 asking permission for continuing authority for disposition of certain
 public records has been considered and these records carefully analyzed.

It is hereby adjudged by the Public Records Director that the following
 records as listed below, will have no further value after the specified
 period of time. Continuing Authority for disposition of the same is
 hereby granted, after the retention period indicated, and you are ordered
 to make record of this authority in accordance with Title 22 V.S.A. §454.

| Item | Description | Retention and Disposition |
|------|--|---------------------------|
| 1. | <u>Property Transfer Tax Returns</u> Vermont property transfer tax returns used to determine amount of property tax due State of Vermont, duplicate copies. | Destroy after one year. |



 Public Records Director

 Approved:
 Chairman, Public Records Advisory Board

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DISPOSITION ORDER
 State of Vermont
 Agency of Administration
PUBLIC RECORD DIVISION
 Montpelier, Vermont

No. **08120**

Date May 1, 1990



To Custodian of Public Records

Norris Hoyt, Commissioner
Tax Department
 Office Property Valuation and Review
 Address 109 State Street
Montpelier, Vermont 05602

Your request dated 4/9/90
 asking permission for continuing authority for disposition of certain public records has been considered and these records carefully analyzed.

It is hereby adjudged by the Public Records Director that the following records as listed below, will have no further value after the specified period of time. Continuing Authority for disposition of the same is hereby granted, after the retention period indicated, and you are ordered to make record of this authority in accordance with Title 22 V.S.A. §454.

| Item | Description | Retention and Disposition |
|------|--|--|
| 1. | <p><u>Appeals - State Board of Appraisers</u> Appeals to the Director from decisions of local boards of civil authority. Files of no further value when appeals complete. Those which go on to Supreme Court are held elsewhere.</p> <p>Supersedes D.O. #7298 <i>Item 1</i></p> | <p>Hold in current file area 3 years from the date the appeal closed; remove files appealed to supreme court, then destroy. Destroy supreme court cases 3 years after rendering of final decision.</p> |


 Public Records Director
 Approved: 
 Chairman, Public Records Advisory Board

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DISPOSITION ORDER
 State of Vermont
 Agency of Administration
PUBLIC RECORD DIVISION
 Montpelier, Vermont

No. **07298**

Date 8/18/87

To Custodian of Public Records

Arthur Ristau, Director

Office Property Valuation & Review



Address Waterbury

Vermont

Your request dated 6/3/87
 asking permission for continuing authority for disposition of certain
 public records has been considered and these records carefully analyzed.

It is hereby adjudged by the Public Records Director that the following
 records as listed below, will have no further value after the specified
 period of time. Continuing Authority for disposition of the same is
 hereby granted, after the retention period indicated, and you are ordered
 to make record of this authority in accordance with Title 22 V.S.A. §454.

| Item | Description | Retention and Disposition |
|------------|---|---|
| <p>01.</p> | <p><u>Appeals - State Board of Appraisers</u> Appeals to the Director from decisions of Local Boards of Civil Authority. Files of no further value when appeals complete. Those which go on to Supreme Court are held elsewhere and any pertinent legal opinions are retained before disposition of records.</p> <p><i>Superseded by D.O. #8120 Item 1</i></p> | <p>Hold in current file area 3 years from the date the appeal was <u>closed</u>, remove files appealed to Supreme Court, then destroy.</p> |


 Public Records Director
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 Chairman, Public Records Advisory Board

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DISPOSITION ORDER
 State of Vermont
 Agency of Administration
PUBLIC RECORD DIVISION
 Montpelier, Vermont

No. **07297**

Date 8/18/87

To Custodian of Public Records

Arthur Ristau, Director

Office ~~Town~~ - **Property Valuation & Review**

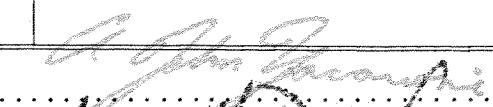
Address **Waterbury**


Vermont 05676

Your request dated 5/26/87 asking permission for continuing authority for disposition of certain public records has been considered and these records carefully analyzed.

It is hereby adjudged by the Public Records Director that the following records as listed below, will have no further value after the specified period of time. Continuing Authority for disposition of the same is hereby granted, after the retention period indicated, and you are ordered to make record of this authority in accordance with Title 22 V.S.A. §454.

| Item | Description | Retention and Disposition |
|------|---|---|
| 01. | <p><u>Grand List Books</u></p> <p>Local Grand List Books which are obtained from Towns and Cities, and used in our Aggregate Fair Market Value Studies.</p> <p>Once the Aggregate Fair Market Value Study is complete and all appears settled, they are no longer needed; originals are retained at the Town/City level and vital data is summarized.</p> | <p>Hold in current file area two years, then destroy.</p> |



 Public Records Director


 Approved:
 Chairman, Public Records Advisory Board

- 1. Record Custodian
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DISPOSITION ORDER
 State of Vermont
 Agency of Administration
PUBLIC RECORD DIVISION
 Montpelier, Vermont

No. **05478** 2

Date12/19/84.....

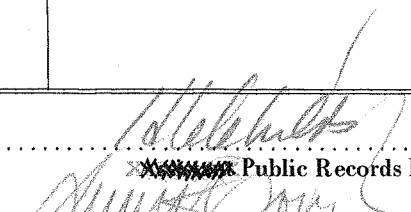
To Custodian of Public Records

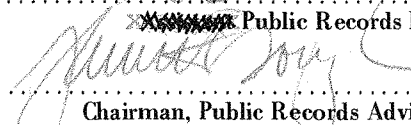
Gerow M. Carlson, Director.....
 Office .. Property Valuation Review.....
 Address Waterbury.....
 Vermont 05676.....

Your request dated ...8/7/84..... asking permission for continuing authority for disposition of certain public records has been considered and these records carefully analyzed.

It is hereby adjudged by the Public Records Director that the following records as listed below, will have no further value after the specified period of time. Continuing Authority for disposition of the same is hereby granted, after the retention period indicated, and you are ordered to make record of this authority in accordance with Title 22 V.S.A. §454.

| Item | Description | Retention and Disposition |
|------|---|---|
| 01. | <u>Valuation Data</u> Computer Printouts for CAPTAP (Computer assisted Property Tax Administration Program) of Valuation Data - comparable sales reports and model generation of land and depreciation values for Vermont towns. <p style="text-align: center;"><u>R.S. 2</u></p> | Hold in current file area until inactive, then transfer to State Records Center; hold for five years, then destroy. |



 Public Records Director
 Approved:

 Chairman, Public Records Advisory Board

DISPOSITION ORDER

No. 4334

- 1. Record Custodian
- 2. PRD-Numerical
- 3. PRD-Custodian

State of Vermont
 Agency of Administration
 PUBLIC RECORD DIVISION
 Montpelier, Vermont

Date 10/31/80

To Custodian of Public Records

Your request dated 8/5/80 asking permission for continuing authority for disposition of certain public records has been considered and these records carefully analyzed.

George O'Brien, ~~Transportation~~
 Highway
 Office Property Valuation and Review
 Address Administration Bldg.
 Montpelier, Vermont 05602

It is hereby adjudged by the Public Records Director that the following records as listed below, will have no further value after the specified period of time. Continuing Authority for disposition of the same is hereby granted, after the retention period indicated, and you are ordered to make record of this authority in accordance with Title 22 V.S.A. §454.

| Item | Description | Retention and Disposition |
|------|---|---|
| 01. | <p><u>CONTRACT REAPPRAISAL FILES</u> Expenses to the Towns in connection with each appraisal. Records include: Statement of Charges - appraisal services, Treasurer's Report Form 48-1 and 7, appraisers expense accounts and Standard State Invoices. <u>R.S.18 Tax</u></p> | <p>1966 - 1969 Destroy, Immediately.</p> |

was entered in under Tax Dept.

[Signature]
 Assistant Public Records Director

Approved: _____
 Chairman, Public Records Advisory Board