

Language from h.512 as introduced.

§ 141c. ~~LAND RECORDS MANAGEMENT OFFICE~~ Vermont State Archive Office AND PROGRAM

(a) ~~The Office of Land Records Management~~ Vermont State Archive Office is created within the Office of the Secretary of State to aid municipal governments in utilizing modern methods, techniques, equipment, and documentation that will improve the quality of public services with respect to land records and achieve a high degree of standardization throughout the State. The Office shall create and administer a land records management program for the purposes of:

- (1) consulting with and advising municipal officials, tax officials, and planning and zoning officials about sound management practices and establishing greater uniformity in the municipal land records system;
- (2) overseeing allocation of funding to manage the municipal land records;
- (2) creating and enforcing rules and regulations.

(b) The management program shall consist of the activities provided for in this section and other related activities essential to the effective conduct of the management program.

(c) The Office, in accordance with Vermont statutes, shall provide advice and technical assistance to municipal governments in establishing, implementing, and maintaining minimum standards regarding all aspects of municipal records management, including:

- (1) uniform recording and indexing practices and procedures; and
- (2) ensuring that low-cost, secure repositories and systems for public records, regardless of format, are available at an enterprise or statewide level and managed and operated in a manner that supports compliance with generally accepted record-keeping principles, industry standards, best 21 practices, the Public Records Act, and this chapter

(d) The Office shall undertake research and provide advice and technical assistance and services on all aspects of land records management, including:

- (1) centralized recording systems;
- (2) imaging, filming, filing, and recording techniques and equipment;
- (3) computerized land records systems;
- (4) storage and retrieval of land records;
- (5) access to records by the general public;

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- (6) use of technology, including use, implementation, and purchase of hardware and software;
- (7) fiscal management, including applications for grants and other funding from the Office; and
- (8) education and training;

(e) On or before ~~July 1, 2023~~, [January 1, 2024](#) the Office shall adopt rules specifying the minimum standards established pursuant to this section, procedures for complying with the minimum standards in land records management, and enforcement mechanisms to ensure compliance. A copy of the rules and standards adopted shall be posted in the clerk's office in each municipal recording office and made available on the Office's website.