

TOWN OF WESTMINSTER
ROLES AND RESPONSIBILITIES OF THE LISTER

The Lister(s) position is part-time with no benefits available. The Town Lister is compensated for performing his/her duties by a stipend set by the Select Board. This limited position requires light general administrative responsibilities and grievances for the Town of Westminster.

The town must have one Lister for a term of three years whom is elected by ballot, unless the town voted to eliminate the Town Lister and contract with or employ a professional qualified assessor. 17 V.S.A. §§ 2646(5), 2651c.

A Lister may not be a member of the Select Board. 17 V.S.A. § 2647(a)(2). The Select Board sets the Listers' compensation unless it is set by the electorate. 24 V.S.A. § 933.

The Lister holds grievance hearings for those taxpayers who wish to contest their appraisals. 32 V.S.A. § 4221. Decisions of the Listers may be appealed to the board of civil authority, and the Listers may appear before the board to defend the appraisals in question. 32 V.S.A. § 4404.

The Lister sits as part of the board of tax abatement to determine whether a taxpayer may have his or her taxes abated. 24 V.S.A. § 1533. If a board of Listers feels that they need assistance to complete an appraisal then they may, with the approval of the Select Board or by vote of the town, employ such assistance. 32 V.S.A. § 4041. The director of the Division of Property Valuation and Review approves contract appraisers. 32 V.S.A. § 4052(a).

These roles and responsibilities may be modified depending on the Town's assessed need for a Lister(s).