

Draft Lister's Meeting September 18, 2018 Community Meeting Room

Town Office Building

Those present: Charles McArthur, Duane Sprague, and Richard Tomlinson Listers; Sara Haskins Town clerk, Mitzi Fleming assistant TC, and Dan Lindley Town Administrator

Meeting was brought to order by Richard Tomlinson Chair at 10:07 am.

Item 1 Agenda changes or additions: The date of the minutes of the last meeting was corrected to June 5, 2018.

Item 2 motion to Approve Minutes of June 5, 2018 meeting. Motion carried with changes noted above.

Item 3 Discussion of reorganization of lister's office due to retirement and resignation of two of the three listers prior to Town meeting March of 2019. The discussion that ensued covered and clarified several points.

- Charles was retiring prior to Town Meeting March of 2018.
- Richard's term as lister is up and he is not running for another term.
- Duane has another two years to serve but has no desire to work more than a few hours each week

- It will be necessary to have someone in the office to do appraisal work as well as the data entry that is required in the maintenance of the grand list, current use records, homesteads, tax map maintenance and perform other duties now carried out by the listing coordinator and the other two listers.
- Options include but are not limited to
 1. hiring a full time assessor with some office help and maintaining a 3 person lister's board.
 2. hiring a part time appraiser and full time office coverage to take care of record keeping and assist the public with their search.
 3. contracting out some of the work.
 4. Or some combination thereof.
- Bottom line is it will require experienced and knowledgeable people and some training.

A motion was made by Duane and seconded by Charles to propose the hiring of a full time assessor and to continue with a three person lister board. There was a discussion that ensued that it would be desirable to have someone in place by Jan 1, 2019. It was also noted that it would be desirable to be flexible and consider all the options. It was also noted that the listers would be responsible for finding and interviewing potential candidates. The motion was carried.

An item will be placed on the agenda for a report from the listers to the select board at their next meeting to present the proposal to the selectboard.

Item 5 New Business There being none, the meeting was adjourned at 10:42 am.