

APPROVED

**Maine Association of Assessing Officers Board Meeting  
December 13, 2024 11:00 a.m.  
MMA, Augusta**

Present In-Person: Lewis Cousins, Luke Vigue, Nick Cloutier, Darryl McKenney, Tammy Brown, Cindy Namer, Theresa Duff, and Chelsea Carll (MMA)

Present via Zoom: Ruth Birtz, Dean Prindle, Valerie Moon, Taylor Burns

Guests: Bonnie Baker, MRS

Excused Absent: William Healey Jr., Travis Roy

**Call to Order:** President Lewis Cousins called the meeting to order at 11:01 a.m.

**Secretary's Report:** Tammy Brown presented the minutes from August 2, 2024 for review and approval.

Chelsea Carll inquired to some motions not captured under the Treasurer's report. Tammy Brown provided the updates. Lewis Cousins also reported an incorrect last name at the end of the minutes (Travis Landes instead of Travis Roy).

Motion made by Nick Cloutier, seconded by Theresa Duff, all approved the August 2, 2024 minutes as amended. Motion carried.

**Treasurer's Report:** Lewis Cousins reported on the financial reports as of July 31, 2024, August 31, 2024, September 30, 2024 and October 31, 2024.

Motion by Theresa Duff, seconded by Cindy Namer, all approved the financial reports as presented. Motion carried.

**Old Business**

**Committee Report**

1. Audit/Finance (Usually no report until Annual Fall Conference)
  - Luke Vigue/Darryl McKenney Report  
No report.
  
2. Awards & Scholarship
  - Tammy Brown/Valarie Moon Report

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Tammy Brown reported that scholarship information will be circulated in the new year's newsletter and hopes to grant more applicants access to various trainings. She reported there was one scholarship redeemed in 2024.

Lewis asked Bonnie to circulate the scholarship info to CMAs and Bonnie has shared contact info with Luke.

### 3. Calendar/Advertisers

- Nick Cloutier/Theresa Duff Report

Nick Cloutier inquired to the group if the group would like to consider making any updates or changes to the advertising form for 2025.

Valerie Moon inquired when the last time the pricing was increased. Lewis Cousins said that it has been approximately four years. He pointed out that the ads are applied to the calendar year rather than fiscal year. After some discussion, MMA will update the 2025 date to the form and get it back to Nick Cloutier for circulation to vendors in the new year.

### 4. Conference

- Tammy Brown/Travis Roy/Bill Healey Report

Tammy Brown reported that she and Chelsea Carll intended to tour the Bethel Inn this week, and postponed due to inclement weather. She also reported that she had a tour of the Samoset recently as a potential conference site for 2026. She said that she had a nice visit but is apprehensive whether it will work for the group's budget, and whether the rooms available would accommodate the networking space they want. They are still awaiting confirmation of availability at the Samoset in late September 2026.

Tammy Brown and Lewis Cousins spoke about the proposals they would be seeking for 2026. Through the MAAO service contract, Chelsea Carll can coordinate three proposals. Once the group has toured the Bethel Inn, they will narrow their options between the Samoset, Sebasco, Sunday River, and Bethel Inn.

Cindy Namer and Chelsea Carll plan to tour the Bethel Inn on the 7<sup>th</sup> of January.

### 5. Education

- Bill Healey/Dean Prindle Report

Bill Healey was not present. Lewis Cousins reported that they have the Northern Chapter training scheduled for April 18. He reported that speakers are still being arranged.

### 6. Ethics

- Travis Roy/Dean Prindle Report

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Luke Vigue reported that he received a call from a resident of a town that wasn't his, requesting MAAO's response to a legal matter concerning that individual's municipality's assessor. A few other board members received the same or similar calls regarding the board's response to other legal matters. There was a discussion, and it was determined that this was not an ethical matter for the board to address.

### 7. Executive

- Ruth Birtz Report

Ruth Birtz reported that the legacy award and assessor of the year information will be included in the next newsletter.

### 8. Historian

- Darryl McKenney Report

Darryl McKenney brought in four historical maps from Waldo County, and inquired whether the group would like to put them up for a future auction to go towards the scholarship fund.

### 9. Legislative

- Darryl McKenney/Valarie Moon Report

Nick Cloutier reported that he is on MMA's LPC, and there are now four assessors on the committee. He is monitoring and reviewing drafted bills of interest and will testify upon them as necessary.

Darryl reported on two bills related to solar and tax relief, and how they are being brought back for further consult by assessors. There was a group discussion.

### 10. Membership

- Theresa Duff/Cindy Namer Report – (255 Members, 45 are currently unpaid)

Cindy Namer reported that she reviewed the most recent membership report and pointed out that there may be some names on there that the group requested to cancel for 2024, and Chelsea Carll will take a closer look to make sure they do not repopulate on a future report.

Chelsea Carll will work with Cindy Namer on making sure the members who needed to be removed for 2024, and make sure they are not reflected in future membership lists.

### 11. Newsletter

- Luke Vigue Report

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Luke Vigue asked the group if they want to publish their newsletter as a Winter edition. The group agreed. Tammy Brown asked Chelsea Carll to post the Fall Newsletter on the website, and she will do so.

Luke reported on two articles he is currently working on, and a write-up on CMAs.

### 12. Technology Report

- Taylor Burns Report

Taylor Burns reported on some broken links to fix on the website. He also reported on posting presentation information since 2021. He also inquired about posting an article on Bill.

Chelsea will work to get the 2024 Fall Conference materials, and any 2024 workshop presentations posted to the website (outside of the Excel course).

Tammy is interested in having a form at workshops for presenters to indicate their consent to post their content on the website.

### **New Business**

#### Bonnie Baker Maine Revenue Services- Education Calendar Update

Bonnie Baker reported that she is coordinating MRS's training calendar with other training calendars in mind to make sure they are aligned well. She is working on an IAAO 102 course in March 24-28 and reported that Tax School is moving from August to the first week in June (6/2-6). Tax Institute will be August 5-6, tentatively. The IAAO 400 Fall Course is scheduled for October 20-24, tentatively. There will be a virtual Tax Academy course on December 10, tentatively. She reported that there may be an increase in CMA scholarship requests. She reported that they are re-doing the CMA exam.

There was a discussion about working with assessor groups, MMA, and other parties to update the Assessors legal manual. Bonnie will investigate who the owner of the manual is to start a conversation about updates.

#### Fall Conference Follow Up

Tammy Brown reported that she thinks it went well and was well received. Darryl McKenney would like a recording of the murder mystery game.

Tammy Brown also reported on some updates requested for the 2025 Fall conference contract with Sunday River. The group requested options to upgrade the networking suite from a 2-br comp to a 3-br and adjust the event room selections.

The board requested a quote for Sliders for all meals and inquire about Grand Ave's availability for breakfast/lunch meals. Chelsea Carll will summarize and confirm with the

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conference committee on their full request. The group agreed to stay with their comp networking room rather than upgrade to a 3-bedroom suite.

The group also inquired about having one of their dinners at North Peak, and after receiving a quote far beyond their budget (~\$38,000), they will decline.

Chelsea Carll spoke about sharing staffing responsibilities in 2025 with a concurrent MEWEA conference.

### 2026 Conference Proposals

This was addressed earlier in the agenda.

### Excel Course Follow Up

Nick Cloutier attended the course and reported that it was a good refresher course. He spoke highly to David Cornell's presentation of materials. Theresa Duff spoke about his range to reach every attendees' skill levels.

Tammy Brown reported that she has asked Bill Healey to assist with confirming speakers for the BAR and Excel course in 2025.

### 2025 Budget

Lewis Cousins reported that the budget will be reviewed in January.

### 2025 MMA Contract

Lewis Cousins summarized the service contract to be renewed between MAAO and MMA. He pointed out that there was a detail under the web services section that was added for 2025.

Motion by Luke Vigue, seconded by Nick Cloutier, all approved the 2025 MMA Contract. Motion carried.

### Draft 2025 Meeting Calendar

The group reviewed the meeting and event calendar. There was a discussion about merging calendars with MRS and Maine Chapter of IAAO, and they decided to keep them separate. Lewis Cousins asked about posting their schedules on their website, possibly combined or kept separate.

Motion by Theresa Duff, seconded by Cindy Namer, all approved the tentative calendar schedule. Motion carried.

### Other

There was no other new business.

- Adjournment

Motion by Theresa Duff, seconded by Nick Cloutier, all approved to adjourn the meeting at 12:42 p.m..

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