

approved

**Maine Association of Assessing Officers  
Board Meeting Minutes  
Remote Access - Zoom  
December 16, 2022**

**Present:** Travis Roy, Tammy Brown, Elisa Marr, Darryl McKenney, Luke Vigue, Ruth Birtz, Martine Painchaud, Taylor Burns, Cindy Namer, Lewis Cousins, William Healey Jr. and Melissa White (MMA)

**Excused Absent:** Theresa Duff and Dan Robinson

**Absent:** None

**Guest:** Nicholas Cloutier, Valerie Moon

**Call to Order:** President Travis Roy called the meeting to order at 11:04 a.m.

It was determined there was a quorum of 7 to conduct business.

Travis welcomed the new Board members (Nicholas Cloutier & Valerie Moon) and thanked them for joining in this meeting, although their term doesn't begin until January.

**Secretary's Report:** Tammy Brown presented the minutes from August 12, 2022 for review and approval.

Motion made by Ruth Birtz, seconded by Martine Painchaud, all approved the August 12, 2022 minutes.

**Treasurer's Report:**

Martine Painchaud reported on the balance (Total Assets) as of:

The balance as of July 31, 2022	\$21,484.84
The balance as of August 31, 2022	\$26,760.84
The balance as of September 30, 2022	\$31,965.83

Martine Painchaud reported on the following bills:

**Expended since August 12, 2022**

Lisa Hobart Speaker fee fall conference	\$2,744.07
MAAO - Scholarship award registration fee	\$249.00
Cindy's Sub Shop - NMST workshop	\$362.22
MMA - July Invoice	\$157.21
City of Brewer refund overpayment	\$74.00
Travis Roy reimbursement dinner Wade Patterson and wife	\$79.73
ColorGraphics! Sponsor poster fall conference	\$118.16
Sebasco Harbor Resort fall conference	\$7,671.30

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Lisa Hobart Speaker fee fall conference	\$750.00
RR Wood Associates Overpayment	\$9.00
MMA August Invoice	\$95.10
City of Presque Isle reimbursement supplies day planner	\$82.27
L-Soft Listserv charges	\$699.03
Zulu Nyala Game Lodge	\$3,750.00
Tammy Brown reimbursement	\$100.00
Parsonage House catering excel workshop	\$699.84
MMA room fee for excel training	\$200.00
Cornell Consultants speaker fee excel	\$3,058.00
Travis Roy Stipend	\$500.00
Lewis Cousins Stipend	\$500.00
Bill Healey Stipend	\$500.00
Martine Painchaud Stipend	\$500.00
Darryl McKenney Stipend	\$100.00
Dan Robinson Stipend	\$100.00
Ruth Birtz Stipend	\$100.00
Luke Vigue Stipend	\$100.00
Elisa Marr Stipend	\$100.00
Theresa Duff Stipend	\$100.00
Tammy Brown Stipend	\$100.00
Taylor Burns Stipend	\$100.00
MMA October Invoiced	\$126.64
IAAO Membership Dues	\$240.00
Total Expenses	<b>\$24,065.57</b>

Motion made by Ruth Birtz, seconded by Tammy Brown, all approved the financials as presented.

## **Committee Reports**

1. Audit/Finance
  - Ruth Birtz Chair/Darryl McKenney Co-Chair Report – Nothing new to report.
1. Awards & Scholarship
  - Elisa Marr Chair/Tammy Brown Co-Chair Report – No new scholarships have been received at this time.
2. Calendar/Advertisers
  - Lewis Cousins Chair/Theresa Duff Co-Chair Report – Nothing new to report.

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3. Conference
  - Tammy Brown Chair/Travis Roy Co-Chair Report – Bill Healey Jr. reported Joel Moser and Lisa Hobart will both return for the 2023 Fall Conference, as well as Kate Dufour from MMA.
4. Distance Learning
  - Travis Roy Chair/ Lewis Cousins Co-Chair Report – Provided an update on the Excel course. The attendance was good and the content of the class was very helpful.
5. Education
  - Bill Healey Jr. Report – David Cornell is available to teach another Excel Course. The date he is interested in is November 6, 2023.

Lewis is working on the agenda for the Northern Maine Spring Workshop. He will keep the Board updated as the details come together.

6. Ethics
  - Travis Roy Report – Had nothing to report.

Executive Board - Ruth Birtz Report – Had nothing to report.

7. Historian
  - Darryl McKenney Report – Rick Mace sent him an item from 1923 in which there was request for all towns to use a record keeping system for the assessment of the taxes.
8. Legislative
  - Darryl McKenney Report – Provided an update on the current discussions in the Legislature around the Tree Growth Tax Law and the Property Tax Stabilization for Senior Citizens. It appears they may be leaning toward an increase in the minimum acreage requirement to be in the Tree Growth program. After this initial year of the Property Tax Stabilization for Senior Citizens Assessors should expect changes to the program. Two of the possible changes being discussed are an income requirement to apply and/or an enhanced Homestead exemption.
9. Membership
  - Theresa Duff Chair – There were 304 members at renewal.
10. Newsletter
  - Lewis Cousins Chair/ Tammy Brown Co-Chair Report – There was lengthy discussion regarding the quarterly newsletters and request for participation. Articles are typically due 3 weeks prior to the publishing date, around the end of the month. Articles for the February newsletter are due in January. Nick will provide a new board member profile article and Luke committed to provide an article.
11. Technology Report
  - Elisa Marr/Taylor Burns Co-Chairs Report - Taylor reported there was a suggestion received in the Fall Conference surveys for photos of board members be provided on the

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website for members to easily identify them at events. The group will take a group and individual photos at the January board meeting.

### **New Business:**

- Excel Workshop Evaluations – The workshop was well received. There were many in attendance that were non-assessors who also enjoyed and learned from the course. David is well received and an excellent trainer. Finances from the event won't be available until the December financial reports are received from MMA sometime in February.

- MAAO 2023 Meeting Calendar

The meeting calendar was approved. There was discussion about holding the BAR workshop as a hybrid event. The training has been held in two locations in the past using a polycom unit and has had two separate registrations, but only one staff member from MMA.

- 2023 Budget First Look

Lewis has drafted the initial budget to mirror the 2022 budget and may review the anticipated revenue for the 2023 BAR workshop if it's held as a hybrid, then there will likely be a higher amount of revenue received.

- MMA Contract

There were discussions regarding the contract increases and the additional fees for hybrid events.

Motion made by Tammy Brown, seconded by Ruth Birtz, all approved to accept the 2023 MMA/MAAO Administrative Services Agreement. Travis will sign the contract and get it back to Melissa at MMA.

- Newsletters: Consider voluntary rotation of people willing to assist with an issue, either write an article or seek some assessor related article.

See discussion under newsletter committee

- Legacy Award

There will be further discussion

- Other

Travis thanked everyone who participated in assisting at the MAAO Fall Conference which was a huge success.

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Martine retired earlier in the year, and this is her last board meeting and end of her term on the board. Board members all thanked Martine for her service and friendship over the 35 years. Martine received a bench from the Association at the Fall Conference in appreciation of her service and she is enjoying it. The group wished Martine well in her retirement.

**Adjournment:** Motion made by Martine Painchaud, seconded by Travis Roy, all approved to adjourn the meeting at 11:57 a.m.