



# Meets & Bounds

April 2016

Maine Association of Assessing Officers

## President's Message

Over the past few months some very exciting things have happened in the Assessing field. An advisory group has been formed that includes members of the Maine Revenue Services, the Maine Chapter of the IAAO and members from MAAO to co-ordinate and develop educational opportunities. The idea is to plan together so we do not duplicate educational offerings. It is the hope that through this cohesive effort we will deliver a wider variety of educational opportunities for Assessors to take advantage of. These efforts should not be interpreted as being the only educational offerings. It is recognized and acknowledged that the smaller regional Assessors' groups play an important role providing educational programs for the Selectmen Assessors, and regional opportunities to working Assessors.

Maine Revenue Services is sponsoring a policy for certification of Assessors. The certifications above a CMA are completely optional. The intent is to bring about opportunity to have advanced CMA certifications. Also in the works is an ethics course for Assessors similar to the USPAP course given to appraisers.

In closing, I am sure all of us are working in high gear since the April 1st deadline. Everyday our profession gives more challenges, and more job responsibilities, so I encourage everyone to take a break and do some networking! Take advantage of some of the upcoming educational opportunities, if for no other reason than to talk with your fellow colleagues. Enjoy the warmer weather coming our way and remember Baseball season has started, that's always a sign summer will be here before we know it. ▲

Ruth Birtz, President

## Upcoming Educational Offerings

The Northern Maine Spring Workshop will be offered at the Northern Maine Development Commission Board Room in Caribou on May 13, 2016 running from 8:30 am to 4:00 pm.

Bill Dale and Sally Daggett will once again be presenting the Board of Assessment Review. This session will be offered at Maine Municipal Association on May 24, 2016 running from 4:00 pm to 7:00 pm. This session is also available via live video conference in Caribou at the Northern Maine Development Commission Board Room.

Bill Healey has been working hard to lineup the group of speakers for the MAAO Annual Fall Conference. We will once again be offering sessions for Code Enforcement Officers as well as Assessors. With a great line up of speakers in place who are polishing up their presentations it is sure to be a conference not to be missed. Bill assures me we will see some familiar faces presenting as well as some new faces. This year we are fortunate to have the IAAO President, W. A. "Pete" Rodda attending. He will also be presenting.

For the Maine Municipal Convention MAAO and MC-IAAO will offer a split session. One part will be on GIS Mapping and Ortho Photography, and the second part will be presentations from each of the Assessing Groups in the State.

We look forward to seeing you at these educational offerings. If you have any suggestions for upcoming educational offerings please contact any member of MAAO.

Respectfully Submitted  
Tammy Brown

## MAAO BOARD

### PRESIDENT

Ruth Birtz, Town of Lincoln  
Phone: 794-3372 Fax: 794-2606  
E-mail: [assessor@lincolnmaine.org](mailto:assessor@lincolnmaine.org)

### VICE PRESIDENT

William Healey, Jr., City of Lewiston  
Phone: 513-3122  
Email: [bhealey@lewistonmaine.gov](mailto:bhealey@lewistonmaine.gov)

### SECRETARY

Tammy Brown, Town of North Haven  
Phone: 867-4433  
E-mail: [tammybrown4139@aol.com](mailto:tammybrown4139@aol.com)

### TREASURER

Martine Painchaud, Town of Eliot  
Phone: 439-1813  
E-mail: [mpainchaud@eliotme.org](mailto:mpainchaud@eliotme.org)

### FIRST PAST PRESIDENT

Rick Mace, Town of York  
Phone: 363-1005  
E-mail: [rmace@yorkmaine.org](mailto:rmace@yorkmaine.org)

### SECOND PAST PRESIDENT

Darryl McKenney, Town of Waldoboro  
Phone: 832-5369  
E-mail: [assessor@waldoboromaine.org](mailto:assessor@waldoboromaine.org)

### DIRECTORS

Dan Robinson  
Phone: 985-2102, ext 1333  
E-mail: [drobinson@kennebunkmaine.us](mailto:drobinson@kennebunkmaine.us)

Roger Hoy  
Phone: 724-7475  
E-mail: [mhoy5@roadrunner.com](mailto:mhoy5@roadrunner.com)

John Wentworth, Town of Harrison  
Phone: 583-2241  
E-mail: [jwentworth@harrisonmaine.org](mailto:jwentworth@harrisonmaine.org)

Mike D'Arcangelo, Town of Gorham  
Phone: 222-1600  
Email: [mdarcangelo@gorham.me.us](mailto:mdarcangelo@gorham.me.us)

Tammy L. Brown, Town of North Haven  
Phone: 867-4433  
E-mail: [tammybrown4139@aol.com](mailto:tammybrown4139@aol.com)

Lewis Cousins, City of Presque Isle  
Phone: 760-2714  
E-mail: [lcousins@presqueisleme.us](mailto:lcousins@presqueisleme.us)

Jacqueline Robbins, Town of Monroe  
Phone: 525-3515  
E-mail: [bonaire4@myfairpoint.net](mailto:bonaire4@myfairpoint.net)

Deborah Turner, Town of Harpswell  
Phone: 833-5771  
E-mail: [dtturner@town.harpswell.me.us](mailto:dtturner@town.harpswell.me.us)

## MEMBER PROFILE: Elisa Trepanier



*Assessing Staff from left:  
Kara Taylor, Assessor's Assistant / E9-1-1 Addressing Officer; Teresa Konczal, Administrative Assistant; Elisa Trepanier, CMA Assessor / GIS Coordinator; Joan Hodgdon, CMA Appraiser.*

On April 1st I answered a call from Gorham thinking my friend and neighbor Mike D'Arcangelo just wanted to say hi and see how the new girl was doing, but low and behold what he really wanted was to add to my To Do list. Mike has asked me to write a profile and describe what it's like to "suddenly find yourself the assessor". As many of you know David Sawyer retired in December after 11 years as Windham's Assessor. Following in his footsteps is no small task.

I am very fortunate to have had the opportunity to study under the tutelage of two of the best teachers of all things assessing, Mike O'Donnell and David Sawyer. Way back in 1998 I accepted a position with the Town of Raymond as Assessing Assistant and was eager to learn everything Mike would teach me about assessing and related software. About that time the Town of Raymond began looking into GIS and I knew immediately that I wanted to be a part of that. In 2001 I be-

came Raymond's GIS Coordinator, Information Systems Administrator and Executive Secretary to the Town Manager. (Many hats are worn in smaller municipalities!) In 2006 David Sawyer was looking for an Assistant Assessor. He hired me on in April and in August I sat for the exam and received my CMA.

Since 2003 I had been working toward a Certificate in Applied GIS through the University of Southern Maine and was awarded that in 2014. I also have an Associate Degree from Andover College (1984).

Recently I interviewed candidates for an Administrative Assistant position. We received 117 applications! During the interviews one of the questions I asked each applicant was "What is your greatest accomplishment?" If someone were to ask me that question today I would not hesitate to answer, "My four children." Talk about management experience! The organizational skills alone are worthy of mentioning on a resume. I'm also blessed with two grandchildren who light up my life, Alana and Xander.

My list of hobbies is long, sailing, knitting, reading, mountain biking, and kayaking but my primary interest these days focuses around my dog Moose and my two ponies, Annie and Oreo. I built a barn last fall so that I could bring Annie home. Horses being herd animals I needed to get her a companion and along came Oreo a Shetland pony. Horses are like potato chips, you can't have just one.

Back to the main question, what is it like to suddenly find yourself the assessor. I must say David Sawyer made the job look easy. I'm finding it not so much. With the number of meetings I've been attending it's a wonder I

*(Continued on Page 4)*



## MAAO Secretaries Report

▲ By Tammy L. Brown

The MAAO Board met on March 4, 2016 at Maine Municipal Association in Augusta. At that meeting all committee chairs gave the Board an update on projects they have been working on. The Conference Committee had information available regarding the 2017 and 2018 Fall Conference location and contracts.

The Board received a nomination from a MAAO member who nominated David and Elizabeth Sawyer for Honorary Membership. At this meeting the Board voted to bestow Honorary Membership to David and Elizabeth Sawyer. Both David and Elizabeth have played an integral part of the MAAO Board history. We will be reporting on the list of Honorary Members at our Annual Fall Conference.

MAAO has two upcoming workshops scheduled, the Northern Maine Spring Workshop will be May 13<sup>th</sup> in Caribou and the Board of Assessment Review Workshop will be held at Maine Municipal Association in Augusta on May 24, 2016. We will once again attempt to hold an interactive video conference of this workshop for the Northern Maine Assessors. There is still time to register for both of these workshops.

Remember to save the date for our Annual Fall Conference being held on September 7, 8 & 9<sup>th</sup>; Bill Healey, Jr. has done a great job lining up speakers for our Annual MAAO Fall Conference. There will be sessions available for Assessors as well as Code Enforcement Officers. Stay tuned for a complete list of educational sessions in our next issue of Meets & Bounds.

I would like to remind our membership that MAAO still has scholarships available. We are also accepting nominations for the 2016 Assessor of the Year Award. If you know of a deserving Assessor who goes above and beyond in their daily work in the Assessing profession, please consider nominating them for this award. If you have made a nomination in the past and would like that person to be considered for this award please contact Tammy Brown. The applications for scholarship and Assessor of the Year can be found within this newsletter.

The next scheduled board meeting is May 6<sup>th</sup> at 10:00 at Maine Municipal Association in Augusta. If you have anything you would like the board to take up, please contact any board member. ▲

## Meets & Bounds publication months: January, April, July & November

Please contact Ruth Birtz or a Director if you have any news for the newsletter.

### MAAO Board Meetings 2016

May 6	10:00 a.m.	MMA - Augusta
August 5	10:00 a.m.	MMA - Augusta
December 2	10:00 a.m.	MMA - Augusta



Eastern Appraisal & Consulting, Inc.  
Valuation, Appraisal Review & Advisory Services  
**H. Randolph Glennon, MAI, AI-GRS, CRE, MBA**  
President

**CRE** Two Monument Square, Portland, ME 04101  
(207) 772-1112 • Fax (207) 772-0829  
Web site: [www.easternac.com](http://www.easternac.com) • E-mail: [rglennon@easternac.com](mailto:rglennon@easternac.com)



Joshua Morin, C.M.A., Elizabeth Morin, C.M.A.  
David Haverfield, C.M.A., Shannon Gray, Assoc.,  
Logan Gray, Assoc., Allison Morin, Assoc.

Ph: (207) 876-3300 / Fax: (207) 876-3330  
[hamlinassociatesinc@gmail.com](mailto:hamlinassociatesinc@gmail.com)



### MAAO Meeting/Training Calendar 2016

Date	Day	Time	Event	Location
May 13	Friday		Northern Maine Spring Workshop	Northern Maine Development Commission Caribou
May 6	Friday	10:00 a.m.	Board Meeting	MMA - Augusta
May 24	Tuesday	4:00 p.m.	Board of Assessment Review – (this class shown by LIVE, interactive video conference in conjunction with Augusta training)	MMA - Augusta Northern Maine Development Commission- Caribou
August 5	Friday	10:00 a.m.	Board Meeting	MMA - Augusta
September 7-9	Wednesday, Thursday, Friday		Fall Conference Annual Meeting	Sebasco Harbor Resort
October 5 & 6	Wednesday & Thursday		MMA Annual Convention	Bangor Cross Insurance Center
December 2	Friday	10:00 a.m.	Board Meeting	MMA - Augusta

### Member Profile – Continued from Page 2

get any assessing work done at all.

Windham is a large community with 8,400 parcels and over 1,000 personal property accounts. I may not have been interested in this position at all had I not known who the support staff would be. The first thing I did was promote long-time Administrative Assistant Kara Taylor to Assessor’s Assistant. Kara’s been with the department for over 21 years and will be sitting for the exam this summer. We are also lucky to have Appraiser Extraordinaire Joan Hodgdon who has been here for 15 years. Without the experience, accuracy and dedication to service these two bring I couldn’t imagine keeping up with the volume of work.

Kara’s promotion left an opening for an Administrative Assistant. I am happy to announce that Teresa Konczal now works for Windham Assessing. Tess’s name may sound familiar to some as she is the daughter of Robert Konczal, Assessor of Freeport. ▲

**Maineland**  
**CONSULTANTS**

*Maine’s Real Property Experts since 1986*

**(207) 774-6226**

Maineland’s team of eleven appraisers is dedicated to providing our clients with reliable commercial & residential appraisals.

---

David Harrigan, #CG124, Principal  
30 Exchange Street • Portland, ME 04101  
www.mainelandconsultants.com

**Membership Questions?**

Please contact Affiliate Services at:  
**1-800-452-8786**



## MAINE ASSOCIATION OF ASSESSING OFFICERS

### ASSESSOR OF THE YEAR AWARD

#### **The Award**

The Assessor of the Year Award is sponsored annually by the Maine Association of Assessing Officers Association (MAAO) to recognize professional and dedicated service by an Assessor to his/her profession and community.

#### **Nominating Process/Presentation of Award:**

- 1) The selection committee shall be appointed by the MAAO Board of Directors. It may consist of the following:
  - The Chair of the Awards and Scholarship Committee, the Awards and Scholarship Committee members and the MAAO Executive Board members.
  - Immediate past recipient of the Assessor of the Year award.
- 2) The Committee shall solicit nominations from MMA members and affiliates. **Deadline for nominations to be submitted will be July 10, 2016.** Nominations will be submitted on the official MAAO Assessor of the Year Nomination Form.
- 3) The Committee shall not disclose the name of the recipient before the Awards Ceremony.
- 4) The Award will be given during the MAAO Fall Conference Annual meeting in September.

#### **Criteria:**

Nominees for this award shall meet the following criteria:

- 1) Nominee must hold the title of Assessor for his/her municipality, and be a current CMA.
- 2) Nominee provides service and contribution beyond just that of the municipality in which he/she serves by active participation in various Assessing organizations.
- 3) Quality and consistency of work product
- 4) Nominee is recognized as an Assessor who displays characteristics of integrity and leadership.
- 5) Nominee shall have at least three years experience as an Assessor.
- 6) Nominee is not eligible if they have been a previous recipient of the Assessor of the Year Award.

#### **Additional Information**

For additional information, please contact Joan Kiszely at MMA at 1-800-452-8786 or in the Augusta area at 623-8428.



## MAINE ASSOCIATION OF ASSESSING OFFICERS 2016 ASSESSOR OF THE YEAR AWARD NOMINATION

Nominee's Name: \_\_\_\_\_

Municipality: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Nominee's Position: \_\_\_\_\_

Date of Original Certification as an Assessor: \_\_\_\_\_

Date or Year Nominee began work as an Assessor \_\_\_\_\_ (Must have served as an Assessor for at least 3 years)

Please answer questions below and attach additional sheets if necessary.

1. Please provide examples of the Nominee's leadership, service, and contribution to the Assessor's profession. List any participation in or awards given that were associated with any State, New England, or International organizations.
2. Please provide examples of the Nominee's dedication toward the community they serve and describe their efforts to promote the cause of good local government.
3. Please give a brief synopsis on the quality and consistency of work product.

Please attach all supporting documentation (newspaper articles, letters, letters of recommendation, resume, etc.) with this nomination form and submit to:

**MAAO - Assessor of the Year Award**  
C/O Maine Municipal Association  
60 Community Drive  
Augusta, ME 04330.  
Deadline is July 10, 2015.

Nomination submitted by: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_



# ANNUAL NORTHERN MAINE SPRING TRAINING

## DATE & LOCATION

Friday, May 13, 2016  
Northern Maine Development Commission  
Boardroom  
11 West Presque Isle Road  
Caribou, Maine

## TIME

8:30-9:00 am Registration  
9:00 am-Noon Training  
Noon-1:00 pm Lunch  
1:00-4:00 pm Training

## FEES

\$35.00 per person (lunch included)

## REGISTRATION INFORMATION

**Register early/Space is limited (Capacity: 30)**  
To register, please fill out the attached form and mail it with your payment to MAAO, 60 Community Drive, Augusta, ME 04330, or fax your registration to (207) 624-0128. You may also register online at <http://www.memun.org/TrainingResources/WorkshopTraining.aspx>.

## QUESTIONS/CANCELLATIONS

If you have any questions, or wish to cancel, call Educational Services Office at (800) 452-8786 or (207) 623-8428. Notification must be given in writing at least 72 hours before the session begins to obtain a refund (minus \$10.00 processing fee). **ALL** cancellations are subject to a \$10.00 administrative fee for processing. **All cancellations must be in writing.** To cancel, please go to <http://www.memun.org/TrainingResources/WorkshopsTraining/Cancellations.aspx> to complete the online cancellation form.

## STORM POLICY

If there is inclement weather, a decision to postpone will be made by 5:00 pm the day prior to the workshop. MAAO encourages attendees to check the MMA website or call the training hotline at (207) 624-0117 before departing for any MAAO event to ensure that the event schedule has not changed.

## ADA MESSAGE

In order to ensure your complete participation, we would appreciate your informing us of any special requirements you may have due to a disability.

## AGENDA

8:30-9:00 am

Registration

9:00-10:30 am

Voluntary Municipal Farm Support Program (Title 7 § 60)

Farm Tax Law (Title 36 § 1101 – 1121)

Speaker: Jeff Kendall

Chief of Training and Certification  
Maine Revenue Service

10:30 am-Noon

Estates in Real Property and Issues Assessors May Face in Determining the Rights Conveyed by Different Instruments

Speaker:

Francis Bemis, Esq.  
Attorney from the Law Firm of Bemis & Rossignol

Noon-1:00 pm

Lunch (Soup & Sandwich)

Catered by Cindy's Sub Shop

1:00-2:30 pm

BETE: Review, Update and Issues

Speaker:

Steven "Joe" Solley  
Appraiser and BETE Specialist  
Maine Revenue Service

2:30-4:00 pm

Speaker(s): Mike Rogers

Supervisor of Field Services  
Maine Revenue Service

Tony Pirnette

Appraiser and Field Representative  
Maine Revenue Service

Mike will discuss current topics regarding Maine Revenue and assessment administration, any new laws assessors need to be aware of and any new pending legislation that could affect the assessing community.

Tony will join in with issues he sees in the north along with an open round table and questions and answer period.

## SCHOLARSHIP

Scholarship money is available. For information, please visit our website at [www.maineassessors.org](http://www.maineassessors.org).

## Annual Northern Maine Spring Training – Friday, May 13, 2016 in Caribou

Please register the following person(s) from \_\_\_\_\_ for the Annual Northern Maine Spring Training.  
(Municipality/Employer)

MAAO Member (check here if you are member)

FULL NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ TEL.: \_\_\_\_\_ FEE: \$ \_\_\_\_\_

FULL NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ TEL.: \_\_\_\_\_ FEE: \$ \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_ TOTAL AMOUNT: \$ \_\_\_\_\_

Mail registration form to: MAAO, 60 Community Drive, Augusta, ME 04330 Fax form to: (207) 624-0128  
or Register online at: <http://www.memun.org/TrainingResources/WorkshopsTraining.aspx>

**ADA Message:** In order to ensure your complete participation, we would appreciate your informing us of any special requirements you may have due to a disability.

**MAKE CHECKS PAYABLE TO MAAO**

**ATTENTION**

# BOARDS OF ASSESSMENT REVIEW

This Seminar will cover an overview of the Board of Assessment Review (BAR) process, an overview of applicable Maine law, the nuts and bolts of preparing for and conducting a BAR hearing. Sample forms and written decisions will also be discussed.

## WHO SHOULD ATTEND

While this seminar focuses on the responsibilities of the BAR Member, it will also be beneficial to Assessors and other municipal officials who handle assessing questions.

*\*This seminar counts 2 hours towards MITCMA Certification (Legal, Leadership, Financial) and Assessors continuing education hours.*

## SPEAKERS

Sally Daggett, Attorney at Law  
Jensen Baird Gardner & Henry

William Dale, Attorney at Law  
Jensen Baird Gardner & Henry

## DATE/LOCATION

**Augusta – Tuesday, May 24, 2016**

Maine Municipal Association  
60 Community Drive  
Augusta, Maine 04330

**Caribou – Tuesday, May 24, 2016**

(Live Video Conference)  
Northern Maine Development Commission  
11 West Presque Isle Road  
Caribou, Maine 04736

## TIME

### Both locations:

4:00 pm	Registration
4:00 - 4:30 pm	Light Dinner
4:30 - 7:00 pm	Presentations

## FEE

\$50.00 per person – Fee includes a light dinner and presentation materials at both locations.

## REGISTRATION INFORMATION

To register, please fill out the attached registration form and mail it with your payment to MAAO, 60 Community Drive, Augusta, ME 04330, or fax your registration to (207) 624-0128. You may also register online at <http://www.memun.org/TrainingResources/WorkshopsTraining.aspx>.

## QUESTIONS/CANCELLATIONS

If you have any questions, or wish to cancel, call Educational Services Office at (800) 452-8786 or (207) 623-8428. Notification must be given at least 72 hours in writing before the session begins to obtain a refund (minus \$10.00 processing fee). **ALL cancellations are subject to a \$10.00 administrative fee for processing. All cancellations must be in writing.** To cancel, please go to <http://memun.org/TrainingResources/WorkshopsTraining/Cancellations.aspx> to complete the online cancellation form.

## STORM POLICY

If there is inclement weather, a decision to postpone will be made by 5:00 pm the day prior to the workshop. MAAO encourages all registrants to check the MMA website at [www.memun.org](http://www.memun.org) or call the training hotline at (207) 624-0117 before departing for any MAAO sponsored events to ensure that the event schedule has not changed.

## SCHOLARSHIP

Scholarship money is available. For information, please visit our website at [www.maineassessors.org](http://www.maineassessors.org).

## Boards of Assessment Review Workshop

Please register the following person(s) from \_\_\_\_\_ for the Boards of Assessment Review Workshop.  
(Municipality/Employer)

FULL NAME : \_\_\_\_\_ TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ TEL: \_\_\_\_\_ FEE: \$ \_\_\_\_\_

FULL NAME : \_\_\_\_\_ TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ TEL: \_\_\_\_\_ FEE: \$ \_\_\_\_\_

BILLING ADDRESS : \_\_\_\_\_ TOTAL AMOUNT: \$ \_\_\_\_\_

Location: (Circle One) Augusta – Tuesday, May 24, 2016 Caribou – Tuesday, May 24, 2016 (Live Video Conference)

Mail registration form to: MAAO, 60 Community Drive, Augusta, ME 04330 Fax form to: (207) 624-0128

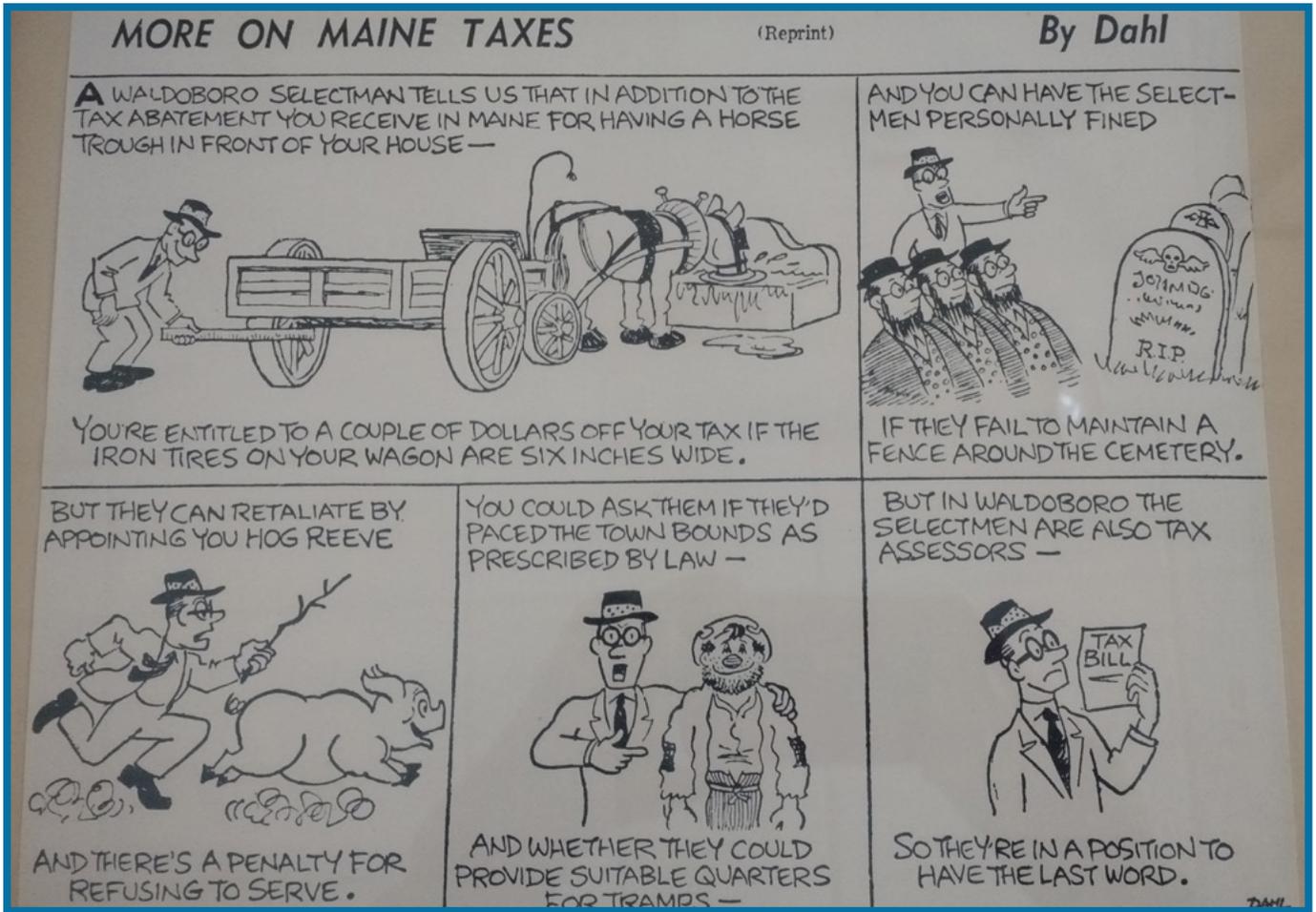
or Register online at: <http://www.memun.org/TrainingResources/WorkshopsTraining.aspx>

**ADA Message:** In order to ensure your complete participation, we would appreciate your informing us of any special requirements you may have due to a disability.

**MAKE CHECKS PAYABLE TO MAAO**



1931 Assessors.



1956 Dahl Cartoon presented to the Board of Selectman in the Town of Waldoboro



## MAAO Scholarship Eligibility Requirements

### Applicants must:

1. Be a current member of MAAO and in good standing.
2. Demonstrate a need for academic and financial assistance.
3. Submit the required application form to be received by the Scholarship Education Committee Chair 60 days prior to the event you plan on using the scholarship for. Applications will not be accepted if not received by the deadline.

### Scholarship Conditions:

1. Scholarship recipients are ineligible to apply for another award for three (3) years. Unless no other applications have been received and/or monies are available. This decision will be left to the discretion of the Board.
2. Must apply timely and on appropriate form to be considered for the present year.
3. Use the scholarship by 12/31 of each year.
4. Shall write a summary stating length of time in assessing field and the financial assistance for the scholarship.
5. Qualifying educational course work is defined as granting a minimum of 16 hours assessment by which a letter or certificate of completion can demonstrate examination success and the assignment of full credit. Continuing Education Units for licensure renewal other than Certified Maine Assessor and Certified Assessing Technician do not meet the scholarship conditions.
6. Successful applicants who subsequently decline the scholarship must reapply for future consideration.
7. Applicants must certify that no other tuition or course materials reimbursements has been awarded, nor will be sought, from any other source (e.g., county, state, local jurisdiction, or other educational or professional body), unless the scholarship does not fully cover the entire amount of the course and will receive the balance.
8. An application must be submitted with an original signature.
9. The name of the school or sponsoring organization must be submitted with the scholarship application.
10. Applicants are limited to one application per calendar year.
11. Only one (1) scholarship to be given to a Municipality every three (3) years. Unless no other applications have been received and/or monies are available. This decision will be left to the discretion of the Board.
12. The MAAO Board reserves the right to reject or accept courses that are acceptable for the scholarship.

Reimbursement will cover only up to the amount of the registration fee(s).

IAAO courses, State related courses, and other related subjects pertaining to the assessment field in general including State, MAAO, NRAAO and IAAO conferences are accepted courses.



## Maine Association of Assessing Officers Application for Scholarship

The decision of awarding the amount and the number of scholarships is made by the MAAO Board of Directors.

**Please print clearly. Application must be submitted 60 days prior to the event you plan on attending.**

**Name:** \_\_\_\_\_

**Municipality:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State and Zip Code:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Location & Course Date:** \_\_\_\_\_

**I certify that the information furnished by me in this application is complete and accurate.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

On a separate sheet of paper, please state in your own words the reasons you believe you qualify to receive a scholarship:

Please return completed application to:  
Maine Association of Assessing Officers  
C/O Maine Municipal Association  
60 Community Drive  
Augusta, ME 04330

If you have any questions regarding the application process contact Joan Kiszely at 1-800-452-8786.

**Note:** Selections will be made based on the application information received, funds available and eligibility. The Chair of the Scholarship Committee will notify all recipients and announce their names in the MAAO newsletter.



# Meets & Bounds

## MAAO APRIL 2016 NEWSLETTER

[www.maineassessors.org](http://www.maineassessors.org)

MEETS & BOUNDS-MAAO  
LOCAL GOVERNMENT CENTER  
60 COMMUNITY DR  
AUGUSTA ME 04330