



**STATE OF MAINE CHAPTER
INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS**

**Executive Board Meeting
June 8, 2023 - 10:00 a.m.
Governor's Restaurant, Lewiston**

MINUTES

Members Present: President Karen Scammon; Vice President Darryl McKenney; Secretary Barbara Brewer; Treasurer Clinton Swett; Past-President Judy Mathiau; Executive Board Members Lauren Asselin, Nick Cloutier, and Joe St. Peter.

Member Absent: Amber Poulin, Brent Martin, and Natalie Andrews

The meeting was called to order at 10:38 a.m. by Vice President Darryl McKenney per request of President Karen Scammon. The late start of the meeting was due to unforeseen street closure at Governor's Restaurant.

Secretary's Report: Judy moved to accept the minutes of the May 11, 2023, meeting as written. Nick seconded. All were in favor. The motion passed.

Treasurer's Report: Clint provided the Treasurer's report which states a current balance of \$16,566.73. Barbara moved to accept the report and Joe seconded. All were in favor. The motion passed. Clint stated that he was on track to establish a budget based on an analysis of current membership and meeting costs. Because of the increased costs associated with membership (website hosting, file sharing, etc.) Clint proposed that we increase the annual dues to \$35 per year effective January 1, 2024, to be certain we can cover all costs with (hopefully) a small buffer for unexpected expenses. Lauren seconded. All in favor. The motion passed.

Standing Committee Reports

- **Education**

- Nick handed out the education schedule for the remainder of 2023. He asked if any of the Board attended MRS Property Tax Institute which was held online the past two days. Lauren and Barbara both participated. Lauren discussed the effectiveness of the instructor, Kevin Hayes, on the topics of Unique and Challenging Homes and How to Assess After a Disaster. Lauren is willing to share the PDFs that accompanied the classes. MRS may post the materials on their website. If so, Joe suggested that we provide a link from the ME Chapter of the IAAO website.
- On June 15th, the CMAAO will meet and discuss Code Enforcement/Assessor Issues. This event will be online through Zoom and free for members.
- From July 31st through August 4th, MRS will host its annual Property Tax School in Belfast. Nick mentioned that MRS notified assessors that a discounted hotel room in Belfast can be booked until June 15th. However, as Joe also noted, the educational sessions schedule has not yet been released so it may not be advisable to book a hotel quite yet. Joe will be presenting a session on

neighborhood analysis on Thursday of that week which will be credited as a Maine Chapter of the IAAO educational event.

- The MAAO Fall Conference will be held again at the Sebasco Harbor Resort this year from September 27th-29th. Nick expects Lisa Hobart and Joel Mosher will be presenting this year as they have in years past. He then mentioned that it may be the last year the MAAO holds its fall conference at this location as the cost has increased with new Resort ownership. He expects that the event will be moved to Sunday River after this year.
- In the Fall, at a date to be determined, the State will sponsor IAAO 600, Principles and Techniques of Cadastral Mapping. Steve Sullivan will be teaching this course.
- Nick then asked the Board for potential November meeting dates and venues. Judy suggested November 9th, which is a Thursday, and the Board concurred. Suggestions for venues included the Augusta Civic Center, the Green Ladle in Lewiston, Southern Maine Community College (SMCC) in South Portland, and the Martindale Country Club in Auburn. Nick will contact these venues and get a rough estimate of their capacity and cost.
- Nick mentioned that Peter Osborne, Director of Educational Services at the University of Maine in Augusta, reached out to Travis Roy to see if he would be interested in participating in a video interview to be presented to students interested in pursuing a career in municipal government. Because Travis does not have time to participate, he recommended that Mr. Osborne reach out to Nick. Nick is willing to participate but he would like another assessor to participate as well to provide students with another point of view. Several members of the Board suggested that Amber would be a good candidate. Nick will reach out to her as she is unable to attend this meeting.
- Thinking of other ways to promote the assessing field as a desirable career path, Nick inquired if Board members would be willing to host a job shadow. Several members expressed their availability.
- Lastly, Judy recommended that we ask Matt Sturgis if he would be willing to speak at our annual meeting to discuss the challenges of city and town managers and the relationship between managers and assessors. Nick will ask Matt if he is willing.
- **Legislative**
 - Karen presented a list of bills that were carried over by the Taxation Committee. She briefly discussed six highlighted bills that pertained to a variety of tax issues, such as taxing solar arrays under 5 megawatts (LD1153) and amending the Property Tax Stabilization for Senior Citizens Law (LD 1335).
- **Membership**
 - Barbara will update the membership application to reflect the increased membership fee. She also proposed other minor changes (such as removing the line for educational topics, since that question also appears on the educational events' surveys) and the Board concurred. The revised application will be presented to the Board for final review.

- **Audit**
 - Nothing to report.
- **Nominating**
 - Nothing to report.
- **Communications**
 - **ME Chapter Purpose Statement(s) Review Edits.** Joe has reconsidered his thoughts on editing the Maine Chapter purpose statement and now thinks that the statement should be expanded to make it more accurate, clear, appealing, and useful. He will bring his ideas to an upcoming Board meeting.
 - Regarding the June newsletter, Joe has three articles to include along with some job posting announcements. Hopefully, he will soon be able to add photos, puzzles, President's remarks, and information on the new Ledew scholarship.
- **IAAO**
 - Nothing to report.

Sub-Committee Reports

- **History**
 - Darryl circulated a farm equipment catalogue produced by C. H. Dana Co (of Hyde Park, Vermont) in 1961 along with a vintage black and white poster of how to clean your refrigerator to demonstrate how times have changed.
- **Nominating**
 - Nothing to report.

Old Business

- **MMA Convention**
 - Karen provided copies of the 2023 MMA Convention Affiliate Program Reservation Form which was just made available this past week. The deadline for returning the form is June 15th. Though Amber confirmed that the CMAAO would be willing to share space/time with the ME Chapter, there doesn't appear to be enough time for us to prepare an educational topic before June 15th. Additionally, there are no costs listed on the application. Clint suggested that we participate next year so that we have more time to prepare. Karen agreed and suggested that we pass on participating this year. The Board concurred.
- **Advanced Certification Scholarship**
 - Judy provided a draft of the David P. Ledew Advanced Scholarship Application. Several suggestions for edits were made, such as adding a section on "terms" and attaching the Property Tax Division List of "Courses Approved for Advanced Assessor Training/Education". Judy will revise the draft and provide edits for the Board's review.

New Business

- **IAAO VP Candidate Healey Endorsement**

Bill Healey has asked the Board to support his candidacy for Vice President of the IAAO. The maximum dollar amount he could accept would be \$500. The Board discussed their support for Bill but questioned the Board's authority to approve a monetary donation from Chapter funds. Judy moved that the Board approve a \$250 donation to Bill's campaign contingent upon verification that such a donation is within the Board's discretion and permissible in accordance with the Chapter's by-laws. Joe seconded the motion. All were in favor. The motion passed.

The next meeting is scheduled for July 13th at 10:00 a.m. Judy will host the meeting at her house and will provide directions and what to bring via email. She will extend her meeting invitation to Kyle, Bill, Kerry, Julie, and Wade.

Lastly, Joe gave a brief update on the status of the Board's request for file sharing through Google. Because Google is slow to approve the Board as a non-profit, we do not yet have the capabilities to share files quite yet. If file sharing is needed in the meantime, Joe does have file sharing capabilities through SharePoint.

Nick moved to adjourn the meeting at 12:05 p.m. and Darryl seconded. All were in favor. The motion passed and the Board adjourned.

Respectfully submitted,

Barbara Brewer, Secretary