

MEETING MINUTES

BOARD OF ASSESSORS MEETING

Date: April 28, 2026
Time: 3:30 PM
Meeting called to order by: Rodney Varney, 1st Assessor

In attendance

Board Members: Rodney Varney, Joanne Taylor, Lisa Kinsman

Staff: Ethna L. Thompson, BOA Secretary

Public: None

ABSENT

None

Open Meeting

The meeting was called to order at 3:30 PM by First Assessor Varney.

Public Comment

No public comment.

Approve Minutes

The minutes of the April 7, 2026 Regular Meeting were approved by motion of Assessor Kinsman and second by Assessor Taylor.

Continuing Business

Funding Formula – Final Review

Assessor Kinsman distributed copies of the finalized funding formula review data and provided a brief overview of the methodology and the impact of incorporating updated data sets.

Two items were identified as requiring further clarification:

- Determination of prior year credits
- Distinction between year-round/seasonal population figures within unorganized territories

Assessor Kinsman indicated she is prepared to provide a more detailed review at the upcoming quarterly meeting.

LUPC Building Permit Report

The Clerk reported that no new permits had been issued since the last meeting.

New Business

Warrants

The Board reviewed and signed the warrants for disbursement in accordance with standard practice.

MMA Risk Management Services – Workers' Compensation Proposal

The Clerk reported that participation in MMA Risk Management Services would result in an estimated savings of approximately \$578.00 for workers' compensation coverage.

Motion by Assessor Kinsman, second by Assessor Taylor, to authorize First Assessor Varney to execute the agreement with MMA Risk Management Services.

The Clerk will transmit the executed agreement to MMA and provide notice to the current carrier following the meeting in advance of the May 1 renewal date.

Set Annual Town Meeting Date

The Clerk outlined considerations for adjusting the Annual Town Meeting date, distinguishing between a short-term scheduling adjustment and potential long-term changes to meeting format.

Discussion included prior efforts to improve attendance and accessibility.

Motion by Assessor Kinsman, second by Assessor Varney, to set the 2026 Annual Town Meeting date for June 13, 2026 at 10:00 AM, adjusted from the previously anticipated June 20 date due to a scheduling conflict.

Quarterly Meeting Agenda Items

The Board discussed the upcoming regional quarterly meeting currently scheduled by the Town of Rangeley for May 11, 2026 at 6:00 PM.

The Board indicated that the proposed date is not feasible and directed the Clerk to communicate this and request consideration of an alternate date.

Proposed agenda items included:

- Regional funding formula
- Animal control service coordination

Motion by Assessor Taylor, second by Assessor Kinsman, to authorize the Clerk to obtain cost information for a potential outdoor kennel and doghouse setup to address local animal control service needs.

Other Business

MMA Legislative Policy Committee

The Clerk expressed interest in continuing service on the Maine Municipal Association Legislative Policy Committee for the 2026–2028 term.

Motion by Assessor Kinsman, second by Assessor Varney, to support the Clerk's continued participation. First Assessor Varney will execute the nomination.

Office Sign Update

Assessor Taylor inquired about the new office sign and anticipated timeline. The Clerk reported that the project is included in the upcoming budget and planned for the next fiscal year. The vendor has confirmed that current pricing will be honored.

Transfer Station – Resource Recovery Barn

Assessor Taylor requested an update on the Resource Recovery Barn project at the Transfer Station. Assessor Varney reported that multiple contractors have been contacted to obtain site work estimates, which are forthcoming. Site work will be confirmed prior to proceeding with ordering the structure.

Employee Evaluation Process

Assessor Kinsman distributed updated employee evaluation forms and will provide the Clerk with a self-evaluation form in preparation for the annual review, consistent with the May 20 hire date.

Calendar

- May 4, 2026 – Joint BOA/Budget Committee Meeting, 1:00 PM
- May 5, 2026 – Regular BOA Meeting, 3:30 PM
- May 5, 2026 – RSU 78 Budget Meeting, 6:00 PM
- Quarterly Meeting – To be rescheduled

Adjournment

The meeting was adjourned at 4:55 PM.

Respectfully submitted,

Ethna L. Thompson, Clerk

These minutes are a summary of the meeting and not a verbatim transcript.