# MEETING MINUTES- REGIONAL QUARTERLY

BOARD OF ASSESSORS MEETING

| | |
|---|---|
| Date: | September 8, 2026 |
| Time: | 6:30 PM |
| Meeting Hosted by: | Town of Rangeley |
| Location: | Rangeley Town Office, 15 School Street |

**1. Call Meeting to Order**

The Rangeley Region Quarterly Meeting was called to order at 6:30 PM, by Town of Rangeley Board of Selectman Chair, Ethan Shaffer

**2. Introductions / Attendance**

**Dallas Plantation:** Assessors Linda Jones, Linda Casper, and Sarita Noonkester.

**Sandy River Plantation:** Assessors Rodney Varney, Joanne Taylor, and Erin Johnson; Ethna L. Thompson, Board of Assessors Secretary.

**Town of Rangeley:** Ethna Shaffer, Sam White, Shelly Lowell, and Leeanna Wilbur; Town Manager Joe Roach and Deputy Clerk Carina White.

**Oxford County:** Tony Carter.

**Public:** Lisa Kinsman and Mark Beauregard.

The official attendance/sign-in sheet is maintained with the meeting record by the host municipality, the Town of Rangeley.

**3. Funding Formula Update / Financial Discussion – Unorganized Territories**

Lisa Kinsman provided an overview of her review of the regional funding formula and distributed two color-coded Excel reports and a two-page memorandum summarizing her analysis. The materials compared data used in the regional funding formula and illustrated concerns regarding the consistency and controls associated with the underlying data and the resulting impact on participating communities. The analysis also identified potential next steps, including review of applicable prior-year adjustments and establishment of a multi-community group to conduct an annual review of the formula and supporting data. Discussion focused on the three data sets currently used in the formula—population, housing, and state valuation—and establishing consistent, current sources for each.

The current formula utilizes three data sets: **population, housing, and state valuation**. Population and housing figures have historically relied upon Census data, most recently 2020 Census information.

Sandy River Plantation's Board of Assessors Secretary advocated for establishing, as an outcome of the meeting, the three data sets to be used in the formula and a consistent source for each. Town

Manager Joe Roach expressed support for continuing to use Census Bureau information, for population and housing growth.

Following discussion, the group reached consensus to retain the existing three data categories, with the following sources to be used going forward:

- **Population:** U.S. Census Bureau data, updated using annual Census Bureau population estimates.
- **Housing:** Municipal property records generated through TRIO or comparable municipal/county assessing software, using consistent property coding and reporting criteria.
- **State Valuation:** State valuation figures.

It was noted that the participating municipalities have access to TRIO or comparable municipal data for determining housing numbers, while county representatives will require coordination for the unorganized territories.

Oxford County indicated that updated figures would be needed by the end of October for its budget process. Oxford County also identified Richardson and Township C as two unorganized territories that appear to be included within Rangeley's current calculation and indicated that they will need to be removed from the applicable calculation.

The group agreed to establish a subcommittee to review the funding formula and assessed amounts annually. Initial representatives identified were:

**Town of Rangeley:** Leeanna Wilbur
**Dallas Plantation:** Linda Jones
**Sandy River Plantation:** Erin Johnson
**Oxford County:** Tony Carter

Representation from Rangeley Plantation and Franklin County remains to be identified. Linda Jones offered to coordinate with the participating communities and agencies to schedule the subcommittee's first meeting.

**4. Announcements**

The participating boards acknowledged recently elected members, including Sarita Noonkester in Dallas Plantation, Erin Johnson in Sandy River Plantation, and Leeanna Wilbur and Shelly Lowell in the Town of Rangeley.

**5. Other Business**

Town Manager Joe Roach distributed communication from Rangeley Fire Chief Bacon regarding, minimum training requirements and a tabletop exercise planned for January.

Assessor Varney reiterated his interest in having the Fire Chief attend a regional meeting and noted that the Chief has been invited to attend on multiple occasions. Assessor Varney also discussed Sandy River Plantation's financial contribution toward regional fire services and expressed his expectation that the participating communities receive an appropriate portion of the Fire Chief's time for regional public safety and emergency management matters.

**6. Schedule Next Meeting**

The next Rangeley Region Quarterly Meeting was scheduled for **January 26, 2027, at 6:00 PM in Dallas Plantation**.

**7. Adjourn**

The meeting adjourned at 7:30 PM.

**Respectfully submitted,**
Ethna L. Thompson, Clerk

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