

## MUNICIPAL OFFICERS MEETING MINUTES

January 22, 2026  
6:30 PM  
9:12 PM

Eric Durgin  
Cory Hale  
Paul Henninger

Executive Session 6:30 PM – The Board entered an executive session, pursuant to 1 M.R.S. § 405(6)(E), to consult with the Town Attorney regarding the Board’s legal rights and duties in connection with a property tax abatement request based on hardship or poverty.

Executive Session Ended

Executive Session Ended – The Board approved the Chairman of the Board to solely sign the decision letter to the requestee.

Executive Session 7:00 PM – The Board entered an executive session, pursuant to M.R.S. § 405(6)(F) and 36 M.R.S. § 841 (2)(E), to conduct a hearing in connection with an application for property tax abatement based on hardship or poverty.

Executive Session Ended – The Board approved to accept the abatement for hardship for 2024 and 2025.

The meeting was called to order at 7:15 PM with all Municipal Officers present.

Patty Barber, Bob and Hannah from Atlantic Valuation Services were also present for a portion of the meeting.

The board opened the meeting with the Pledge of Allegiance.

Board approved the minutes from January 8, 2026.

The Board approved the warrants from 1/15/2026 and 1/22/2026.

Meeting Dates for February and March discuss April – The Board set the following dates for the Municipal Officers meeting: 2/5, 2/19, 3/5, 3/19 and 4/2. The remaining dates will be set later.

**Reval** – Cost File Atlantic Valuation Service – Bob and Hannah presented to the Board the bid proposal for the cost file update and re-evaluation. Hannah presented a sales analysis to the Board. This showed the Town’s assessment sales ratio is under 80% and its quality rating is poor. The cost file update would bring the sales ratio up to at least 90% so that 100% can be used for exemptions and a full evaluation be carried out. The cost files update is \$9,850.00. Bob requested that if the cost files were done then the understanding is that a re-evaluation will also take place afterwards. The cost of the re-evaluation is \$189,800.00. Bob suggested this be broken over a two-year period. The Board informed Bob & Hannah that it is up to the legislative body to vote on this at the town meeting.

Election Training Feb 4<sup>th</sup> & 5<sup>th</sup> office open late at 12:30 – Marylou informed the Board that the office will have a delayed opening on February 4<sup>th</sup> & 5<sup>th</sup> due to Town Meeting & Election training. The office will be opening at 12:30 on both of those days.

Trio Web Training 2/24 opening at 10 – Marylou informed the Board that we are having a Trio Web training session on February 24<sup>th</sup>. The office will be opening at 10:00 am. The go live date will be one month later. The office is moving from Trio Sequel to Trio Web software.

**Repeal TAP Policy** from 2022 outdated due to State Statute – The Board approved to repeal the current TAP policy from 2022 since it is outdated.

NE Sand – Dana has indicated that they are getting low on sand. The Board agreed to inform Dana that he can fill up at Ken’s pile as needed. The Board also approved that if more sand is needed then we can inquire on more at that time.

Quote on Installing Service Disconnect for Generator \$1366 – True North advised that there should be a service disconnect for the generator. The total would be \$1366. The Board agreed to table this for now. Cory will call Steve at True North and talk over exactly what is needed.

Budget Review – Marylou provided the Board with the updated budget sheets from the last workshop for review. The Board discussed the need to review the permit fee schedule for any updates needed. The Board asked for the permit fee schedules to be pulled for Cornish, Baldwin, Parsonsfield and Porter to compare.

Meeting adjourned 9:12 PM

Respectfully Submitted,

Lisa Fox