

## **FINANCE COMMITTEE AGENDA**

**Monday, October 20, 2014 at 5:15PM**

### **1. Consent Agenda**

- a. Resolve 14-318, Appropriating \$443,063 and \$24,615 in Federal and State Airport Improvement Plan Grant Funds (AIP #65) – Public Address System

### **2. Bids/Purchasing**

- a. Roof Repair – Parks & Recreation – GR Roofing – \$48,595
- b. Main Street Resurfacing – Engineering – B & B Paving - \$428,612.00

### **3. Employee Innovation**

### **4. Update from City Assessor**



## MEMORANDUM

To: Finance Committee

From: Tony Caruso, Airport Director

CC: Cathy Conlow, City Manager  
Debbie Cyr, Finance Director  
Robbie Beaton, Director of Airport Operations

Re: Accept and appropriate FAA AIP Grant # 65 for the replacement of the airport terminal public address system

Date: October 6, 2014

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The airport is requesting authorization to accept and appropriate a grant in the amount of \$443,063 from the Federal Aviation Administration and \$24,615 from the Maine Department of Transportation under the Airport Improvement Plan (AIP) program, grant # 65 for the replacement of the airport terminal public address (PA) system in the terminals at Bangor International Airport (BGR). The current PA system is the original system installed when the terminal was built. This system is very unstable and has caused several disruptions. This current PA system has reached the end of its useful life and must be replaced. Airports are required, per Federal regulations, to make periodic and consistent messages. This includes both audio and for the hearing impaired.

This project is included in BGR's FAA approved 5-year Capital Improvement Plan (CIP). This grant will fund 90% of the project with the additional 5% coming from the State and 5% coming from the airport. The Airport respectfully submits this request for Finance Committee review and recommends approval.

**COUNCIL ACTION**

**Item No. 14-318**

**Date: October 15, 2014**

**Item/Subject:** Resolve, Accepting and appropriating a grant in the amount of \$443,063 from the Federal Aviation Administration and \$24,615 from the Maine Department of Transportation under the Airport Improvement Plan (AIP) program, grant # 65.

**Responsible Department:** Airport

**Commentary:** This resolve will accept and appropriate a grant in the amount of \$443,063 from the Federal Aviation Administration and \$24,615 from the Maine Department of Transportation under the Airport Improvement Plan (AIP) program, grant # 65 for the replacement of the airport terminal public address (PA) system. The current PA system is the original system installed when the terminal was built. This system is very unstable and has caused several disruptions. Airports are required, per Federal regulations, to make periodic and consistent messages.

This project is included in BGR's FAA approved 5-year Capital Improvement Plan (CIP). This grant will fund 90% of the project with the additional 5% coming from the State and 5% coming from the airport.

Tony Caruso  
**Department Head**

**Manager's Comments:**

Ceeth M. Collier  
City Manager

**Associated Information: Resolve**

**Budget Approval:**

William J.  
Finance Director

**Legal Approval:**

[Signature]  
City Solicitor

Introduced for

     **Passage**

  X   **First Reading**

  X   **Referral** to OCT 20, 2014 Finance Committee meeting.



Assigned to Councilor Durgin

## CITY OF BANGOR

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**(TITLE)** Resolve, Accepting and appropriating a grant in the amount of \$443,063 from the Federal Aviation Administration and \$24,615 from the Maine Department of Transportation under the Airport Improvement Plan (AIP) program, grant # 65.

WHEREAS, The City's applications to the Federal Aviation Administration and the Maine Department of Transportation for Airport Improvement Project grant funds for this project at Bangor International Airport have been accepted, and the Federal Aviation Administration and the State of Maine have agreed to provide the funding; and

WHEREAS, This project is included in the airports FAA approved five-year Capital Improvement Plan (CIP); and

WHEREAS, Federal funds will cover 90% of the cost of the project with an additional 5.0% coming from the State of Maine and 5.0% from the Airport.

*BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BANGOR, THAT*

the City Manager is hereby authorized to accept the grants from the Federal Aviation Administration and the Maine Department of Transportation in the amount of \$467,678 under the Airport Improvement Plan (AIP) program, grant # 65 for the replacement of the airport terminal public address (PA) system in the terminals at Bangor International Airport (BGR).; and

BE IT FURTHER RESOLVED THAT

There is hereby appropriated within the Airport Fund the amount of \$467,678 recognizing this federal grant fund to be used for this project. The City Finance Director is hereby authorized to place this amount within the appropriate accounts.



**CITY OF BANGOR**  
**AWARD RECOMMENDATION**

**BID ITEM(S):** Roof Repair – Armory

**DEPARTMENT:** Parks & Recreation

**BUDGET REFERENCE:**  
**Requisition No.:** \_\_\_\_\_ **Account Number:** 7514-91003250

**Budgeted Amount:** \$40,000 **Available Balance:** \$ 40,000

**Total Amount of Award Recommended:** \$ 48,595

**Vendors Recommended:** GR Roofing

**Bid Opening Date:** 10/08/2014

**Past Experience with Vendor:** X Excellent    Good    Fair    Poor    No Prior Experience  
**If no experience, references checked or other method of vendor reliability established**   .

**OTHER COMMENTS:** Staff recommendation is to award the contract for roof repair to GR Roofing in the amount of \$48,595. The lowest bid was for an alternate spray over product, which is not a recommended solution for this location. Additionally, the vendor is not yet certified to install the product. As the bid from GR Roofing was in excess of available funds, certain items were negotiated out of the submitted bid such as waiving the bond in lieu of single payment and elimination of the extra vapor barrier. Due to the age of the building and its leaking issues, there is a possibility that there may need to be some deck replaced, but this won't be known until the old roofing is removed. The additional funds for this project are available from the savings realized in the Broadway Park project (\$11,184).

\_\_\_\_\_  
**Finance Director**

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**APPROVALS**  
**CITY COUNCIL FINANCE COMMITTEE:**

\_\_\_\_\_

\_\_\_\_\_

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

City of Bangor Bid Tabulation  
 Bid: Roof Repair - Parks & Recreation  
 Bid Opening: 10/8/14

			<b>Elite Roofing Richmond, ME</b>	<b>Roof Systems of Maine Bangor, ME</b>
<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Total Price</b>	<b>Total Price</b>
1	Roof Repair-Parks & Rec.	1	\$66,400.00	\$56,980.00
		<b>Total Bid Price:</b>	<b>\$66,400.00</b>	<b>\$56,980.00</b>

			<b>Hannel Bros. Co. Lewiston, ME</b>	<b>GR Roofing Co., Inc. Brewer, ME</b>
<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Total Price</b>	<b>Total Price</b>
1	Roof Repair-Parks & Rec.	1	\$58,565.00	\$53,095.00
		<b>Total Bid Price:</b>	<b>\$58,565.00</b>	<b>\$53,095.00</b>

			<b>Kevin W. Smith &amp; Son, Inc. Gorham, ME</b>	<b>Gates Construction Inc. Eddington, ME</b>
<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Total Price</b>	<b>Total Price</b>
1	Roof Repair-Parks & Rec.	1	\$60,000.00	\$28,115.25
		<b>Total Bid Price:</b>	<b>\$60,000.00</b>	<b>\$28,115.25</b>



**CITY OF BANGOR**  
**AWARD RECOMMENDATION**

**BID ITEM(S):** Main Street Resurfacing

**DEPARTMENT:** Engineering

**BUDGET REFERENCE:** 7634-91008700

**Requisition No.:** \_\_\_\_\_ **Account Number:** 7640-91008700

**Budgeted Amount:** \$305,555 **Available Balance:** \$305,555  
**Budgeted Amount:** \$480,000 **Available Balance:** \$480,000

**Total Amount of Award Recommended:** \$ 428,612

**Vendors Recommended:** B & B Paving

**Bid Opening Date:** 10/15/2014

**Past Experience with Vendor:** X Excellent    Good    Fair    Poor    No Prior Experience  
If no experience, references checked or other method of vendor reliability established   .

**OTHER COMMENTS:** This is a federally funded project, as such 90% of the funding will be federal, 10% will be local, which was funded by the Downtown TIF.

Therefore, staff recommendation is to award the contract in the amount of \$428,612 to B & B Paving, the low bidder. As this contract exceeds \$100,000 it will require full Council approval.

\_\_\_\_\_  
**Finance Director**

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**APPROVALS**  
**CITY COUNCIL FINANCE COMMITTEE:**

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

City of Bangor Bid Tabulation  
RFP: Main Street Resurfacing Project  
Bid Opening: 10-15-14

Item	Description	Qty.	Unit	Pike Industries, Inc. Fairfield, ME		Lane Construction Bangor, ME		B & B Paving Hermon, ME	
				Unit	Total	Unit	Total	Unit	Total
				Price	Price	Price	Price	Price	Price
1	202.202 Removing Pavement Surface	26,300	SY	\$3.50	\$92,050.00	\$3.20	\$84,160.00	\$2.25	\$59,175.00
2	202.203 Removing Pavement - Butt Joint	55	SY	\$20.00	\$1,100.00	\$13.00	\$715.00	\$12.00	\$660.00
3	203.20 Common Excavation	10	CY	\$80.00	\$800.00	\$60.00	\$600.00	\$9.50	\$95.00
4	403.208 1/2" (12.5 mm) Hot Mix Asphalt	3,194	TON	\$105.00	\$335,370.00	\$97.30	\$310,776.20	\$92.00	\$293,848.00
5	403.209 3/8" (9.5 mm) Hot Mix Asphalt (Sidewalks, Drives, Incidentals)	40	TON	\$225.00	\$9,000.00	\$195.00	\$7,800.00	\$140.00	\$5,600.00
6	403.211 Hot Mix Asphalt Leveling Coarse	50	TON	\$165.00	\$8,250.00	\$125.00	\$6,250.00	\$180.00	\$9,000.00
7	409.15 Bituminous Tack Coat, Applied	1,308	GAL	\$8.00	\$10,464.00	\$7.65	\$10,006.20	\$7.50	\$9,810.00
8	604.18 Adjusting CB to Grade	8	EA	\$500.00	\$4,000.00	\$825.00	\$6,600.00	\$850.00	\$6,800.00
9	609.38 Vert. Granite Curb-Remove & Reset	125	LF	\$75.00	\$9,375.00	\$43.00	\$5,375.00	\$55.00	\$6,875.00
10	627.711 4" White or Yellow Pavement Marking Line	17,850	LF	\$0.35	\$6,247.50	\$0.40	\$7,140.00	\$0.30	\$5,355.00
11	627.75 White or Yellow Pavement & Curb Marking	4,700	SF	\$2.50	\$11,750.00	\$2.00	\$9,400.00	\$1.52	\$7,144.00
12	629.05 Hand Labor	10	MH	\$55.00	\$550.00	\$52.00	\$520.00	\$25.00	\$250.00
13	631.12 All Purpose Excavator	10	MH	\$195.00	\$1,950.00	\$130.00	\$1,300.00	\$180.00	\$1,800.00
14	631.172 Truck - Large	10	MH	\$125.00	\$1,250.00	\$95.00	\$950.00	\$90.00	\$900.00
15	652.36 Maintenance of Traffic	1	LS	\$115,000.00	\$115,000.00	\$36,500.00	\$36,500.00	\$3,800.00	\$3,800.00
16	652.38 Flagger	500	MH	\$25.00	\$12,500.00	\$22.00	\$11,000.00	\$25.00	\$12,500.00
17	659.10 Mobilization (Not to Exceed 3%)	1	LS	\$18,500.00	\$18,500.00	\$14,000.00	\$14,000.00	\$5,000.00	\$5,000.00
<b>Total Bid Amount</b>					<b>\$638,156.50</b>		<b>\$513,092.40</b>		<b>\$428,612.00</b>

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INTEROFFICE MEMORANDUM

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**TO:** FINANCE COMMITTEE  
**FROM:** CATHERINE CONLOW, CITY MANAGER  
**SUBJECT:** EMPLOYEE INNOVATION  
**DATE:** OCTOBER 2, 2014

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At a Finance Committee meeting in August, Frank Carr came forward with the suggestion of creating an Employee Innovation Recognition program. In researching the issue, the City established such a committee by administrative policy in 1996. (Attached)

In an email to me Mr. Carr suggested the following:

1. Do not offer monetary compensation for accepted suggestions. Recognition is much more effective.
2. Have a group of dept. heads pre-screen the suggestions so that you or your designee don't have to weed out some of the suggestions.
3. Every suggestion has to be either used or forwarded back to the employee with a reason why the suggestion could not be used. This is very important so that the employee will not feel discouraged.
4. All department heads must understand that these suggestions are not intended to indicate that are not managing well, but the program allows the employees to feel like they are an important part of their department.

For the most part, the 1996 policy is similar to the suggestions made by Mr. Carr with the exception of point 1, which suggests that the monetary compensation not be offered. My understanding is that this committee has not met in years and I would speculate that it may have been discontinued because of monetary reasons, although I have not found any specific knowledge on the implementation.

Should we want to go forward, the compensation part would need to be modified to fit with Mr. Carr's suggestion.

EMPLOYEE INNOVATION AND SERVICE RECOGNITION  
AWARD PROGRAM

1.0 PURPOSE

The purpose of the Employee Innovation and Service Recognition Award Program is to involve City employees in actively seeking improvements which can be made in City operations and to acknowledge the efforts of individual employees and groups of employees who have provided exemplary service to our citizens. This program is designed to recognize employees for ideas or performance which has or will result in cost reductions, enhanced revenues, improved service levels, or enhanced public service efforts.

2.0 PROCEDURE

- 2.1. In order to be considered for an award under this program, the employee, fellow employees, and/or an employee's supervisor must complete an employee innovation and service recognition award form and forward it to the City Manager's Office. Forms will be made available at all established City work locations.
- 2.2. Completed forms may be mailed directly to the City Manager's Office. If initiated directly by an employee, the employee has the option of requesting his or her director/division head to review the form and complete their evaluation of it prior to forwarding it.
- 2.3. If the form is received directly from an employee without the director/division head evaluation completed, the City Manager shall forward the form, without the employee's name, to the director/division head for review and comment. If appropriate, the director/division head shall also compute the direct savings to be realized from the suggestion or performance.
- 2.4. Once completed, the form shall be presented, again without the employee's name, to the Employee Innovation and Service Recognition Committee.

3.0 EMPLOYEE INNOVATION AND SERVICE RECOGNITION COMMITTEE

- 3.1. An Employee Innovation and Service Recognition Award Committee shall be appointed by the City Manager and shall be composed of the following members: the City Manager or designee, a Department Director, a Division Head, and at least three employees representing different departments.
- 3.2. The Committee shall meet as required to review award nominations and to consider whether to recommend the award of recognition. Any committee member from the same department from which an innovation has originated or for which a service recognition award is under consideration shall abstain from participating in discussion of that item.
- 3.3. The Committee shall also be charged with developing systems and programs to increase the level of recognition provided to employees for their performance and service.

#### 4.0 INNOVATION AWARDS

- 4.1. To be eligible for an Innovation Award, the idea or performance must:
- 4.1.1. Be an original idea which has not previously been discussed or approved, or be an idea which has previously been rejected but which, due to changed circumstances, should now be considered;
  - 4.1.2. Be implemented and in place or be capable of implementation within a reasonable period of time and within existing or available resources;
  - 4.1.3. Be over and above the normal duties and responsibilities of the position held by the responsible individual;
  - 4.1.4. Meet one or more of the following objectives:
    - a) Result in cost reductions to the City;
    - b) Improve service levels without increasing costs;
    - c) Improve employee or public work site safety;
    - d) Improve service to the public.

#### 5.0 SERVICE RECOGNITION AWARDS

- 5.1. To be eligible for recognition, the service provided must:
- 5.1.1. Be an exceptional instance of individual or group effort in going above or beyond the normal standards of service to a citizen or group of citizens or, in the case of internal service departments, to our own employees;
  - 5.1.2. Be a program or a longer term effort which is designed or operated in such a way as to provide consistently exceptional service to our citizens; or
  - 5.1.3. Be an idea or implemented change which brings about a significant improvement in a service which is regularly provided to the public or our own employees.

#### 6.0 AWARDS

- 6.1. The Employee Innovation and Service Recognition Committee may give or recommend awards as follows:
- 6.1.1. For innovations or performance resulting in direct savings or increased revenues, 20% of the annual or one-time savings or increased revenues up to a maximum of \$1,000 per innovation.
  - 6.1.2. For innovation, performance, or service eligible in other categories, a range of awards beginning with letters of commendation and increasing to cash awards of up to \$100 per innovation or service.

6.1.3. All cash awards must be approved by the appropriate City Council Committee.

7.0 GENERAL

- 7.1. Executive Staff, including Department Directors and Division Heads, is eligible for non-cash awards only.
- 7.2. Supervisors and Department Directors are urged to nominate employees for awards based on ideas the employees have developed and/or implemented and exceptional service which they have provided.
- 7.3. Examples of ideas which may be eligible for a cash award include: one-time savings on projects resulting from ideas of an individual employee or group of employees; savings resulting from improved work processes; equipment modifications; the identification of new vendors or products; and other ideas which reduce operating costs or improve revenues.

July 3, 1996

## MEMORANDUM

TO: Members of the Finance Committee  
CC: Catherine Conlow, City Manager and Debbie Cyr, Finance Director  
FROM: Benjamin F. Birch, Jr., City Assessor  
DATE: August 15, 2014

### **RE: Assessor's Update as of August 15, 2014**

Thank you for the opportunity to provide this assessment update. Since our last meeting on June 16, 2014 and my memo dated June 6, 2014, several key tasks have been completed. This update will review the key tasks and present an update of the total city valuation.

Finalized:

- ❖ FY15 Tax Commitment
- ❖ FY15 Power-Point Presentation
- ❖ FY15 Commitment Report
- ❖ FY15 TIF Report
- ❖ Assessing Service Contracts with the Towns of Veazie, Orrington and Hermon

The FY2014 Tax Commitment was finalized on July 8, 2014. The total taxable Real Estate Valuation is \$2,322,253,300. The total taxable Personal Property Valuation is \$239,021,300. The total taxable valuation is \$2,561,274,600. The total of all Homestead Exempt Valuation is \$51,753,000. The net to be raised by local property tax rate is \$57,118,679.00. Additional information on the commitment is included in the FY2015 Commitment Report dated July 08, 2014. Encl

The FY15 Power Point Presentation has been aired on the public access channel between other meetings being aired. The presentation is also on the City's Web Site as of July 11, 2014.

The City of Bangor FY2015 Commitment Report, dated July 08, 2014, is an assemblage of information to help familiarize the various reports and forms for which we are responsible. The information provides current data on the City for FY15. Encl

The Municipal Valuation Return (MVR) was submitted to the Maine Revenue Services on July 23, 2014. This report is also included in the City of Bangor FY2015 Commitment Report pages 26 – 34.

The assessor's Annual TIF Report has also been updated for FY2015. The master TIF report is on file in the Assessor office. A short version, Tax Increment Financing District Summary Fiscal Year 2015, showing assessments as of April 1, 2014, is also enclosed. This report is an assemblage of property valuations for the Real Estate and Personal Property accounts in Bangor that have Tax Increment Financing Agreements, Credit Enhancement Agreements or Developer Agreements. This report is used by Bangor's Finance Director, Debbie Cry, for budgetary reporting and Grant proposals.

## Other Topics:

### **A. Maine Real Estate Information Systems, Inc.**

- SOUTH PORTLAND (April 22, 2014) – DOUBLE-DIGIT REAL ESTATE GAINS STATEWIDE IN MAINE SALES UP 12.63 PERCENT IN MARCH
- SOUTH PORTLAND (May 22-2014) – APRIL HOMESALES UP 8.32 PERCENT IN MAINE
- SOUTH PORTLAND (June 23,2014) – MAINE HOME SALES INCREASED 7.25 PERCENT IN MAY
- SOUTH PORTLAND (July 22, 2014) – MAINE HOME SALES INCREASE 14.02 PERCENT IN JUNE

### **B. Maine Revenue Services Property Tax Division – Preliminary 2015 State Valuation**

- PTF303 (Rev 11/13)
- PTF304.4 (Rev 11/13)
- PTF303.2 (Rev 11/13)
- Business Equipment Tax Exempt Audit

“A”

**Maine Real Estate Information Systems Inc.**

FOR IMMEDIATE RELEASE

CONTACTS: LISTED BELOW

## **DOUBLE-DIGIT REAL ESTATE GAINS STATEWIDE IN MAINE SALES UP 12.63 PERCENT IN MARCH**

SOUTH PORTLAND (April 22, 2014)—Buyers of Maine real estate have entered the spring market in force, leading to double-digit sales gains during the month of March. Maine Listings today reported a 12.63 percent increase in single-family existing home sales compared to one year ago. The statewide median sales price (MSP) dipped 4.71 percent to \$162,000. The MSP indicates that half of the homes were sold for more and half sold for less.

According to the National Association of Realtors, single-family existing home sales are down 7.3 percent across the country. The national MSP rose 7.4 percent to \$198,200 last month. Regionally, sales in the Northeast dipped 4.8 percent. The regional MSP increased 3.2 percent to \$244,700.

Angelia Levesque, President of the Maine Association of Realtors, said the spring weather has ushered in “an increase in sales for many markets throughout the state. New homes are listed daily, and this is one of the best times of the year to sell a home.”

Levesque, a Realtor with Better Homes and Gardens Real Estate/The Masiello Group in Bangor, mentioned that sellers should take note of the Maine Open House Weekend, coming up May 3<sup>rd</sup> - 4<sup>th</sup>. “It’s a great time to spruce up your home, paint the front door, rake the yard and plant a few flowers—buyers are out looking, and you’ll want your home to shine.” Visit [www.MaineListings.com](http://www.MaineListings.com) to view open house listings and more.

Below are two charts showing statistics for Maine and its 16 counties. The first chart lists statistics for the month of March only, statewide. The second chart compares the number of existing, single-family homes sold (units) and volume (MSP) during the “rolling quarter” months of January through March of 2013 and 2014.

*(Continued)*

## MARCH ONLY CHART

March 1-31, 2013 – March 1-31, 2014

County	# Units Sold 2013	# Units Sold 2014	% Chng	MSP 2013	MSP 2014	% Chng
<b>STATEWIDE</b>	<b>792</b>	<b>892</b>	<b>12.63%</b>	<b>\$170,000</b>	<b>\$162,000</b>	<b>-4.71%</b>

## ROLLING QUARTER CHART

From January 1, 2013 – March 31, 2013 and  
January 1, 2014 – March 31, 2014

County	# Units Sold 2013	# Units Sold 2014	% Chng	MSP 2013	MSP 2014	% Chng
<b>STATEWIDE</b>	<b>2049</b>	<b>2259</b>	<b>10.25%</b>	<b>\$162,000</b>	<b>\$163,500</b>	<b>0.93%</b>
Androscoggin	136	139	2.21%	\$130,000	\$118,000	-9.23%
Aroostook	52	68	30.77%	\$74,500	\$81,500	9.40%
Cumberland	499	568	13.83%	\$219,000	\$232,000	5.94%
Franklin	45	42	-6.67%	\$117,000	\$127,000	8.55%
Hancock	86	103	19.77%	\$179,500	\$183,000	1.95%
Kennebec	172	206	19.77%	\$121,500	\$130,000	7.00%
Knox	56	61	8.93%	\$155,000	\$192,000	23.87%
Lincoln	65	78	20.00%	\$210,000	\$178,948	-14.79%
Oxford	89	93	4.49%	\$135,000	\$119,900	-11.19%
Penobscot	204	213	4.41%	\$124,125	\$118,000	-4.93%
Piscataquis	35	41	17.14%	\$65,000	\$82,000	26.15%
Sagadahoc	58	74	27.59%	\$182,950	\$146,750	-19.79%
Somerset	70	65	-7.14%	\$75,950	\$67,500	-11.13%
Waldo	58	61	5.17%	\$154,500	\$133,000	-13.92%
Washington	33	31	-6.06%	\$72,000	\$75,000	4.17%
York	391	416	6.39%	\$207,000	\$195,000	-5.80%

Source: Maine Real Estate Information System, Inc. (d/b/a Maine Listings). Note: Maine Listings, a subsidiary of the Maine Association of REALTORS, is a statewide Multiple Listing Service with over 4,100 licensees inputting active and sold property listing data. Statistics reflect properties reported as sold in the system within the time periods indicated. Contacts: Maine Association of REALTORS President Angelia Levesque (Better Homes and Gardens / The Masiello Group) – 942-6711 - [angelia.levesque@yahoo.com](mailto:angelia.levesque@yahoo.com) or Maine Association of REALTORS President-Elect Marie Flaherty (Prudential Northeast Properties) - 797-8585 - [marie@tfre.com](mailto:marie@tfre.com) - For more names: [suzanne@mainerealtors.com](mailto:suzanne@mainerealtors.com).

FOR IMMEDIATE RELEASE

CONTACTS: LISTED BELOW

## **APRIL HOME SALES UP 8.32 PERCENT IN MAINE**

**SOUTH PORTLAND (May 22, 2014)**— A slight drop in interest rates and a larger number of available homes has helped Maine homebuyers and sellers alike. According to Maine Listings, sales of single-family existing homes increased 8.32 percent in April. The statewide median sales price (MSP) eased 3.37 percent to \$169,000. The MSP indicates that half of the homes were sold for more and half sold for less.

Nationwide sales statistics released today by the National Association of Realtors show a sales dip of 7.7 percent, while the national MSP rose 4.7 percent to \$201,100 in April. Sales in the regional Northeast were down 6.3 percent and the regional MSP decreased a slight 0.4 percent to \$244,000.

Angelia Levesque, President of the Maine Association of Realtors, said many buyers ask her, “is our area currently a buyer’s market or a seller’s market? Typically, when inventory is low, it indicates a seller’s market. When inventory is plentiful, that’s a buyer’s market. But then you can have a town that is really a buyer’s market, yet certain neighborhoods can be a seller’s market. A talk with your Realtor can help.”

A higher number of listings have entered the market in Maine, and as Levesque advises, “A well-priced home will always have a better chance at selling, no matter the market conditions.”

Below are two charts showing statistics for Maine and its 16 counties. The first chart lists statistics for the month of April only, statewide. The second chart compares the number of existing, single-family homes sold (units) and volume (MSP) during the “rolling quarter” months of February through April of 2013 and 2014.

*(Continued)*

## APRIL ONLY CHART

April 1-30, 2013 – April 1-30, 2014

County	# Units Sold 2013	# Units Sold 2014	% Chng	MSP 2013	MSP 2014	% Chng
<b>STATEWIDE</b>	<b>937</b>	<b>1015</b>	<b>8.32%</b>	<b>\$174,900</b>	<b>\$169,000</b>	<b>-3.37%</b>

## ROLLING QUARTER CHART

From February 1, 2013 – April 30, 2013 and

February 1, 2014 – April 30, 2014

County	# Units Sold 2013	# Units Sold 2014	% Chng	MSP 2013	MSP 2014	% Chng
<b>STATEWIDE</b>	<b>2322</b>	<b>2553</b>	<b>9.95%</b>	<b>\$167,000</b>	<b>\$164,000</b>	<b>-1.80%</b>
Androscoggin	144	174	20.83%	\$129,950	\$120,150	-7.54%
Aroostook	65	69	6.15%	\$76,900	\$85,000	10.53%
Cumberland	622	635	2.09%	\$228,950	\$228,900	-0.02%
Franklin	46	55	19.57%	\$118,400	\$138,000	16.55%
Hancock	106	113	6.60%	\$178,800	\$175,000	-2.13%
Kennebec	187	223	19.25%	\$124,900	\$135,000	8.09%
Knox	66	68	3.03%	\$145,000	\$189,500	30.69%
Lincoln	70	86	22.86%	\$216,750	\$187,500	-13.49%
Oxford	108	112	3.70%	\$125,000	\$110,150	-11.88%
Penobscot	226	248	9.73%	\$121,000	\$114,494	-5.38%
Piscataquis	40	38	-5.00%	\$97,500	\$100,500	3.08%
Sagadahoc	66	85	28.79%	\$179,500	\$152,000	-15.32%
Somerset	76	78	2.63%	\$77,750	\$69,600	-10.48%
Waldo	62	70	12.90%	\$157,000	\$130,000	-17.20%
Washington	31	29	-6.45%	\$60,000	\$71,500	19.17%
York	407	470	15.48%	\$210,500	\$202,250	-3.92%

Source: Maine Real Estate Information System, Inc. (d/b/a Maine Listings). Note: Maine Listings, a subsidiary of the Maine Association of REALTORS, is a statewide Multiple Listing Service with over 4,100 licensees inputting active and sold property listing data. Statistics reflect properties reported as sold in the system within the time periods indicated. Contacts: Maine Association of REALTORS President Angelia Levesque (Better Homes and Gardens / The Masiello Group) – 942-6711 - [angelia.levesque@yahoo.com](mailto:angelia.levesque@yahoo.com) or Maine Association of REALTORS President-Elect Marie Flaherty (Prudential Northeast Properties) - 797-8585 - [marie@tfre.com](mailto:marie@tfre.com) - For more names: [suzanne@mainerealtors.com](mailto:suzanne@mainerealtors.com).

FOR IMMEDIATE RELEASE

CONTACTS: LISTED BELOW

## **MAINE HOME SALES INCREASED 7.25 PERCENT IN MAY**

**SOUTH PORTLAND (June 23, 2014) — Home affordability in Maine remains favorable for buyers; single-family existing home sales jumped 7.25 percent last month.**

**According to Maine Listings, 1,302 homes changed hands in May. Realtors reported a median sales price (MSP) of \$169,950—a 4.79 dip in the past 12 months. The MSP indicates that half of the homes were sold for more and half sold for less.**

**Nationally, sales decreased 5.7 percent in the past year. The National Association of Realtors today reported a national MSP of \$213,600—a rise of 4.9 percent since May 2013. Sales in the Northeast were down 3.1 percent and the regional MSP eased 0.9 percent to \$256,700.**

**Angelia Levesque, President of the Maine Association of Realtors, said, “With summer finally here, and tourists entering the buying market, we are seeing volume increases. High inventory levels in some areas of the state are keeping prices down, and the market is adjusting. When you combine that information with low interest rates, it indicates a great time to buy.”**

**Levesque, a Realtor with Better Homes and Gardens Real Estate/The Masiello Group in Bangor, said, “Buyers want to be close enough to walk to shops, restaurants and services. To entice that market, bump up your home’s curb appeal. Paint the front door, plant flowers and keep the lawn neat and tidy.”**

**Below are two charts showing statistics for Maine and its 16 counties. The first chart lists statistics for the month of May only, statewide. The second chart compares the number of existing, single-family homes sold (units) and volume (MSP) during the “rolling quarter” months of March through May of 2013 and 2014.**

*(Continued)*

## MAY ONLY CHART

May 1-31, 2013 – May 1-31, 2014

<b>STATEWIDE</b>	<b>1214</b>	<b>1302</b>	<b>7.25%</b>	<b>\$178,500</b>	<b>\$169,950</b>	<b>-4.79%</b>
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## ROLLING QUARTER CHART

From March 1, 2013 – May 31, 2013 and

March 1, 2014 – May 31, 2014

County	# Units Sold 2013	# Units Sold 2014	% Chng	MSP 2013	MSP 2014	% Chng
<b>STATEWIDE</b>	<b>2943</b>	<b>3209</b>	<b>9.04%</b>	<b>\$175,000</b>	<b>\$167,500</b>	<b>-4.29%</b>
Androscoggin	186	221	18.82%	\$135,500	\$126,000	-7.01%
Aroostook	88	96	9.09%	\$85,250	\$78,500	-7.92%
Cumberland	831	788	-5.17%	\$246,000	\$235,000	-4.47%
Franklin	61	74	21.31%	\$125,000	\$126,000	0.80%
Hancock	119	139	16.81%	\$175,000	\$165,000	-5.71%
Kennebec	239	255	6.69%	\$126,000	\$145,000	15.08%
Knox	93	90	-3.23%	\$160,000	\$167,738	4.84%
Lincoln	86	111	29.07%	\$231,000	\$180,000	-22.08%
Oxford	121	130	7.44%	\$141,000	\$118,250	-16.13%
Penobscot	264	300	13.64%	\$128,825	\$118,750	-7.82%
Piscataquis	42	55	30.95%	\$90,000	\$105,700	17.44%
Sagadahoc	83	104	25.30%	\$177,000	\$161,500	-8.76%
Somerset	91	99	8.79%	\$89,900	\$74,500	-17.13%
Waldo	61	92	50.82%	\$156,000	\$125,250	-19.71%
Washington	47	45	-4.26%	\$99,000	\$85,000	-14.14%
York	531	610	14.88%	\$216,500	\$206,500	-4.62%

Source: Maine Real Estate Information System, Inc. (d/b/a Maine Listings). Note: Maine Listings, a subsidiary of the Maine Association of REALTORS, is a statewide Multiple Listing Service with over 4,100 licensees inputting active and sold property listing data. Statistics reflect properties reported as sold in the system within the time periods indicated. Contacts: Maine Association of REALTORS President Angelia Levesque (Better Homes and Gardens / The Masiello Group) – 942-6711 - [angelia.levesque@yahoo.com](mailto:angelia.levesque@yahoo.com) or Maine Association of REALTORS President-Elect Marie Flaherty (Prudential Northeast Properties) - 797-8585 - [marie@tfre.com](mailto:marie@tfre.com) - For more names: [suzanne@mainerealtors.com](mailto:suzanne@mainerealtors.com).

###

FOR IMMEDIATE RELEASE

CONTACTS: LISTED BELOW

## **MAINE HOME SALES INCREASE 14.02 PERCENT IN JUNE**

SOUTH PORTLAND (July 22, 2014)—Increased inventory and low interest rates fueled Maine’s home sales in June. According to Maine Listings, REALTORS report 1,513 single-family existing home sales last month—a rise of 14.02 percent compared to one year ago. The June median sales price (MSP) increased 0.54 percent to \$185,000. The MSP indicates that half of the homes were sold for more and half sold for less.

The National Association of REALTORS reports that, nationally, the number of single-family existing home sales decreased 2.9 percent and the national median sales price increased 4.5% to \$224,300 compared to June 2013. Sales in the northeast dipped 3.0 percent, and the northeast regional MSP eased 0.1 percent to \$269,800 compared to June 2013.

Angelia Levesque, President of the Maine Association of REALTORS, says, “Maine is the second most popular state in the country for ownership of second homes and recreational properties. With our great weather lately, this is the perfect time to explore that market. Waterfront, winter recreation and family camp properties are especially popular requests, currently.”

Levesque, a REALTOR with Better Homes and Gardens Real Estate/The Masiello Group in Bangor, adds that the increased inventory in a majority of the state has led to a buyer’s market. “Rent prices are rising and interest rates remain low, making this the perfect time to buy a home. Sellers with homes that have not sold at a regular pace should consult their REALTOR about making a price adjustment.”

Below are two charts showing statistics for Maine and its 16 counties. The first chart lists statistics for the month of June only, statewide. The second chart compares the number of existing, single-family homes sold (units) and volume (MSP) during the “rolling quarter” months of April, May and June of 2013 and 2014.

## Maine Real Estate Statistics – June 2014 Housing Report—7/22/14—Page 2 of 2

**JUNE ONLY CHART**

June 1-30, 2013 – June 1-30, 2014

County	# Units Sold 2013	# Units Sold 2014	% Chng	MSP 2013	MSP 2014	% Chng
<b>STATEWIDE</b>	<b>1327</b>	<b>1513</b>	<b>14.02%</b>	<b>\$184,000</b>	<b>\$185,000</b>	<b>0.54%</b>

**ROLLING QUARTER CHART**

From April 1, 2013 – June 30, 2013 and

April 1, 2014 – June 30, 2014

County	# Units Sold 2013	# Units Sold 2014	% Chng	MSP 2013	MSP 2014	% Chng
<b>STATEWIDE</b>	<b>3478</b>	<b>3830</b>	<b>10.12%</b>	<b>\$179,000</b>	<b>\$175,000</b>	<b>-2.23%</b>
Androscoggin	213	263	23.47%	\$136,300	\$130,000	-4.62%
Aroostook	107	105	-1.87%	\$102,900	\$85,000	-17.40%
Cumberland	1005	982	-2.29%	\$249,000	\$245,000	-1.61%
Franklin	69	87	26.09%	\$133,000	\$120,000	-9.77%
Hancock	127	158	24.41%	\$182,500	\$182,500	0.00%
Kennebec	288	307	6.60%	\$138,500	\$140,000	1.08%
Knox	114	111	-2.63%	\$166,500	\$163,000	-2.10%
Lincoln	100	126	26.00%	\$237,500	\$200,000	-15.79%
Oxford	141	174	23.40%	\$129,500	\$125,500	-3.09%
Penobscot	314	337	7.32%	\$137,450	\$124,900	-9.13%
Piscataquis	41	55	34.15%	\$80,000	\$100,000	25.00%
Sagadahoc	112	134	19.64%	\$175,000	\$168,250	-3.86%
Somerset	97	117	20.62%	\$115,000	\$89,500	-22.17%
Waldo	84	91	8.33%	\$155,000	\$128,000	-17.42%
Washington	53	54	1.89%	\$105,000	\$86,500	-17.62%
York	613	729	18.92%	\$222,000	\$213,000	-4.05%

Source: Maine Real Estate Information System, Inc. (d/b/a Maine Listings). Note: Maine Listings, a subsidiary of the Maine Association of REALTORS, is a statewide Multiple Listing Service with over 4,100 licensees inputting active and sold property listing data. Statistics reflect properties reported as sold in the system within the time periods indicated. Contacts: Maine Association of REALTORS President Angelia Levesque (Better Homes and Gardens / The Masiello Group) – 942-6711 - [angelia.levesque@yahoo.com](mailto:angelia.levesque@yahoo.com) or Maine Association of REALTORS President-Elect Marie Flaherty (Prudential Northeast Properties) - 797-8585 - [marie@tfre.com](mailto:marie@tfre.com) - For more names: [suzanne@mainerealtors.com](mailto:suzanne@mainerealtors.com).

**“B”**

**Maine Revenue Services Property Tax Division**

**Preliminary 2015 State Valuation**



PAUL R. LEPAGE  
GOVERNOR

STATE OF MAINE  
MAINE REVENUE SERVICES  
PROPERTY TAX DIVISION  
PO BOX 9106  
AUGUSTA, MAINE  
04332-9106

ADMINISTRATIVE & FINANCIAL SERVICES

RICHARD W. ROSEN  
ACTING COMMISSIONER

MAINE REVENUE SERVICES

JEROME D. GERARD  
EXECUTIVE DIRECTOR

July, 2014

Municipal Assessors and Chairman of the Board of Selectmen:

**RE: Preliminary 2015 State Valuation**

Dear Municipal Official(s):

**RECEIVED**

**AUG 04 2014**

**ASSESSING DEPARTMENT  
BANGOR, MAINE**

Enclosed you will find a copy of the preliminary 2015 State Valuation report for your municipality as prepared by a field representative of the Property Tax Division. This valuation represents the full equalized value of all taxable property in the municipality as of **April 1, 2013**. Please note that these figures are preliminary and are being forwarded to you at this time in order to provide for your review and allow time for any contribution of additional comments and/or pertinent data.

The State Valuation is compiled by determining, through field work and meetings with local officials, the approximate ratio of full value on which local assessments are made, and by then adjusting the local assessed values in accordance with the Rules of Procedure Used to Develop State Valuation (08-125 Chapter 201). State Valuation is a mass appraisal estimate of the 100% market value of all taxable property of a municipality and is established annually by the State Tax Assessor. The enclosed report is comprised of four (4) parts: the Sales Ratio Analysis; State Valuation Analysis (PTF303.4); Report of Assessment Review, a three (3) year comparison (PTF303); and Report of Assessment Review, informational review (PTF303.2).

If after reviewing this report you find any errors or inconsistencies, need clarification or simply wish to discuss the report, please call the Property Tax Division at 624-5600 or fax your concerns to us at 287-6396. Alternatively, you may contact your area field representative from Maine Revenue Service, Property Tax Division directly for the purpose of discussing any additional information pertinent to the preliminary state valuation.

The Proposed 2015 State Valuation Notice will be sent by certified mail on or before September 30, 2014.

Sincerely,

Mike Rogers,  
Supervisor, Municipal Services

Property Tax Division  
**REPORT OF ASSESSMENT REVIEW**



**Municipality** Bangor **County** Penobscot (s)

	2013	2014	2015
1. State Valuation	2,462,000,000	2,464,250,000	2,481,850,000
2. Amount of Change	5,550,000	2,250,000	17,600,000
3. Percent of Change	0.23%	0.09%	0.71%
4. Eff. Full Value Rate (line 3/1)	0.018997	0.019456	0.020653
5. Local Mill Rate (10/12-13)	0.0192	0.01965	0.0208
6a. Homestead Exempt Valuation	48,436,059	49,680,097	52,981,042
6b. Homestead Exempt Valuation	521,123	530,369	548,761
6c. BETE Exempt Valuation	776,980	787,470	906,275
6d. Total Exempt Valuation	49,734,161	50,997,936	54,436,078
6e. Percent of State Valuation	0.47%	2.54%	6.74%

	2012	2013	Amount of Change	Percent of Change
A. Municipal Valuation	2,528,249,200	2,547,165,500		
Net Supplements / Abatements	(4,069,770)	(10,034,260)		
Homestead (Exempt Valuation)	26,990,800	26,382,750		
BETE (Exempt Valuation)	40,074,810	43,570,895		
Adjusted Municipal Valuation	2,591,245,040	2,607,084,885	15,839,845	0.61%

B. Sales Information		Sales Period Used		Certified Sales Ratio
	07/11 - 06/12	07/12 - 06/13		
State Valuation	2014	2015		97%
# of Sales	185	261		
# of Appraisals				

Residential Study		Percent of Change
Weighted Average	96%	
Average Ratio	97%	
Assessment Rating	11	

Waterfront Study		Percent of Change
Weighted Average		
Average Ratio		
Assessment Rating		

Condominium Study		Percent of Change
Weighted Average	95%	
Average Ratio	97%	
Assessment Rating	8	

Certified Ratio	100%	100%
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## STATE VALUATION ANALYSIS

Municipality	Bangor		County	Penobscot (s)	
<b>Municipal Valuation - 2013</b>	<b>100%</b>		<b>Declared Certified Ratio</b>		<b>2015 State Valuation</b>
<b>LAND</b>					
			Ratio	Source	
Electrical Utilities (Trans & Dist)		29,783,300	100%	Bulletin #25	29,783,300
Classified Farm Woodland	170	ac 21,070	100%	State Rates	21,070
Classified Tree Growth	1,204	ac 147,510	100%	State Rates	147,511
Classified Farm Land	214	ac 26,288	25%	08-125 CMR	104,960
Classified Open Space					
Commercial Lots		233,891,900	100%	Cert Ratio	233,891,900
Industrial Lots		40,342,500	100%	Cert Ratio	40,342,500
Residential Lots		207,157,962	97%	Res Ratio	213,564,909
Waterfront & Water Influenced Lots					
Condominium Lots		8,331,800	97%	Condo Study	8,589,485
Tree Growth Roads					
Waste Acres	692	ac 123,870	179/ Mun Avg	95/ac SR	65,740
# Undeveloped Acres	6,783	ac 11,401,800	1681/ Mun Avg	755/ac SR	5,120,980
		<b>531,228,000</b>			<b>531,632,355</b>
<b>BUILDINGS</b>					
	# accts				
Commercial	1146	781,185,600	100%	Cert Ratio	781,185,600
Industrial	256	139,258,400	100%	Cert Ratio	139,258,400
Residential		794,439,900	97%	Res Ratio	819,010,206
Mobile Homes in Parks	843	13,831,900	97%	Combined Ratio	14,259,691
Condominiums	423	46,573,600	97%	Condo Study	48,014,021
		<b>1,775,289,400</b>			<b>1,801,727,918</b>
<b>PERSONAL PROPERTY</b>					
	# accts				
Commercial		190,691,800	100%	Cert Ratio	190,691,800
Industrial		43,186,700	100%	Cert Ratio	43,186,700
Time Warner Cable Internet LLC		1,201,100	100%	Cert Ratio	1,201,100
Time Warner NY Cable LLC		5,568,500	100%	Cert Ratio	5,568,500
		<b>240,648,100</b>			<b>240,648,100</b>
<b>TOTALS</b>					
		<b>2,547,165,500</b>			<b>2,574,008,373</b>
Adjustments (Net Abates/Supp)		(2,719,310)	97%	Combined Ratio	(2,803,412)
Adjustments (Comm., Ind. & Pers.)		(7,314,950)	100%	Cert Ratio	(7,314,950)
Homestead (Exempt Valuation)		26,382,750	97%	Res Ratio	27,198,711
BETE (Exempt Valuation)		43,570,895	100%	Cert Ratio	43,570,895
<b>ADJUSTED TOTAL</b>					
		<b>2,607,084,885</b>			<b>2,634,659,617</b>
<b>TIF ADJUSTMENTS</b>					
				<b>3,178,176</b>	<b>(152,796,923)</b>
<b>NET ADJUSTMENTS &amp; TIF</b>					
					<b>2,481,862,694</b>
<b>STATE VALUATION</b>					
					<b>2,481,850,000</b>

Property Tax Division

REPORT OF ASSESSMENT REVIEW

Municipality

Bangor

County

Penobscot (s)

I. Valuation System

A. Land: Tax Maps by	American Air Surveys	Date:	1960/updated in house annually
Undeveloped Acreage	\$200 to \$10,000/acre	Undeveloped Lots	_____
Road Frontage	\$4,125 to \$20,600/acre	Water Frontage	_____
House lots	\$4,200 to \$125,000	Other	_____

B. Buildings : Revaluation By:	City Assessor/1987	Computerized Records	YES
	updated in house annually		

C: Personal Property:	Assessed? Y/N	<input type="checkbox"/>	Method Used:	TRIO
	Is Cert Ratio Applied? Y/N	<input type="checkbox"/>		

II. Assessment Records / Condition

Valuation Book	Very Good	Tree Growth Forms	Very Good
Property Record Cards	Very Good	Farm Land Forms	Very Good
Veteran Exemption Forms	Very Good	Open Space Forms	Very Good

III. Supplements and Abatements

Supplements: Number Made	18	Value Supplemented	1,171,850
Abatements: Number granted (excluding penalties)	86	Value Abated	(11,206,110)

IV. Statistical Information

Number of Parcels	9,968	Land Area	21,300
Taxable Acres	19,589	Bog/Swamp	640
Population (2010)	33,039		

V. Assessment Standards

Standards Ratio	106.20%	= (2013 Municipal Valuation /2014 State Valuation)
Assessment Quality: Combined	10	

Comments or Plans for Compliance: \_\_\_\_\_

VI. Audit Information

Municipal Official providing data: Phil Drew - C.M.A. & Ben Birch - C.M.A.

Date(s) of Field Audit: 6/12/2014

VII. Office Review

Recommended by: Byron D. Tibbetts  
Field Rep

Checked by: [Signature]

Approved by: Mike Rogers 7-17-14

Copies Mailed: (date) 7-29-14

# Business Equipment Tax Exemption Audit

County: Penobscot (s)

Date: 01/31/2014

Municipality: Bangor

Municipal Official: Ben Birch & Staff

**Municipal Valuation - 2013**

**2015 State Valuation**

	<u>Excellent</u>	<u>Good</u>	<u>Adequate</u>	<u>Unsatisfactory</u>
1. Availability of application(s) for inspection during audit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Application(s) signed for/approved by assessor?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Equipment date(s) of purchase and/or date(s) put in service meet program guidelines?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Item description(s) sufficient to reasonably determine eligibility under program guidelines?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Purchase price(s) listed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Depreciation schedule(s) evident and employed uniformly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Complete reporting of BETE value(s) in Commitment Book, MVR and Tax Rate Calculation Form (including enhanced reimbursement forms when applicable)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Comment(s):** It was encouraging to see uniform depreciation schedules utilized, current applications with signatures from the assessor(s), and proper reporting of the enhanced BETE in Bangor. Areas to improve upon in the future will include denying BETE to branch banks, Dr's offices, veterinarianians offices, nursing homes and other "retail sales facilities". It is also imortant to note that licensed software does not qualify for BETE, nor does property leased to hospitals, schools, or excluded persons(CMP & Penn National Gaming). Making sure the location of the property is given to ensure the property is not located at a retail sales facility will be critical to determine eligibility in the future. Also important will be to make sure all BETE value is in the commitment book.

Signature: Steven Joseph Salley  
Field Rep.