



Cumberland County

Board of Assessment Review

Meeting Minutes - Draft

27 Northport Dr
Portland, ME 04103

Meeting Location: 27 Northport Drive, Portland ME 04103

Tuesday, May 19, 2026

5:00 PM

Sebago Meeting Room
27 Northport Dr
Portland, ME 04103

CALL TO ORDER

The Board of Assessment Review met in person at 27 Northport Drive, Portland, in the Sebago Lake Conference Room, the meeting was called to Order by Chair Ed Getty at 5:12 p.m.

ROLL CALL

Present: 5 - Board Member Alex Coupe, Board Member David Silk, Chair Edward Getty, Vice Chair Geoffrey Crain and Board Member Peter Coyne

County Staff:

Breana Gersen, Deputy County Manager

APPROVAL OF MINUTES

[BAR 26-006](#) Approval of the minutes, April 7, 2026 meeting of the Board of Assessment Review.

A motion was made by Board Member Silk, seconded by Board Member Coyne, that this BAR Agenda Item be APPROVED. The motion carried by a unanimous vote.

NEW BUSINESS

[BAR 26-007](#) For consideration and adoption, revised Cumberland County Board of Assessment Review (BAR) Procedures, Instructions for Applicants, and BAR Application.

The Board reviewed the proposed revisions to the Cumberland County Board of Assessment Review Procedures, Instructions for Applicants, and Application materials with Assistant County Manager Breana Gersen.

The Board agreed that both the Procedures document and the Application should include a revision date. The Board otherwise agreed with the proposed language as drafted. Regarding the Application materials, the Board requested additional clarification be added within the instruction letter to the applicant explaining the meaning of "unjust discrimination."

The Board also discussed future procedural considerations, noting the following to Assistant County Manager Gersen: adjusting Board membership to five members with a quorum requirement of three members, and clarifying the adoption of a remote participation policy to allow members to participate

remotely when necessary.

Assistant County Manager Gersen stated that she would make the noted changes and present the revisions at the next meeting.

This BAR Agenda Item was DISCUSSED.

EXECUTIVE SESSION

[BAR 26-008](#) To enter into Executive Session under 1 M.R.S.A. §405(6)(F) and 36 M.R.S. §841(2) to hear a poverty tax abatement appeal.

Present for the executive session was New Gloucester Town Manager William Doyle and the appellant.

Time Into Executive Session: 5:32 p.m.

A motion was made by Board Member Silk, seconded by Board Member Coupe, that the BAR Agenda Item be APPROVED. The motion carried by the following vote:

Yes: 5 - Board Member Coupe, Board Member Silk, Chair Getty, Vice Chair Crain and Board Member Coyne

No: 0

The Board did not exit executive session during this meeting. The Board met in a special meeting on May 29th to reconvene and exit executive session from May 19th.

NEXT MEETING: Tuesday, June 16, 2026

ADJOURNMENT

The Board informally adjourned the meeting at 7:29 p.m.