



GARDINER CITY COUNCIL AGENDA ITEM INFORMATION SHEET



Meeting Date		Department	
Agenda Item			
Est. Cost			

Background Information

Requested Action	
City Manager and/or Finance Review	
Council Vote/ Action Taken	
Departmental Follow-Up	

<i>City Clerk Use Only</i>	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

INTEROFFICE MEMORANDUM

TO: DENISE BROWN, INTERIM CITY MANAGER
FROM: CURT LABEL, ASSESSOR
SUBJECT: 2027 REVALUATION PROJECT COMMENCEMENT
DATE: 4/8/2026
CC: MAYOR HART, GARDINER CITY COUNCIL MEMBERS

City Manager Brown and City Council members,

KRT Appraisal, which has recently completed revaluation projects for several other Maine municipalities, has been selected and contracted by the City of Gardiner to complete a full city-wide revaluation. This project is necessary to ensure that all properties are assessed in accordance with fair market value as required by law. The City's current assessment methodology is nearing 20 years old and is now out of compliance with state assessment standards. The revaluation will include the inspection and market valuation of all property within the City as of April 1, 2027.

The project will be completed over five (5) phases, with Phase 1 (Data Collection) set to begin this month. Information on all five phases and the full project timeline is available on the City of Gardiner website. This memo focuses on Phase 1, as it directly affects property owners beginning in April 2026.

PHASE 1: DATA COLLECTION: The first phase, "Data Collection of all property", will begin in April 2026. During this phase, "Data Collectors" from KRT will visit each property in the City to measure and collect information regarding the exterior of each structure and attempt to inspect the interior if the owner is available at the time of the visit. Initial property inspections are expected to continue throughout the remainder of 2026.

KRT's Data Collection Team notes the buildings' location, size, age, quality of construction, improvements, topography, utilities, and numerous other characteristics both inside and out. They may also ask the homeowner a few questions regarding the property.

KRT Data Collection Representatives will carry Picture IDs, Municipal Letters of Introduction, and have their vehicles listed with both City Hall and the Gardiner Police Department.

PRE INSPECTION NOTIFICATION: Prior to beginning the data collection in an area of the City, a postcard will be mailed to each property as notification that the property will be visited in the next few weeks. KRT Representatives will arrive at properties in the area unannounced shortly after the postcard is mailed and ring the bell and knock on the door. If someone is home, they will explain who they are, with their KRT badge visible, and request an interior and exterior inspection.

Please note: Due to the large number of properties to be inspected, KRT is unable to conduct this portion of the project on a pre-scheduled appointment basis.

In the case of no one being at home when they arrive, KRT representatives will assume it is ok to measure the outside of the building and proceed to do so (unless the property is posted). KRT Representatives will not visit a property posted "No Trespassing". Posted properties will receive a letter asking for permission to visit the property at a

scheduled time later in the process. In addition, a follow up letter will be mailed as appraisal reviews begin (early spring of 2027) asking property owners who did not receive a full inspection to call KRT and schedule an appointment for an interior inspection. The visit from KRT generally takes no more than 15 minutes from start to finish.

Sample Data Collection Postcard:

The City of Gardiner has hired **KRT Appraisal** to perform a full revaluation, which includes site visits of all properties.

A Data Collector will be visiting your area within the next 60 days to verify interior and exterior information on your property record card. We ask for your cooperation in allowing the Data Collector inside your home to verify applicable assessment data on file with the City.

The Data Collector will have photo id, an introduction letter from the City, an Assessor's Office magnet on their car and also have their vehicle registered with the Gardiner Police Department (582-3211). Photos of the Data Collectors and revaluation information will be available at the website below. If you have any questions or concerns, please call City Hall at (207) 582-4200.

For additional revaluation information, please visit www.krtappraisal.com/dist/gardiner.html or <https://www.gardinermaine.gov/Government/Departments/Assessing>.



City Hall Office Hours:

Monday: 8:00am to 4:00pm
Tuesday: 8:00am to 4:00pm
Wednesday: 12:00pm to 6:00pm
Thursday: 8:00am to 4:00pm
Friday: 8:00am to 12:00pm



Respectfully,

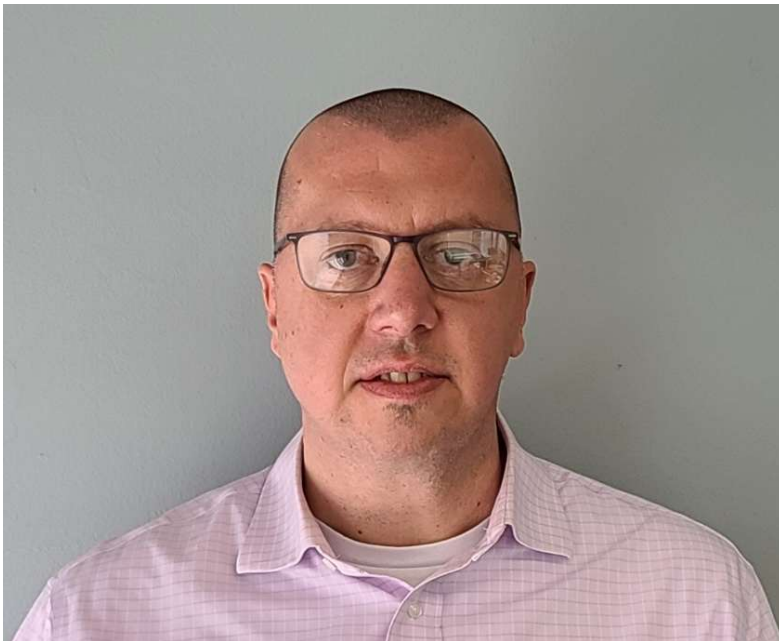
Curt Lebel
Assessor, City of Gardiner

Key KRT Project Staff:



Ken Rodgers, CMA, President

Ken is the President of KRT Appraisal with over three decades of experience in mass appraisal, including extensive waterfront and commercial valuation. He is a member of the International Association of Assessing Officers and holds the Certified Maine Assessor 4 designation, as well as Certified Appraisal Supervisor status in New Hampshire and Vermont.



Rob Tozier, CMA, Vice President

Rob is the Vice President of KRT with over 20 years of experience in all aspects of mass appraisal. He is a Certified Maine Assessor and a Certified Appraisal Supervisor in Connecticut, New Hampshire, and Vermont, as well as a DRA Certified Assessor in New Hampshire.



Kevin Leen, CMA, Project Supervisor

Kevin is a Project Supervisor at KRT Appraisal with over 25 years of combined fee and mass appraisal experience across residential, commercial, industrial, and special use properties throughout New England. He has extensive waterfront valuation experience along the Atlantic Seaboard and numerous inland bodies of water. Kevin is a Certified Maine Assessor, a Certified Property Assessor Supervisor in New Hampshire, and a Project Supervisor in Vermont.



Richard Dorsett, Jr., CNHA, Chief Assessor

Richard serves as KRT's Chief Assessor, bringing over 20 years of assessing experience since beginning his career in 2003. He is a DRA Certified New Hampshire Assessor and New Hampshire Certified Property Assessor Supervisor, and holds a Bachelor of Science in Forest Resource Management from the University of Tennessee.



Doug Rollins, Project Supervisor/ Appraiser

Doug is a Project Supervisor and Appraiser at KRT with experience in residential and commercial properties across Maine, New Hampshire, and Massachusetts. He is a New Hampshire DRA Certified Assessor and an Approved Project Supervisor in Vermont. Doug is also trained on the ZEB 3-D scanner for measuring complex properties.



James Venuti, Personal Property Specialist/Supervisor

James is KRT's Personal Property Specialist and Supervisor with over 25 years of experience in data collection, declaration review, and taxpayer hearings. He has worked in Maine, Connecticut, Massachusetts, and Rhode Island.



Steve Rodgers, Operation Manager

Steve is the Operations Manager at KRT Appraisal, focused on client experience, personnel management, and taxpayer care. He is a graduate of Western New England University and a U.S. Marine Corps veteran.