

**DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
76 Northern Ave, Gardiner, Maine**

**MAINE BOARD OF REAL ESTATE APPRAISERS  
PUBLIC MEETING  
January 6, 2026  
MINUTES**

<b>MEMBERS PRESENT</b>	<b>STAFF PRESENT</b>
Wendyann Boston, Chair	John Belisle, Assistant Attorney General
Alan Johnson, Vice Chair	Catherine E. Pendergast, Administrator
Nathaniel Shipley, Complaint Officer	Jazmyne Marks, Licensing Supervisor
Russell Barrows	Heidi Lincoln, Office Specialist I
Heather Cote	Shara Chesley, Office Specialist I
<b>MEMBERS ABSENT</b>	

**Location: 76 Northern Ave., Gardiner, ME**

**Start: 9:00 a.m.**

**Adjourn: 10:23 a.m.**

**I. CALL TO ORDER**

The meeting was called to order by the Chair at 9:00 a.m.

**II. AGENDA MODIFICATIONS**

- A motion was made by Barrows and seconded by Johnson to add an update of the Office of Professional and Occupational Regulation (OPOR) by the OPOR Director, Penny Vaillancourt. Unanimous.

**III. OPOR UPDATE**

- Penny Vaillancourt, OPOR Director, provided information on development of an OPOR strategic plan which will include anonymous surveys of board members and staff. She also discussed open board member seats.

**IV. MINUTES REVIEW AND APPROVAL**

- A motion was made by Barrows and seconded by Johnson to approve September 2, 2025, Minutes. Unanimous.

**V. ELECTION OF OFFICERS**

- A motion was made by Johnson and seconded by Cote to elect Wendyann Boston as Chair; Russell Barrows as Vice Chair; and Nathaniel Shipley as Complaint Officer. Unanimous.

## **VI. COMPLAINT PRESENTATIONS**

- 2025-REA-20769 – A motion was made by Barrows and seconded by Cote to dismiss for lack of jurisdiction and refer the complaint to the Office of the Attorney General with a recommendation to investigate. Boston, Cote, Barrows, and Johnson voted in the affirmative. Shipley abstained. Motion carried.
- 2025-REA-20772 – A motion was made Barrows and seconded by Cote to dismiss for lack of evidence of a violation with a Letter of Guidance regarding a complete workfile. Boston, Johnson, Barrows, and Cote voted in the affirmative. Shipley abstained. Motion carried.
- 2025-REA-20994 – A motion was made by Barrows and seconded by Johnson to dismiss for lack of evidence of a violation with a Letter of Guidance regarding the use of lender report formats for non-lender assignments and employing engagement letters that clearly identify the client and intended user. Boston, Johnson, Barrows, and Cote voted in the affirmative. Shipley abstained. Motion carried.

## **VII. ADMINISTRATOR'S REPORT**

- Board members discussed a licensee communication regarding restricted reports, scope of work and client communication. Board members noted the importance of being careful about being in a position of being an advocate; working with clients to create a credible scope of work and assignment results; and that appraisers are subject matter experts who are required to comply with law.
- The Administrator discussed contracting a qualified individual to assess license upgrade applicants' work samples for USPAP compliance.

## **VIII. PUBLIC COMMENT**

None.

## **IX. MEETING SCHEDULE**

Next meeting scheduled for Tuesday February 3, 2026.

## **X. ADJOURNMENT**

A motion was made by Barrows and seconded by Cote to adjourn the meeting. Unanimous.

Being no further board business, the meeting was adjourned at 10:23 a.m.