



Janet T. Mills
Governor

STATE OF MAINE
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION
BOARD OF REAL ESTATE APPRAISERS



Joan F. Cohen
Commissioner

Penny Vaillancourt
Director

Public Board Meeting
Tuesday March 3, 2026
AGENDA

- Location:** 76 Northern Ave Gardiner, ME 04345
- Room:** Central Conference Room
- Time:** 9:00 a.m.
- Contact:** Heidi Lincoln- 207-624-8522 or Heidi.Lincoln@maine.gov

Option for Virtual Attendance by the Public:

In addition, though not required by law, this meeting is being made virtually available using the Zoom platform to members of the public who do not attend in-person. A link for the public to access the Board of Real Estate Appraisers meeting virtually will be posted on the Real Estate Appraisers Board website at: <https://www.maine.gov/pfr/professionallicensing/professions/board-real-estate-appraisers/home/board-meeting-information>

The Board of Real Estate Appraisers expects that members of the public who attend the meeting virtually will be able to provide public comment to the same extent as members of the public who attend in-person.

- I. CALL TO ORDER**
- II. AGENDA MODIFICATIONS**
- III. MINUTES REVIEW AND APPROVAL**
 - Review and approval of January 6, 2026, Minutes
- IV. COMPLAINTS**
 - 2025-REA-21082
 - 2025-REA-21089
 - 2025-REA-21136
 - 2026-REA-21195
- V. ADMINISTRATOR'S REPORT**
 - CG License Inquiry – CUSPAP Experience

Office Location: 76 Northern Avenue, Gardiner, Maine 04345
Mailing Address: 35 State House Station, Augusta, Maine 04333
[Board of Real Estate Appraisers | Office of Professional and Occupational Regulation](#)

VI. PUBLIC COMMENT

Under this item, the Board will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Board, except for any open application or complaint. While the Board cannot take action on any issues presented, the Board will listen to comments and may ask staff to place the issue on a subsequent agenda. At the discretion of the Board Chair, a time limit on comments may be set.

VII. MEETING SCHEDULE

Next meeting scheduled for Tuesday April 7, 2026.

VIII. ADJOURNMENT



**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**

<u>MEMBERS PRESENT</u>	<u>STAFF PRESENT</u>
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
<u>MEMBERS ABSENT</u>	

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.