



CITY OF BANGOR

MEMORANDUM

TO: Finance Committee Chair Carolyn Fish and Councilors
CC: Debbie Laurie, City Manager; Courtney O'Donnell, Assistant City Manager/
Director of Human Resources & David Little, Director of Finance
FROM: Philip S. Drew, City Assessor
DATE: January 29, 2025

Assessor's Preliminary Update for Fiscal Year 2026 – April 1, 2025

This year's update will provide information on valuation changes since April 1, 2024, as well as, information from the assessor's frequently asked questions.

What is market value and who determines my property value?

People (including you); the person who sold your house to you; and the person who is willing to buy it from you determine the market value of your property. Some people will pay more than fair market value for property, while others may have purchased their property at a lower price. Some properties may have been purchased years ago when prices, values or the market were considerably different. The true test is what your property is currently worth in today's real estate market. Ask yourself this question: Is your property's assessment in line with recent sales prices of similar properties?

As reported by Maine Real Estate Information System, Inc. (d/b/a Maine Listings) in the August 22, 2024 report:

- Sales of single-family homes in Maine remain healthy and in-demand, though the number of units-for-sale remains low.
- **The rolling quarter of May to July in 2024 versus 2023 (Penobscot County only) saw a 4.36% increase in the number of units sold and a 9.62% increase in the Median Sale Price from \$260,000 to \$285,000.**

On an annual basis, the city assessor's strategy is to study the real estate sales in Bangor over a one-year period. The property sales which occurred between July 1, 2023 and June 30, 2024 were analyzed to help determine the necessary market-based changes to the real property assessed values. This strategy has been employed each year to prevent property values from becoming significantly undervalued relative to the market.

Is the city doing a Statistical Revaluation effective April 1, 2025 to raise more money?

No. The city, school and county approved budgets determine the amount to be raised via taxation, regardless of the change in property values. Revising valuations ensures that the property tax burden is distributed according to a more accurate estimate of value. This is the concept of uniformity and the basis for Maine property tax law. Having the median ratio of assessed value to sale price, after the market-based adjustments be within 10 percentage points of 100%. And all classes of property within 10 percentage points of each other helps ensure both equity and uniformity.

For the upcoming tax year, the proposed market-based changes and new construction will increase the total taxable value of real property from the 2024 value of \$3,603,850,000 to the 2025 proposed value of \$3,850,000,000, or in percentage terms, 6.85%.

This increase in value of \$246,150,000 does include approximately \$28,000,000 from new construction.

In 2024, the total taxable value of personal property which includes business equipment, furnishings, fixtures, computers, etc. was \$194,304,400. On January 13th, the 2,000 + declaration forms were mailed out to businesses and they are expected to be filed by May 1st. Therefore, the total taxable personal property value is not available and it would not be reasonable to provide even an estimate at this time.

Are there any tax relief measures available to property owners?

Yes, tax relief programs are available:

Veteran Exemption of up to a \$6,000 reduction in taxable value

Homestead Exemption of up to a \$25,000 reduction in taxable value

Blind Exemption of up to a \$4,000 reduction in taxable value

State Property Tax Fairness Credit.

State Property Tax Deferral Program.

Renewable Energy Investment Exemption Program

For current use programs:

Tree Growth Tax Program.

Farm and Open Space Tax Program.

For businesses:

Business Equipment Tax Reimbursement Program (BETR) and

Business Equipment Tax Exemption Program (BETE).

Information on these programs is available on the city website at:

<https://www.bangormaine.gov/170/Property-Tax-Relief>

What's the difference between a Full Revaluation and a Statistical Revaluation?

Full Revaluations involve the interior and exterior inspection and re-measurement of all properties, which necessitates entry into each residence or building. This will be completed by KRT Appraisal for property values effective April 1, 2026.

Statistical Revaluations use existing data to revalue properties, avoiding onsite property inspections except to confirm validity of data for a sample of properties. The assessor's office has performed the in-house Statistical Revaluations each year since the last full revaluation was completed in the late 1980's. This approach will be used to estimate property values effective April 1, 2025. **An example of a Ratio Study can be found on page 6.**

Sales-analysis results for valid sales between July 2023 to June 2024

(For each of the 441 sales, the 4.1.2024 Assessed Value was divided by the most recent Sale Price to develop a ratio and then the ratios were grouped by property class.) The ratios below are before any adjustments.

<u>Property Type</u>	<u># of Sales</u>	<u>Median Ratio (before)</u>
Commercial/Industrial	37	89%
Condo/PUD Residence	22	84%
1 to 4 Unit Residence	350	83%

City's Adjustment Scale for April 1, 2025:

2024 Values → Property Type Adj. → Neighborhood Adj. → 2025 Values

Below are the steps taken to adjust the city's valuation model.

Step 1:

Study the sold-properties and determine an appropriate adjustment which impacts all of the properties within that property-type – reason: all types had a Median Ratio below 90%.

When individual sales are grouped for a segregated-study, the statistic of interest is the Median Ratio (MR). The ultimate goal is to achieve an MR that is near 100% for all classes of property. The five general classifications for a segregated-study are: Single-Residence, Single-Residence Condo/PUD, Small Multi-Unit (2 to 4 units), Commercial/Industrial/Large Apartment/Other and Mobile Homes in Parks.

Step 2:

After the adjustments, determined in Step 1, have been entered into the city's software, the sold-property's values were recalculated and the ratio studies were re-run. Now the sold-properties are grouped by neighborhood versus property-type. This step is necessary and goes to improving equity across the city.

As we have practiced in the past, if any neighborhood's median assessment ratio remained below 90% or above 100% after the changes from Step 1, a neighborhood adjustment either up or down would be considered. This adjustment is based on the judgement of the Assessor and is applied when it is absolutely necessary.

The assessor's adjustments were based on ratio studies developed by both property class and by location or neighborhood. The objective was to increase the 4.1.2024 assessed values so that the proposed median ratio for the group would be closer to 91 to 92% after the adjustments were made. In addition, the limit on the percentage increase would be about 22%.

<u>Adjustment by Property-type Only</u>	<u>% Increase</u>
Commercial/Industrial properties increased	4.0%
1 Unit properties, including condo/pud properties increased	2.0%
2 Unit properties increased	6.5%
3 Units or more increased	10.7%

Neighborhood Adjustment Only

These changes are shown in the % Change Table by NBHD (neighborhood) on page 7 below. The table indicates the following:

Assessor's neighborhood code number

Either street names within the neighborhood or the common name of the neighborhood or mobile home park

The proposed % change for the neighborhood

The city's zoning code

A count of the number of properties impacted by the change .

As examples:

- Bangor Gardens is a neighborhood of 1 Unit properties so it will see an adjustment of 5% in total (2% plus 3% from the Neighborhood Adjustment Table).
- Sable Ridge is a condo/pud neighborhood of 1 Unit properties so it will see an adjustment of 12% in total (2% plus 10% from the Neighborhood Adjustment Table).
- A 3 Unit on the east side of Bangor will see an adjustment of 20% in total (10.7% plus 11% from the Neighborhood Adjustment Table).

Please note: When I provide my update to Council in June 2025, it will have maps depicting the properties and neighborhoods impacted by these proposed changes.

Neighborhood Study/Analysis Example:

Neighborhood 10 – Bangor Gardens located off of Broadway. This is an example of a neighborhood (mainly single-residence homes) that needed an additional neighborhood adjustment because the neighborhood's median ratio remained below 91%, even after the 2% property-type adjustment was applied. The overall increase proposed for this neighborhood is about 5%.

During the time period 2023-2024, sixteen single-residence properties sold. They ranged in sale price from \$185,000 to \$299,900, while the April 1, 2024 assessed values ranged from \$153,000 to \$315,900.

The following page has the two ratio studies, Actual (Top) and Proposed (Bottom).

Each uses the same sixteen sales, but the Actual utilizes the property value as of April 1, 2024 and the Proposed uses the expected property value as of April 1, 2025.

Top Report: Based on the assessed values as of April 1, 2024, the property's assessments were just 88% of the sale prices, on average. **The Median Ratio was 0.88 or 88%.**

Bottom Report: Now, with an overall +5% adjustment for April 1, 2025, the property assessments would now be about 92% of the most recent sale price, on average. **Now, the Median Ratio is 0.92 or 92%.**

The adjustments brought the Median Ratio closer to the target of 91 to 92%.

Median Ratio meaning middle ratio when ordered from low to high.

SALES ANALYSIS REPORT Bangor Gardens

Neighborhood 10 2023 to 2024

Account	Map/Lot	Sale Date	Sale Price	Actual 4.1.2024 Valuation	Beginning Ratio
3522	R42-169	05/08/2024	\$ 209,000	\$ 153,000	0.73
889	R42-221	04/02/2024	\$ 213,000	\$ 164,200	0.77
2185	R42-088	02/16/2024	\$ 229,999	\$ 180,500	0.78
386	R42-200	12/29/2023	\$ 225,000	\$ 178,100	0.79
3542	R42-223	08/08/2023	\$ 225,500	\$ 187,600	0.83
7244	R42-074	05/13/2024	\$ 299,900	\$ 250,600	0.84
1605	R42-184	08/18/2023	\$ 225,000	\$ 192,300	0.85
2640	R42-004	10/12/2023	\$ 256,000	\$ 221,400	0.86
5530	R42-233	09/26/2023	\$ 215,000	\$ 193,600	0.90
1668	R42-032	10/07/2023	\$ 195,000	\$ 177,400	0.91
3372	R42-010	09/07/2023	\$ 185,000	\$ 168,400	0.91
3160	R42-028	03/08/2024	\$ 212,000	\$ 197,100	0.93
7328	R42-044	01/31/2024	\$ 230,000	\$ 227,300	0.99
999	R42-042	03/29/2024	\$ 257,000	\$ 262,100	1.02
525	R42-146	10/16/2023	\$ 210,000	\$ 214,700	1.02
867	R42-168	07/21/2023	\$ 229,000	\$ 315,900	1.38

Sales Ratio Statistics

***Median* Middle Ratio**

0.88

Number of Sales:	16
Sale Price -Summed:	\$ 3,616,399
Assessed Valuation - Summed:	\$ 3,284,200
Total Difference:	\$ 332,199

SALES ANALYSIS REPORT

Neighborhood 10 2023 to 2024

Account	Map/Lot	Sale Date	Sale Price	Proposed 4.1.2025 Valuation	After Ratio
3522	R42-169	05/08/2024	\$ 209,000	\$ 160,300	0.77
889	R42-221	04/02/2024	\$ 213,000	\$ 172,000	0.81
2185	R42-088	02/16/2024	\$ 229,999	\$ 188,500	0.82
386	R42-200	12/29/2023	\$ 225,000	\$ 186,500	0.83
3542	R42-223	08/08/2023	\$ 225,500	\$ 196,200	0.87
7244	R42-074	05/13/2024	\$ 299,900	\$ 261,300	0.87
1605	R42-184	08/18/2023	\$ 225,000	\$ 201,000	0.89
2640	R42-004	10/12/2023	\$ 256,000	\$ 231,800	0.91
5530	R42-233	09/26/2023	\$ 215,000	\$ 202,100	0.94
1668	R42-032	10/07/2023	\$ 195,000	\$ 185,600	0.95
3372	R42-010	09/07/2023	\$ 185,000	\$ 176,300	0.95
3160	R42-028	03/08/2024	\$ 212,000	\$ 205,800	0.97
7328	R42-044	01/31/2024	\$ 230,000	\$ 237,100	1.03
999	R42-042	03/29/2024	\$ 257,000	\$ 273,800	1.07
525	R42-146	10/16/2023	\$ 210,000	\$ 223,900	1.07
867	R42-168	07/21/2023	\$ 229,000	\$ 330,900	1.44

Sales Ratio Statistics

***Median* Middle Ratio**

0.92

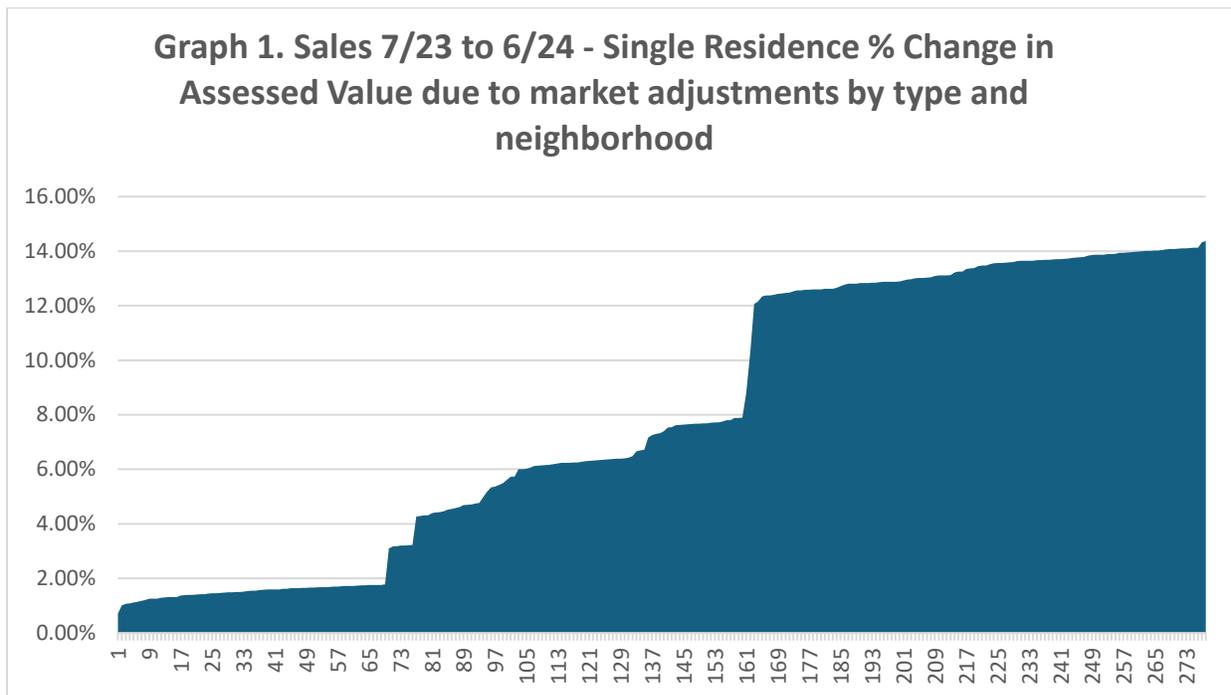
Number of Sales:	16
Sale Price -Summed:	\$ 3,616,399
Assessed Valuation - Summed:	\$ 3,433,100
Total Difference:	\$ 183,299

Neighborhood Number	Streets in Nbhd or Subdivision Name	Proposed Change for April 1, 2025	Zoning Code	Property Count
10	Bangor Gardens	3%	URD1	252
77	Bean Estates	6%	LDR	11
32	Brentwood, Hempstead & Saratoga	3%	URD1	67
9	Briarwood, Whisper & Ellis Court	11%	LDR	163
37	Broadway near Bangor High	5%	HDR	41
37	Broadway near Bangor High	5%	LDR	13
103	Cardinal & Starling	11%	LDR	56
61	Cedar Falls MH Park	14%	RR&A	131
47	Center, Leighton & Blackstone	6%	URD1	175
47	Center, Leighton & Blackstone	6%	URD2	124
75	Chestnut, Partridge & Walden Parke	12%	RR&A	75
48	Congress, South Park, French & Garland	12%	URD2	40
69	Cortland Circle - capes	9%	HDR	23
36	Dewitt & Clark	5%	LDR	115
8	Drew, Molly & Shannon	11%	LDR	92
98	Fairways	6%	URD1	18
18	Fawn & Yankee	11%	URD1	88
118	Fieldstone Estates	5%	HDR	8
112	Garrison Way & Husson Ave	5%	HDR	8
38	Glenwood, Valley and Husson Ave.	8%	HDR	82
33	Greenfield & Labarca	11%	LDR	17
39	Griffin Rd	6%	LDR	26
39	Griffin Rd	6%	RR&A	25
93	Hannibal, Stone, Rutland & Union	5%	M&SD	1
93	Hannibal, Stone, Rutland & Union	5%	URD1	795
93	Hannibal, Stone, Rutland & Union	5%	URD2	16
44	Howard & Garland	12%	URD1	63
20	Judson Heights	6%	LDR	160
115	Knoll Crest	2%	RRA	30
46	Lancaster, Watchmaker & North French	4%	LDR	73
101	Lasalle, Deer Pond and Hillview	6%	LDR	74
109	Lupine Meadow	5%	LDR	12
116	Maine Woods - Wildwood & Firefly	12%	LDR	60
117	McPherson & Kenduskeag	5%	HDR	7
114	Meadow Farm & Ohio St	5%	LDR	45
30	Mt. Hope	3%	URD1	25
42	Mt. Hope, Essex, Parkview & Garland	11%	M&SD	34
42	Mt. Hope, Essex, Parkview & Garland	11%	URD1	726
42	Mt. Hope, Essex, Parkview & Garland	11%	URD2	192
16	Mt. Hope, Rolling & Virginia	6%	LDR	78
84	Nelson, Smith & Bower	9%	URD1	40
84	Nelson, Smith & Bower	9%	URD2	44
80	Norfolk, Montgomery & Leighton	12%	URD1	181
67	Orchard Hills Pkwy - townhouses	12%	LDR	102
70	Outer Union, Essex, Burleigh & Chase Rd	12%	RR&A	751
73	Pine Ledge, Hornbeam & Patrick	12%	RR&A	48
41	Pine, Garland, East Summer, Willow & Fruit	12%	M&SD	54
41	Pine, Garland, East Summer, Willow & Fruit	12%	URD1	196
41	Pine, Garland, East Summer, Willow & Fruit	12%	URD2	93
63	Prays MH Park	14%	RR&A	54
17	Pushaw, Shepherd & Airdale	12%	LDR	92
78	Randolph, Maxwell & Bolling	12%	LDR	85
76	Reinzo and Joan's Hill	12%	RR&A	16
111	Riverwalk Village & State Street	5%	LDR	8
102	Sable Ridge	10%	LDR	44
108	Skyline	12%	RRA	31
52	State, Young & Hogan	12%	LDR	25
53	State, Young & Hogan	12%	LDR	15
15	Streamside Lane	8%	LDR	30
55	Sun - Birch Hill MH Park	14%	RR&A	378
56	Sun - Holiday MH Park	14%	RR&A	214
51	Upper Elm, Grove, Stillwater & Forest	4%	URD1	127
29	Vance & Kira	6%	URD1	14
110	Village woods & Bomarc Road	5%	LDR	24
94	Vine, Hammond, East & Fourth	12%	HDR	2
94	Vine, Hammond, East & Fourth	12%	M&SD	44
94	Vine, Hammond, East & Fourth	12%	URD1	584
94	Vine, Hammond, East & Fourth	12%	URD2	145
92	Webster & Mt. View	12%	URD1	216
107	Wellesley, Brighton & Lyons Ledge	11%	LDR	75
88	Willowbrook Run	11%	LDR	43
35	Yale, Juniper, Howard & Dartmouth	11%	URD1	319
				8135

Certain neighborhoods needed a large adjustment which caused the percentage increase in assessed values to range from a low of 1% to a high of 20.3%, as shown below in the 4th column of the table. The median value increase is shown in the 3rd column. Even after a significant increase to the 3- and 4-unit properties, their ratio remained under 90%.

Group	Median Ratio after adjustments	Median Value % Increase	Range of Increase (%)
1 Unit Res.	91%	7.6%	1% to 14%
2 Units Res.	90%	14.6%	3% to 20%
3 Units Res.	80%	12.5%	3% to 20%
4 Units Res.	82%	16.3%	3% to 20%

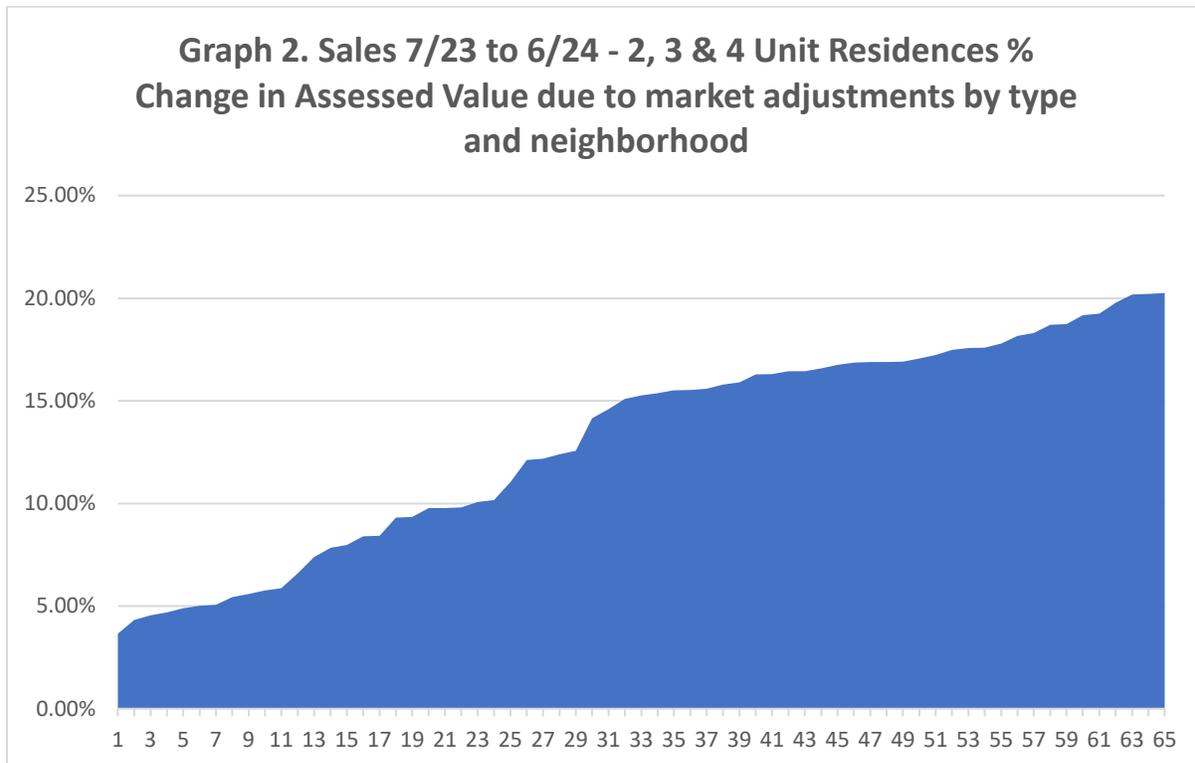
Graph 1 is for 1 Unit properties - indicates that 1/3 of the sales in our one-year period received an adjustment of less than 4%, approximately 1/3 of the group received an adjustment of 4 to 12% and 1/3 of the group received an adjustment greater than 12%.



If my assessed value increased after the Statistical Revaluation, why?

- There can be several reasons, such as:
- The property was undervalued before
 - Your location has improved in value
 - Changes in the real estate market

Graph 2 is for 2, 3- and 4-Unit properties - indicates that 1/3 of the sales in our one-year period received an adjustment of less than 9%, approximately 1/3 of the group received an adjustment of 10 to 15% and 1/3 of the group received an adjustment greater than 16%.



Will all property values change?

It is likely that most property values will change, however, they will not all change at the same rate. Market value may have increased more for some neighborhoods and property types than for others. The values of some neighborhoods and property types may have even stayed the same or decreased in the current market. The purpose of the revaluation is to make sure that the assessments reflect those changes in market value.

Do all assessments change at the same rate?

Not necessarily. Individual properties within the same neighborhood differ in characteristics and different neighborhoods command different values. In one area, the sales may indicate a substantial increase in value, while another neighborhood may see a lesser change in property values. Different types of properties within the same neighborhood may show different value changes. For example, older homes may be rising in value more slowly than newer homes in the same neighborhood, or one-story homes may be in more demand than two story homes, or vice versa. There are numerous factors that will cause values to differ between properties including, but not limited to, location, condition, size, age, quality, and building style.

The **Median Ratio** following all proposed adjustments.

Sold Properties Property Class	# of Sales	Median Ratio(after adj.)	% Change in the Median
Commercial/Industrial	37	92%	3.2%
Condo/PUD Residence	22	93%	6.7%
1 to 4 Unit Residence	350	91%	7.9%
Mobile Home in Parks	27	78%	11.9%

The **Average and Median Assessed values** following all proposed adjustments for all properties in the city, not just the sold properties, are shown below. The median assessed values still trail the median sale prices. This is shown in the fourth column below.

Unsold Properties By # of Units	Average Assessed Value	Median Assessed Value (MAV)	MAV/MSP %
1 Unit	\$270,000	\$239,300 (a)	85.5% (a/b)
2 Unit	\$240,000	\$234,000	85.7%
3 Unit	\$250,000	\$242,200	78.0%
4 Unit	\$325,000	\$326,600	70.2%

Sold Properties Residential Group	# of sales	Median Sale Price (MSP)	Median Sale Price per Unit
1 Unit	284	\$280,000 (b)	\$280,000
2 Units	41	\$273,000	\$136,500
3 Units	18	\$310,000	\$103,333
4 Units	7	\$465,000	\$116,250

As a check to determine if the previously proposed adjustments were necessary and reasonable, a review was completed using the real estate listings posted on the Maine Real Estate Information System, Inc. (d/b/a Maine Listings) website on December 6, 2024. For this review, the proposed April 1, 2025 assessed value was divided by the unadjusted list price.

Listed Properties In Class	# of Listing	Listed Median Ratio (after adj.)
Commercial/Industrial	16	60%
Condo/PUD Residence	5	90%
1 Unit Residence	66	84%
2 to 4 Unit Residence	15	78%

Will a Statistical Revaluation increase taxes?

Although a Statistical Revaluation may result in an adjustment to nearly each individual assessment; it does not mean that every taxpayer’s property taxes will increase. Please remember, assessments are only the base that is used to determine the individual tax impact on each and every taxable property.

Key point - The overall budget, and the tax levy, for the city is not related to the statistical revaluation. The tax levy is the amount of property taxes needed to fund municipal, school and county approved budgets. The mill rate for the upcoming fiscal year is not known at this time.

What is a mill rate?

In the State of Maine, property tax rates are typically denominated in millage rates. A mill represents the tax per thousand dollars of assessed value. For instance, if a home has an assessed value of \$200,000 and a mill rate of 20 (which translates to \$20 of tax per \$1,000 of assessed value), the annual property tax would amount to \$4,000.

In the table below, over a 6-year period, the mill rate decreased from \$23 to \$18.55 or a decrease of 19.3%. The mill rate decreases over-time due to the real property assessed values increasing at a faster rate or percentage when compared to the percentage increase in the amount to be raised from the property tax.

Date of Valuation (Current) April 1, 2024 Mill Rate of \$18.55

Date of Valuation	Bangor’s Historic Mill Rates
04/01/2019	\$23.00
04/01/2020	\$23.20
04/01/2021	\$22.30
04/01/2022	\$20.40
04/01/2023	\$19.15

What if I disagree with the assessment value of my property?

If you believe the assessment on your property is in excess of its market value, you are afforded the opportunity to appeal. You should first notify the assessor’s office to set up an informal review. When questioning the assessment value, ask yourself three questions:

1. Is my property data correct? (living area, bedrooms, baths, lot size, etc.)
2. Is my value in line with others on the street?
3. Is my value in line with recent sale prices in my neighborhood or comparable areas?

If I disagree with my assessment after a hearing, what are my options?

If you still feel entitled to relief after meeting or speaking with the Assessor, you can file a formal appeal in accordance with Maine State Statute, [Title 36, §843: Appeals](#). Below is a link to Maine Revenue Services website which contains Bulletins and Guidance Documents on the abatement appeal process. See Bulletin No. 10.

[Bulletins and Guidance Documents | Maine Revenue Services](#)

Update on the 2024-2026 city-wide revaluation by KRT Appraisal

To date the KRT Appraisal data collectors have visited 1,603 properties. Of those, KRT Appraisal has updated 695 in the Patriot software. The breakdown of the 695 properties is as follows:

Count Group

- 91 Measured and Listed (includes interior inspections)
- 127 Measured and Info at Door from Owner
- 424 Measure only/owner not home or occupied by tenant
- 7 Property owner refused
- 14 No Trespass
- 32 Vacant Land Parcels
- 908 Properties visited but the data sheets have not yet been processed by KRT so they cannot be placed into one of the above groups.

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All properties are mailed an inspection postcard prior to the arrival of a data collector at their property. During the first visit by the data collectors they will collect the exterior property data (photo and dimensions of structures) and may or may not include an interior inspection of the property. For those properties that were not inspected on the interior or had information provided at the door, KRT Appraisal will mail out two types of inspection request letters in the months to follow. One letter will be written to those homeowners that were either “a refusal or refused” or were “not at home”. The second type of letter will be sent out to property owners with a no trespassing sign on the property. Both letter types will outline the benefits of having an exterior and interior inspection. The property owner will contact KRT Appraisal and set up an inspection date and time. Accurate property data is so necessary and will be achieved best by an interior inspection. In the end, the City and taxpayers both will want accurate property values effective April 1, 2026.



DEPARTMENT OF ASSESSING

CITY OF BANGOR

January 13, 2025

REF: Business Personal Property Declaration Form

[See the back of this letter for general instructions on completing the enclosed Business Personal Property Declaration Form.](#)

Dear Taxpayer:

State of Maine law (MRSA 36 Section 708) provides for a tax on business personal property. The tax is assessed annually in accordance with the requirements set forth in Title 36 of the Maine Revised Statutes, sections 601 & 706A. Before making an assessment, the assessor or assessors, chief assessor of a primary assessing area or State Tax Assessor in the case of the unorganized territory may give seasonable notice in writing to all persons liable to taxation or qualifying for exemption pursuant to subchapter 4-C in the municipality, the primary assessing area or the unorganized territory to furnish to the assessor or assessors, chief assessor or State Tax Assessor true and perfect lists of all the property the taxpayer possessed on the first day of April of the same year and may at the time of the notice or thereafter require the taxpayer to answer in writing all proper inquiries as to the nature, situation and value of the taxpayer's property liable to be taxed in the State or subject to exemption pursuant to subchapter 4-C. The list and answers are not conclusive upon the assessor or assessors, chief assessor or State Tax Assessor.

Enclosed please find the Business Personal Property List currently on file in our office. Please indicate deletions, retired from use, and quantity changes on this printout. All **additions** should be indicated on the declaration form. Once the form is completed and signed, return it to the Assessor's Office by **April 18th, 2025**. You may submit changes in another format if it provides all the same information as the declaration form indicates. **Please do not submit lump sum totals; we require a breakdown of all assets.** Please indicate if the items were either purchased used or homemade and the dates and costs at the time of acquisition.

An electronic copy of this form is available at www.bangormaine.gov under the assessing department tab. Your company may fill out this form with the same information and email it to declarations@bangormaine.gov

IMPORTANT: If you own personal property on April 1, 2025, you are responsible for the entire year's Personal Property Tax Bill. Tax bills will be issued to all businesses unless the Assessor's Office is notified **IN WRITING** to the contrary. **If this declaration form is not completed and returned, an additional estimated assessment will be included in the new total assessment. Also under Maine Law taxpayers that do not comply may lose any right to appeal their assessment.**

The Assessor's Office is available to assist you with understanding what is required in this annual taxation reporting procedure and to answer your questions regarding these requirements. You may reach the Assessing Office at **207-992-4211**.

TAX REFUND: The State of Maine has a Business Equipment Tax Reimbursement (BETR) Program. This allows for personal property taxes paid on qualified personal property to be refunded to businesses. If you have questions about BETR, send an email to: betr.mrs@maine.gov

TAX EXEMPTION: The State of Maine has a Business Equipment Tax Exemption (BETE) Program. This allows for a personal property tax exemption on qualified personal property. Please contact the State of Maine, Maine Revenue Services for an application booklet for either BETR or BETE, or find them at the link below, under the Property Tax Relief Programs tab. (www.maine.gov/revenue/taxes/property-tax)

We look forward to working with you.

Yours Sincerely,

Philip S. Drew
Assessor
*Enclosures

GENERAL INFORMATION

The "just market value" for municipal assessment purposes is generally the replacement/historical total cost less depreciation; **items are never depreciated to a zero value.**

**IF YOU OWN PERSONAL PROPERTY ON APRIL 1ST OF A GIVEN YEAR,
YOU ARE RESPONSIBLE FOR THE PERSONAL PROPERTY TAX BILL.**

GENERAL INSTRUCTIONS

THE DECLARATION FORM MUST BE RETURNED. IF YOU FAIL TO SUBMIT A BUSINESS PERSONAL PROPERTY DECLARATION, THE ASSESSOR WILL MAKE AN ESTIMATION.

The declaration form should be sent back by **APRIL 18, 2025.**

WHERE TO FILE DECLARATIONS:

REGULAR MAIL: City of Bangor - Department of Assessing, 73 Harlow Street, Bangor, ME 04401
An electronic copy from your company with the same information is acceptable.
EMAIL: declarations@bangormaine.gov

➔ **MOTORIZED VEHICLES:** This applies to all businesses: **Do not report motorized vehicles that are excised.**

New or First Time Taxpayers must:

- LIST:** Submit a complete list of **ALL** personal property; listed under the proper sections on the enclosed declaration form. Lists will be accepted if they provide all information requested in sections 1-5.)
- LUMP SUM TOTALS:** An itemized list of assets must be submitted. Lump sum totals **will not** be accepted.
- FULLY DEPRECIATED ITEMS:** All fully depreciated personal property must be included.
- COST:** Provide original purchase date and total cost.
- LESSEE:** If you are the lessee of the personal property, see instructions below.
- LESSOR:** If you are the lessor of personal property, see instructions below.

➔ **Previously Assessed Taxpayers must:**

- LIST:** List all personal property under the proper sections on the enclosed form.
- DELETED ITEMS:** Indicate on the prior year's list all items removed from premises, replaced or disposed of. **(CD on left-hand side of enclosed list stands for an Assessing code, not quantity.)**
- FULLY DEPRECIATED ITEMS:** All fully depreciated personal property must be included.
- LUMP SUM TOTALS:** An itemized list of assets must be submitted. Lump sum totals **will not** be accepted.
- CLOSED, MOVED, OR SOLD:** If the business has either closed, moved, or been sold since April 1, 2024, return the signed declaration form with the following:
 - Date of closure, or sale.
 - Date and address of relocation.
 - Name and address of the new owner.
- LESSEE:** If you are the lessee of personal property, see instructions below.
- LESSOR:** If you are the lessor of personal property, see instructions below.

Lessees declaring leased personal property must:

- ➔
- OWNER:** Include the full business name and address of the owner.
 - LEASED ITEMS:** Identify item(s) being leased. Include information requested in section 4.
 - LEASE TERMS:** Provide lease terms, monthly payment, number of months the lease runs, original date of the lease and the original cost of the equipment.
 - TERMINATED LEASE:** If lease has been terminated, you must indicate if the equipment has been returned/removed or is a "buyout."
 - PARTY IN POSSESSION:** If lease information is not provided, lessee will be assessed as party in possession as allowed under MRSA 36 Section 603

PLEASE NOTE THE FOLLOWING DISTINCTIONS:

FINANCED EQUIPMENT: Personal property that is **OWNED** by you, but is financed through another company should be listed as owned in the appropriate sections 1-3.

LEASED EQUIPMENT: Section 4 should only have items listed that are **LEASED, LOANED, OR RENTED and OWNED BY ANOTHER PARTY.**

Lessors declaring leased personal property must:

- ➔
- LOCATION:** Specify the exact physical location, lessee name and lessee address.
 - LEASED ITEMS:** Provide the information requested on item(s) being leased, see sections 4 & 5.
 - TERMINATED LEASE:** If lease has been terminated, you must indicate if the equipment was returned, a "buyout" or given to lessee.

(PLEASE SEE NOTE ON INSTRUCTION LETTER BEFORE COMPLETING THIS SECTION)

SECTION 4 LEASED, LOANED OR RENTED PERSONAL PROPERTY:

List below **all** personal property which is located at your place of business that is leased, loaned, or rented and is **owned by someone else**. This would include such items as vending machines, postage machines, computer equipment, copy machines, telephone systems, security alarms, trash containers, video games, furniture, typewriters, calculators, water coolers, ice machines, storage trailers, construction equipment or any other type of equipment that is **not owned by you** but is located on your premises.

FULL NAME AND ADDRESS OF OWNER	DESCRIPTION OF ITEM	QTY	COST	LEASE DATE	MONTHLY RENT	NUMBER OF MONTHS

(ATTACH ADDITIONAL SHEETS, IF NECESSARY)

SECTION 5 TRUE OR CONDITIONAL LEASES - THIS SECTION FOR LESSORS OR LENDERS ONLY:

Leasing Companies: To help avoid duplication of accounts related to leased personal property, **PLEASE** complete the following:

Does your business lease personal property in the City of Bangor? Yes No

Does your business handle conditional leases on equipment located in the City of Bangor? Yes No

If yes, provide the name and address of the person(s) or business to whom the property was leased or financed to on the assessment date. Also include a description of the item(s), its model #, serial #, the quantity leased, year acquired and original cost. Attach list identified as "Leased" or "Conditional Leased" Personal Property. **PLEASE SPECIFY WHO IS RESPONSIBLE FOR THE PERSONAL PROPERTY TAXES.**

If notice is given by mail and the taxpayer does not furnish the list and answers to all proper inquiries, the taxpayer may not apply to the assessor or assessors, chief assessor of a primary assessing area or State Tax Assessor in the case of the unorganized territory for an abatement or appeal an application for abatement of those taxes unless the taxpayer furnishes the list and answers with the application and satisfies the assessing authority or authority to whom an appeal is made that the taxpayer was unable to furnish the list and answers in the time required. The list and answers are not conclusive upon the assessor or assessors, chief assessor or State Tax Assessor. The assessor or assessors, chief assessor of a primary assessing area or State Tax Assessor in the case of the unorganized territory may require the person furnishing the list and answers to all proper inquiries to subscribe under oath to the truth of the list and answers.

I hereby certify that this declaration form, together with any accompanying exhibits or statements has been examined by me and to the best of my knowledge, information and belief sets forth a full, true, and perfect list of all taxable personal property owned by me or in my possession, or under my control, located in the City of Bangor on April 1, 2025 that such property has been reasonably described and its cost fairly represented; and that no attempt has been made to mislead the Assessor as to its age, quality, quantity or cost.

I also understand that this return is subject to audit by the Assessor or an agent acting on his/her behalf.



IF THE ASSESSOR DOES NOT RECEIVE THIS FORM BACK, THE ASSESSOR WILL HAVE NO CHOICE BUT TO ESTIMATE THE PERSONAL PROPERTY USED IN YOUR PLACE(S) OF BUSINESS.

YES NO
I've attached/included the BETE Exemption Application Form
Form must be filed no later than May 1st.

APRIL 1, 2025 ASSESSMENT DATE. RETURN MUST BE FILED BY APRIL 18, 2025.
IT IS YOUR RESPONSIBILITY TO RETURN THIS FORM BY THE FILING DEADLINE. FAILURE TO RETURN THIS FORM MAY BAR YOUR RIGHT TO AN ABATEMENT APPEAL.

Signed: _____

Print Name: _____

Official Title: _____

Official's Email Address: _____

AFTER COMPLETION, PLEASE MAIL THIS FORM TO:
City of Bangor
Assessing Department
73 Harlow Street
Bangor, ME 04401

Email Address:
declarations@bangormaine.gov

Person authorized to disclose records: _____

Telephone Number: _____

Date: _____