CITY OF WATERVILLE
OFFICE OF THE ASSESSOR

Dear Property Owner:

On September 16, 2014, the Waterville City Council voted unanimously to contract a citywide revaulation of all properties in Waterville. The last revaluation in Waterville was completed in 1993. **Vision Government Solutions** was chosen for this project and they recently begun property inspections. Vision representatives have photo identification, a letter of authorization from the City, and their vehicles have signage indicating their affiliation with the revaluation project.

Phase 1 of the revaluation project is Data Collection. It is vital they collect current accurate information to insure a fair and successful project. Inspectors are instructed to view the interior and exterior characteristics of every property. All buildings will be measured for their exterior dimensions. If an inspector is unable to perform an interior inspection during their initial visit, they will estimate the interior characteristics and features based upon their experience and expertise. If the property owner refuses an interior inspection and disagrees with their assessment, they may jeopardize their ability to apply for or be granted an abatement in the future. If no one is home at the time of their initial visitation, the inspector will perform an exterior inspection and measure the structures on the property. For those not home during this process, a letter requesting a scheduled interior inspection appointment will be mailed sometime in 2015.

Phase 2 of the revaluation process is the Market Analysis. While the physical data is being collected by the property inspectors, appraisel personnel will be analyzing comparable sales that occurred over the last few years to determine what market factors influenced property values. Vision Government solutions will gather information from a number of sources. Valuable sources may include, but are not limited to; the Registry of Deeds, Maine State Department of Revenue Transfer Tax Forms, local Property Managers, local Real Estate Developers, local Real Estate Professionals, etc.

Once all the data is collected and reviewed for accuracy, Vision's appraisers will calculate land and building values and deliniate neighborhoods based upon market activity and desirability of locations.

Phase 3 will provide property owners opportunites to discuss their new assessments with Vision Representatives.

This is an ongoing project that requires your cooperation for a successful completion. We anticipate that new property values will become effective April 1, 2016. We thank you for your time and patience.

Sincerely,

Michael Roy

Mike Roy

City Manager

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