

Municipal AI Risk Assessment

A public-accountability framework for reviewing AI use in municipal workflows, resident services, procurement, and records-sensitive work.

Audience	Maine towns, cities, counties, departments, and public-serving agencies
Best used for	Planning, staff discussion, policy development, and responsible AI adoption decisions.
Full guide	Available from this resource page as a public download.

What is inside

- Public records considerations
- Resident impact questions
- Vendor review prompts
- Transparency guidance
- Council-ready risk summary

Sample guidance

This preview includes representative guidance from the full resource. Customize any templates or examples for your organization before adopting them.

1. Identify whether the AI use affects residents directly.

Why it matters: responsible AI works best when staff have clear boundaries, practical examples, and a defined human review step.

2. Document human review before decisions are finalized.

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3. Preserve records needed for accountability and appeals.

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Public-use note

Do not paste confidential client, resident, employee, health, financial, legal, or protected operational information into public AI tools. Use approved systems and written data-handling rules for sensitive work.

Next steps

- Download the full guide from the resource page.
- Review the examples with leadership or the team that owns the workflow.
- Identify one low-risk process to pilot first.
- Create or update policy language before expanding use.
- Book a consultation if you want help tailoring this to your organization.

Need help applying this?

Visit aiimpactmaine.com/contact to schedule a conversation with AI Impact Maine.