

AGENDA

Town of Stubbs Board of Review
Thursday, May 25, 2022 • 6pm-8pm
Stubbs Town Hall • N3305 S. Hutchinson Rd, Bruce

1. Call Board of Review to order and call roll:
2. Pledge of Allegiance
3. Confirmation of Board of Review and Open Meeting notices.
4. Select a Chairperson for Board of Review
5. Select a Vice-Chairperson for Board of Review :
6. Select a Clerk for Board of Review :
7. Verify that a member has met the mandatory training requirements:
8. Verify that the Town has an ordinance for confidentiality of income and expense information provided to the assessor under state law (sec. 70.47 (7)(af)
9. Review new laws:
10. Adoption of policy regarding procedure for sworn telephone testimony and sworn written testimony:
11. Adaption of policy regarding the procedure for waiver of Board of Review hearing requests:
12. Receipt of the Assessment Roll by the Clerk from the Assessor's Office:
13. Receive the Assessment Roll and sworn statement from the Clerk:
14. Receive the Assessment Roll and perform statutory duties:
 - a. Examine the roll
 - b. Correct description or calculation errors, add omitted property
 - c. Eliminate double assessed property
15. Discussion/Action - Certify all corrections of error under state law (sec. 70.43 Wis Stats)
16. Discussion/Action - verify with the Assessor that open book changes are included in the assessment roll
17. Review Notices of Intent to File Objections:
18. Proceed to hear objections:
19. Schedule for next meeting:
20. Adjourn (to future date if necessary)