

**TOWN OF MARION
BOARD OF REVIEW
May 11, 2022
6:30 PM (must be in session a minimum of 2 hours)
American Legion Community Room
106-1/2 East Oak Street
Boscobel, WI 53805**

AGENDA:

1. Call Board of Review to order.
2. Roll call.
3. Confirmation of posting and publication.
4. Select a Chairperson for Board of Review.
5. Select a Vice-Chairperson for Board of Review.
6. Verify that at least one member has met the mandatory training requirements.
7. Verify that the town has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (sec. 70.47(7)(af)).
8. Filing and summary of Annual Assessment Report by Assessor's office.
9. Receipt of the assessment roll by the clerk from the assessor.
10. Receive the assessment roll and sworn statements from the clerk.
11. Review the assessment roll and perform statutory duties:
 - a) Examine the roll,
 - b) Correct description or calculation errors,
 - c) Add omitted property, and
 - d) Eliminate double assessed property.
12. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. s. 70.43).
13. Discussion/Action – Verify with the Assessor that open book changes are included in the assessment roll.
14. Allow taxpayers to examine assessment data.
15. Review notice of intent to file objection.
16. Proceed to hear objections, if any, and if proper notice/waivers given, unless scheduled for another date.
17. Consider/act on scheduling additional BOR date(s).
18. Adjourn (to future date if necessary or final adjournment).

Judith A. Boughton, Town Clerk
Town of Marion.