

**Town of Stockbridge
Board of Review
4:00 PM Thursday, May 25, 2023
At the Stockbridge Community Hall
175 S. Military Road, Stockbridge, WI 53088**

Agenda

1. Call to order and Roll Call.
2. Verify open meeting notices and BOR notice has been given.
3. Select a Chairperson for Board of Review.
4. Select a Vice-Chairperson for Board of Review.
5. Verify a member has met the mandatory training requirements.
6. Review of new laws.
7. Adoption of policy regarding the procedures for sworn telephone/sworn written testimony.
8. Adoption of policy regarding the procedure for waiver of hearing requirement.
9. Filing and summary of Annual Assessment Report by Assessor's Office.
10. Receipt of Assessment Roll by clerk from Assessor.
11. Receive the Assessment Roll and sworn statement from the clerk.
12. 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.
13. Discussion/Action – Certify all corrections of error under state law (sec 70.43, Wis. Stats).
14. Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll.
15. Allow taxpayers to examine the assessment data.
16. During the first two hours, consideration of:
 - a. Waivers of the required 48 – hour notice of intent to file an objection when there is a good cause,
 - b. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court,
 - c. Requests to testify by telephone or submit sworn written statement, subpoena requests, and act on any other legally allowed/required Board of Review matters
17. Review notices of intent to file and objection.
18. Proceed to hear objections, if any and if proper notice/waivers given.
19. Consider/act on scheduling additional Board of Review Date(s).
20. Adjourn (to future date if necessary).

Discussion and/or action may take place on any of the above agenda items.

Agenda prepared by Steven Phipps, Clerk

Posted by 6:55 p.m. this 6th day of May 2023 in the following locations:

1. Bulletin board at Town of Stockbridge Shed, Calumet County Park, Community Hall
2. Town of Stockbridge Website - <http://www.townofstockbridge.gov>.

NOTICE: UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. IF A PERSON WITH A DISABILITY REQUIRES THAT THE MEETING BE ACCESSIBLE OR THAT MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS. TEL: 920-418-5709.