TOWN OF PALMYRA

Board of Review

May 12, 2022 9:00 AM

Palmyra Town Hall

W1125 Hwy. 106 Palmyra, WI

**Call to Order**

Certification of Compliance with Open Meetings Law

**Roll call**

1. Confirmation of appropriate Board of Review and Open Meeting Notices.
2. Select Chairperson for Board of Review.
3. Select a Vice-Chairperson for Board of Review.
4. Verify that members have met the mandatory training requirements.
5. 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)).
6. Review new laws.
7. Filing and summary of Annual Assessment Report by Assessor’s Office.
8. Receipt of the Assessment Roll by Clerk from Assessor.
9. Receive the Assessment Roll and sworn statement from the clerk.
10. Receive the Assessment Roll and perform statutory duties:

Examine the Roll.

Correct description or calculation errors.

Add omitted property.

Eliminate double assessed property.

1. Allow taxpayers to examine assessment data.
2. Review Notices of intent to file objection.

Proceed to hear objections.

**Adjourn**

Laura Lowrey, Clerk/Treasurer