

**Town of Scott
BOARD OF REVIEW
Wednesday, May 22, 2018
5:00 PM (Must be in session for a minimum of 2 hours)
Scott Town Hall
356 Lake Road, Merrill, WI 54452**

AGENDA

1. Call Board of Review to Order
2. Roll Call of Board of Review Members
3. Confirmation of Notices
4. Select a Chairperson
5. Select a Vice-Chairperson
6. Verify Mandatory Training Requirements
7. Review of New Laws
8. Review Policies regarding sworn testimony by phone and in writing and requests for waiver of hearing
9. Filing and Summary of Annual Assessment Report by the Assessor
10. Receive the Assessment Roll and Sworn Statement from the Clerk
11. Review the Assessment Roll
 - a. Examine the Roll
 - b. Correct Description or Calculation Errors
 - c. Add Omitted Property
 - d. Eliminate Double Assessments
12. Discussion/Action -Certify all corrections of error under state law (sec. 70.43, Wis. Stats.)
13. Discussion/Action -Verify with the Assessor that open book changes are included in the assessment roll
14. Consideration of requests for waivers, requests for telephonic or written testimony, and subpoenas
15. Act on any other legally allowed or required Board of Review matters
16. Review Notices of Intent to File Objection
17. Proceed to hear objections or schedule objections to be heard at a later date.
18. Adjourn