

Board of Review
May 19, 2015

Town of Poygan
Notice of the Board of Review For the Town of Poygan

NOTICE IS HEREBY GIVEN that the Board of Review for the Town of Poygan of Winnebago County shall hold it's first meeting on the 19th day of May, 2015 from 6:00p.m. to 8:00 p. m. at the Poygan Town Hall, located at 8693 Town Hall Road, Town of Poygan, Winnebago County.

Please be advised of the following requirements to appear before the Board of Review and procedural requirements if appearing before the Board:

No person shall be allowed to appear before the Board of Review, to testify to the Board by telephone or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the Assessor to view such property.

After the first meeting of the Board of Review and before the Board's final adjournment, no person who is scheduled to appear before the Board of Review may contact, or provide information to a member of the Board about the person's objection except at a session of the Board.

No person may appear before the Board of Review, testify to the Board by telephone or contest the amount of the assessment unless, at least 48 hours before the first meeting of the Board or at least 48 hours before the objection is heard if the objection is allowed because the person has been granted a waiver of the 48-hour notice of an intent to file a written objection by appearing before the Board during the first two hours of the meeting and showing good cause for failure to meet the 48-hour notice requirement and files a written objection, that the person provides to the clerk of the Board of Review notice as to whether the person will ask for removal of any Board members and if so, which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

When appearing before the Board of Review, the person shall specify, in writing, the person's estimate of the value of the land and the improvements that are the subject of the person's objection and specify the information that the person used to arrive at the estimate.

No person may appear before the Board of Review, testify to the Board or by telephone or object to a valuation; if that valuation was made by the Assessor or the Objector using the income method of valuation; unless the person supplies the Assessor all the information about income and expenses, as specified in the Assessor's manual under Sec. 73.03 (2a) of the Wis. Statutes, that the Assessor requests. The Town of Poygan has an ordinance for the confidentiality of the information about income and expenses that is provided to the Assessor under this paragraph which provides exceptions for persons using information in the discharge of duties imposed by law or the duties of their office or by order of a court. The information that is provided under this paragraph, unless a court determined that it is inaccurate, is not subject to the right of inspection and copying under Sec. 19.35 (1) of Wis. Statutes.

Sworn Telephone or Written Testimony May Be Allowed • A Board may decide to allow at the request of the property owner or their agent – That the owner or the owner's representative appear by telephone, under oath and testify – Submit written statements made under oath – Board's discretion to allow sworn telephone or written testimony (request is not required to be granted) – Facetime, Skyping, etc. still not.

Respectfully submitted,
Julia Reinert,
Town of Poygan Clerk