

**NOTICE OF THE BOARD OF REVIEW
FOR THE TOWN OF BAILEYS HARBOR**

NOTICE IS HEREBY GIVEN that the Board of Review for the Town of Baileys Harbor, Door County, shall be held on June 4, 2013 from 6:00PM to 8:00PM in the meeting room at the Town Hall, 2392 County F, Baileys Harbor, WI 54202.

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

Please call the clerk at (920) 839-9509 to set a time to appear at Board of Review. Office hours are Monday through Thursday from 9:00AM to 3:00PM and Fridays from 10AM to 12:00PM.

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

No person may appear before the Board of Review, testify to the Board by telephone or subject or object to a valuation; if that valuation was made by the Assessor or the Objector using the income method; unless the person supplies the assessor all of the information about income and expenses, as specified in the manual under Sec. 73.03 (2) (a), that the Assessor request. The Town of Baileys Harbor has an ordinance for the confidentiality of information about income and expenses that is provided to the Assessor under this paragraph which provides exemptions for persons using information in the discharge of duties imposed by law or of 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 Section 19.35 (1) of WI Statutes.

The Board shall hear upon oath, by telephone, all illness or disabled persons who present to the Board a letter from a physician surgeon or osteopath that confirms their illness or disability. No other person may testify by telephone.

Pursuant to Sec 70.45 of WI Statutes the assessment roll for the year 2013 assessment will be open for examination on the 4th day of June, 2013. Appointments for open book should be made with the Town Clerk at (920) 839-9509. Open book will be held at the Baileys Harbor Town Hall meeting room at 2392 County F starting at 1:00PM until 5:00PM. Notice is hereby given this 18th day of May, 2013.

Baileys Harbor Town Clerk/Administrator

Douglas Smith