

## **Position Open on the Board of Assessment Review**

Please send application to the Town of Cairo Supervisor by February 24, 2023 Application: <https://townofcairo.com/wp-content/uploads/2015/09/appemployment.pdf>

### **Board of Assessment Review (BAR) Description and Duties:**

Purpose of the BAR:

Taxpayers who feel their property tax assessments are unequal, excessive, unlawful or that their property is misclassified, have a right to have their assessments reviewed by the BAR.

BAR Description and Duties:

- The BAR is a quasi-judicial body and its purpose is to guarantee taxpayers' rights by hearing real property assessment complaints (grievances) and arriving at fair and impartial determinations regarding those complaints. On Grievance day the BAR will review the required paperwork filed by the applicant, ask questions of the applicant if present.
- Members shall have knowledge of property values in the Town.
- The BAR meets for 4 hours on Grievance day which is the fourth Tuesday in May and BAR member attendance is mandatory. They reconvene approximately 1 week later for approx. 1-2 hours depending on the number of cases to deliberate on the property assessment complaints and make a decision as to whether or not the assessment will be changed, and if so, what the assessed value will be.
- There is a mandatory training session for all new board members.

Compensation and Time:

Compensation is \$225.00 for Grievance Day (4 hours) and two additional deliberation days (approx. 1-2 hours each). Any additional meetings beyond the first three meetings will be paid at a rate of \$35 per meeting.