

**Grievance Day - May 26, 2020** - Meeting hours: 9:30am – Noon, 1:30pm – 4pm, and 6pm – 8pm

**Due to Covid -19, this meeting will be held via ZOOM and telephonically only. This meeting will be live for the public on Cablevision Channel 22. There will be no in-person participation by the public. It is strongly recommended that if you wish to speak with the Board on Grievance Day that you contact the Town Assessor's Office prior to May 20<sup>th</sup> to schedule an appointment and obtain instructions on how to access the meeting via Zoom.**

**Grievance forms must be received by May 26, 2020.** You can mail, email, or drop your paperwork in the drop box outside of Town Hall. Please call the Assessor's Office 845-485-3640 to confirm that we received your grievance forms. Mail to: Assessor's Office, 1 Overocker Road, Poughkeepsie, NY 12603. PLEASE INCLUDE A CURRENT PHONE NUMBER ON YOUR FORM.

Grievance Forms can be found online at:

[https://www.tax.ny.gov/pdf/current\\_forms/orpts/rp524\\_fill\\_in.pdf](https://www.tax.ny.gov/pdf/current_forms/orpts/rp524_fill_in.pdf)

Instructions for the Grievance Forms can be found online at:

[https://www.tax.ny.gov/pdf/current\\_forms/orpts/rp524ins.pdf](https://www.tax.ny.gov/pdf/current_forms/orpts/rp524ins.pdf)

If you need us to mail you a form, please call the office. **\*Remember grievance filings must be received by the Assessor by May 26, 2020, so call early.**

### **Important Dates to Remember**

Valuation Date – **July 1, 2019.** Property is valued as of this date.

Taxable Status Date – March 1, 2020. Assessment based upon the property condition and ownership as of this date.

### **Grievance Options**

It is not necessary to have a meeting with the Board of Assessment Review in order to file a grievance. A grievance can be submitted to the Assessor's Office and it will be given to the Board for their consideration when they deliberate on the grievances. It is important to include documentation to support the assessed value that you indicate on the grievance forms as the Board will need that for their deliberations.

If you wish to schedule a meeting with the Board of Assessment Review, please try to submit your grievance forms and supporting documentation by May 20<sup>th</sup> as the meetings are by appointment and we will need to prepare a schedule for the Board Members. The meetings are limited to 5 minutes each. Please call the office to schedule your appointment at 845-485-3640. You can still request a meeting after the 20<sup>th</sup>, it just may be more difficult to get a convenient time as appointment times fill up. Please make sure you include a working telephone number.

Please note, whether you meet with the Board of Assessment Review or have chosen to submit paperwork, The Board of Assessment Review does not rule on grievances on Grievance Day. They will set a future date to meet as a Board (without the assessor present) to deliberate and make final decisions. Your supporting documentation is very important for the Board in their deliberations. Determination letters are sent out via mail during the month of July.