

**Town of Martell
Board of Review
November 18th, 2025 at 5 PM
at the Town Hall located at W5581 800th Avenue, Spring Valley, WI 54767**

1. Call to Order
2. Roll Call
3. Select a Chairperson and Vice-Chairperson ???
4. Verification of Public Notice
5. Verify the meeting date is a minimum of seven days after the assessment roll was open for examination under Wis. Stats. sec. 70.45 (Wis. Stats. sec. 70.47(1))
5. Verify that at least one member has met the training requirements under state law (Wis. Stats. sec. 70.46(4))
6. Verify the municipality has an [ordinance for the confidentiality of income and expense information](#) provided to the assessor under state law (Wis. Stats. sec. 70.47(7)(af))
8. Receive the assessment roll and sworn statements from the Clerk
9. Examine the roll, correct description or calculation errors, add omitted property, and eliminate double-assessed property
10. Certify all corrections of error under state law (Wis. Stats. sec. 70.43)
11. Verify with the Assessor that Open Book changes are included in the assessment roll
12. Hear Objections
13. Adjourn