

TOWN OF CUSHING

BOARD OF ASSESSMENT REVIEW ORDINANCE

This Ordinance provides for the formation of an Assessment Review Board to reconsider decisions of the Town's property evaluation when requested by property owners. This Board is in addition to and not related to the existing Shoreland Ordinance Appeals Board.

The Assessment Review Board shall consist of five members appointed by the Selectmen with terms not to exceed five years. The initial appointments must be such that the terms of office of no more than two members will expire in a single year.

The Board shall elect annually a chairman and secretary from its membership. Neither a municipal officer nor a spouse of a municipal officer may be a member of the Board.

Any question of whether a particular issue involves a conflict of interest sufficient to disqualify a member from voting on that issue shall be decided by a majority vote of members excluding the member who is being challenged. The municipal officers may dismiss a member of the Board for cause before the member's term expires.

The chairman shall call meetings of the Board as required or when requested to do so by a majority of the members of the Board or the municipal officers. A quorum of the Board is necessary to conduct an official Board meeting, and must consist of at least a majority of the Board's members. The chairman shall preside at all meetings and be the official spokesman. The secretary shall maintain a permanent record of all Board meetings and all correspondence.

All decisions become a part of the record and must include a statement of findings and conclusions, as well as the reasons or basis for the conclusions. Notice of any decisions must be mailed or hand delivered to the petitioner, their representative, the Board of Assessors and the Municipal officers.

A vote to reconsider and the action taken of that reconsideration must occur and be completed within 30 days of the date of the vote on the original decision. The Board may conduct additional hearings and collect additional evidence.

The appeal process of this ordinance is limited to Town's assessment/evaluation of property and the resulting taxes on the property in question.

Approved by legislative body 3/19/01