

**Town of Merton**  
**Board of Review**  
Minutes of July 22, 2024

Present: Supervisor Morris, Herrick, Olson, Fleming, Clerk Hann and Assessor Ray Koscak from Grota Appraisals/Catalis. Absent Chairman Klink.

- Call to order by Supervisor Morris at 4:00 p.m. by roll call vote.
- Selection of Chairman for 2023 Board of Review - A motion to nominate Richard Morris as Board of Review Chairman was made by Fleming/Herrick. Motion carried.
- Selection of Vice Chairman for 2024 Board of Review - A motion to nominate Jim Olson as Board of Review Vice Chairman was made by Fleming/Herrick. Motion carried.
- Selection of Board of Review Clerk for 2024 Board of Review - A motion to nominate Donna Hann as Board of Review Clerk was made by Flemings/Herrick. Motion carried.
- Clerk Hann stated two member have completed the mandatory training requirements. She verified that the Member Training Affidavit has been filed with the Department of Revenue. Clerk Hann also verified that the Town has an ordinance for confidentiality of income & expenses.
- Assessor Koscak reviewed the 2024 Assessment Roll of properties in the Town.
- Clerk Hann stated there were no cases to call at the present time.
- Examination of the roll was done by board members.
- Assessor Koscak answered questions from the board on the assessment roll.
- Discussion followed on Town wide reassessment that will happen in 2025 and how the time line would work.
- The board continued to review the assessment roll and recent sales with Assessor Koscak answering questions for the board.
- A motion was made to adjourn the board of adjustment at 6:00p.m. by Olson/Herrick. Motion carried.

Adjourned at 6:00 p.m.

Respectfully Submitted,

Donna Hann  
Town Clerk