

SAUBLE TOWNSHIP

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**BOARD OF REVIEW
ORGANIZATIONAL MEETING
Tuesday, March 3, 2025, 12:15 PM – 1:15 PM**

AGENDA

1. CALL TO ORDER:

2. ROLL CALL

- Hamid Mir
- Mike Dewey
- Jim Johnson
- Jessica Johnson, Assessor
- Mary Ann Nugent
- Vacancy, Alternate

3. ALSO PRESENT:

4. APPROVAL OF PREVIOUS MEETING MINUTES: December 9, 2025

5. ELECTION OF OFFICERS:

- a. Chairperson:
- b. Timekeeper:
- c. Tax Calculator:

6. DISCUSSION ITEMS/OTHER BUSINESS:

- a. Who is primary speaker?
- b. Who explains the assessment process and reviews the property record card with taxpayer?
- c. Who will assist taxpayer in completing the Petition if needed?
- d. How much time will be provided for each appearance? (Timekeeper)
- e. Who will post the board's decisions to the assessment roll, secretary or assessor?
- f. Who makes the required notifications of assessment changes to the taxpayer(s)?

7. PRESENTATION OF ASSESSMENT ROLL:

8. PUBLIC COMMENT:

9. BOARD MEMBER COMMENTS:

10. RECESS: