

Essex



County

Office of Real Property Tax Services

P.O. Box 217 7551 Court Street

Elizabethtown, N.Y. 12932

David R. Wainwright, Director
Vacant, Assistant Director

(518) 873-3390
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March 29, 2022

TO: Chairman, Board of Assessors & Sole Assessors

FROM: David R. Wainwright, Director

In order to properly prepare your 2022 "Change of Assessment" Notices, we will need the following information. (Fill in the blank, underlined areas below.)

TOWN of Chesterfield

1) If you have any questions concerning the above change, you may telephone the assessor(s) at (518) 834-9041 on Wednesday from 8:30 - 3:30

2) The Tentative Assessment Roll is on file, and may be viewed at Town Hall, Monday through Friday from 8:30 - 3:30pm, (fill in hours: ie. 8:30am - 4:30pm) beginning May 1, 2022.

3) Section 526(2) of the Real Property Tax Law requires the Assessor to be in attendance with the Tentative Roll at a specified place for at least four (4) hours, not necessarily continuous, between 9am & 10pm on four (4) specified days prior to Grievance Day; and on at least one (1) day, two (2) hours must be after 6pm. Also, two (2) days must be at least 10 days after the Tentative Roll is filed, and at least one (1) of those days must be a Saturday.

Location to view Tent Roll Town Hall

1 st DAY DATE	<u>May 11th</u>	HOURS	<u>9-1pm</u>
2 nd DAY DATE	<u>May 16th</u>	HOURS	<u>4-8pm</u>
3 rd DAY DATE	<u>May 18th</u>	HOURS	<u>9-1pm</u>
4 th DAY DATE	<u>May 14th</u>	HOURS	<u>12-4pm</u>

4) GRIEVANCE DAY - May 25th, 2022 / HOURS 4pm - 8pm

Location for Grievance Day: Town Hall

Hours must be between 9am & 10pm for at least four (4) hours, not necessarily continuous, with at least two (2) hours after 6pm. You should contact the Chairman of your Town Board of Assessment Review to obtain the place and hours of Grievance Day.

Please call to make an appointment for now & grievance day.