

Board of Assessment Appeals

Members – Bruce Watrous-Chairman, Dudley Clark, Daniel Watts

- In accordance with §12-111 and §12-117, the Board of Assessment Appeals shall meet during the month of March (or April if extension is granted).
- In the case of inclement weather, please call the Assessor's Office at (860) 526-0013 x512 for instructions regarding postponement or cancellation of your hearing.

Application and Meeting Deadlines:

- Pursuant to §12-111 and §12-117, as amended, property owners wishing to appeal their assessment before the Board of Assessment Appeals must submit a written application to the Board of Assessment Appeals on or before February 20. (In the event that an extension has been granted, usually during revaluation years, appeals must be submitted on or before March 20.)
- The Board will review the written application, determine their meeting dates and inform owners of a hearing date and time. The Board of Assessment Appeals will mail a written notice of the date, time and place of an appeal hearing to each applicant.
- A notice of the hearing date will be mailed by the Board no later than March 1, and at least seven calendar days before the date of the hearing.

If You Wish To Appeal Your Assessment You Must Do The Following:

- File an application to appeal on or before February 20.
(Application Forms are available in the Assessor's Office or on the web site.)
- Include all the required information on the application to appeal.
- Appear in person or be represented by an authorized individual, before the Board of Assessment Appeals at the date, time, and place shown in your notification from the Board.
- The Board of Assessment Appeals **CANNOT** reduce the list of any person who **DOES NOT APPEAR**, either in person or by his agent to answer any and all questions regarding his/her taxable property.
- You may appeal the decision of the Board of Assessment Appeals to the Superior Court in accordance with §12-117a.

Information Which Must Be Included on the Application to Appeal:

- §12-111 requires that the application to appeal an assessment must contain certain information and items.
The minimum requirements are:
- Property owner's name
- Name and position of the person signing the appeal application
- Description of the property
- Reason for appeal
- Appellant's estimate of value supported by documentation
- Signature of the property owner or that of his duly authorized agent (attach evidence of authorization.)
- Date on which the appeal application is signed