

# *Maxwell Appraisal Services*

*% Chester Assessor's Office  
PO Box 423  
Chestertown, New York 12817  
518-494-3515  
(Monday to Thursday, 9 am to 1 pm)*

*% Horicon Assessor's Office  
PO Box 90  
Brant Lake, New York 12815  
518-494-4198  
(Monday to Thursday, 10 am to 2 pm)*

February 29<sup>th</sup>, 2008

Attention Property Owners,

The 2008 reassessment project in the Towns of Chester and Horicon is nearing completion. All 2008 preliminary assessments are available for review at [www.Maniacek.com](http://www.Maniacek.com) and on the Warren County web site. The preliminary assessment shown on the accompanying notice will become the assessment for your property on the tentative assessment roll to be filed on or before May 1<sup>st</sup>, 2008. Your new value is based on the market value of your property derived from the recent selling prices of similar properties.

The first time this new assessment will be used in determining taxes is in September 2008 for school purposes, and January 2009 for Town and County purposes. The disclosure notice does not take into consideration special district charges, if applicable.

**Step #1. If you are satisfied with your preliminary assessment as shown on the notice, you needn't take any further action.** However, If you have questions about your assessment you may schedule an appointment to discuss it by calling the appropriate number, during the normal business hours stated above, **within 10 days of the postmark** of this notice. Your patience is appreciated, as we expect that we may receive a number of calls. The meetings will be held in the respective Municipal and Community Centers during March. These meetings are scheduled **by appointment only.**

The purpose for this meeting is to provide you an opportunity to discuss the preliminary assessment on your property. Should you find it inconvenient to attend, we will consider a mailed "Statement of Facts". No value changes will be made at these meetings. You will be advised by mail, during May, of any changes. **Please refer to the reverse side for further information regarding this procedure.**

**Step #2. After May 1<sup>st</sup>,** if you disagree with your tentative assessment, you may file a formal grievance with the Town of Chester or Town of Horicon Board of Assessment Review. Please be mindful that only complaints filed on form RP-524 may be legally reviewed at these grievance day proceedings

The Chester Board of Assessment Review will meet on Tuesday, May 27<sup>th</sup>, 2008, from 1 to 4 PM and again from 6 to 8 PM at the Municipal Center. The Horicon Board of Assessment Review will meet on Thursday, May 29<sup>th</sup>, 2008 from 2 to 4 PM and again from 6 to 8 PM. Further legal review is available only if you file a grievance with your respective Board.

A publication entitled "What to do if you disagree with your assessment", Complaint Form RP-524 and RP-524 instructions may be obtained online at [www.Maniacek.com](http://www.Maniacek.com), at the Warren County Real Property Tax Service, or online at [www.orps.state.ny.us](http://www.orps.state.ny.us). You may also visit [www.Maniacek.com](http://www.Maniacek.com) for further information relative to this project. .

*Michael Maxwell*