

**WARREN COUNTY
REAL PROPERTY TAX SERVICES AGENCY**

Michael R. Swan
Director

Lexie Delurey
Deputy Director

AGENDA

REAL PROPERTY TAX SERVICES

COMMITTEE MEETING

March 24, 2011

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior committee meeting.
- III. Resolution request.
 - A) To correct the attached list of corrections from the Treasurer's Office.
 - B) To enter into a contract with Northco of Albany NY to bulk plot our Tax maps for 2011. They were the low bidder. The cost is not exceed \$ 3,500. This is a budgeted item and is paid out of the supplies to towns account, as these are the maps supplied to each town, every year.
 - C) Due to budget problems at the end of 2010, the abstracting work for the 2011 foreclosure was started late. Therefore I am requesting that the last day to redeem property be changed to August 5, 2011 and the last chance meeting be moved to August 15, 2011. This is for this year only. A total of 481 abstracts were done.
- IV. Pending items.
 - A) The taxable status of three parcels in the county that might have environmental problems has changed from taxable to holly exempt until such time as they are cleaned up or found to not have any problems. This will stop the county from making the towns and schools whole for the taxes on these parcels.

- B) I think with the present budget problems at the State and the end of the state aid programs, there will be no attempt to do a county wide reassessment project. A few towns will continue with their plans to do reassessment work. Both of these items can be taken off the referrals list for this committee.

V. New Business, updates.

- A) Over the last few years my office has seen a large increase in the number of filed deeds that are not correct and require additional deeds to be filed to correct the problem. Several counties in the state have begun a process of having staff check the deeds prior to filing to make sure they are correct. I would like to get permission from the committee to talk with the County Clerk about doing something similar in Warren County. All the counties that use this process charge for this additional step, so it could bring additional revenue. Example, there are approximately 4,000 deeds filed each year. If we charged \$ 5.00 per deed, that's \$ 20,000.
- B) If the current proposed State Budget is passed, there will be no education reimbursement, or state aid for reassessment projects.
- C) Additional items from committee members.

VI. Adjournment of meeting.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Real Property

DATE: March 24, 2011

- (a) Is this a Result of a Bid or Request for Proposal? Bid
- (b) Purpose of Contract: Bulk Plot County Tax Maps
- (c) Name of Contractor: Northco
- (d) Address of Contractor: 12 Walker Way
Albany NY 12205
- (e) Contractor's Contact Person and Telephone Number: Ron Howe 869-6056
- (f) Has or will the Contract be provided, if so, please attach: No
- (g) Commencement Date of Contract: April 15, 2011
- (h) Termination Date of Contract: April 14, 2012
- (i) Payment Provisions: i) lump sum amount Not to exceed \$ 3,500
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly,
upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title*
and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and
Amount: A 1970 410 Supplies to Towns

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Real Property

DATE: March 24, 2011

- (a) Purpose of Request: To amend Resolution 625 of 2007 to change the Last day to redeem to August 5, 2011 and change the date of the Last Chance Meeting to August 15, 2011. This is a one time only change.
- (b) Details:
- (c) Previous Resolution Number: 625 of 2011
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS.