

**WARREN COUNTY
REAL PROPERTY TAX SERVICES AGENCY**

Lexie A Delurey
Director

Kristen Mac Ewan
Deputy Director

AGENDA

REAL PROPERTY TAX SERVICES

COMMITTEE MEETING

March 25, 2013

- I. **Committee meeting called to order by Chairman.**
- II. **Motion to approve minutes of prior committee meeting.**
- III. **Resolution request:**
 - A) Resolution request to approve the list of Chargebacks.
 - B) Resolution request for a New Contract for the bulk plotting of the tax maps.
 - C) Resolution request for a New Contract with Brzostek's Real Estate Auction Co.,Inc.
- IV. **Pending Items:**
- V. **New Business, updates:**
 - A) County Attorney wishes to address the Committee:
Warrensburg property 211.13-4-39 and Bolton property 124.00-1-47
- VI. **Adjournment of meeting.**

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 Tax Services

DATE: March 25, 2013

- (a) Purpose of Request: Approve the list of Chargebacks.

- (b) Details:

- (c) Previous Resolution Number: N?A

- (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

CHARGEBACK OF TAXES

Assessed To & Tax Map No.							Code	Reason
Town	Year		Location	Breakdown				
City of Glens Falls	2013	Roger R. Guy 302.12-3-9	56 MacArthur Drive	County	138.11		Mistakenly removed Combat Veteran Exemption	
City of Glens Falls	2013	333 Glen St. Associates, LLC 302.20-23-4./2	333 Glen St.	County	795.11		PILOT	
City of Glens Falls	2013	Empire Theater Plaza, LLC 302.20-27-4	11-17 South St.	County	2,481.84		PILOT	
City of Glens Falls	2013	Foothills Motorcar Corp/ Toyota 309.7-12-20./803	163 Broad St.	County	1,286.88		PILOT	
City of Glens Falls	2013	Gertrude Glebus 309.12-11-45	6 Harrison Pl.	County	90.72		Parcel should have an Aged Exempt of 50%	
City of Glens Falls	2013	Warren Street Square, LLC 310.5-3-10	77-87 Warren St	County	1,984.55		PILOT	

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Real Property Tax Service

DATE: March 25, 2013

- (a) Is this a Result of a Bid or Request for Proposal? Yes
- (b) Purpose of Contract: Bulk plotting of tax maps
- (c) Name of Contractor: Constructive Copy, LLC
- (d) Address of Contractor: 3 Northway Lane North, Latham NY 12110
- (e) Contractor's Contact Person and Telephone Number: Harry S. Cohn, 783-6044
- (f) Has or will the Contract be provided, if so, please attach: No
- (g) Commencement Date of Contract: April 19, 2013
- (h) Termination Date of Contract: December 31, 2013
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$1800.00
 - 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



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3 Northway Lane North, Latham, New York 12110 • Phone: 518.783.6044 • Fax: 518.783.3841
Web: <http://www.constructivecopy.com/> • Email: production@constructivecopy.com

Lexie A Delurey
Director, Real Property Tax Services

Lexie,

Your quote for this job will be \$905.81, see below for the breakdown.

1847 full size maps x 8.75 sq ft per map = 16,161.25 sq ft x \$0.05/ per sq ft = \$808.06

850 half size maps x 2.3 sq ft per map = 1955 sq ft x \$0.05/ per sq ft = \$97.75

Please feel free to contact me with any questions.

Harry S. Cohn
Operations Director
Constructive Copy, LLC
3 Northway Lane North
Latham, NY 12110
518-783-6044 P
518-783-3841 F

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Real Property Tax Services

DATE: March 25, 2013

- (a) Is this a Result of a Bid or Request for Proposal? Yes (WC 11-13)

- (b) Purpose of Contract: Auctioneer and services for 2013 property tax auction.

- (c) Name of Contractor: Brzostek's Real Estate Auction Co., Inc.

- (d) Address of Contractor: 2052 Lamson Road, Phoenix, NY 13135

- (e) Contractor's Contact Person and Telephone Number: Aimee Bush 315-678-2000

- (f) Has or will the Contract be provided, if so, please attach: No

- (g) Commencement Date of Contract: Upon execution of agreement.

- (h) Termination Date of Contract: December 31, 2013 and can be renewed for two(2) one year periods.

- (i) Payment Provisions:
 - i) lump sum amount
 - 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: No County funds will be used. Buyers Premium 4.75% with no withdrawl fee.

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

**WARREN COUNTY
BID TABULATION SHEET**

BID NO: WC 11-13 ITEM(S): RFP FOR PROFESSIONAL AUCTIONEER/BROKER TO CONDUCT LAND AUCTION DATE: MARCH 7, 2013 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER						
DESCRIPTION OF ITEM	BID PRICE	BID PRICE						
Buyers Premium Land Auction - % over bid:	4.75%		8.00%	8.00%	9.50%	10.00%	10.00% (7% to Auction Company - 3% to County)	
Withdrawal Fee:	\$0.00						\$140.00 / Parcel	
Comments:								
BID AWARDED TO:								
Resolution No.								
Term: Commencing upon execution of agreement and terminating December 31, 2013								
JULIE A. PACYNA, PURCHASING AGENT								