

## ADMINISTRATIVE SERVICES COMMITTEE MINUTES

### TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

June 4<sup>th</sup>, 2024

#### ATTENDANCE:

LEGISLATORS: Legislator Brown, Legislator Standinger, Legislator Ciotoli  
Committee Chair Mullen absent

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve May 7<sup>th</sup>, 2024, committee meeting minutes. Motion made by Legislator Brown, seconded by Legislator Ciotoli; motion carries unanimously.

#### FINANCIAL:

- Reviewed Real Property budget YTD and May revenue/expense.

#### OLD BUSINESS:

- Exemptions – Noted that Senior exemption analysis and Firefighter list verification is ongoing.
- Noted that all new and reappointed Town Board of Assessment Review (BAR) members had been trained.
- Noted that Grievance Day was complete, there were a few unusual situations that have been resolved. The number of complaints was modest.
- Discussed updated tax bill verbiage per new tax foreclosure legislation. Portions of tax bill verbiage will mirror the foreclosure notices.

#### NEW BUSINESS:

- Tax rolls and bills were set up and run for Villages of Candor, Nichols, Spencer, and Waverly. (Note-Waverly has bills printed by BOCES)
- The yearly section tax map printing is complete. Revised section maps were provided to the Towns, complete new set in Real Property.
- Noted that final assessment roll will be posted on July 1<sup>st</sup>.
- Discussed revisiting exemption second notice mailings per RPTL 467. Initial cost estimate is \$10,000.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:45 AM

Steven B Palinosky, CCD, Director, Tioga County Real Property Tax Services