

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: REAL PROPERTY TAX SERVICES**

**DATE: APRIL 1, 2014**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS DICKINSON  
McDEVITT  
MERLINO  
BEATY

**OTHERS PRESENT:**

LEXIE DELUREY, DIRECTOR OF REAL PROPERTY TAX SERVICES  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
PAUL DUSEK, COUNTY ADMINISTRATOR  
MARTIN AUFFREDOU, COUNTY ATTORNEY  
AMANDA ALLEN, DEPUTY CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR MONROE

SUPERVISORS BROCK  
FRASIER  
KENNY  
SEEBER  
STROUGH  
TAYLOR  
WESTCOTT  
WOOD  
DON LEHMAN, *THE POST STAR*  
SAMANTHA HOGAN, LEGISLATIVE OFFICE SPECIALIST

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In the absence of Committee Chairman Monroe, Mr. Dickinson Vice-Chair called the meeting of the Real Property Tax Services Committee to order at 9:30 a.m.

Motion was made by Mr. McDevitt, seconded by Mr. Beaty and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Lexie Delurey, Director of Real Property Tax Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the Agenda review, Ms. Delurey requested approval for the list of chargebacks from the Treasurer's Office. She explained that they consisted mainly of Court Ordered judgements indicating that the assessments were too high and needed to be lowered.

Motion was made by Mr. McDevitt, seconded by Mr. Merlino and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 18<sup>th</sup> Board meeting; *a copy of the resolution request form is on file with the minutes.*

Continuing with the Agenda review, Ms. Delurey presented the following requests:

- Request for a new contract with NorthCo Products in an amount not to exceed \$1,800 for bulk plotting of the County tax maps for the term commencing April 18, 2014 and terminating December 31, 2014.

Motion was made by Mr. Merlino, seconded by Mr. Beaty and carried unanimously to approve the request to enter into a new contract with Northco Products, as outlined above, and the necessary resolution was authorized for the April 18<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

- Request for a new contract with Collar City Auctions Realty & Management Inc. to provide auctioneer services for the 2014 property tax auction.

Ms. Delurey explained that this contract had been subject to a Request for Proposal (RFP) process and she pointed out that the agenda included a copy of the Bid Tabulation Sheet outlining the proposal submitted by Collar City Auctions Realty & Management Inc., which had been the lowest responsible bid.

Following a brief discussion relating to the RFP and lowest responsible bidder determination process, motion was made by Mr. McDevitt, seconded by Mr. Beaty and carried unanimously to approve the request to enter into a new contract with Collar City Auctions Realty & Management Inc., as outlined above, and the necessary resolution was authorized for the April 18<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Regarding the New Business section of the agenda, Ms. Delurey advised the agenda packet included documentation pertaining to five (5) miscellaneous parcels, (Town of Hague Tax Map Parcel No. 25.4-1-22; Town of Queensbury Tax Map Parcel Nos. 308.5-1-21, 308.16-1-31, and 309.9-2-24; and Town of Warrensburg Tax Map Parcel No. 211.17-2-43.2), all of which had been acquired by the County as a result of unpaid taxes but failed to be sold at the County's property tax auction. Ms. Delurey proceeded to review the documentation provided for each parcel, which included an aerial map reflecting its location. She apprised that for two of the parcels, the 2014 Tax Auction would mark the third time the property had been offered for sale; she added that subsequent to discussions with Martin Auffredou, County Attorney, they had decided to contact the adjoining property owners in each instance to advise of the upcoming auction in hopes that the property would be sold.

As there was no further business to come before the Real Property Tax Services Committee, on motion made by Mr. Beaty and seconded by Mr. McDevitt, Mr. Dickinson adjourned the meeting at 10:00 a.m.

Respectfully submitted,  
Samantha Hogan, Legislative Office Specialist