

Real Property Tax Committee Minutes
January 4, 2018 – 3:00 p.m.

Present: Chairman Dan Pemrick; Supervisors Tara Gaston, Scott Ostrander, Jean Raymond and Chairman of the Board Ed Kinowski; Spencer Hellwig, Brian O’Conor, County Administrator; Steve Dorsey, County Attorney; Chris Schall, Auditor; Joanne Bosley, Real Property; Andrew Jarosh, Cynthia Baker, Treasurer.

Chairman Pemrick called the meeting to order and welcomed all in attendance.

Mr. Pemrick announced the appointment of Mrs. Raymond as the Committee Vice-Chair.

Mr. Pemrick announced that the approval of the December 2017 minutes will take place at the February 2018 meeting.

A motion was made by Mrs. Raymond, seconded by Mr. Ostrander, to authorize the acceptance of a tender offer for a parcel in the Town of Clifton Park totaling \$11,259.82. Unanimous.

Mrs. Baker distributed a handout containing the details of the tender offer. At the request of Mr. Pemrick, Mrs. Baker gave a brief overview of what a tender offer is.

A motion was made by Mr. Ostrander, seconded by Mrs. Raymond, to approve the 2017 Fourth Quarter Report by the County Auditor. Unanimous.

Mr. Schall distributed the report and gave a brief overview. There were no corrections or refunds during the fourth quarter of 2017. For 2017 in total there were \$13,780.87 in corrections and refunds. The total for 2016 was \$8,687.04.

A motion was made by Ms. Gaston, seconded by Mr. Ostrander, to set the March Auction date for March 20, 2018. Unanimous.

Mrs. Bosley said that registration will begin at 5pm and the auction at 6pm. At the request of Mr. Pemrick, Mrs. Bosley gave a brief overview of the auction process. The procedure for parcel removals is in the policy and procedure manual. Mr. Pemrick encouraged the committee members to attend the auction. Mrs. Raymond said that Saratoga County has one of the best systems in New York State for property auctions. Mrs. Raymond said that it is all handled in house and commended the staff involved. Mr. Dorsey said that there are usually 80-100 properties on the auction list.

A motion was made by Mr. Ostrander, seconded by Mrs. Raymond, to authorize the County Auditor to approve tax refunds and corrections in amounts not to exceed \$2,500. Unanimous.

Mrs. Bosley said that this is an annual resolution. The County Auditor will submit a quarterly report to the committee.

Mr. Dorsey distributed a copy of the current policies and procedures of the Equalization and Assessment Committee. Mr. Dorsey has several updates for the manual beginning with its name. Mr. Dorsey will be setting up a meeting with other County Departments involved for suggested revisions to the manual. The manual lays out the departments involved in the tax collection process and the procedures involved in the foreclosure process. Mr. Dorsey said he will bring the recommendations back to the Committee next month.

Mr. Dorsey said that he will send out a memo to all supervisors outlining the process for pulling a property from the auction. Mrs. Baker said that the auction property list will be finalized around January 12. Mrs. Raymond urged Supervisors to take a hard look at the property list in each of their municipalities and report any issues to the County Attorney. Mr. Dorsey said that the County tries to avoid taking title to any properties that may have environmental issues and could expose the County to greater liability.

Mr. Dorsey said that there is funding available this year through the NYS Oil Spill Fund to remediate properties. A brief discussion took place regarding the Ricketts property, Mr. Dorsey said that the County did not take title of this property. At this point the EPA has punted the DEC to clean the parcel up however because it's not petroleum contamination, the Oil Spill Funds would not apply.

Mr. Dorsey said that a deal was recently struck with the EPA regarding the proceeds of the sale of the old infirmary in the Town of Providence.

On a motion made by Mrs. Raymond, seconded by Mr. Ostrander, the meeting was adjourned unanimously.

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board