

**Minutes of  
Jan. 3, 2009  
Meeting**

**Pg. 1 of 4**

**Somerset Government Efficiency  
Committee Meeting**

**Meeting #3  
01/03/2009**

**8:00 to 10:00 AM  
Somerset Town Hall**

**Meeting called by:** Chairman: Richard Meyers

**Type of meeting:** Work Session

**Minutes by:** Secretary: Randy Wayner

**Attendees:** Supervisor: Richard Meyers, Councilman: Dan Engert and Councilman: Randall Wayner.

**Time Allocated:** **Agenda topics**

**110 min.** Report findings Re: 12-08-08 and 12-20-08 meeting W-3s  
Supervisor Meyers, Councilman Engert, & Councilman Wayner

**10 min.** Assign W-3 (What , Who, When) Activities  
Supervisor Meyers

**Observers:** Assessors: Robert Glidden and John Keough

**Resource persons:** The Committee appreciates Mr. Glidden's and Mr. Keough's input during today's meeting. This input included the general procedures and practices of the Assessors Office. The conversation included the three accepted methods of assessing property (market approach, cost approach, and income approach) The topic of a Town wide re-val and subsequent annual updates was also broached. Mr. Glidden and Mr. Keough mentioned that the NYSORPS will assist both financially and with personnel with these efforts.

**Special notes:** We look forward to further in person communications with the Assessors Office.

# Somerset Government Efficiency Committee Meeting

12/20/2008  
8:00 to 9:00 AM  
Somerset Town Hall

## Discussion of agenda topics

**45 min.**

**Report out on other Niagara County Town's structure and costs regarding tax assessment services.**

**Who: Supervisor Meyers**

**Status:** Supervisor Meyers has now received responses back from six Niagara County Towns regarding the number of assessors used and costs associated with their property tax assessment services (Cambria, Newfane, Pendleton, Lewiston, Hartland, & Lockport). These responses varied but included preliminary information covering salary, benefits, number of assessors, and number of parcels assessed.

**Next Steps:** Supervisor Meyers plans to meet in person with representatives from other Towns in Niagara County. He will also find out if these first six respondent Towns, as well as the others, have clerks assigned to the Assessors office and if so, what those costs are. Additionally, he will determine to the extent possible the other costs associated with tax assessment services, re: mileage, training, healthcare, and retirement. The Committee agreed that a cost per parcel comparison basis would serve the Town well.

**Action items:**

No potential action(s) will be recommended until all the available data has been gathered and conversations with our Board of Assessors have taken place.

**Person(s) responsible:**

The Committee

<b>20 min.</b>	<b>Report out on available grant funds</b>	<b>Who: Councilman Wayner</b>	
<p><b>Status:</b> Councilman Wayner had phoned the NYS Dept. of State’s Division of Local Government Services Office on 12-30-08. He asked if deadlines for current grant programs were subject to extension. He was told that they were not. However, during today’s meeting, Supervisor Meyers shared some new information which indicates that grant money for government efficiency purposes is in Gov. Paterson’s 2009 – 10 Executive Budget. At Supervisor Meyer’s request, Councilman Wayner had prepared a summary of the four types of grants currently being offered. His summary included the nature and purpose of each type of grant as well as the deadlines for each. He provided hard copies of this summary to the other two Committee members, as well as some additional pertinent information printed from the Sec. of State’s website.</p>			
<p><b>Conclusions:</b> The Committee will investigate and hopefully participate in any 2009 -10 grants that are available.</p>			
<p><b>Action items:</b> Councilman Wayner will contact the Sec. of State’s Division of Local Government office to secure more detailed information regarding these potential 2009 – 10 grants.</p>	<p><b>Person(s) responsible:</b> Councilman Wayner</p>	01-17-09	
<b>45 min.</b>	<b>Report out on options available relative to assessment services.</b>	<b>Who: Councilman Engert</b>	
<p><b>Status:</b> On December 27<sup>th</sup>. Councilman Engert provided Supervisor Meyers and Councilman Wayner with hard copies of comprehensive and informative information regarding this agenda topic. At today’s meeting Councilman Engert reviewed the various options available. These included multi-town Coordinated Assessing, County Coordinated Assessing, County-Run Assessing, Sharing an Assessor, Sole Assessor, Consolidated Assessing, County Services for Towns and Cities, and a Three Member Board of Assessors.</p>			
<p><b>Conclusions:</b> The Committee will evaluate the pros and cons of each of these platforms.</p>			
<p><b>Action items:</b> Councilman Engert has completed this assignment. It is now up to each Committee member to read and digest the information provided.</p>	<p><b>Person(s) responsible:</b> The Committee</p>	01-17-09	

<b>10 min.</b>	<b>Assign W-3 (What , Who, When) Activities</b>	<b>Chairman Meyers</b>
<i>Assignments:</i> Supervisor Meyers and Councilman Wayner were assigned the following action items.		
<i>Conclusions:</i> Tasks were assigned.		
<i>Action items:</i> Listed below.	<i>Person responsible:</i>	<i>Deadline:</i>
Supervisor Meyers will continue to solicit and compile information from the other Towns in Niagara County to determine their costs and structure used for tax assessment services.	Supervisor Meyers	01-17-09
Councilman Wayner will produce minutes of this meeting.	Councilman Wayner	01-07-09
Councilman Wayner will research the availability of 2009 – 10 grants relative to local government efficiency efforts.	Councilman Wayner	01-17-09
<b>Special notes:</b>	Meeting adjourned at 10:00 am Our next meeting is January 17, 2009 8:00 to 10:00 AM	