

**Minutes of
Dec. 20, 2008
Meeting**

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**Somerset Government Efficiency
Committee Meeting**

Meeting #2

12/20/2008

8:00 to 9:00 AM

Somerset Town Hall

Meeting called by: Chairman: Richard Meyers

Type of meeting: Work Session

Minutes by: Secretary: Randy Wayner

Attendees: Supervisor: Richard Meyers, and Councilman: Randall Wayner.

Time Allocated: **Agenda topics**

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| 55 min. | Report findings Re: 12-6-08 meeting W-3s | Supervisor Meyers & Councilman Wayner |
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| 5 min. | Assign W-3 (What , Who, When) Activities | Supervisor Meyers |
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Observers: None

Resource persons: None

Special notes: None

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 received responses back from four other Niagara County Towns regarding the number of assessors used and costs associated with their property tax assessment services (Cambria, Newfane, Pendleton, and Lewiston). These initial responses included information covering salary, benefits, number of assessors, and number of parcels assessed.

Next Steps: Supervisor Meyers will continue to gather information from the other Towns in Niagara County. He will also find out if these first four Towns, as well as the others, have clerks assigned to the Assessors office and if so, what those costs are.

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.

Persons responsible:

The Committee

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| 10 min. | Report out on available grant funds | Who: Councilman Wayner |
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Status: Councilman Wayner had provided copies of a letter from Lorraine Cortes-Vazquez, NYS Sec. of State to Supervisor Meyers and Councilman Engert on 12-9-08 after the Town Board Meeting. This letter included the deadlines for grant applications. During today’s meeting, a brief discussion of the various available grants was held. High priority Planning Grants, General Efficiency Planning Grants, Efficiency Implementation Grants, and 21st. Century Demonstration Projects encompass the types of grants in play. The High Priority Planning Grants have rolling deadlines of 10-08-08, 11-12-08, 12-10-08, 01-14-09, 02-11-09, and 03-11-09. The submission deadline for the other three grant types is 01-14-09.

Conclusions: The Committee will not have had sufficient time to gather the information necessary to apply for, or pursue these particular grants.

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| Action items: We will investigate to determine if other government efficiency planning or implementation grants will be offered in the future. | Persons responsible: Councilman Wayner | On-going |
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| 5 min. | Assign W-3 (What , Who, When) Activities | Chairman Meyers |
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Assignments:
Supervisor Meyers and Councilman Wayner agreed to handle the following action items.

Conclusions: Tasks were assigned.

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| Action items: Listed below. | Person responsible: | Deadline: |
| 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 | 01-03-09 |
| Councilman Wayner will produce minutes of this meeting. | Councilman Wayner | 12-23-08 |
| Councilman Wayner will research the availability of future grants relative to local government efficiency efforts. | Councilman Wayner | On-going |

Observers: None

Special notes: Our next meeting is January 3, 2009 8:00 to 10:00 AM