

BOARD OF ESTIMATE & TAXATION MEETING ACTIONS

MARCH 15, 2007

ATTENDANCE: Fred Wilms, Chairman; James Feigelbaum; Stuart Wells; James Clark; Mayor Richard Moccia; Leo Mellow.

STAFF: Mary Roman, City Clerk; Ossie Lewis, Director of Management & Budgets.

OTHERS: Ken Whitman, Tax Assessor.

The meeting was called to order at 7:05 p.m. by the Chairman.

A SPECIAL APPROPRIATION OF \$1,331,000 FROM GENERAL FUND BALANCE TO THE TAX ASSESSOR'S OFFICE TO PAY FOR THE 2008 REVALUATION

Mr. Lewis reviewed the request. Revaluation is due by State law by October 1, 2008. This is a full revaluation. The City went out for proposals in September 2006 and received four responses. One was dismissed and another was unresponsive. The Selection Committee met and selected J.F. Ryan & Associates, the low bidder. They ask that the appropriation be reduced to \$998,000.

Mayor Moccia said that the Selection Committee did a good job of expediting this procedure. They chose this firm not only because they had the lower bid. Mr. Whitman said each firm was asked 14 questions and based on their answers, the Selection Committee rated the firms. They had a bid rating formula that Purchasing uses. The Selection Committee consisted of Councilman Hilliard, Mr. Wilms, Mr. Hamilton, Mr. Whitman, Mike Stuart and Mr. Foley. Councilman Hempstead was asked to participate but was unable to do so. All of the committee members rated this firm the highest.

Mr. Whitman said that the City can mail out data forms to the 29,000 properties in town. Not sending back the mailer will trigger an automatic inspection. Discrepancies in the response will also trigger an inspection. 5% of the mailers will come back on a random basis. They expect to inspect approximately 25% of the properties (7,500) in town. The Tax Assessor's Office has been inspecting 1,000-1,500 properties per year for the past few years.

**** MAYOR MOCCIA MOVED: RESOLVED, THAT A SUM NOT TO EXCEED \$998,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM GENERAL FUND BALANCE TO THE TAX ASSESSOR'S OFFICE TO PAY FOR THE COST OF THE OCTOBER 1, 2008 PROPERTY REVALUATION (ACCOUNT NO. 01-1321-5258).**

Mayor Moccia noted that they were only approving the amount; the Common Council has to approve the firm.

The Chairman said that the decision of the Selection Committee was unanimous. He liked that the entire team showed up for the interview. He focused on the integrity of the process and the ability to provide community outreach. Cost was the least of his considerations.

Dave Davidson asked if his e-mail was going to be responded to; Mayor Moccia said an e-mail response had been sent to him by Mr. Hamilton.

Mayor Moccia said that the work has to be done and the money has to be paid. Mr. Whitman said that the work has to start as soon as the contracts are signed.

** MOTION PASSED UNANIMOUSLY.

** MAYOR MOCCIA MOVED TO ADJOURN.

** MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Cheryl Telesco
Telesco Secretarial Services

