

# Agenda

## August 5th 2019

### Town of Arietta

- Call to Order
- Roll Call
- Motion to approve minutes for the July 1st meeting
- Resolution
- 19-08-24 Planning Board appointment
- 19-08-25 ZBA Appointment
- 19-08-26 Assessor Appointment

#### Committee appointments

Town Buildings and Ground - Knapp  
Snowmobile Trails - Knapp & Grier  
Internal Management / Insurance - Grier  
Recreation, Website & Chamber - C Wilt  
Finance / Airport- R Wilt  
Lake / Dam / Invasive/campsites - Rudes  
Highway - Small  
Zoning/Codes LaScola

- **New Business**
- **Old Business**
  - Dam
  - Highway Garage
  - The two Snowmobiles (Ski Do Scandics) went at Auction for a total of \$2,725
- Motion to accept the bills
- Motion to accept the financial statement's
- Public Comment
- Designation of next regular Meeting September 2nd
- Motion to adjourn

**TOWN OF ARIETTA**

At a meeting of the Arietta Town Board at the Piseco Common School at 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

August 5, 2019 at 5:00 pm

Resolution # 19 – 08- 24

Subject: **Appointment Planning Board Member**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta will reappoint Robert Thomson to the Arietta Planning Board effective March 1, 2019, and

**WHEREAS:** it is necessary that the Arietta Town Board reappoint Robert Thomson for a term of 5 years that ends February 28, 2024

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does hereby reappoint Robert Thomson to the Arietta Planning Board for the above term.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2019

**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

August 5, 2019 at 5:00 pm

Resolution # 19 - 08 - 25

Subject: **Appointment Zoning Board of Appeals**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta will reappoint Douglas Stobo to the Arietta Zoning Board of Appeals effective January 1, 2019

**WHEREAS:** it is necessary that the Arietta Town Board reappoint Douglas Stobo to term of 5 years that ends December 31, 2023, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does hereby appoint Douglas Stobo to the Arietta Zoning Board of Appeals for the above term.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2019

**TOWN OF ARIETTA**

At a meeting of the Arietta Town Board at the Piseco Common School at 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

August 5, 2019 at 5:00 pm

Resolution # 19 – 08- 26

Subject: **Reappointment of the Town of Arietta Assessor**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta will reappoint William Hotaling as the Arietta Sole Assessor for a term of six years as prescribed in the Real Property Tax Law (RPTL) §310, and

**WHEREAS:** the next term for office will begin on October 1, 2019 and ends September 30, 2025, and

**WHEREAS:** the assessor must participate in continuing education program by completing successfully an average of 12 continuing education credit every year and an approved Ethics component is required no more than one year prior to or one year after reappointment to office, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does hereby reappoint Willman Hotaling as the Town of Arietta Assessor for the above term.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2019

# **Sole Appointed Assessor appointment and certification information**

## **Certification / Qualifications**

**The term of office for Sole Appointed Assessors is six years.**

Sole Appointed Assessor appointments, as prescribed in the Real Property Tax Law ( RPTL) §310 shall be for a six-year term of office. The next term of office will begin October 1, 2019 and ends September 30, 2025.

**Appointed assessors are required to meet minimum qualification standards prior to appointment.**

Applicants must meet minimum qualification standards as set forth in the 20 NYCRR 8188, § 8188-2.2. The Application for Qualifications Review (RP-3006) must be reviewed and approved by Educational Services before municipalities appoint assessors to office.

**Town Supervisors and City Mayors can make a request for a minimum qualifications review.**

After verifying the information on the qualifications form, Town Supervisors and City Mayors or local civil service personnel may request a minimum qualifications review by submitting a completed qualifications form (RP-3006) to Educational Services along with a cover letter. Educational Services will review the application, make a determination and notify the municipality about the result. Applicants must meet the minimum qualification standards set forth in 20 NYCRR 8188 before appointment to the office of assessor.

**Training is required for appointed assessors.**

The Orientation seminar is required to be completed as soon as it is practical. Orientation is designed to provide assessors general understanding of their responsibilities and the appropriate state and local government structure. This seminar is provided by the County Director of Real Property Tax Services.

In addition, the basic course of training as set forth in 20 NYCRR 8188 (§8188-2.6) is required for all assessors within three years of beginning a term of office. The Real Property Tax Law requires that an uncertified assessor show progress toward permanent certification by completing courses during each year of service. This is referred to as interim certification.

After certification, assessors must participate in a continuing education program by successfully completing an average of 12 continuing education credits every year. In addition, completion of an approved Ethics component is required no more than one year prior to or one year after reappointment to office.

A State certified assessor who is appointed in an assessing unit meeting the criteria in §8188-2.6 (6) must, within a year of taking office, satisfy the introduction to farm appraisal component.

### **Interim certification is required 20 NYCRR 8188 (§8188-2.7)**

The Real Property Tax Law requires that an uncertified assessor show progress toward permanent certification by completing courses during each year of service. An uncertified assessor must complete:

- Orientation, Ethics and Fundamentals of Assessment Administration by the end of the first year in a term of office. If Fundamentals of Assessment Administration was completed prior to beginning a term of office, another component must be completed, and
- Cost, Market and Income Approach to Value by the end of a second year in a term of office.

As a result of an assessor's successful participation in training to achieve assessor certification, he or she will be issued an Interim Certificate after each year in office. The Interim Certificate remains in effect while the assessor continues to make appropriate progress toward certification. However, it will not remain in effect past the date that certification is required.

**There are consequences when assessors do not complete required training on time.**

As specified in the Real Property Tax Law (§322), assessors who fail to satisfy their training requirements are subject to noncompliance proceedings and removal from office.

### **Contact information:**

#### **Town Supervisors/City Mayors:**

After verifying the information on the application, please send a cover letter requesting a qualifications review along with one application and supporting documentation to:

New York State Department of Taxation and Finance  
Office of Real Property Tax Services  
Educational Services - Building 8A  
W. A. Harriman Campus  
Albany, NY 12227  
phone: 518-474-1764  
fax: 518-435-8628  
Educational Services

*Updated: May 21, 2019*