

TOWN CLERK APRIL 2025

2025 Town and County Taxes

Total warrant, after adjustments, is \$17,279,945.15. We collected almost \$16 million. The last day to pay taxes in our office was March 31, 2025. Unpaid taxes will be turned over to Tompkins County and residents will need to contact them for the amount due and to make payment.

Training

Debbie attended an Association of Towns (AOT) tax webinar on March 27, 2025. The following items were discussed regarding Expiration of the Warrant & Return of Unpaid Taxes:

- Reporting Unpaid Taxes to the County
- Penalty on Unpaid Taxes - 5%
- Settling with the County Treasurer
 - At settlement, the receiver of taxes must balance the total tax warrant. The county treasurer credits the town based on:
 1. Payments to the supervisor (proven with receipts)
 2. Payments received from public utility corporations
 3. Payments made to the county treasurer
 4. The return of unpaid taxes

Jessie attended a NYS Archives webinar on March 27, 2025. The following items were discussed:

- Email management and identifying if an email is considered a town record. The content and function of an email determines if it's a record or non-record.

Tompkins County Town Clerks Association

Debbie and Jessie attended a meeting of the Tompkins County Town Clerks Association on March 31st. All the Town Clerks in the County try to meet a few times a year to share knowledge with each other. We discussed how solar is affecting our offices and towns, using AI to assist with minutes and how each municipality prepares their abstracts. These meetings are so helpful to all clerks.

New York State Town Clerks Association (NYSTCA)

Debbie and Jessie will be attending the annual conference for NYSTCA at the end of April. They will be attending classes on April 28 – 30th. Ashley Workman will be in the office while they are out of the office for training.

Sewer Spreadsheets

Jessie has prepared several versions of spreadsheets with sewer data. She met with Dave Herrick and Ruth Groff on March 26th to review this data.

Break Room

The Town Clerk's Office, with help from other departments, re-arranged the mail/kitchen area to make a break room for Town employees. It is not quite finished, but now employees can enjoy their lunch away from their desks.

Huge thanks to Patrick and his staff for all the work they did to make this possible.