



## TOWN OF PORTVILLE, NEW YORK

This agreement between Daniel T. Martonis, hereinafter referred to as “Acting Assessor”, and the Town of Portville, hereinafter referred to as “Town”, shall define the terms and conditions of initiation and continuation of employment of Acting Assessor by Town.

Town agrees that:

1. Acting Assessor shall be employed by Town for the period beginning July 21, 2008 and ending January 31, 2009.
2. Acting Assessor shall be a salaried employee earning Two Thousand Five Hundred Dollars (\$2,500) a month which shall be divided into two equal payments of \$1,250 payable on the 1<sup>st</sup> and 15<sup>th</sup> of each month.
3. Acting Assessor shall be reimbursed mileage at \$0.42 per mile when traveling between Little Valley, NY and Portville, NY, and when performing Town business on behalf of the Town.
4. Acting Assessor shall be provided a workspace and computing capability at the Town’s Municipal Building.
5. Acting Assessor may be employed by other employers during the period of Acting Assessor’s employment with the Town.

Acting Assessor agrees that:

1. All necessary processes and forms, provided by the Town Bookkeeper, shall be completed by Acting Assessor to enable employment compensation.
2. The oath of office shall be taken and signed before the Town Clerk of the Town of Portville on or before August 1, 2008.
3. Acting Assessor shall ensure that all necessary actions are taken to ensure that exemptions are up to date, land calculation totals where the Land Total exceeds the Land Rate Table Total are corrected to have the Land Total equal the Land Rate Table Total, property owners disputes regarding Buildings are corrected to a level where the Town and Acting Assessor would agree that the resolution reflected fairness and equity when compared to all other like properties and when compared to true Town real estate market value, the Acting Assessor made available to all property owners the Cost Valuation Reports of all properties for the given assessment year, the Acting Assessor met each mandated milestone of the 2008 Assessment Roll production, evolution and release, the Acting Assessor would provide the needed information to satisfy the inquiries of the Board of Assessment Review, and the Acting Assessor would work in collaboration with the Town Board and the Town Supervisor to adopt and implement a property assessment model that in the view of the Town Board was fair, equitable and accurate as well as minimized gaps between market and assessed valuation.
4. Acting Assessor shall endeavor to clean up and enter as many, if not all, building permits that have received certificates of occupancy or completion as possible for inclusion in the Assessment Roll.
5. Acting Assessor shall at all times perform duties and responsibilities, interacting with the public, interact with other government agencies, and interact with Town employees, appointees, and officers in a manner which meets all published Town ethics standards and Town protocol standards as



articulated now and in the future on its web site [www.portville-ny.com](http://www.portville-ny.com) and from its organizational meeting minutes of January 3, 2008 and any subsequent directives.

- 6. Acting Assessor will spend no less than 4 hours per week at the Town Municipal Building during which the public will have access for consultation and assistance and that the times of access and consultation availability shall usually be between the hours of 4:00PM and 8:00PM on day a week as published on the Town web site [www.portville-ny.com](http://www.portville-ny.com).
- 7. Acting Assessor will be available by phone or video teleconference during at least an additional 4 hours period each week to the public for consultation and assistance.
- 8. Acting Assessor agrees that, while this position is scheduled for 20 hours per week, Acting Assessor shall perform all duties and responsibilities of Assessor as defined by New York State Real Property Tax Law and as defined within this Agreement to satisfy the completion of the annual Assessment Roll in a manner which results in the Town Board's perception of satisfactory performance by the Acting Assessor.
- 9. Acting Assessor shall be bound, not only by these terms and conditions, but also those conditions defined for an employee of a municipality or agency within New York State.
- 10. Acting Assessor shall be employed by the Town and appointed as the Acting Assessor for the Town at the pleasure of the Town Board and that the Town Board may for any reason terminate employment of Acting Assessor.
- 11. Acting Assessor agrees that this Agreement is a public document and may be published in any manner that the Town may wish to use to share with the public and any other government agency.

This Agreement constitutes all of the terms and conditions of employment of the Acting Assessor and shall be binding between both the Acting Assessor and the Town. If any given part of this Agreement is found to be unlawful by the Courts, then both Parties agree that all remaining parts of this Agreement shall continue to be binding on both Parties.

Acting Assessor

Town of Portville

\*\*\*\*\* SIGNATURE ON FILE \*\*\*\*\*

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Daniel T. Martonis

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H.W. Keeley, Supervisor

June 17, 2008

June 17, 2008

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Date

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Date