

**Town of Lima Assessor's Office**  
**7329 East Main Street, Lima NY 14485**

**Tami Snyder, Assessor**

**Marilyn Zaludny, Clerk**

**Phone: 585-624-6120**

**Fax: 585-624-6129**

**Email: [assessor@townoflima.org](mailto:assessor@townoflima.org)**

**Hours: Tami Snyder, Assessor Mondays 8:30-3:00**

**Marilyn Zaludny, Clerk Mon, Tues, Thurs 8:00-12:00\* (Sept 15- June 1)**

## **About the Assessor**

The Town Assessor is appointed by the Town Board for a term of six years. The Assessor's duties are specified in New York State Real Property Tax Law with maintaining a uniform standard assessment of all real property within the Town of Lima. The Office of the Assessor is regulated by the New York State Real Property Tax Law (RPTL) and the Office of Real Property Tax Service (ORPTS).

In accordance with rules and regulations set forth in New York Real Property Tax Law, the Town of Lima participates in the cyclical reassessment program. Cyclical reassessment involves the analysis of all properties in the municipality every four years to determine if they reflect current market values and making adjustments where necessary. Assessment changes may also be made due to change in use, and/or issuance of a building permit for new construction, remodeling or demolition.

The assessor is responsible for many administrative functions such as maintaining assessments, retaining and updating inventory records thru building permits and field work, processing sales, parcel splits and combinations and processing a variety of exemptions ( Senior Citizen, Enhanced Star, Veterans, Agricultural, etc..)

## **Important Documents & Links & Dates**

- **State (Office of Real Property Tax Services) ORPTS**
- (<https://www.tax.ny.gov/pit/property>)
- **Livingston County Current Tentative or Final Assessment Rolls**
- ([http://co.livingston.state.ny.us/real\\_property\\_assessment](http://co.livingston.state.ny.us/real_property_assessment))
- Taxable status date: March 1<sup>st</sup> (all exemptions must be filed by this date)
- Tentative Assessment Rolled Filed: May 1<sup>st</sup>
- Grievance Date: First Thursday following the Fourth Tuesday in May
- Final Assessment Roll Filed: July 1<sup>st</sup>
- Exemptions Forms are available in Assessor's office or State website noted above

**New For 2016:** Due to legislation, NYS Tax & Finance Department has changed the Basic Star exemption program. New property owners as of 3/1/2015 or homeowners who have never had the exemption before, will need to apply for their exemption with NYS Tax & Finance either online at [www.tax.ny.gov](http://www.tax.ny.gov) or call 518-457-2036. Homeowners who have had the exemption in the past and not changed residence will continue to receive this on their School tax bill.

Questions or concerns regarding your Assessment or Exemptions feel free to contact our office at anytime.