

**Town of Vienna - Assessment Department Monthly Report
March 2025**

- The 2025 Tentative Assessment Roll has been prepared and is ready to upload to Oneida County. The upload must be completed by April 4, 2025. A legal notice has been published in the Queen Central News and posted on the Town bulletin board regarding the preparation of the tentative assessment roll.
- Processed new and renewed exemptions for the 2025 assessment roll. All exemption processing for the 2025 assessment roll is complete

Exemption Type	Number Processed
Basic to Enhanced STAR – 425	23
Aged Senior – 467	176
Limited Income/Disability – 459-c	21
Veteran – 458-a/458-b	38
Volunteer Fire/Ambulance – 466-1	26
Agricultural – 305	44
Not-for-Profit – 421	8
Total	336

- The Assessor reviewed several informal requests for a change of assessment. A high number occurred this year because of numerous building collapses due to heavy snow in the Town of Vienna.

Assessment Changes from Assessment Reviews

2025 Tax Roll	Requested	Reviewed	Assessed Value Change	Market Value Change
Sylvan Beach	7	7	(\$39,120)	\$(108,667)
Town of Vienna	37	37	(\$166,903)	(\$463,619)
Totals	44	44	(\$206,223)	(\$572,286)

- Processed 17 sales for entry into the RPS database and for sales transmittals using department procedure AA-DC-03, RP-5217 (Sales) Review Process. All arm’s-length sale property transactions since March 1, 2024, taxable status date have been reviewed for inventory comparison between tax records and sales listings with valuation changes made where applicable.

Impact of Changes due to Sales, Splits and Merges

2025 Tax Roll	Total	Assessed Value Change	Market Value Change
Sales Reviewed	27		
Splits and Mergers	18		
Totals	45	\$540,905	\$1,502,514

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- Valuation of closed building permits for the 2025 assessment roll is complete. Sylvan Beach valuation changes were completed by 12/31/2024.

Permits – Village of Sylvan Beach (306401) and Town of Vienna (306489)

2025 Tax Roll	Closed by Codes	Valued by Assessor	Assessed Value Change	Market Value Change
Sylvan Beach	55	55	\$365,865	\$1,016,292
Town of Vienna	122	129	\$1,161,480	\$3,226,333
Totals	177	184 ¹	\$1,527,345	\$4,242,625

- The Assessor is required to maintain at least 12 Continuing Education (CE) Credits per year starting in October 1, 2024 through September 30, 2025. The Assessor completed a 6 CE credit course on reconstructing income and expense statements used in calculated the income approach to value. The Assessor has registered for a 3 CE credit course on valuation of solar and wind energy.
- The Assessment Department completed a project to scan and upload the latest property transfer records in RPS, which includes the deed to each parcel within Town of Vienna. This work was performed by the Assessor Clerk and is expected to complete in 2025.
- Oneida has completed the tax mapping project. The Assessor has obtained the completed maps for Town of Vienna including Sylvan Beach at a cost of \$4.00/map. There are a total of 61 maps. The maps are colorized and have been placed in the Assessment office. The maps have been placed in a hanging map storage rack procured in 2024.
- The Assessment department has commended a new project to validate that all tax parcels shown on the new tax maps are reflected in the RPS software. I list of missing tax parcels, meaning those that are not in the RPS software, will be maintained until completion of the project. When the scope of any unaccounted-for parcels is determined, a disposition plan for the unaccounted-for parcels will be developed. This project is expected to continue through 2025 and into 2026.

Respectfully submitted,

Phillip M. Amway, SCA

Sole Assessor

Town of Vienna

315-245-2191 Menu Option 5

assessor@townofviennany.org

¹ The Assessor has completed seven permit projects not yet issued a C.O.O/C.O.C, but the work is complete.