

1 SOMERSET COUNTY BOARD OF TAXATION
2 27 Warren Street, 4th Floor
3 Somerville, NJ
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5 MINUTES OF THE MEETING
6 August 9th, 2016 – Regular Meeting
7

8 The August of 2016 regular monthly meeting of the Somerset County Board of Taxation was held at the
9 Board of Taxation offices on August 9th, 2016 starting at 12:02 PM. The meeting had been advertised in
10 accordance with State Law; upon roll call, President Lore, along with Commissioners Eader, Marano and
11 Pappas were present. Vice President Rosen was absent. Tax Administrator Robert Vance and Assistant
12 Tax Administrator Dawn Guttschall were also present. The following matters were discussed.
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15 MINUTES OF THE PREVIOUS MEETING
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17 The minutes of the July 12th, 2016 Regular Meeting were submitted by the administrator to the
18 Commissioners for their approval. Approval of the minutes was moved by Commissioner Eader and
19 seconded by Commissioner Pappas. The roll was called and the minutes for that meeting were
20 approved by all present.
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23 CORRESPONDENCE:
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- 25 1. Administrator Vance informed the commissioners of email correspondence between the tax
26 board offices, assistant Somerset County Counsel Carl Taylor, Esq., and a property owner in
27 Hillsborough Township. The commissioners advised the administrator to inform the Deputy
28 Attorney General of the matter.
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31 OLD BUSINESS:
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- 33 1. Reassessment Districts: Monthly reports on the progress of annual reassessments had been
34 received from all active districts in the county. The administrator has reviewed these and
35 found them to be satisfactory.
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37 2. The current balance In the Trust Account was reported to be \$452,296.
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39 NEW BUSINESS:
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- 41 1. Administrator Vance reviewed the annual report he prepares for the State concerning the
42 total amount of veteran's and senior citizens' tax deductions, which reports the figures for
43 each municipality using data submitted by the tax collectors.. The Commissioners had
44 signed the report and it was submitted to the Division of Taxation the week prior to the
45 meeting. The report is used to verify amounts to be reimbursed to each municipality by the
46 State of New Jersey.

- 50
- 51 2. A discussion was re-opened by the administrator regarding asking the DAG to assist the
52 Board of Taxation in filing an appeal for a correction of errors with the Tax Court. The
53 property in question is located in Watchung. The board was informed that the
54 administrator has asked for an answer from the DAG and expects to receive this shortly.
55
- 56 3. Administrator Vance reported on a meeting held at the Borough of Manville on Monday
57 evening, August 8th, starting at 7 PM. The meeting was the regular council meeting for
58 Manville, and Mayor Onderko and the full council were present, along with approximately
59 75 members of the public who were interested in discussing their property values and taxes.
60 The Administrator indicated that the meeting a=had gone well, starting with his message to
61 the public, which took the first 25 minutes of the meeting. The questions and answer
62 session which followed lasted another hour and a half, but Administrator Vance indicated
63 that the discussions, which were tense at moments, proved useful to most of the attendees.
64
- 65 4. A Certificate of Appreciation for Diane Vafides was re-presented to the commissioners, after
66 the administrator had obtained a frame and Assistant Administrator Guttschall had
67 reproduced the original document on attractive paper. All present signed the certificate.
68 The administrator will obtain the signature of Vice President Rosen, who was not at this
69 meeting, and arrange to get the plaque to Diane in the near future.
- 70 5. Educational offerings to be presented over the following 90 days were briefly reviewed with
71 all present, including primarily the annual NJACTB educational conference to be held in Cape
72 May beginning August 28th and concluding September 2, 2016.
73
- 74 6. The 2016 certified tax rates for Hillsborough Township and South Bound Brook Borough
75 were reviewed with the commissioners. Only the Borough of Manville remains without a
76 finalized tax rate; they are operating using an estimated rate of \$3.121/100. The
77 administrator indicated that he expects the Borough of Manville will complete their budget
78 within the next month.
79
- 80 7. A schedule for rollback hearings was discussed with the commissioners. It was agreed that
81 September 21st, at 10 AM, would be targeted for these hearings, if any are necessary. The
82 commissioners indicated they would notify the administrator of their availability for that
83 date.
84
- 85 8. The statewide report on the equalized value of all counties was provided to the
86 commissioners. Somerset remains one of the counties that is very uniformly assessed close
87 to 100%, in conformance with statutory provisions.
88
- 89 9. Administrator Vance displayed the Fit Bit Blaze watch that had been procured for the
90 upcoming NJACTB meeting in Cape May. The watch, along with other donations submitted
91 by other county tax boards, will be used to raise funds for the NJACTB scholarship program.

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96 10. Administrator Vance and Assistant Administrator Guttschall discussed the operating
97 condition of certain copy machines at the board offices. On a motion made by
98 Commissioner Marano and seconded by Commissioner Pappas, the commissioners all voted
99 to authorize the expenditure of up to \$3,000 for the acquisition of new copy equipment.

100
101 OPEN TO THE PUBLIC

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103 During the open session, Administrator Vance informed all present that rollback complaints
104 must be submitted by August 31, and added and omitted must be entered by October 3rd. Appeals for
105 added and omitted items must be filed by the property owners by December 1st, and these would be
106 heard in conjunction with the regular board meeting on December 13.

107
108 As there was no further comment, the meeting was adjourned by all commissioners present at 12:43
109 PM.