

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 November 9th, 2016 – Regular Meeting
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8 The November of 2016 regular monthly meeting of the Somerset County Board of Taxation was held at
9 the Board of Taxation offices on November 9th, 2016 starting at 12:04 PM. The meeting had been
10 advertised in accordance with State Law; upon roll call, President Lore, Vice President Rosen, and
11 Commissioners Eader and Marano were present. Tax Administrator Robert Vance and Assistant Tax
12 Administrator Dawn Guttschall were also present. Commissioner Pappas arrived at 12:12 PM and joined
13 the session in progress. The following matters were discussed.
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16 MINUTES OF THE PREVIOUS MEETING
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18 The minutes of the October 11th, 2016 regular meeting of the Board of Taxation were submitted by the
19 administrator to the commissioners for their approval. Approval of the minutes was moved by
20 Commissioner Eader and seconded by Commissioner Marano. The roll was called and the minutes for
21 that meeting were approved by all present with the exception of Vice President Rosen, who abstained
22 as she was not present at the October meeting.
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25 CORRESPONDENCE:
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- 27 1. Administrator Vance discussed a communication received from the Monmouth County
28 Board of Taxation concerning their maintenance of a website, NJACTB.org, which makes
29 assessment data available to the public on a state-wide basis. The communication requests
30 each county tax board to approve the continuation of this system, which is provided on a
31 no-cost basis to all tax boards, by having the administrator sign a one page agreement to
32 continue. The administrator recommended doing so, and the commissioners present
33 agreed with this action.
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36 OLD BUSINESS:
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- 38 1. Reassessment Districts: Monthly reports on the progress of annual reassessments had been
39 received from all active districts in the county. The administrator has reviewed these and
40 found them to be satisfactory.
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42 2. The current balance In the Trust Account was reported to be \$448,762.
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44 3. The scheduled presentation of a plaque thanking Diane Vafides for her service to the Board
45 of Taxation was postponed, as Diane was not available to attend to the tax board meeting
46 on November 9th. The administrator indicated he would be contacting Diane to arrange this
47 presentation at a future date.

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52 NEW BUSINESS:

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- 54 1. A new compliance Plan as prepared by Barbara Flaherty, assessor for North Plainfield
55 Borough, was submitted to the Board of Taxation. This plan is similar to other compliance
56 plans as prepared and submitted annually for three years by Ms. Flaherty, for the Borough
57 of North Plainfield. Her work in the Borough has resulted in favorable corrections to the
58 overall ratio in North Plainfield, as well as to a lowering of the coefficient of deviation in the
59 Borough, both very beneficial to the taxpayers in that district. On a motion made by
60 Commissioner Eader and seconded by Vice President Rosen, the new Compliance Plan was
61 approved by all board members present.
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 - 63 2. Administrator Vance presented the tax board with a newly created form, prepared by the
64 Division of Taxation, usable for reporting appeal statistics. The form had been completed by
65 Assistant Administrator Dawn Guttschall and submitted to the Division of Taxation. The
66 form contains all of the information as included in the traditional President's Report, but
67 further breaks this down for each municipality.
68
 - 69 3. Administrator Vance reviewed the current appeal statistics for the Borough of Manville,
70 referring to a report he had issued in 2013 which predicted the effects of a needed
71 reassessment, finally completed two years later, for the 2016 tax year. The administrator
72 explained that the actual results were better than anticipated at that time, but also advised
73 that he expects to see an increase in the number of appeal filings in Manville next year. This
74 is due to the fact that the tax rate had not been finalized as of the closing date for appeal
75 filings in 2016, and a large number of complaints had been made by property owners once
76 their actual taxes for 2016 were determinable.
77
 - 78 4. Educational Programs scheduled over the next few months were discussed, consisting of the
79 programs to be conducted at the League of Municipalities convention in Atlantic City, NJ,
80 which would occur on November 15, 16 and 17th of 2016. A flyer outlining these programs
81 was made available to all attendees.
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 - 83 5. The preliminary agenda for Added and Omitted Assessment Appeals, which should occur
84 following next month's meeting of the Board of Taxation, was provided to the
85 commissioners. Administrator Vance polled the commissioners to affirm that there would
86 be a quorum for the meeting and also sufficient commissioners to hear the appeals.
87 President Lore and Commissioner Marano indicated that they would both remain following
88 the November meeting of the Board of Taxation in order to hear the appeals.

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93 OPEN TO THE PUBLIC

94 There were no questions or comments presented by the public. The meeting was adjourned at 12:26
95 PM.