

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 March 21st, 2017 – Regular Meeting
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8 The third regular monthly meeting of the Somerset County Board of Taxation for 2017 was held at the
9 Board of Taxation offices on March 21st, 2017 starting at 12:05 PM. The meeting had been advertised in
10 accordance with State Law; upon roll call, President Lore and Commissioners Eader, Marano and Pappas
11 were present. Tax Administrator Robert Vance and Assistant Tax Administrator Dawn Guttschall were
12 also present. The following matters were discussed.
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14 MINUTES OF THE PREVIOUS MEETING
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16 The minutes of the February 14th, 2017 regular meeting of the Board of Taxation were submitted by the
17 administrator to the commissioners for their approval. Approval of the minutes was moved by
18 Commissioner Marano and seconded by Commissioner Eader. The roll was called and the minutes for
19 that meeting were approved by President Lore and Commissioners Marano, Eader and Pappas.
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21 CORRESPONDENCE:
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- 23 1. The administrator informed the commissioners of correspondence sent by a Manville
24 resident to the office of the county counsel.
25
- 26 2. Administrator Vance reviewed correspondence received from Andrea Bierworth, Manville
27 Borough Administrator, regarding the recent hiring of a new assistant for Assessor Glen
28 Stives as well as a reallocation of his hours in both Manville and Raritan Boroughs.
29

30 OLD BUSINESS:
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- 32 1. Reassessment Districts: A monthly report on the progress of annual reassessment had been
33 received from Hillsborough. All other districts have forwarded their Certificates of
34 Completion for the reassessments now entered in the 2017 tax rolls.
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- 36 2. The current balance In the Trust Account was reported to be approximately \$475,000.
37

38 NEW BUSINESS:
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- 40 1. Administrator Vance provided the commissioners with a copy of the 2017 Chapter 68 Report
41 (NJSA 40:4-45.4(a)), which provides information on all added and omitted assessments for
42 use by the county treasurer. This report forms the basis of a permitted exception to the cap
43 limits imposed on the county budget by state regulations, and is prepared annually by the
44 administrator. This year's total was calculated to be \$1,094,982.27, slightly higher than the
45 previous year's total.
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51 NEW BUSINESS, cont'd:

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53 2. The Final Equalization Table for 2017 was introduced at the meeting and reviewed with the
54 commissioners. The Final Table included revisions to reported Chapter 441 property values
55 in Bridgewater and Somerville, which had not appeared in the Preliminary Equalization
56 Table; the reports which form the basis of these values were provided to the
57 commissioners. The Equalization Table reflected "Page 8" ratio revisions for 15 annually
58 reassessing districts. Administrator Vance briefly reviewed the new valuations for all
59 districts.

60 Approval of the Final Equalization Table was then moved by Commissioner Pappas and
61 seconded by Commissioner Marano. On a roll call vote, the Final Equalization Table for
62 2017 was approved by President Lore and Commissioners Eader, Marano and Pappas. The
63 administrator asked the commissioners present to sign the table so that he could forward it
64 to the Division of Taxation.

- 65
66 3. A new application for Reassessment-Annual (Form AFR-A) was received from Hillsborough
67 Township and was approved by the commissioners present. The administrator will forward
68 this application to the Division of Taxation.

- 69
70 4 The first report of weekly appeal volume was reviewed with the commissioners by
71 Administrator Vance. This report will be emailed to all assessors on a weekly basis until the
72 appeal filing season ends on May 1st. Administrator Vance reported that the volume of
73 appeals filed was roughly consistent with those filed as of the same point in time last year,
74 which was a favorably conservative number of appeals. President Lore specifically thanked
75 Assessor Barbara Flaherty for her work in completion of annual Compliance Plans for the
76 Borough of North Plainfield. Her work has brought the local equalization ratio to just below
77 100% for the first time in 4 years, and has resulted in a lowering of the appeal volume within
78 that Borough. Commissioners Morano, Eader and Pappas echoed Presidents Lore's remarks.

- 79
80 5 Administrator Vance informed the board members and assessors present of the following
81 educational opportunities:

- 82
83 a. The second annual NJACTB one day seminar for tax board commissioners will be
84 held on March 22nd at Mercer County College, which was the following day.
85 Administrator Vance will be a panel member for this presentation. All
86 commissioners are urged to attend this program, which is limited to tax board
87 commissioners, county tax administrators and other county board personnel
88 directly involved with the appeal process.

89 March 21st, 2017

90 Regular Meeting Minutes

91 Page Three

92 b. The AMANJ will hold its annual two day seminar for tax assessors at the National
93 Conference Center at the Holiday Inn in West Windsor, NJ on June 8th and 9th. The
94 final agenda for this meeting was not available as of the meeting date.

95

96 OPEN TO THE PUBLIC

97 No one raised any questions during the public session.

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99 The regular meeting was then adjourned at 12:42 PM.