

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 February 14th, 2017 – Regular Meeting
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8 The second regular monthly meeting of the Somerset County Board of Taxation for 2017 was held at the
9 Board of Taxation offices on February 14th, 2017 starting at 12:03 PM. The meeting had been advertised
10 in accordance with State Law; upon roll call, President Lore, Vice President Rosen, and Commissioners
11 Eader, Marano and Pappas were present. Tax Administrator Robert Vance and Assistant Tax
12 Administrator Dawn Guttschall were 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 January 10th, 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 Vice
18 President Rosen and seconded by Commissioner Marano. The roll was called and the minutes for that
19 meeting were approved by President Lore, Vice president Rosen and Commissioner Marano.
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21 CORRESPONDENCE:
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- 23 1. The administrator shared a new OPRA request submitted to the board of Taxation by a
24 Manville resident, which request had already been satisfied.
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26 OLD BUSINESS:
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- 28 1. Reassessment Districts: Monthly reports on the progress of annual reassessments had been
29 received from Hillsborough. All other districts have recently completed their reassessments;
30 Certificates of Completion were expected to be received from the tax assessors in these
31 districts shortly. The administrator will review these Certifications of Completion and report
32 back to the tax board in March.
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34 2. The current balance In the Trust Account was reported to be \$473,884.
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36 NEW BUSINESS:
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- 38 1. Administrator Vance discussed Senate Bill No. 2836, which had been discussed previously at
39 the January meeting of the tax board. Administrator Vance indicated that the bill was being
40 closely watched by assessors and administrators throughout the state. He also stated that
41 due to the sweeping scope of the provisions as written in the bill, its progress through the
42 legislature would probably be slow and that he expected it to be amended extensively as it
43 progresses. He also stated that this bill was discussed at the February 8th meeting of the
44 AMANJ which he attends as a liaison representative of the NJACTB, where it was viewed
45 with limited support, and that it would be a topic of discussion at the upcoming meeting of
46 the NJACTB on February 21st at Trenton.

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NEW BUSINESS, cont'd:

53 2. Administrator Vance updated the commissioners on continuing discussions with the mayor,
54 the administrator and the assessor of Manville. Assessor Glenn Stives has been appointed
55 to serve three days at Manville and two days at Raritan, in order for him to provide more
56 services to Manville, where they are more urgently needed. Administrator Vance also
57 indicated that he emailed the Manville Borough Administrator, Andrea Bierworth, to convey
58 the request from the commissioners that Mr. Wilczek, who currently serves as Manville's
59 Zoning Officer, be given a title to acknowledge his anticipated assistance to Glenn Stives in
60 inspection of borough properties.

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3. Administrator Vance informed the board members and assessors present of the following
educational opportunities:

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a. The 15th annual NJIAAO seminar on tax appeals, to be held at Forsgate Country Club
in Monroe Township, NJ on March 9th. The board office will register all assessors
and commissioners as a group, and will need all registrations received at this office
by February 27th.

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b. The second annual NJACTB one day seminar for tax board commissioners will be
held on March 2nd at Mercer County College. Administrator Vance will be a panel
member for this presentation. All commissioners are urged to attend this program,
which is limited to tax board commissioners, county tax administrators and other
county board personnel directly involved with the appeal process.

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c. The AMANJ will hold its annual two day seminar for tax assessors at the National
Conference Center at the Holiday Inn in West Windsor, NJ on June 8th and 9th. The
formal program and agenda were not yet available as of the February meeting of
the tax board.

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79 OPEN TO THE PUBLIC

80 During the open public session, Ms. Maria Janucik, who is a property owner from Manville Borough,
81 introduced herself and addressed a number of questions to the commissioners. Her inquiries were
82 answered by the administrator and by the commissioners present.

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84 The regular meeting was then adjourned at 1:07 PM.