

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 12th, 2019 – Regular Meeting
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8 The November of 2019 regular monthly meeting of the Somerset County Board of Taxation was held at
9 the Board of Taxation offices on November 12th, 2019 starting at 12:00 PM. The meeting had been
10 advertised in accordance with State Law; upon roll call, President Lore, Vice President Eader, and
11 Commissioner Rosen were present. Tax Administrator Robert Vance and Deputy Tax Administrator
12 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 October 8th, 2019 regular meeting of the Board of Taxation were submitted by the
17 administrator to the commissioners for their approval. The minutes had been prepared by Deputy Tax
18 Administrator Dawn Guttschall. Approval of the minutes was moved by Commissioner Rosen and
19 seconded by Vice President Eader. The roll was called and the minutes for that meeting were approved
20 by all commissioners present.
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22 Commissioners Pappas and Marano arrived shortly after the minutes had been approved, at
23 approximately 12:06 PM.
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25 CORRESPONDENCE: None received
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27 OLD BUSINESS:
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- 29 1. Progress Reports for Reassessment Districts: 16 districts submitted progress reports in time
30 for the November meeting, and all are indicating satisfactory progress with their current
31 inspection programs. The progress report for Hillsborough Township indicates that they
32 have commenced inspections for the tax year 2021 reassessment, as their work for the 2020
33 tax year has been completed.
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- 35 2. The current balance in the Trust Account was reported to be approximately \$465,001.50.
36 Administrator Vance indicated that there were no anticipated major expenses for the next
37 month with the possible exception of a bid for services discussed below under New
38 Business, at item No. 3.
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40 NEW BUSINESS:
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- 42 1. Administrator Vance reported that October was employee appreciation month in Somerset
43 County, and that he had treated our tax board staff to lunch at the Village Brew House on
44 Main Street in Somerville.
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- 46 2. The Tax Administrator provided a copy of an order dated September 17, 2019, issued by the
47 Supreme Court of New Jersey, denying, with costs, a petition for certification requested by
Michael Barth, property owner and resident of Bernards Township. This dismissal

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NEW BUSINESS (Cont'd)

followed petitions previously denied by this county tax board, by the Tax Court of New Jersey, as well as by the Appellate Division of the Superior Court of New Jersey.

3. At the request of Tax Administrator Vance, George Librizzi , CTA, d/b/a Revaluation Advisory Services, LLC submitted a proposal for the preparation of detailed specifications for provision of MODIV and CAMA services for the tax board and all of the Somerset County assessing offices. In discussion, the administrator was directed to contact William Cooper, Esq., County Counsel for Somerset, to ascertain whether a valid and current contract existed between the county and Vital Computer Resources, Inc. The amount of the proposal was \$3,000. On a motion made by Commissioner Pappas and seconded by Commissioner Rosen, this amount of \$3,000 was approved, as a maximum amount, by all five tax board members.
4. Discussion was opened concerning identifying a date for added/omitted assessment appeals. As December 1st falls on a Sunday, the last date to file such an appeal is Monday, December 2nd, and with the requirement that 10 days' notice of a hearing date must be provided to the appealing property owner, the earliest possible date to hold these appeals is Thursday, December 12th. It was suggested by the administrator that the date of Monday, December 16th might work. Administrator Vance indicated that he would send emails to the commissioners and to all assessors concerning this date, and requesting the availability of any and all commissioners to hear any appeals not settled prior to the hearing date.
5. Administrator Vance reported that he and assessors and/or staff members from 8 Somerset County assessing offices had attended a full day seminar on the Uniform Standards of Professional Appraisal Practice, or USPAP, given at Flemington on November 6th.
6. Administrator Vance announced the Patty Wright, acting director of the NJ Division of Taxation, has announced her retirement which will be effective at the end of 2019.
7. Educational Opportunities: The annual New Jersey League of Municipalities conference to be held in Atlantic City from November 19th through 21st was briefly discussed.

OPEN TO THE PUBLIC: No persons were present to address the board, and the meeting was then adjourned at 12:34 PM.