

1 SOMERSET COUNTY BOARD OF TAXATION
2 27 Warren Street, 4th Floor
3 Somerville, NJ
4

5 MINUTES OF THE MEETING
6 September 10, 2019 – Regular Meeting
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8 The September regular monthly meeting of the Somerset County Board of Taxation for 2019 was held at
9 the Board of Taxation offices on September 10, 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 Marano were present. Just after roll call at 12:03 Commissioners Rosen and Pappas
12 arrived. Deputy Tax Administrator Dawn Guttschall was also present. In the temporary absence of
13 Administrator Vance, Deputy Guttschall conducted the meeting. The following matters were
14 discussed.
15

16 MINUTES OF THE PREVIOUS MEETING
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18 The minutes of the August 13, 2019 Regular Meeting of the Board of Taxation were submitted by the
19 deputy administrator to the commissioners for their approval. Approval of the minutes was moved by
20 Commissioner Rosen and seconded by Commissioner Marano. The roll was called and the minutes for
21 that meeting were approved by President Lore, Commissioner Marano and Commissioner Rosen. Vice
22 President Eader and Commissioner Pappas abstained.
23

24 CORRESPONDENCE:
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- 26 1. One new OPRA request was submitted by Manville property owner Maria Janucik.
27 Information was submitted to County Counsel.
28
- 29 2. A hand delivered letter from Manville property owner Maria Janucik requesting that 5
30 Property Tax books be made available to her was addressed. Three of the books needed to
31 be delivered from archive storage and two of the books are in the office in the microfiche.
32 These books arrived on the morning of this meeting.
33
- 34 3. Letter from Mark Kline was referred to County Council who responded accordingly.
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36

37 OLD BUSINESS:
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- 39 1. Deputy Administrator Guttschall reported that all but one progress reports from districts
40 engaged in annual reassessment programs are satisfactory. The one report outstanding
41 which was from Green Brook, will not present any delay in the inspections or the
42 reassessment.
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- 44 2. Deputy Administrator Guttschall reported the current balance in the Trust Account is
45 \$465,708.

50 NEW BUSINESS:
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- 52 1. The AFR-A application for Bound Brook has been approved by the State Division of
53 Taxation. As reported earlier, a progress report was submitted and there is no foreseen
54 reason for any delay in the inspections or reassessment.
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- 56 2. Discussion concerning preparation of a resolution in support of S-3827: Deputy
57 Administrator Guttschall reported that the resolution from Bernards Twp in support of S-
58 3827 has spurred a discussion between Verizon and the AMANJ. The board will table the
59 resolution also in support of S-3827 until the AMANJ ad-hoc committee could meet with
60 Verizon.
61
- 62 3. Deputy Administrator Guttschall reported that the Board has set the date for the Added &
63 Omitted proof book as September 25, 2019, along with the date for filing of added and
64 omitted assessment lists as October 2, 2019. The added/omitted hearings are set for
65 December 16, 2019 with the time to be determined.
66
- 67 4. Deputy Administrator Guttschall reported that we will do an RFP for our MOD IV, CAMA and
68 Administration software. We are working to establish the parameters and conditions that
69 we seek from the suppliers of this type. Currently there are three state approved
70 companies that may provide this service, so we will be seeking a bid from each.
71
- 72 5. Educational Opportunities over the next 60 days include the following:
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- 74 a. MCAA Fall Seminar featuring the Cost Approach training provided by
75 CoreLogic/Marshall & Swift on Tuesday, October 22, 2019 from 8am to 4pm with a cost
76 of \$75 each.
77
- 78 b. Deputy Administrator Guttschall reported that a USPAP class being offered by the
79 Hunterdon County Assessors Association at Flemington on Wednesday, November 6th,
80 2019 with a cost of \$175 each.
81
- 82 c. A motion was made by Commissioner Marano to pay for the above education classes
83 for Somerset County Assessors not to exceed \$1500; Seconded by Vice President Eader.
84 All were in favor by roll call vote.
85
- 86 6. Brief remarks from the deputy administrator and others present regarding the recent
87 annual Cape May Conference by the NJACTB which included a highly successful session by
88 Administrator Vance discussing the Hopewell v. Verizon case. A suggestion was made by
89 Commissioner Marano that on the brochure for the conference going forward, it would be
90 helpful to list the type of credits that will be received for each class i.e. appraisal or
91 administration.

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96 OPEN TO THE PUBLIC:

- 97 1. At 12:14 PM, a resident and property owner from Manville, who also owns property within
98 Hillsborough Township, was present and asked several questions of the board members. Her
99 questions were answered by the commissioners present.

100 The meeting was then adjourned at 12:17 PM.

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