

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

5 MINUTES OF THE MEETING  
6 October 8, 2019 – Regular Meeting  
7

8 The October regular monthly meeting of the Somerset County Board of Taxation for 2019 was held at  
9 the Board of Taxation offices on October 8, 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 Commissioners Marano and Rosen were present. Just after roll call at 12:03 Commissioner 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  
17

18 The minutes of the September 10, 2019 Regular Meeting of the Board of Taxation were submitted by  
19 the deputy administrator to the commissioners for their approval. Approval of the minutes was moved  
20 by Commissioner Rosen and seconded by Vice President Eader. 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:  
25

- 26 1. Discussion regarding the email from Hellekson (Vital) to shut down BRT powerpad access to  
27 Vital.  
28

29 OLD BUSINESS:  
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- 31 1. Deputy Administrator Guttschall reported that all progress reports from districts engaged in  
32 annual reassessment programs are satisfactory.  
33  
34 2. Deputy Administrator Guttschall reported the current balance in the Trust Account is  
35 \$465,108.  
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37  
38

39 NEW BUSINESS:  
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- 41 1. Deputy Administrator Guttschall announced her appointment of the PT Assessor position in  
42 Dunellen.  
43  
44  
45

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49  
50 NEW BUSINESS (cont'd)

51  
52 2. Deputy Administrator Guttschall reported the receipt of the October 1, 2019 Table of  
53 Equalized valuations and made comments that the ratios and values for this year are again  
54 excellent.

55  
56 3. Deputy Administrator Guttschall reported that we will do an RFP for our MOD IV, CAMA and  
57 Administration software. We are working to establish the parameters and conditions that  
58 we seek from the suppliers of this type. Currently there are three state approved  
59 companies that may provide this service, so we will be seeking a bid from each.

60  
61 4. Educational Opportunities over the next 60 days include the following:

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63 a. MCAA Fall Seminar featuring the Cost Approach training provided by  
64 CoreLogic/Marshall & Swift on Tuesday, October 22, 2019 from 8am to 4pm with a cost  
65 of \$75 each.

66  
67 b. Deputy Administrator Guttschall reported that a USPAP class being offered by the  
68 Hunterdon County Assessors Association at Flemington on Wednesday, November 6<sup>th</sup>,  
69 2019 with a cost of \$175 each.

70  
71  
72 OPEN TO THE PUBLIC:

73 The meeting was then adjourned at 12:31 PM.