

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 August 11th, 2020 – Regular Meeting
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8 The August regular monthly meeting of the Somerset County Board of Taxation for 2020 was held via
9 the internet, using the Zoom platform, on August 11th, 2020 starting at 12:00 PM. The meeting had
10 been advertised in accordance with State Law; upon roll call, President Eader, Vice President Goldberg
11 and Commissioners Jordan, Linnus and Rosen were attending. Tax Administrator Robert Vance hosted
12 the meeting on line and Deputy Tax Administrator Dawn Guttschall was also attending. The following
13 matters were discussed.
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15 MINUTES OF THE PREVIOUS MEETING
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17 The minutes of the July 14th regular meeting of the Board of Taxation were submitted by the
18 administrator to the commissioners for their approval. Approval of the minutes was moved by
19 Commissioner Rosen and seconded by Commissioner Linnus. The roll was called and the minutes for
20 that meeting were approved by all 5 commissioners.
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22 CORRESPONDENCE:
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24 None received.
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26 OLD BUSINESS:
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- 28 1. The current balance In the Trust Account was reported to be approximately \$465,000.
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30 NEW BUSINESS:
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- 32 1. The Local Property Tax Department of the Division of Taxation in the Department of the
33 Treasury has decided that the traditional AFR-A form, used previously by all annually
34 reassessing districts in NJ, is not acceptable in 2020. All taxing districts conducting annual
35 reassessment have submitted their applications using the AFR form, and they have been
36 reviewed and signed by Administrator Vance and then forwarded on to the Division of
37 Taxation prior to the August 1st deadline for State review and approval.
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- 39 2. Municipal Tax Rates were continuing to be struck as soon as certifications of budgets were
40 received from the DLGS in DCA. To date, 20 had been received, another 2 are expected over
41 the next few weeks, including Rocky Hill Borough and Green Brook Township. The
42 administrator has been in touch with officials from these two municipalities, and has been
43 informed that their local budgets should be approved prior to the end of August. The
44 budgets must then be submitted to DCA/DLGS for State level approval before the tax rate
45 can be struck by this Board of Taxation.
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52 NEW BUSINESS (Cont'd)

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- 54 3. Administrator Vance reported that the RFP for an updated system of MODIV and CAMA data
55 processing for the county of Somerset has been provided to the Somerset County
56 Purchasing Department for their review and formatting. The public bidding process is
57 limited to four State approved potential vendors. Administrator Vance expects the bid
58 should be advertised shortly by the County of Somerset.
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 - 60 4. Appeal Hearings have now been scheduled to begin on Thursday, August 20th, at 9 AM. The
61 hearings will be conducted live, using the conference room on the first floor of the building
62 at 27 Warren Street, where the Tax Board has 4th floor offices. All COVID 19 protocols will
63 be enforced, with masks required and social distancing observed and enforced. The receipt
64 of withdrawals and stipulations of settlements is progressing.
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68 As the August of 2020 meeting of the Board of Taxation was held on-line, there was no
69 public portion at the end of the regular meeting, which occurred at 12:25 PM. The next
70 scheduled meeting of the Board of Taxation will be on September 8th and may be held with the
71 commissioners in attendance, or once again be held on-line, using the Zoom platform, should
72 the COVID 19 pandemic continue to restrict access to the county facilities.