

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 June 8th, 2021 – Regular Meeting
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8 The June regular monthly meeting of the Somerset County Board of Taxation for 2021 was held both in-
9 person and via the internet, using the Zoom platform, on June 8th, 2021 starting at 12:00 PM. The
10 meeting had been advertised in accordance with State Law; upon roll call, President Eader and Vice
11 President Goldberg were attending in person, and commissioners Jordan, Linnus and Rosen were
12 attending via the Zoom platform. Tax Administrator Robert Vance hosted the meeting on line and in
13 person, and Deputy Tax Administrator Dawn Guttschall was also attending in person. The following
14 matters were discussed.

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16 MINUTES OF THE PREVIOUS MEETING
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18 The minutes of the May 3rd Annual Reorganization Meeting of the Board of Taxation were submitted by
19 the administrator to the commissioners for their approval. Approval of the minutes was moved by
20 Commissioner Rosen and seconded by Vice President Goldberg. The roll was called and the minutes for
21 that meeting were approved by all 5 commissioners.

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23 CORRESPONDENCE:
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- 25 1. Letters were received at the tax board offices for the administrator and deputy
26 administrator. as well as each of the commissioners; these were forwarded to each
27 commissioner via email.
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29 2. Administrator Vance discussed a number of OPRA requests being processed that are seeking
30 technical data from our MODIV/CAMA vendor as well as copies of property record cards.
31 These are all expected to be completed according to an agreement reached with each of the
32 requestors.
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34 3. A motion for dismissal was received from Jack Pidgeon, Esq., on behalf of the Borough of
35 Bernardsville. The administrator said that this motion will be addressed in detail at an
36 upcoming appeal hearing scheduled for June 28th.

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38 OLD BUSINESS:
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- 40 1. Reassessment Districts: To date, Administrator Vance indicated that there have been a
41 limited number of progress reports due in great part to the ongoing situation with the Covid
42 19 crisis. The assessors are expected to resume full inspections in the second half of 2021.
43 All AFR (Applications for Reassessment) for the current year, for the 2022 tax rolls, are
44 expected to be received in time for the next meeting of the board of taxation in July and will
45 then be forwarded to the Division of Taxation for final approval.
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47 2. The current balance In the Trust Account was reported to be approximately \$480,499.
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NEW BUSINESS:

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- 55 1. The appeal calendar has been set up by Deputy Administrator Dawn Guttschall, using an on-
56 line program called "Sign up Genius" to enable the commissioners to identify which dates
57 and times they will be available to attend. The hearings are expected to be conducted in
58 person, as they were last year, and further that all hearings will be concluded by the
59 statutory ending date of June 30th, 2021. Each of the hearing sessions should be attended
60 by at least three commissioners so that a quorum of hearing officers is present.
61
- 62 2. Deputy Tax Administrator Guttschall addressed the commissioners concerning the status of
63 the ongoing transition from Vital to BRT for our county-wide MODIV and CAMA processing.
64 She stated that conversions of each taxing district have begun and will continue until all 21
65 municipalities have been converted. Once this is done, the county tax board will then
66 switch over to BRT for deed processing and all other functions. The entire project is
67 expected to be concluded by the end of July.
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- 69 3. In a brief note concerning educational opportunities approaching, Administrator Vance
70 indicated that only the NJACTB Cape May educational program remains tentatively
71 scheduled, for August 31st through September 4th. This program is expected to proceed with
72 on-site attendance for all participants. Administrator Vance also noted that educational
73 programs will be conducted by the NRAAO on-line in mid June, and by the AMANJ, also on
74 line, in late July.
75

76 PUBLIC SESSION

77 During a limited public session, President Eader discussed the executive session held at the end
78 of the June meeting. He stated that the commissioners had reviewed all correspondence as
79 submitted by a Manville resident, chiefly regarding property also owned by her and located in
80 Hillsborough Township. The commissioners had concluded that there had been no improper or
81 illegal conduct on the part of the assessor who was the subject of her lengthy and numerous
82 inquiries. On a motion made by Commissioner Rosen, seconded by Commissioner Linnus, the
83 matter was deemed to be closed and no further discussion will be warranted. As the subject of
84 the executive session was a personnel matter, the minutes of the executive session will be
85 retained but not made available to the public.

86 The next meeting of the Somerset County Board of Taxation will occur on July 13th, starting at
87 noon. The meeting is expected to be open to in-person attendance by the commissioners and
88 board employees, as well as tax assessors. The building may not be open to the public at that
89 time, and if that is the case, the meeting will also be available via Zoom.