

****Lenovo Refresher Course after meeting at 10am - BRT (Assessors) ****

**ESSEX COUNTY BOARD OF TAXATION
BOARD MEETING
AGENDA**

**Monday, October 3, 2016
9:00 a.m.**

THIS MEETING IS CALLED PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF WHICH HAS BEEN PROVIDED TO THE NEWARK STAR LEDGER, A LOCAL NEWSPAPER AND SUCH NOTICE HAVING BEEN POSTED IN THE ESSEX COUNTY BOARD OF TAXATION.

1. ROLL CALL
2. Approval of September 8, 2016 Minutes
3. Accept AA/OA Books filed / Roll Call
4. Tax Rates to be Certified: Belleville
5. Status of Reassessment: 2017 Maplewood and South Orange
6. Status of Revaluations: 2017 Caldwell, Essex Fells & Millburn, 2018 Belleville and Montclair, 2019 Nutley
7. Status of Deeds
8. Meeting on Thursday November 10th with Division of Taxation
9. Public Speakers
10. New Business
11. Adjournment

<u>COMMISSIONERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
MATARAZZO, PRESIDENT	X	
DEFURIA	X	
GRODMAN		X
JOHNSON	X	
LINARES		X
O'BRIEN		
STEWART	X	
ADMIN. DURKIN	X	

AGENDA MAY BE AMENDED PRIOR TO BOARD MEETING

A meeting of the Essex County Board of taxation was held on Monday, October 3, 2016 at 9:16 a.m. at its office located at 50 South Clinton Street, Suite 5200, East Orange, New Jersey.

1. ROLL CALL

Upon roll call, the following members were present: President Matarazzo, Commissioners DeFuria, Johnson, O'Brien, Stewart and Administrator Durkin. Commissioners Grodman and Linares were absent.

2. Approval of September 8, 2016 Minutes

Motion to approve the September 8, 2016 minutes was made by Commissioner O'Brien. Commissioner Stewart seconded the motion. All were in favor with Commissioner DeFuria abstaining.

3. Accept AA/OA Books filed / Roll Call

Kenya Kourkoulis, Administrative Assistant read the roll call for the filing of the AA/OA books. All the municipalities with the exception of the City of Newark filed their AA/OA books. Administrator Durkin stated that Newark has an extension to file. On Wednesday, October 5th the city is having a meeting and the budget should be passed. With the review of the budget, the State has approved the certification of the city's budget in advance.

A motion was made by Commissioner O'Brien to approve the 21 municipalities (with the exception of Newark) that filed the AA/OA books. Commissioner Johnson seconded the motion. All were in favor.

A motion was made by Commissioner O'Brien to approve the City of Newark's AA/OA books after the tax rate has been completed and certified. Commissioner Stewart seconded the motion. All were in favor.

4. Tax Rates to be certified: Belleville

Administrator Durkin requested approval of Newark's tax rate after receiving the budget certification for Newark from the State and with Auditors review of the rate.

Commissioner O'Brien made the motion to approve Belleville and Newark's 2016 tax rates. Commissioner Stewart seconded the motion. All were in favor.

5. Status of Reassessment: 2017 Maplewood and South Orange

Maplewood

Ed Galante, Tax Assessor stated that 85% of residential inspections are complete. Commercial inspections are also complete. The Income and Expense analysis began in September. The reassessment will be done on time.

South Orange

Administrator Durkin read the status report into the minutes. Division approval was granted on April 11, 2016. Initial fieldwork completed in July. Notifications were sent to all estimates/refusals. Clean-up inspections and condominium inspections continue in September. Commercial inspections are complete. Chapter 91 requests are being reviewed. Sales/rental analysis completed in September. Initial values to be reviewed/revised and approved in October.

6. Status of Revaluations: 2017 Caldwell, Essex Fells & Millburn, 2018 Belleville and Montclair, 2019 Nutley

2017

Caldwell – Administrator Durkin read into the minutes the Revaluation Monthly report prepared by Brian Schneider, CTA Professional Property Appraisers, Inc. All inspections of residential, commercial and exempt properties have been completed. We will continue to take calls and keep a list of any property owners that would want an interior inspection of their property. Neighborhood delineation is 100% completed and we have completed the lot sizing into the CAMA system. Our commercial appraiser is updating the new values and encoding them into the CAMA system. He will continue to work with George Librizzi and Mark Hendricks on the information that we receive through new sales and/or income/expense statements.

Essex Fells – Kevin Esposito, CTA stated issues with maps and deeds have slowed down the approval of the tax maps. With Kenya's help locating the additional deeds, Maser is able to work on making the changes. The Division has approved all BLQ issues with the MOD IV. I am hoping the Division will grant map approval this week and ask for contract approval.

Millburn- Administrator Durkin read into the minutes the Revaluation Report completed by Jason Cohen. Division approval was granted on May 17, 2016. The fieldwork continued in September. Approximately 40% of residential inspections are complete. The income requests are being reviewed and analyzed. Sales analysis continued in September.

2018

Belleville – Kevin Esposito, Tax Assessor stated that he is awaiting guidance from the town manager regarding the RFP and bonding issues. Maser has been working on the map updates on a weekly basis and is progressing nicely. Discussion was had regarding the time frame needed for the revaluation, 9,000 line items, etc.

Montclair – Administrator Durkin read Montclair's revaluation update submitted by George Librizzi, Tax Assessor into the minutes:

Mr. Librizzi state that the final revisions were made to the tax maps after a few reviews by the State and corrections being made by Civil Solutions and the Tax Assessor's office. The tax maps have been submitted again for approval by the Division of Taxation.

The Township has adopted the necessary funding mechanism to provide for the monies necessary to perform all the work in connection with the revaluation project.

The governing body is to meet Tuesday, October 4, 2016 to award the revaluation contract. I will attend the meeting.

2019

Nutley- Ed Brown, Tax Assessor stated that he is meeting with the Township Engineer on October 7, 2016 to get fully up to speed on the status of tax map updates. The Township has a five-year plan in place to insure money for the revaluation.

7. Status of Deeds

Kenya Kourkoulis, Administrative Assistant stated that the girls are up-to-date with the deeds. This time last year the Register of Deeds and Mortgages was changing their computer system so we cannot compare the number of deeds processed from this year to last year.

8. Meeting on Thursday November 10th with Division of Taxation

Administrator Durkin stated a meeting is going to be held with the NJ Division of Taxation and the Townships who are scheduled for a revaluation or reassessment on Thursday, November 10, 2016.

9. Public Speakers

No public speakers

10. New Business

Administrator Durkin stated that after reviewing 2017 ratios there are a few municipalities that are under consideration for future revaluations; Fairfield, Glen Ridge, Verona and Livingston.

11. Adjournment

Commissioner Johnson made the motion to adjourn the meeting at 9:37 a.m. Commissioner O'Brien seconded the motion. All were in favor.

Respectfully Submitted,

Joan Codey Durkin, CTA
Essex County Tax Administrator
Pms