

**ESSEX COUNTY BOARD OF TAXATION**  
**BOARD MEETING**  
**AGENDA**  
**Thursday, December 15, 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.**

**ROLL CALL**

1. Roll Call
2. Approval of November 2016 minutes
3. Chapter 101 Compliance Plans - Motion to approve the following town: Bloomfield
4. Update of deeds
5. Status of Reassessment: 2017 Maplewood & South Orange
6. Update of Revaluations: 2017 Caldwell, Essex Fells & Millburn, 2018 Belleville & Montclair, 2019 Nutley
7. Public Speakers
8. New Business – Saul A. Wolfe Resolution
9. Motion to go to Added/Omitted Hearings
10. Motion to go back on record
11. Motion to approve Judgments heard today, December 15, 2016
12. Adjournment

**COMMISSIONERS**

**PRESENT**

**ABSENT**

<b>Matarazzo, Jr., President</b>	<b>X</b>	
<b>DeFuria</b>	<b>X</b>	
<b>Grodman</b>	<b>X</b>	
<b>Johnson</b>	<b>X (arrived at 9:28 a.m.)</b>	
<b>Linares</b>		<b>X</b>
<b>O'Brien</b>	<b>X</b>	
<b>Stewart</b>	<b>X</b>	
<b>Admin. Durkin</b>	<b>X</b>	

**\* AGENDA MAY BE AMENDED PRIOR TO BOARD MEETING\***

A meeting of the Essex County Board of Taxation was held on Thursday, December 15, 2016 at 9:25 a.m. at its office located at 50 South Clinton Street, East Orange, New Jersey 07018.

**1. Roll Call**

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

Commissioner Linares was not present. Commissioner Johnson arrived at 9:28 a.m.

**2. Approval of November 2016 minutes**

Motion to approve the November 2016 minutes was made by Commissioner Grodman. Commissioner O'Brien seconded the motion. All were in favor.

**3. Chapter 101 Compliance Plans – Motion to approve the following town Bloomfield**

Joe Pisauro, Tax Assessor reported the results of his study for his 2017 Compliance Plan. Commissioner O'Brien made the motion to approve the Township of Bloomfield's 2017 Chapter 101 Compliance Plan. Commissioner DeFuria seconded the motion. All were in favor.

**4. Update of deeds**

Kenya Kourkoulis, Administrative Assistant stated that a total of 7,372 deeds have been keyed in up to December 7<sup>th</sup> which is approximately 700 more than this time last year.

**5. Status of Reassessment: 2017 Maplewood & South Orange**

**Maplewood** - Ed Galante, Tax Assessor stated that value notification letters to the west side of town have been sent out. Next week the east side value notifications will be mailed out. Informal hearings have started.

**South Orange - Administrator** Durkin read the Reassessment Report into the minutes. Division approval was granted on April 11, 2016. Initial field work completed in July. Notification sent to all estimates/refusals. Hearings began on November 4<sup>th</sup>. To date, there have been 348 hearings scheduled. We anticipate completing the reassessment by the January 4<sup>th</sup> Vital deadline.

## **6. Update of Revaluations: 2017 Caldwell, Essex Fells & Millburn, 2018 Belleville & Montclair, 2019 Nutley**

### **2017**

**Caldwell** – George Librizzi, Tax Assessor stated that value letters were mailed yesterday. Informal hearings will be completed on or around December 30<sup>th</sup>.

**Essex Fells** – Administrator Durkin read the report dated November 30, 2016 into the minutes. The field work was started on November 7<sup>th</sup>. In the month of November we have completed approximately 300 residential inspections. We are scheduling daytime, evening, and Saturday appointments for those that are requesting them. We also have a list of residents that have called the office and they will need an appointment on a later date, since they are unavailable at this time. We have started lot sizing and have lot sized approximately 200 properties to date. We have entered MLS data into the CAMA system for our field staff to verify as the inspections are being completed.

**Millburn** – Administrator Durkin read the report dated 12/9/16 into the minutes. Division approval was granted on May 17, 2016. Field work continued in November. Approximately 85% of residential inspections are complete. Commercial field work continued in November, approximately 90% of commercial inspections are complete. Income and sales analysis continued in November.

Administrator Durkin stated that she spoke to John Lloyd, Esq., and Millburn will be asking for an extension. We will be meeting with the State on January 19<sup>th</sup>. Discussion followed regarding the Short Hills Mall.

### **2018**

**Belleville** – Administrator Durkin read the status report dated December 8, 2016 into the minutes.

Due to lack of a quorum and meeting cancellations the resolution authorizing the RFP was not approved until the 11/29/16 meeting. The new timeline is as follows:

The RFP has been completed and advertised on 12/5/16. All proposals will be open on January 12, 2017.

We are in receipt of the change requirements to the tax map from the Division of Taxation which are extensive. The engineer and I are working together to identify issues requiring changes and planning for implementing the changes. We anticipate the updated maps to be completed in late January. The goal is to have the tax maps approved by early February which at the time the RFP review will be completed and presented for approval by the governing body. We hope to receive map approval in February allowing for contract approval shortly thereafter. Based upon the revised timeline inspections could begin in the spring of 2017 which would allow ample time for the 2018 deadline.

**Montclair** - George Librizzi, Tax Assessor stated we have secured bonding necessary for the Revaluation. The MLS Data has been processed and will be entered into the CAMA system. The process is moving along nicely.

2019

**Nutley** – Edward Brown, Tax Assessor stated that the purchase requisition has been filed with the Township purchasing agent to fund the Tax Maps. On December 20, 2016 the resolution will be read in front of the Board of Commissioners to authorize Pennoni Associates Inc., the Township Engineer to proceed with the project. Drew DiSenna of Pennoni has indicated the work should commence before the month's end and take roughly four months to complete.

## **7. Public Speakers**

No public speakers.

## **8. New Business**

Commissioner Mary Devon O'Brien read the resolution honoring Saul Wolfe written by Evelyn Laccitiello into the minutes.

Administrator Durkin stated that letters were sent to five municipalities regarding their tax maps, requesting an update. Letters regarding updates were received from Bloomfield, Glen Ridge, Fairfield, and Livingston. No response from Roseland or Verona.

## **9. Motion to go to Added/Omitted Hearings**

A motion was made at 9:46 a.m. to go into added/omitted hearings by Commissioner O'Brien. Commissioner DeFuria seconded the motion. All were in favor.

## **10. Motion to go back on record**

Motion to go back on record at 12:20 p.m. was made by Commissioner Johnson and was seconded by Commissioner Grodman. All were in favor.

## **11. Motion to approve Judgments heard today, December 15, 2016**

Motion to approve added/omitted judgments was made by Commissioner O'Brien and seconded by Commissioner Stewart. Commissioner Johnson abstained for the City of Newark's judgments. All were in favor.

## **12. Adjournment**

The meeting was adjourned by a motion by Commissioner O'Brien at 12:25 and seconded by Commissioner Grodman. All were in favor.

Respectfully Submitted,  
Joan Codey Durkin, CTA  
JCD/pms