



**TOWN OF PROVINCETOWN**  
**DEPARTMENT OF MUNICIPAL FINANCE - ASSESSORS' OFFICE**

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Minutes of the  
BOARD OF ASSESSORS MEETING  
Town Hall, Thursday, January 25, 2018  
Caucus Hall Conference Room  
260 Commercial Street

**CALL TO ORDER:** Ms. DeLuca called the meeting to order at 8:35 a.m.

**MEMBERS PRESENT:** Ms. Patty DeLuca (Vice-Chair)  
Mr. Scott Fahle  
Ms. Leslie Parsons

**MEMBERS ABSENT:** Mr. Greg Muse  
Mr. Robert Sanborn (Chair)

**STAFF PRESENT:** Mr. Scott Fahle, Principal Assessor  
Ms. Cheryl MacKenzie, Assessors Office Manager

**PREVIOUS MINUTES:**

Ms. Parsons made a motion to accept the BOA Minutes of November 16, 2017. Ms. DeLuca seconded the motion, and the motion carried by a 3-0-0 vote.

**PUBLIC STATEMENTS:**

None

Ms. DeLuca, acting as chair in the absence of Mr. Robert Sanborn, motioned that we call the meeting into Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 3-0-0.

Ms. DeLuca called the Meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 8:35 AM

**Begin Executive Session: OPEN MEETING LAW, G.L. c. 30A, §§ 21**

MGL c 59, ss60 – Application for Abatement/Exemptions  
MGL c 59, ss52B – Valuation Information  
MGL c 59, ss8A – Discovery Collected in ATB Cases

MGL c 59, ss38D – Written Return of Information  
 MGL c 59, ss61A – Discovery Collected with Abatement Applications

**End Executive Session: OPEN MEETING LAW, G.L. c. 30A, §§ 21**

MGL c 59, ss60 – Application for Abatement/Exemptions  
 MGL c 59, ss52B – Valuation Information  
 MGL c 59, ss8A – Discovery Collected in ATB Cases  
 MGL c 59, ss38D – Written Return of Information  
 MGL c 59, ss61A – Discovery Collected with Abatement Applications

Ms. DeLuca motioned that we end Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 3-0-0.  
 Ms. DeLuca officially ended Executive Session at 9:07 a.m.

**REVIEW AND VOTE M.G.L. CHAPTER 58 SECTION 8 REQUEST:**

**Chapter 58 Section 8**

Mr. Fahle provided a report and letter for the Board to sign and approve which contained a Chapter 58 Section 8 request to abate a FY17 Real Estate Tax Bill that was billed in error. The signed documents will be faxed to the MA Department of Revenue after the meeting.

Ms. DeLuca made a motion to accept the Chapter 58 Section 8 Request, and Mr. Fahle seconded the motion. The motion was carried by a vote of 3-0-0.

**FY18 STATUTORY EXEMPTIONS/ABATEMENTS:**

**Exemptions**

The Board reviewed the Third list of FY2018 exemptions to date. Fifty-Six (56) applications were reviewed with the following actions:

**Clause 41C - Elderly Persons** – Two (2) applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

**Community Preservation Act** - Two (2) applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

**Clause 22 - Veterans** – Two (2) applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

**Clause 37A – Blind Persons** – None

**Clause 17D-Surviving Spouse/Elderly** – None

**Clause 41A Deferrals** – None

**Section 5K – Senior Volunteer Work Credit** – Fifty (2) applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

## **FY18 – AFFORDABLE HOUSING ABATEMENTS:**

### **Affordable Housing**

The Board reviewed the Third list of FY2018 Affordable Housing Applications as follows: A total of Four (4) properties consisting of Six (6) units were reviewed: All Six (6) units met the current requirements. The motion carried 3-0.

## **FY18 – RESIDENTIAL EXEMPTIONS**

### **Residential Exemptions/Abatements**

The Board reviewed the Third list of FY2018 Residential Exemptions to be processed as Abatements to date. Six (6) applications were reviewed with the following actions:

**Residential Exemptions/Abatements** –Eight (8) applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

## **ASSESSORS OFFICE UPDATES**

Mr. Fahle introduced our new Assistant Assessor, Ms. Carol Bergen to the board. The board graciously welcomed Ms. Bergen.

Mr. Fahle mentioned to the board the Town Report for the Board of Assessors was completed and submitted.

Mr. Fahle mentioned to the board that due to the Tax Refund for 2018 changes approved by President Trump, that it created an influx rush of customers to pay off their 2018 taxes in full before the end of the year. The Assessor's Office staff assisted the Tax Collector's Office with the overflow.

## **FY19 – Residential Exemption Issues**

Mr. Fahle mentioned to the board that he received an email from the Town Manager (Mr. David Panagore requesting financial analysis for the FY19 Residential Exemption percentage. The Selectman are proposing a higher percentage rate for FY 2019.

There is currently a bill at the State Senate that proposes to provide the Residential Exemption to owners of property who are not residents, but provide housing to year-round rentals, and how this will take place.

**APPROVAL AND SIGNATURES FOR MOTOR VEHICLE/BOAT  
COMMITMENT AND ABATEMENT REPORTS:**

Ms. MacKenzie provided the Board members with the following documents for signatures as follows: All were approved (3-0).

1. FY17 MV Abatements
2. FY16 MV Abatements
3. FY15 MV Abatements
4. FY17 MV Excise Tax Commitment
5. FY18 Boat Excise Tax Commitment

**MISCELLANEOUS:**

Ms. MacKenzie made note to the board that we are on schedule for testing the April tax billing cycle starting the week of February 6<sup>th</sup>.

Ms. MacKenzie informed the board that she would reach out to the property owners who still have not filed their FY18 Statutory Exemptions as of this date. The deadline to file is April 1, 2018.

**NEXT BOA MEETING:**

Thursday, March 1, 2018

**ADJOURNMENT:**

Ms. DeLuca motioned to adjourn the meeting, seconded by Mr. Fahle. The meeting was adjourned at 9:18 a.m.

Respectfully submitted:

*Scott Fahle*

Scott Fahle,  
Principal Assessor

*Scott Fahle*

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**Scott Fahle, Principal Assessor**