



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

*260 Commercial Street, Provincetown, MA 02657*  
*Telephone (508) 487-7017 Fax (508) 487-9560*

---

Minutes of the  
BOARD OF ASSESSORS MEETING  
Town Hall, Wednesday, April 24, 2019  
Caucus Hall Conference Room  
260 Commercial Street

**CALL TO ORDER:** Ms. Parsons called the meeting to order at 8:31 a.m.

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

**MEMBERS ABSENT:** Mr. Robert Sanborn

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

**STAFF ABSENT:** None

**PREVIOUS MINUTES:**

Ms. DeLuca made a motion to accept the posted BOA Minutes of March 6, 2019. Ms. Parsons seconded the motion, and the motion carried by a 4-0-0 vote.

**PUBLIC STATEMENTS:**

None

Ms. Parsons motioned that we call the meeting into Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 4-0-0.

Ms. Parsons called the Meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 8:32 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. Parsons motioned that we end Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 4-0-0.

Ms. Parsons officially ended Executive Session at 08:53 a.m.

**ABATE RE TAXES UNDER MGL CH 59 §72A (portion of MAP 15-2, PARCEL 51).**

Mr. Fahle presented the Board with two (2) documents to approve and sign request to abate the balance of the real estate taxes owed due to the Town acquisition of the property. First document was the Apportionment, and the other was the MGL CH 59 §72A. The property is located at 387-395 Commercial St. Mr. Fahle motioned to approve apportionment / abatement (based on MA Chapter 59 Section 72A – assessment of local taxes for unpaid real estate taxes), Ms. DeLuca seconded the motion. The motion carried 4-0-0.

**AUTHORIZATION TO PAY 2<sup>ND</sup> HALF OF BARNSTABLE COUNTY AND CAPE COD COMMISSION TAXES.**

Mr. Fahle presented the Board with forms for the Board to approve and sign to authorize the second half payment of Barnstable County and Cape Cod Commission taxes. Ms. Parsons motioned to approve payment of taxes, and Ms. DeLuca seconded the motion. The motion carried 4-0-0.

**FY19 STATUTORY EXEMPTIONS/ABATEMENTS:**

**Exemptions**

The Board reviewed the Fifth and final list of FY2019 statutory exemptions to date. Nine (9) applications were reviewed with the following actions:

**Community Preservation Act** - Five (5) applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

**Clause 22 - Veterans** – None

**Clause 22E – Veterans 100% disabled-** None

**Clause 37A – Blind Persons** – None

**Clause 17D-Surviving Spouse/Elderly** – Three (3) applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

**Clause 41C Elderly Persons** – One (1) application was considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

**Clause 41A Deferrals** – None

**Section 5K – Senior Volunteer Work Credit** – None

## **FY19 – AFFORDABLE HOUSING ABATEMENTS:**

### **Affordable Housing**

Ms. MacKenzie mentioned all remaining Affordable Housing Applications that have been received are awaiting final approval by Michele Jarusiewicz. The motion carried 4-0.

## **FY19 – RESIDENTIAL EXEMPTIONS**

### **Residential Exemptions/Abatements**

The Board reviewed the Sixth and final list of FY2019 Residential Exemptions to be processed as Abatements to date. Four (5) applications were reviewed with the following actions:

**Residential Exemptions/Abatements** –Five (5) applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

## **FY19 – EXPANDED RESIDENTIAL EXEMPTIONS**

### **Expanded Residential Exemptions/Abatements**

The Board reviewed the Fifth and final list of FY2019 Residential Exemptions to be processed as Abatements to date. One (1) application was reviewed with the following action:

**Expanded Residential Exemptions/Abatements** –Four (4) applications were considered for this period. All applicants met the current requirements. The motion carried 4-0-0.

## **ASSESSORS OFFICE UPDATES**

Mr. Fahle mentioned to the Board that our new Inspector Ms. Nancy Lockwood is currently working on collecting new growth and in training with Ms. Carol Bergen (Assistant Assessor). She appears to be learning quickly, and is a pleasure to work with.

Mr. Fahle also mentioned that Ms. Carol Bergen (Assistant Assessor) was attending a workshop for Commercial Property data collection.

**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 (4-0).

1. FY19 MV Excise Tax Commitment
2. FY19 MV Abatements
3. FY18 MV Abatements
4. FY19 Boat Excise Tax Commitment
5. FY19 BT Abatements

**MISCELLANEOUS:**

Ms. MacKenzie mentioned to the Board that FY2020 Residential Exemptions are now being accepted and reviewed. They will not be processed until after August when the Board of Selectman determine the new value/rates for FY2020.

**NEXT BOA MEETING:**

Wednesday, May 29, 2019 at 8:30 a.m.

**ADJOURNMENT:**

Mr. Fahle motioned to adjourn the meeting, seconded by Ms. DeLuca. The meeting was adjourned at 8:57 a.m.

Respectfully submitted:

*Scott Fahle*

Scott Fahle,  
Principal Assessor

*Scott Fahle*

---

**Scott Fahle, Principal Assessor**