



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

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Minutes of the  
BOARD OF ASSESSORS MEETING  
Town Hall, Wednesday, December 18, 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)  
Mr. Frank Girvan  
Ms. Lynne Martin  
Mr. Scott Fahle

**MEMBERS ABSENT:** Mr. Robert Sanborn  
Ms. Patty DeLuca

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

**PREVIOUS MINUTES:**  
Mr. Fahle made a motion to accept the posted BOA Minutes of November 20, 2019 as written.  
Ms. Martin seconded the motion, and the motion carried by a 4-0-0 vote.

**PUBLIC STATEMENTS:**  
None

Ms. Parson 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 09:11 a.m.

**FY20 REAL ESTATE PROPERTY ABATEMENTS**

The Board reviewed the Third list of FY 2020 Real Estate Property abatement applications.

Three (3) applications were reviewed with the following action:

1. 16 Creek Rnd Hill Rd – Granted to Value of \$1,461,300.00. The motion carried by a vote of 4-0-0.
2. 143-UA Bradford St – Granted to Value of \$787,200.00. The motion carried by a vote of 4-0-0.
3. 945-U9D Commercial St – Granted to Value of \$624,000.00. The motion carried by a vote of 4-0-0.

**FY20 PERSONAL PROPERTY ABATEMENTS**

None

**FY20 STATUTORY EXEMPTIONS/ABATEMENTS:**

**Exemptions**

The Board reviewed the Third list of FY2020 exemptions to date. Two (2) applications were reviewed with the following actions:

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

**Community Preservation Act** - One (1) application was considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

**Clause 22 - Veterans** – None

**Clause 37A – Blind Persons** – None

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

**Clause 41A Deferrals** – None

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

## **FY20 – AFFORDABLE HOUSING ABATEMENTS:**

### **Affordable Housing**

None

## **FY20 – RESIDENTIAL EXEMPTIONS**

### **Residential Exemptions/Abatements**

The Board reviewed the Third list of FY2020 Residential Exemptions to be processed as Abatements to date. One (1) application was reviewed with the following actions:

**Residential Exemptions/Abatements** – One (1) application was considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

## **FY20 – EXPANDED RESIDENTIAL EXEMPTIONS**

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

None

**Expanded Residential Exemptions/Abatements** – None

## **ASSESSORS OFFICE UPDATES**

1. Mr. Fahle mentioned to the board that there are Three (3) Real Estate Tax Abatements filed that still need to be reviewed, all others have been processed.
2. Mr. Fahle mentioned that he has added all new accounts for new businesses, and Paul Kapinos and Associates (Tim Kinski) are currently updating all new business property data in preparation for the FY21 revaluation.

## **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 Commitments
2. FY19 MV Abatements
3. FY18 MV Abatements
4. FY17 MV Abatements

**MISCELLANEOUS:**

1. Mr. Fahle mentioned that we will be sending out income and expense forms, and second home personal property study for FY21 revaluation by the beginning of February.
2. Ms. MacKenzie mentioned to the board that the FY20 Boat Excise billing is scheduled for February, and the CY2020 Motor Vehicle Excise billing is scheduled for January.
3. Ms. MacKenzie mentioned to the board that Ms. Patty DeLuca's service on the board is expiring the end of December. Ms. MacKenzie will contact Ms. DeLuca and make sure she formally resigns her position with the Town Clerks' Office. The Board wants to thank Ms. DeLuca for her many years of continued service.

**NEXT BOA MEETING:**

Wednesday, January 15th, 2020 at 8:30 a.m.

**ADJOURNMENT:**

Ms. Parsons motioned to adjourn the meeting, seconded by Ms. DeLuca. The meeting was adjourned at 9:12 a.m.

Respectfully submitted:

*Scott Fahle*

Scott Fahle,  
Principal Assessor

*Scott Fahle*

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**Scott Fahle, Principal Assessor**