



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

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Minutes of the  
HYBRID BOARD OF ASSESSORS MEETING  
Town Hall, Wednesday, September 15, 2021  
Caucus Hall Conference Room  
260 Commercial Street

**OPEN SESSION:** Mr. Sanborn read the hybrid participation meeting instructions at 9:00 a.m..

**CALL TO ORDER:** Mr. Sanborn called the meeting to order at 9:01 a.m.

**MEMBERS PRESENT:** Ms. Leslie Parsons  
Mr. Scott Fahle  
Mr. Robert Sanborn (Chair)  
Ms. Lynne Martin

**MEMBERS ABSENT:** Mr. Frank Girvan

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

**PREVIOUS MINUTES:**  
Mr. Fahle made a motion to accept the BOA Minutes of August 11, 2021 as written. Ms. Parsons seconded the motion, and the motion carried by a 4-0-0 vote.

**PUBLIC STATEMENTS:**  
None

Mr. Sanborn closed the Open Session portion of the meeting at 9:03 a.m.

Mr. Sanborn 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.

Mr. Sanborn called the Meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 9:03 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

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

Mr. Sanborn officially ended Executive Session at 09:05 a.m.

**Approve and Sign FY2022 Real Estate and Personal Property Warrants and Commitments**

Mr. Fahle made a motion to get permission from the board to allow stamps instead of signatures for the FY22 Real Estate and Personal Property Warrants and Commitments. Mr. Sanborn seconded motion. All approved 4-0-0. Votes: (BS - yes, LP – yes, SF – yes, LM - yes)

**FY22 – RESIDENTIAL EXEMPTIONS**

**Residential Exemptions/Abatements**

The Board reviewed the Second list of FY2022 Residential Exemptions that were included in the FY2022 Real Estate Billing. Thirteen (13) applications were reviewed with the following actions:

**Residential Exemptions/Abatements** – Thirteen (13) applications were considered for this period. All applicants meet the current requirements. Mr. Fahle motioned to approve based on Ms. MacKenzie’s recommendation, and Mr. Sanborn seconded the motion. The motion carried 4-0-0. Votes: (BS - yes, LP – yes, SF – yes, LM - yes)

There were a total of 42 Residential Exemptions processed in the FY2022 billing process.

**ASSESSORS OFFICE UPDATES**

Ms. MacKenzie mentioned to the board that the FY22 Real Estate and Personal Property bills will be mailed out on September 28<sup>th</sup>. First due date is October 1, 2021.

Ms. MacKenzie mentioned that Mr. Fahle and herself are working on Statutory Exemption Forms, and will be mailing them out to property owners by October 1, 2021.

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

Ms. MacKenzie provided the Board members with the following documents to allow stamps instead of signatures as follows: All approved 4-0-0. Votes: (BS - yes, LP – yes, SF – yes, LM - yes)

1. FY21 MV Excise Tax Commitments
2. FY21 MV Abatements

**MISCELLANEOUS:**

None

**NEXT BOA MEETING:**

Wednesday, October 20, 2021

**ADJOURNMENT:**

Mr. Sanborn motioned to adjourn the meeting, seconded by Ms. Parsons. The meeting was adjourned at 9:05 a.m.

Respectfully submitted:

*Scott Fahle*

Scott Fahle,  
Principal Assessor

*Scott Fahle*

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**Scott Fahle, Principal Assessor**