

Minutes of the
BOARD OF ASSESSORS MEETING
Town Hall, Thursday, November 7, 2002

CALL TO ORDER: The meeting was called to order at 9:05 AM by Chairperson Jack Kosko.

MEMBERS PRESENT: Mr. Kosko, Ms. Pam Parmakian, Mr. Steven Roderick, Ms. Leslie Parsons, Mr. Rick Tourgee, Ms. Betty Newman (alternate)

MEMBERS ABSENT: There were no absent members.

OTHERS PRESENT: Staff: Mr. Dana Faris, Principal Assessor; Mr. John Warner, Assessing Department Clerk

MINUTES:

Ms. Parmakian moved, seconded by Ms. Parsons, to approve the minutes of the August 6 & September 5, 2002 meetings as written. The motion carried by a vote of 5-0.

PUBLIC STATEMENTS: There were no public statements.

CORRESPONDENCE: Mr. Faris reported on the following recent correspondence sent or received by the Assessors' Office:

1. A copy of an opinion letter from Town Counsel regarding the policy of payment of taxes on behalf of owners unknown.
2. A copy of a letter from Town Counsel to Atty. Edward E Veara regarding the town's interest in the property located at 12 Franklin St. owned by the estate of Mary Towne.
3. A copy of a letter from the Department of Revenue to Keith Bergman, Town Manager, regarding the completion of the Fiscal year 2002 audit and the certification of the 2003 tax rate.
4. A letter from Mr. Warner to Mary Deschene of 3 Fishburn Court stating the value of her property as of fiscal year 1990.
5. A letter from Atty. Paul V. Benatti to the Board thanking them for their consideration of an abatement application that he filed for his property located at 164 Bradford St.
6. A letter from Mr. Faris stating that the sole abutter to the Provincetown Municipal Airport is the United States of America.
7. A letter from Mr. Faris stating the value of unit #E of the Nickerson Loft Condominiums as of November 29, 1995.
8. A letter from Mr. Warner to James Lavash regarding his claim of domicile at his property located at unit #15 of the Holiday Shoreline Condominiums.
9. A memo from Mr. Bergman to all town departments regarding the creation of the Information Systems Department.
10. A memo from Mr. Bergman to all town departments regarding the further reorganization of the Department of Community Development.
11. A memo from Mr. Bergman to all town departments regarding the Assistant Town Manager's transition to Deputy Director of Community Development.
12. A memo from Mr. Bergman to all town departments regarding the transfer of the Employee Benefits Management function to the Town Manager's Secretary.
13. A memo from Mr. Faris to Bruce T. Miller, Director of Municipal Finance, regarding the hiring of a consultant to assist with the fiscal year 2003 recertification.
14. A letter from Mr. Warner to Brenda Morgan of Kopelman & Paige enclosing a Statement of Entry into Tax Deferral and Recovery Agreement to be recorded at the Barnstable County Registry of Deeds.

15. A letter from Mr. Warner to Anne Paradis regarding exhibits and amendments to the master deed of the Howland Woods III Condominium.
16. A memo from Mr. Bergman to all town departments regarding the appointment of Greta Holman as Town Clerk.
17. A copy of a Press Release concerning the change in the start time for annual Town Meeting.
18. A memo from Richard Faust, Assistant Assessor, to Mr. Bergman responding to a citizen complaint filed by the owner of the property at 39 Off Cemetery Rd.
19. Several articles, which appeared in the Cape Cod Times, reporting on the possible adoption of a residential exemption for year-round resident taxpayers in the Town of Brewster.
20. Three invoices for copies of assessing department data.
21. A letter from Mr. Faris assigning addresses to the newly-constructed buildings at 5-15 Bradford St. Ext.

OLD BUSINESS:

Revaluation & Recertification Update: Mr. Faris reported that the Department of Revenue will be in Provincetown on Thursday and Friday, November 14 & 15, 2002 [since postponed to November 21 & 22, 2002] in conjunction with the town's recertification process.

Uncollectible Motor Vehicle Excise tax: Mr. Faris presented the Board with the following 2001 motor vehicle excise tax bill deemed uncollectible by the Deputy Tax Collector:
Larby, Donald, bill #4156. Ms. Parsons moved, seconded by Ms. Parmakian, to abate \$5.31 in taxes deemed uncollectible. The motion carried by a vote of 5-0.

NEW BUSINESS:

Executive Session: At 9:15 AM, Ms. Parmakian moved, seconded by Ms. Parsons, to go into executive session for the purpose of reviewing abatement and exemption applications. The motion carried by a vote of 5-0. During the executive session, the Board rendered the following decisions:

Fiscal Year 2003 Preliminary Personal Property Tax Abatements: Mr. Faris presented the following preliminary personal property tax bills, which were issued in error for various reasons:

1. Bianco, Louis J et al, 30 Blueberry Ave. The taxpayer is a year-round resident.
2. Hunt, Adam J et al, 22 Cottage St. The taxpayer purchased the property after the assessment date.
3. Freiman, James S et al, #D Nickerson House CD. The taxpayer sold the property prior to the assessment date.
4. 37 Beacon St. Realty Trust, 7 Off Cemetery Rd. The taxpayer purchased the property after the assessment date.
5. Lyon, Craig, #4 Long Point CD. The taxpayer purchased the property after the assessment date
6. Fresh From the Oven Inc., 129 Bradford St. The taxpayer sold the property and closed the business prior to the assessment date.
7. Teague Mills & Patten, 274 Commercial St. The taxpayer vacated the premises and ceased operation of the business prior to the assessment date.

Ms. Parsons moved, seconded by Mr. Tourgee, to abate the above-referenced FY'03 preliminary personal property tax bills in full. The motion carried by a vote of 5-0.

Fiscal Year 2002 Personal Property Tax Abatements:

1. Maxfield, David, 27 Franklin St. Due to a clerical error, this bill was issued in error. Therefore, Ms. Parmakian moved, seconded by Ms. Parsons, to abate the assessed value to \$400. The motion carried by a vote of 5-0.

Fiscal Year 2003 Preliminary Real Property Tax Abatements:

1. Adler, Barnett, 68 Franklin St. Ms. Parsons recused herself from the discussion of this application and subsequent vote. This house was uninhabitable on the assessment date. In addition, the tax bill included the land area for 16 Race Rd., which was subdivided from this property and received a separate tax bill. Therefore, Mr. Tourgee moved, seconded by Ms. Newman, to abate the preliminary tax to \$980.15. The motion carried by a vote of 5-0.

Exemptions:

Clause 41A-Tax Deferral: There was one application to consider for this period. The applicant meets all the current requirements for exemption. Therefore, Mr. Roderick moved, seconded by Mr. Tourgee, to grant this exemption. The motion carried by a vote of 5-0.

At 9:30 AM, Ms. Parsons moved, to come out of executive session. The motion carried by a vote of 5-0.

Motor Vehicle Excise Tax Abatements: Mr. Warner reported on the following applications for abatement and recommended that they be granted:

- Fully abate five bills from 2001/2002 that were issued in error.
 - Partially abate 18 bills from 2001/2002 as a result of sales and trades of vehicles.
- Ms. Parsons moved, seconded by Ms. Parmakian, to grant these abatements in accordance with staff recommendations. The motion carried by a vote of 5-0.

OTHER/MISCELLANEOUS:

Assessing Team and Office News: Mr. Faris reported the the Assessors' Office public-access computer is now up and running. This terminal will be available for use by the public during regular office hours.

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Future Meeting Dates: There will be a meeting of the Board of Assessors on November 20, 2002 at 9:00 AM.

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ADJOURNMENT: There being no further business to come before the Board, Mr. Roderick moved that the meeting be adjourned at 9:40, and the meeting was adjourned.

Respectfully submitted:

Pam Parmakian, Clerk

Dana Faris, Principal Assessor

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