

TOWN OF PROVINCETOWN
DEPARTMENT OF MUNICIPAL FINANCE - ASSESSORS' OFFICE

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Minutes of the
BOARD OF ASSESSORS MEETING
Town Hall, Friday, October 19, 2007
Meeting Room A

CALL TO ORDER: Mr. Muse called the meeting to order at 8:35 a.m.

MEMBERS PRESENT: Mr. Greg Muse (Chair)
Mr. Paul Gavin
Ms. Leslie Parsons
Ms. Patty DeLuca

MEMBERS ABSENT: None

STAFF PRESENT: Mr. Paul Gavin, Principal Assessor
Ms. Cheryl MacKenzie, Clerk

PREVIOUS MINUTES:

Ms. DeLuca made a motion to accept the BOA Minutes of July 27, 2007, Ms. Parsons seconded the motion, and the motion carried by a 4-0 vote.

PUBLIC STATEMENTS:

There were no members of the public in attendance.

NEW BUSINESS:

NOVEMBER SPECIAL TOWN MEETING ITEMS

The Board reviewed the November Special Town Meeting Articles, and had no recommendation for any of the articles at this time. The motion carried by a 4-0 vote.

MISCELLANEOUS:

1. Ms. DeLuca motioned that Ms. Parsons take over the Board of Assessors "Chairperson" position effective immediately. Mr. Gavin seconded the motion, and the motion carried 4-0. Mr. Muse was gratefully acknowledged for all his work as chairperson over the last year.

GENERAL UPDATE FROM PAUL GAVIN, PRINCIPAL ASSESSOR

- 1) Board of Assessors has two open positions at this time, one full time, and one alternative. There are no applications at this time.
- 2) In preparation for the FY09 revaluation, a FY08 data quality check inspection will be done on a “street by street” basis for all non-commercial/non-condominium properties. This process will be conducted from October 2007 thru October 2008.
- 3) Board members were asked to sign the following documents:
 - a. Document to allow “rubber stamp” signatures to be used for motor vehicle and boat abatements and commitments.
 - b. Barnstable County assessments
 - c. Commitments for FY08 real estate and personal property preliminary bills
 - d. FY07 Motor vehicle and boat abatements
 - e. FY07 Motor vehicle and boat commitments

NEXT BOA MEETING:

Next meeting to be determined.

ADJOURNMENT:

There being no further business to come before the Board at the time, Mr. Muse motioned to adjourn the meeting, seconded by Ms. DeLuca. The meeting was adjourned at 9:25 a.m.

Respectfully submitted:

Cheryl A. MacKenzie

Cheryl A. MacKenzie,
Assessors' Office Clerk

Paul M Gavin

Paul M Gavin, Principal Assessor

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