

TOWN OF PROVINCETOWN
DEPARTMENT OF MUNICIPAL FINANCE - ASSESSORS' OFFICE

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Telephone (508) 487-7017 Fax (508) 487-9560

Minutes of the
BOARD OF ASSESSORS MEETING
Town Hall, Tuesday, March 18, 2008
Caucus Hall

CALL TO ORDER: Ms. Parsons called the meeting to order at 8:36 a.m.

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

MEMBERS ABSENT: Mr. Greg Muse

STAFF PRESENT: Mr. Paul Gavin, Principal Assessor
Ms. Alix Heilala, Municipal Finance Director
Mr. Richard Faust, Assistant Assessor
Ms. Cheryl MacKenzie, Clerk

PREVIOUS MINUTES:

Ms. DeLuca made a motion to accept the BOA Minutes of February 8, 2008, Mr. Gavin seconded the motion, and the motion carried by a 3-0 vote.

PUBLIC STATEMENTS:

None.

NEW BUSINESS:

Overlay Transfer

The following Overlay Transfers were brought before the Board for consideration. The Board's recommendations are as follows:

1) Transfer of Excess Funds from the FY 2002 Overlay Account

The Provincetown Board of Assessors authorizes the transfer of excess funds in the amount of **\$5,070.14** from the **FY 2002** overlay account to the fund balance reserved for extraordinary and unforeseen expenditures account (commonly known as the overlay surplus account) by a vote of _3_ For, _0_ Against.

This leaves **\$0** amount in **FY 2002** Overlay Account.

2) Transfer of Excess Funds from the FY 2003 Overlay Account

The Provincetown Board of Assessors authorizes the transfer of excess funds in the amount of **\$16,910.66** from the **FY 2003** overlay account to the fund balance reserved for extraordinary and unforeseen expenditures account (commonly known as the overlay surplus account) by a vote of _3_ For, _0_ Against.

This leaves **\$2,991.25** amount in **FY 2003** Overlay Account.

3) Transfer of Excess Funds from the Prior Years Overlay Account

The Provincetown Board of Assessors authorizes the transfer of excess funds in the amount of **\$1,019.20** from the **Prior Years** overlay account to the fund balance reserved for extraordinary and unforeseen expenditures account (commonly known as the overlay surplus account) by a vote of _3_ For, _0_ Against.

This leaves **\$0** amount in **Prior Years** Overlay Account.

FY2008 Town Meeting – STM/ATM Article Reviews

Mr. Gavin provided copies of the Special Town Meeting and Annual Town Meeting Articles, and the Board's recommendations were as follows:

1) STM – Article#5 – Aerial Photographs to Aid in Correcting Assessor's Map/GIS

Flyover. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$23,000 under the direction of the Board of Selectman and Principal Assessor, for the purpose of taking aerial photographs of the town in order to re-plot buildings onto the Assessors Maps, or to take any other action relative thereto.

Ms. DeLuca motioned to Recommend STM Article#5 and use the balance of \$23,000 transferred to the "Overlay Surplus Account" on March 18, 2008 to fund the article. Ms. Parsons seconded the motion. The motion carried by a 3-0 vote.

MISCELLANEOUS:

- 1) Requested by the Tax Collector, Mr. Barry Stephens, to the Board of Assessors:
Under the provisions of General Laws, Chapter 59, Section 71, you are hereby notified that the following Taxes or portions thereof as listed herewith cannot be collected by reason of the inability to pay of the persons assessed, as specified against each name as follows:
 - FY2001 – Boat Excise Tax – Write-off in the amount of \$341.61
 - FY2002 – Boat Excise Tax – Write-off in the amount of \$366.46
 - FY2003 – Boat Excise Tax – Write-off in the amount of \$514.85
 - FY2004 – Boat Excise Tax – Write-off in the amount of \$289.27
 - FY2005 – Boat Excise Tax – Write-off in the amount of \$407.00
 - FY2006 – Boat Excise Tax – Write-off in the amount of \$182.00
 - FY2007 – Boat Excise Tax – Write-off in the amount of \$747.00
- 2) Final preparation is being done on FY08 Recap this week. Once completed, signatures will be needed by BOA members before Recap Reports can be forwarded to the Department of Revenue.
- 3) Scale Application Fees and Abutters List Fees to be reviewed by Mr. Paul Gavin Principal Assessor, and Mr. Richard Faust, Assistant Assessor, in order to present recommendations for increases for these services at the next BOA Meeting.

GENERAL UPDATE FROM PAUL GAVIN, PRINCIPAL ASSESSOR

None

ONGOING:

Board of Assessors has two open positions at this time, one full time, and one alternative. There are no applications at this time.

NEXT BOA MEETING:

Next meeting to be determined.

ADJOURNMENT:

There being no further business to come before the Board at the time, Ms. DeLuca motioned to adjourn the meeting, seconded by Mr. Gavin. 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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