



TOWN OF PROVINCETOWN
DEPARTMENT OF MUNICIPAL FINANCE - ASSESSORS' OFFICE

260 Commercial Street, Provincetown, MA 02657
Telephone (508) 487-7017 Fax (508) 487-9560

Minutes of the
BOARD OF ASSESSORS MEETING
Town Hall, Tuesday, March 29, 2011
Caucus Hall Conference Room
260 Commercial Street

CALL TO ORDER: Ms. Patty DeLuca called the meeting to order at 8:40 a.m.

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

MEMBERS ABSENT: Mr. Robert Sanborn

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

PREVIOUS MINUTES:
Mr. Muse made a motion to accept the BOA Minutes of November 2, 2010. Ms. Parsons seconded the motion, and the motion carried by a 4-0 vote.

PUBLIC STATEMENTS:
None

Ms. DeLuca called the meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 8:41 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

FY09 & FY10 RE ABATEMENTS

Mr. Gavin discussed the following pending real estate property abatement applications:

- a. FY09 - Stop and Shop – the case is currently in review with the Assessor's Office and Paul Kapinos Associates.
- b. FY10 – Stop and Shop - the case is currently in review with the Assessor's Office and Paul Kapinos Associates

Ms. DeLuca officially ended Executive Session at 8:49 a.m.

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

GENERAL UPDATE FROM PAUL GAVIN, PRINCIPAL ASSESSOR:

1. Mr. Sanborn will be attending the Course 101.
2. There have been no current applications for open positions on board at this time.
3. Parking Fees – due to recent update of parking fees to \$55.00, each board member will be responsible to pay \$5.00 over the allowed \$50.00.
4. Tax Rate – waiting on Town Article in the Warrant scheduled for April Town Meeting on April 4th 2011. Once Rate is set, Mr. Gavin will contact the board members for online electronic signatures of Tax Recap Form.
5. RE Tax bills are scheduled to go out sometime mid-April.
6. We will start our weekly BOA meetings to review Real Estate, Personal Property, and Real Estate Exemptions shortly thereafter.
7. Assessors Office are currently reviewing Scale Calculation and Abutters fees. Public Meetings will be announced if fees are to change.
8. Assessors Office and Assistant Town Manager currently reviewing fees for ANR & subdivision mapping changes.

MISCELLANEOUS:

Ms. MacKenzie provided the Board members with the following documents for signatures as follows:

1. FY09 – MV Excise Tax Commitment Report
2. FY10 – MV Excise Tax Commitment Report
3. FY11– MV Excise Tax Commitment Report
4. FY11 – Boat Excise Tax Commitment Report
5. FY10 – MV Abatements Report
6. FY11 – MV Abatements Report
7. FY10 – Boat Abatements Report

NEXT BOA MEETING:

TBD

ADJOURNMENT:

Mr. Muse motioned to adjourn the meeting, seconded by Ms. Parsons. The meeting was adjourned at 9:13 a.m.

Respectfully submitted:

Cheryl A. MacKenzie

Cheryl A. MacKenzie,
Assessors' Office Clerk

Paul M Gavin

Paul M Gavin, Principal Assessor