



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, June 26, 2012
Caucus Hall Conference Room
260 Commercial Street

CALL TO ORDER: Ms. DeLuca called the meeting to order at 8:05 a.m.

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

MEMBERS ABSENT: Mr. Greg Muse

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

PREVIOUS MINUTES:

Ms. Parsons made a motion to accept the BOA Minutes of June 12, 2012. Mr. Sanborn seconded the motion, and the motion carried by a 4-0 vote.

PUBLIC STATEMENTS:

None

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

Ms. DeLuca called the meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 8:07 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

FY12 REAL ESTATE PROPERTY ABATEMENTS

FY12 EXEMPTIONS

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

Ms. DeLuca officially ended Executive Session at 9:03 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

FY12 REAL ESTATE PROPERTY ABATEMENTS

The Board reviewed the Third list of FY 2012 Real Estate Property abatement applications. Ten applications were reviewed with the following actions:

1. 13 Creek Rnd Hill Rd – Granted to Value of \$1,238,600. The motion carried by a vote of 4-0.
2. 67 Pleasant St – Granted to Value of \$913,800. The motion carried by a vote of 4-0.
3. 3 Webster Pl – Granted to Value of \$390,000. The motion carried by a vote of 4-0.
4. 7 Pilgrim Hgts Rd – Granted to Value of \$1,017,000. The motion carried by a vote of 4-0.
5. 8 Fortuna Rd – Granted to Value of \$485,100. The motion carried by a vote of 4-0.
6. 207-A Bradford St – Granted to Value of \$755,000. The motion carried by a vote of 4-0.
7. 777 Commercial St – Granted to Value of \$1,814,100. The motion carried by a vote of 4-0.
8. 3-U3 Carver St – Abatement Denied. The motion carried by a vote of 3-0-1 (LP abstained).
9. 48-U1 Commercial St – Granted to Value of \$732,800. The motion carried by a vote of 4-0.
10. 24-UN Capt Berties Wy – Granted to Value of \$678,600. The motion carried by a vote of 4-0.

Mr. Gavin noted that there are six Real Estate Property abatement applications remaining for FY12.

FY12 EXEMPTIONS/ABATEMENTS:

Exemptions

The Board reviewed the Second list of FY12 exemptions to date. Three applications were reviewed with the following actions:

Clause 41C - Elderly Persons – None

Community Preservation Act - One application was considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

Clause 22 - Veterans – One application was considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

Clause 37A – Blind Persons – One application was considered for this period. All applicants meet the current requirements. The motion carried 4-0-0.

Clause 17D-Surviving Spouse/Elderly – None

41A Deferrals – None

Sr 5K – Senior Volunteer Work Credit - None

FY13 RECERTIFICATION UPDATE:

Mr. Gavin noted that the Assessor’s Office is currently in the middle of its work for the FY13 recertification process.

1. The commercial properties are currently being inspected by contractor Paul S. Kapinos & Associates verifying commercial personal property. They should complete the inspections by next week, and will then input information gathered into our Assessor’s Database (PK). Depreciation tables will be updated.
2. On May 24, 2012 the Assessor’s Office mailed out “second request” for the Massachusetts “Income and Expense” forms (Form 38D) to all commercial real estate property owners and to property owners of 4 or more residential units. This form is due on July 25, 2012. Approximately one-half owners responded so far. Those requests not received after the 60 day extension will be fined, \$50 for residential type properties or \$250 for commercial type properties. All fines will be applied to the property’s FY13 preliminary tax bill.
3. The second home personal property inventory surveys were mailed to approximately four hundred home owners. This is to get a “good” sampling of personal property values in Provincetown. It is mandatory by the state that this sampling is done once every six years.

GENERAL UPDATE FROM PAUL GAVIN, PRINCIPAL ASSESSOR:

1. The Summer Inspector position deadline for applications was May 31, 2012. Six applications were received. We hired our two returning inspectors from last year. All remaining applicants were sent out letters stating that their applications would be held on file for six months.

2. Phase III Sewer Betterment Commitments – The Tax Collector’s office has mailed out commitments (bills) on May 29, 2012 for both the Phase 3A Post Construction Sewer Betterment Assessments, and the Phase 3B Preliminary Sewer Betterment Assessments, with a due date of June 28, 2012. Assessor’s Office is currently entering all these betterments in the (PK) Assessors’ Sewer Betterment Database for billing/commitment/tracking purposes.

MISCELLANEOUS:

1. Elderly Exemptions are currently being received, with a deadline of July 2, 2012. Ms. MacKenzie has reached out to property owners who qualified in the past and who still have not filed as of yet, and will continue to do so until deadline.
2. Ms. MacKenzie noted that the Assessor’s Office is currently receiving and reviewing Affordable Housing Applications. Deadline for filing is July 2, 2012.
3. Ms. DeLuca suggested that the Assessor’s Office provide “overview” of any notifications being sent to the public by mail on PTV prior to mailings to help them understand the process.

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

1. Meeting minutes from June 12, 2012

NEXT BOA MEETING:

Wednesday, July 18, 2012 at 8:00 a.m.

ADJOURNMENT:

Ms. Parsons motioned to adjourn the meeting, seconded by Mr. Sanborn. The meeting was adjourned at 9:23 a.m.

Respectfully submitted:

Cheryl A. MacKenzie

Cheryl A. MacKenzie,
Assessors’ Office Clerk

Paul M Gavin

Paul M Gavin, Principal Assessor