



**TOWN OF PROVINCETOWN**  
**DEPARTMENT OF MUNICIPAL FINANCE - ASSESSORS' OFFICE**

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Minutes of the  
BOARD OF ASSESSORS MEETING  
Town Hall, Thursday, July 16, 2015  
Judge Welsh Room  
260 Commercial Street

**CALL TO ORDER:** Mr. Sanborn called the meeting to order at 8:32 a.m.

**MEMBERS PRESENT:** Mr. Robert Sanborn (Chair)  
Mr. Scott Fahle  
Ms. Leslie Parsons  
Ms. Patty DeLuca  
Mr. Greg Muse

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Mr. Scott Fahle, Principal Assessor  
Ms. Cheryl MacKenzie, Administrative Assistant

**PREVIOUS MINUTES:**  
Ms. Parsons made a motion to accept the BOA Minutes of June 17 2015. Mr. Fahle seconded the motion, and the motion carried by a 5-0 vote.

**PUBLIC STATEMENTS:**  
None

Mr. Sanborn motioned that we call the meeting into Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 5-0-0.  
Mr. Sanborn called the meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 8:33 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

**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

Mr. Sanborn motioned that we end Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 5-0-0.

Mr. Sanborn officially ended Executive Session at 09:10 a.m.

**FY15 REAL ESTATE PROPERTY ABATEMENTS**

The Board reviewed the Third and Final list of FY 2015 Real Estate Property abatement applications. One (1) application was reviewed with the following actions:

1. 3 Harbour Drive – Abatement Denied. (Abatement received late after deadline). The motion carried by a vote of 4-0-1.

**FY15 EXEMPTIONS/ABATEMENTS:**

**Exemptions**

The Board reviewed the Fourth and Final list of FY15 exemptions to date. Fourteen (14) applications were reviewed with the following actions:

**Clause 41C - Elderly Persons** – Three (3) applications were considered for this period. All applicants meet the current requirements. The motion carried 5-0-0.

**Community Preservation Act** - Seven (7) applications were considered for this period. All applicants meet the current requirements. The motion carried 5-0-0.

**Clause 22 - Veterans** – One (1) application was considered for this period. All applicants meet the current requirements. The motion carried 5-0-0.

**Clause 37A – Blind Persons** – None

**Clause 17D-Surviving Spouse/Elderly** – Two (2) applications were considered for this period. All applicants meet the current requirements. The motion carried 5-0-0.

**Clause 41A Deferrals** – One (1) application was considered for this period. All applicants meet the current requirements. The motion carried 5-0-0.

**Section 5K – Senior Volunteer Work Credit** – None

**FY14 AFFORDABLE HOUSING ABATEMENTS:****Affordable Housing**

The Board reviewed the Second and Final list of FY15 Affordable Housing Applications as follows:

Seventeen (17) properties consisting of Twenty-Three (23) units were reviewed. Sixteen (16) properties consisting of Twenty (22) units met the current requirements. One (1) property consisting of One (1) unit did not qualify. The motion carried 5-0-0.

The Final Count for FY15 is as follows:

Twenty-Seven (27) properties consisting of One-Hundred and Twelve (112) units were reviewed. Twenty-Six (26) properties consisting of Eighty-Three (83) units met the current requirements. One (1) property and Twenty-Nine (29) units did not qualify.

**DISCUSSION AND VOTE ON FY16 OVERLAY:**

Mr. Fahle provided the Board members with the projected FY16 overlay reserve amount based on Provincetown overlay reserve amounts and percentages over the past thirteen years, as well as the Cape Cod by Town percentages over the past 3 years (also provided). Mr. Sanborn motioned to approve the figures proposed by Mr. Fahle, and Mr. Muse seconded the motion. The motion carried 5-0-0.

**APPROVAL AND SIGNATURES FOR MOTOR VEHICLE/BOAT COMMITMENT AND ABATEMENT REPORTS:**

Ms. MacKenzie provided the Board members with the following documents for signatures as follows: All were approved (5-0).

1. FY15 MV Abatements
2. FY14 MV Abatements
3. FY15 Boat Abatements
4. FY14 Boat Abatements

**ASSESSORS UPDATES:**

Mr. Fahle mentioned that he would discuss new projects / ideas for the upcoming fiscal year at our next meeting.

Ms. MacKenzie mentioned that we have hired a new summer inspector, David Wennerberg, who has officially started on July 1<sup>st</sup>. He is currently being trained by both Mr. Frank Pantano, and Ms. Carol Bergen our current summer inspectors. The board wants to welcome Mr. David Wennerberg to our team.

**MISCELLANEOUS:**

Ms. MacKenzie mentioned that Mr. Frank Pantano, summer inspector, will be retiring from his position as soon as he completes training the newly hired summer inspector. Frank has worked for the Town of Provincetown faithfully over the past 14 years. The board wants to thank Mr. Pantano for all his years of hard work and service.

**NEXT BOA MEETING:**

TBD

**ADJOURNMENT:**

Ms. Deluca motioned to adjourn the meeting, seconded by Ms. Parsons. The meeting was adjourned at 9:11 a.m.

Respectfully submitted:

*Scott Fahle*

Scott Fahle,  
Principal Assessor

*Scott Fahle*

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**Scott Fahle, Principal Assessor**