



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, Thursday, April 5, 2018
Caucus Hall Conference Room
260 Commercial Street

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

MEMBERS PRESENT: Ms. Patty DeLuca (Vice-Chair)
Mr. Scott Fahle
Ms. Leslie Parsons

MEMBERS ABSENT: Mr. Greg Muse
Mr. Robert Sanborn (Chair)

STAFF PRESENT: Mr. Scott Fahle, Principal Assessor
Ms. Cheryl MacKenzie, Assessors Office Manager

STAFF ABSENT: None

PREVIOUS MINUTES:

Mr. Fahle made a motion to accept the BOA Minutes of March 1, 2018, as written. Ms. Parsons seconded the motion, and the motion carried by a 3-0-0 vote.

PUBLIC STATEMENTS:

None

Ms. DeLuca, acting as chair in the absence of Mr. Robert Sanborn, motioned that we call the meeting into Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 3-0-0.

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

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

Ms. DeLuca motioned that we end Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 3-0-0.

Ms. DeLuca officially ended Executive Session at 9:01 a.m.

FY18 REAL ESTATE ABATEMENTS (LATE FILE):

Real Estate Abatements

The Board reviewed one (1) application with the following actions:

One (1) real estate abatement was denied due to late filing. The motion carried 3-0-0.

FY18 STATUTORY EXEMPTIONS/ABATEMENTS:

Exemptions

The Board reviewed the Fifth list of FY2018 exemptions to date. Fifteen (15) applications were reviewed with the following actions:

Clause 41C - Elderly Persons – Two (2) applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

Community Preservation Act - Ten (10) applications were considered for this period. Nine (9) applicants meet the current requirements, and One (1) applicant was denied due to no taxes charged for CPA for FY18. The motion carried 3-0-0.

Clause 22 - Veterans – One (1) application was considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

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 3-0-0.

Clause 41A Deferrals – None

Section 5K – Senior Volunteer Work Credit – None

FY18 – AFFORDABLE HOUSING ABATEMENTS:

Affordable Housing

The Board reviewed the Fifth list of FY2018 Affordable Housing Applications as follows: A total of Two (2) properties consisting of Fifty-Four (54) units were reviewed: Forty-Three (43) units met the current requirements, Eleven (11) units did not meet the current requirements. The motion carried 3-0.

FY18 – RESIDENTIAL EXEMPTIONS

Residential Exemptions/Abatements

The Board reviewed the Fifth list of FY2018 Residential Exemptions to be processed as Abatements to date. Five (5) applications were reviewed with the following actions:

Residential Exemptions/Abatements –Five (5) applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

ASSESSORS OFFICE UPDATES

Mr. Fahle updated the Board regarding the status of the new Act that expands the Residential Exemption to include: “a residential parcel occupied by a resident of the Town of Provincetown, other than the taxpayer, occupied on a year-round basis and used as his or her principal residence for income tax purposes.” This exemption will adjust the taxes of owners who rent on a year -round basis to residents of Provincetown who use the rental as their principal residence for income tax purposes.

The original draft for this new Act was provided to Mr. David Panagore (Town Manager), and Mr. Panagore asked Mr. Fahle to revise some of the requirements. The revision is currently in progress by Mr. Fahle.

Mr. Fahle noted that the FY19 Standard Residential Exemption Forms are now online on our website at www.provincetown-ma.gov. He also noted that notifications to new owners who may qualify for the FY19 Standard Residential Exemptions were mailed on Monday, April 5, 2018.

Mr. Fahle discussed with the Board that the Fincom presented a non-binding referendum at the Annual Town Meeting to raise the Standard Residential Exemption from 20% currently to 23%.

Mr. Fahle noted to the Board that Ms. Carol Bergen (new Assistant Assessor) is currently in training, and is working on a major project with Ms. Lynne Martin (MIS Analyst) to identify the discrepancies in the Scale program (Accella software) versus the Assessors Database (PK database).

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 (3-0).

1. FY18 MV Abatements
2. FY17 MV Abatements
3. FY16 MV Abatements
4. FY18 MV Excise Tax Commitment
5. FY18 Boat Excise Abatements

MISCELLANEOUS:

Ms. MacKenzie noted to the Board that the deadline for filing all FY18 Statutory, Affordable Housing, Community Preservation Act, and Residential Exemptions was Monday, April 2nd.

Ms. MacKenzie noted to the Board that the Assessors Department has been authorized to hire one (1) part time/year round (19 hour week).inspector, instead of 2 part-time summer inspectors. Mr. Fahle is currently drafting the new job description. This position should hopefully be filled by July 1, 2018.

NEXT BOA MEETING:

Thursday, May 17, 2018

ADJOURNMENT:

Ms. DeLuca motioned to adjourn the meeting, seconded by Ms. Parsons. The meeting was adjourned at 9:01 a.m.

Respectfully submitted:

Scott Fahle

Scott Fahle,
Principal Assessor

Scott Fahle

Scott Fahle, Principal Assessor