

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

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Minutes of the  
BOARD OF ASSESSORS MEETING  
Town Hall, Tuesday, March 29th, 2005

**CALL TO ORDER:** Ms. Parmakian called the meeting to order at 9:04 a.m.

**MEMBERS PRESENT:** Ms. Pam Parmakian, Chair  
Mr. David Nicolau  
Ms. Patty DeLuca  
Mr. Greg Muse

**MEMBERS ABSENT:** Ms. Leslie Parsons

**STAFF PRESENT:** Mr. Paul Gavin, Principal Assessor  
Mr. Richard Faust, Assistant Assessor  
Mr. Karl Shipman, Clerk

**MINUTES:**

Mr. Nicolau motioned to accept the minutes from the February 8<sup>th</sup>, 2005 meeting. Ms. DeLuca seconded and the vote was carried 4-0.

**PUBLIC STATEMENTS:**

There were no members from the public in attendance.

**ASSESSORS' OFFICE UPDATES:**

Mr. Gavin presented a time-line for the Assessors' database conversion, providing a mid-May final tax bill submission. The Board discussed best meeting times during the April-May time frame. It was agreed that supporting materials, including sales reports from previous years, be distributed as soon as possible.

**NEW BUSINESS:**

The Board reviewed copies of Certifications of Abatement of Uncollectible Taxes going back to FY'1990 from the Office of the Tax Collector. On behalf of the Collector of Taxes, Mr. Muse motioned that the Board discharge the Collector from further obligation to collect (17) lists of certificates and signed them off "Uncollectible." Ms. DeLuca seconded the motion and it was carried 4-0.

**ADJOURNMENT:**

There being no further business to come before the Board, Chair Parmakian adjourned the meeting at 9:55 a.m.

Respectfully submitted:

*Karl Shipman*

Karl Shipman,  
Assessors' Office Clerk