

TOWN OF PROVINCETOWN
DEPARTMENT OF MUNICIPAL FINANCE - ASSESSORS' OFFICE

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Minutes of the
BOARD OF ASSESSORS MEETING
Town Hall, Wednesday, April 27th, 2005

CALL TO ORDER: Ms. Parmakian called the meeting to order at 9:02 a.m.

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

Mr. Greg Muse

Ms. Leslie Parsons (Excused at 10 a.m.)

PUBLIC GUEST: Mr. Paul Kapinos, President
Paul S. Kapinos & Associates

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

MINUTES:

Ms. Parsons motioned to accept the minutes from the March 29th meeting. Mr. Muse seconded and the vote was carried 5-0.

PUBLIC STATEMENTS:

There were no additional members of the public in attendance.

INTRODUCTION/ PRESENTATION: PAUL S. KAPINOS ASSESSMENT SYTEM

Mr. Gavin introduced Mr. Kapinos of Paul S. Kapinos and Associates, South Hadley, MA to the members of the Board.

Background: Mr. Kapinos had been contacted by former Director of Municipal Finance Bruce Miller to provide a quote for purchasing the *pkAssessment System* (CAMA Program) with conversion to be installed before FY'06. In February 2005, the Board of Selectman voted to award a two-year contract to Mr. Kapinos in the total amount of \$60,000 -- (\$15,000 for the FY'05 interim year update and \$45,000 for the FY'06 re-certification and commercial revaluation services).

The Kapinos *pkAssessment System* was created to address and satisfy the specific criteria for land value assessment and control established by the State's Department of Revenue and is currently under contract in over thirty-five municipalities (ten on Cape Cod). Mr. Kapinos has been in business twenty-four years and is well regarded at the DOR for implementation of his system's design.

With the overriding goal of converting the previous data to the *pkAssessment System* in conformity with the DOR's certification and revaluation standards, a May 9th deadline for re-classification completion is a viable goal. With an anticipated rapid turnaround by the DOR, a projected final Tax Bill (Real and Personal Property) mailed before June is a realistic expectation.

FY '05 CLASSIFICATION HEARING:

Mr. Gavin reported that the Board of Selectmen will hold the annual classification hearing on Monday, May 9th, 2005. The Board of Selectmen has asked for recommendations from the Board of Assessors relating to three classification questions:

1. A split tax rate – Adoption of a residential factor other than 1 would shift a portion of the tax burden from the residential class to the commercial/industrial/personal property (CIP) class. Mr. Nicolau moved, seconded by Ms. DeLuca, to recommend that the Board of Selectmen not split the tax rate. The motion carried by a vote of 4-0.
2. A residential exemption – Adoption of a residential exemption will shift the tax burden solely within the residential class. Mr. Nicolau moved, seconded by Mr. Muse, to recommend that the Board of Selectmen not vote to adopt a residential exemption. The motion carried by a vote of 4-0.
3. A small commercial exemption – Adoption of a small-commercial exemption will shift the tax burden solely within the CIP class. Mr. Muse moved, seconded by Ms. DeLuca, to recommend that the Board of Selectmen not adopt a small commercial exemption. The motion carried by a vote of 4-0.

NEXT BOA MEETING:

Thursday, May 5th at 9 a.m. in the Judge Welsh Room of Town Hall.

ADJOURNMENT:

There being no further business to come before the Board, Mr. Nicolau motioned to adjourn the meeting, seconded by Mr. Muse. Chair Parmakian adjourned the meeting at 11:06 a.m.

Respectfully submitted:

Karl Shipman

Karl Shipman,
Assessors' Office Clerk