

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

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Minutes of the  
 BOARD OF ASSESSORS MEETING  
 Town Hall, Thursday, May 5th, 2005

**CALL TO ORDER:** Ms. Parmakian called the meeting to order at 9:24 a.m.

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

**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:**

Mr. Muse motioned to accept the minutes from the April 27th meeting. Ms. DeLuca seconded and the vote was carried 3-0.

**PUBLIC STATEMENTS:**

There were no additional members of the public in attendance.

**PAUL S. KAPINOS ASSESSEMENT SYSTEM:**

**Selective Land Value Conversion: Analysis**

Mr. Kapinos of Paul S. Kapinos and Associates, South Hadley, MA rejoined the Board of Assessors to continue the conversion analysis from the April 27<sup>th</sup> Board Meeting as it relates to Provincetown's land class entities and specific discrepancies encountered through the conversion process.

The following data reports were shared and discussed:

- 1) A Summary (Report #40) LA9-12 Section 4 Report – Fiscal Year 2005 (by Class)
- 2) One Liner Report (Report #13) Fiscal Year 2005 – Class 101 Single Family
- 3) One Liner Condo Report (Report #14) Fiscal Year 2005 – Class 102 Condo
- 4) Provincetown FY'05 Residential Condo Adjustments
- 5) Ratio Analysis Summary (Report #32) – Single Family – Class 101 (Count 31)
- 6) Ratio Analysis Summary (Report #32) – Condominium – Class 102 (Count 172)

- 7) Ratio Analysis Summary (Report #32) – 2, 3 & Multi-Family
- 8) Ratio Analysis Summary (Report #32) – Vacant Land
- 9) Ratio Analysis Summary (Report #32) – Mixed Use & Commercial

**BOA MEMBERSHIP:**

Ms. Parmakian inquired as to the status of Board of Assessors membership, given Mr. Nicolau's acceptance of a one-year term as Provincetown Selectman, effective May 4<sup>th</sup>. The Board agreed that the Office send a letter of thanks and congratulations to Mr. Nicolau on securing his new term position as Provincetown Selectman.

Mr. Gavin requested that current Board members let him know of anyone who might be interested in a commitment to serve on the Board of Assessors.

**NEXT BOA MEETING:**

To be announced once actual FY'05 tax bills have gone out.

**ADJOURNMENT:**

There being no further business to come before the Board at this time, Ms. DeLuca motioned to adjourn the meeting, seconded by Mr. Muse. Chair Parmakian adjourned the meeting at 11:05 a.m.

Respectfully submitted:

*Karl Shipman*

Karl Shipman,  
Assessors' Office Clerk