



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

*260 Commercial Street, Provincetown, MA 02657*  
*Telephone (508) 487-7017 Fax (508) 487-9560*

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Minutes of the  
BOARD OF ASSESSORS MEETING  
Town Hall, Tuesday, June 28, 2011  
Caucus Hall Conference Room  
260 Commercial Street

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

**MEMBERS PRESENT:** Ms. Patty DeLuca (Chair)  
Mr. Paul Gavin  
Mr. Greg Muse  
Mr. Robert Sanborn

**MEMBERS ABSENT:** Ms. Leslie Parsons

**STAFF PRESENT:** Mr. Paul Gavin, Principal Assessor  
Ms. Cheryl MacKenzie, Clerk

**PREVIOUS MINUTES:**

Mr. Muse made a motion to accept the BOA Minutes of May 17, 2011. Mr. Gavin seconded the motion, and the motion carried by a 4-0 vote.

**PUBLIC STATEMENTS:**

None

Ms. DeLuca called the meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 8:34 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

### **FY11 PERSONAL PROPERTY ABATEMENTS**

### **FY11 REAL ESTATE PROPERTY ABATEMENTS**

Ms. DeLuca officially ended Executive Session at 9:35 a.m.

#### **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

### **FY11 PERSONAL PROPERTY ABATEMENTS**

The Board reviewed the list of FY 2011 Personal Property abatement applications. Four completed application were reviewed with the following actions:

\*Mr. Sanborn recused himself during discussion of 162-U1 Commercial St.

1. 162-U1 Commercial St. - Granted to Value of zero. The motion carried by a vote of 3-0-1.
2. 237 Commercial St. - Granted to Value of zero. The motion carried by a vote of 4-0.
3. 322 Commercial St. - Granted to Value of zero. The motion carried by a vote of 4-0.
4. 277 Commercial St. –Granted to Value of zero. The motion carried by a vote of 4-0.

### **FY11 REAL ESTATE PROPERTY ABATEMENTS**

The Board reviewed the First list of FY 2011 Real Property abatement applications. Nine applications were reviewed with the following actions:

1. 4 Browne St. – Granted to Value of \$492,500. The motion carried by a vote of 4-0.
2. 14 Schueler Blvd. – Granted to Value of \$1,042,000. The motion carried by a vote of 4-0.
3. 659 Commercial St – Abatement Denied. The motion carried by a vote of 4-0.
4. 48-U1 Commercial St – Abatement Denied. The motion carried by a vote of 4-0.
5. 18-UC Standish St. – Granted to Value of \$236,900. The motion carried by a vote of 4-0.
6. 481-U5 Commercial St. – Granted to Value of \$600,000. The motion carried by a vote of 4-0.
7. 10-U1B Snows Ln. – Application Withdrawn.
8. 66-U4 Franklin St. – Abatement Denied. The motion carried by a vote of 4-0.
9. 290-D U1 Bradford St. – Granted to Value of \$379,400. The motion carried by a vote of 4-0.

Mr. Gavin noted that there are Twelve (12) remaining RE Abatements currently being reviewed.

### **EXEMPTIONS/ABATMENTS:**

#### **Exemptions**

The Board was presented with a list of Thirty-Seven FY11 exemptions to date with the following recommendations:

**Clause 41C - Elderly Persons** – Seven applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0.

**Community Preservation Act** - Sixteen applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0.

**Clause 22 - Veterans** – Five applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0.

**Clause 37A – Blind Persons** – Two applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0.

**Clause 17D-Surviving Spouse/Elderly** – Three applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0.

**41A Deferrals** – Four applications were considered for this period. All applicants meet the current requirements. The motion carried 4-0.

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

### **GENERAL UPDATE FROM PAUL GAVIN, PRINCIPAL ASSESSOR:**

1. Mr. Gavin and board members congratulated Mr. Sanborn on his successful completion and certification for the DOR Course 101.
2. There have been no current applications for open positions on board at this time.
3. The Assessor's Office is currently reviewing Scale Calculation and Abutters fees. Public Meetings will be announced if fees are to change.
4. Mr. Gavin mentioned that the Board of Selectmen would like to hold a meeting with the Board of Assessors to discuss their functions and any issues with current procedures. The Board of Assessors will meet sometime in September to discuss and prepare for this meeting before presenting to the Board of Selectmen.
5. Mr. Gavin mentioned that the State of Massachusetts has adopted some new property exemptions. We will meet with the Board of Assessors to discuss whether or not we want to recommend adopting these exemptions in Provincetown.
6. Affordable Housing Tax Exemption Applications are currently being received, with a deadline of July 15<sup>th</sup>, 2011.
7. Elderly Exemptions are currently being received, with a deadline of July 20, 2011. Ms. MacKenzie sent out second letters reminding property owners who received exemptions in prior years of deadline, and to contact her to schedule appointment for review. Ms. MacKenzie will reach out and contact property owners one more time before deadline.

**MISCELLANEOUS:**

Mr. Gavin provided the Board members with the following documents for signatures as follows:

1. FY12 – Barnstable County Commission – Environmental Protection Fund Tax - \$91,565.00
2. FY12 – Barnstable County Commission – County Tax - \$87,539.00

Ms. MacKenzie provided the Board members with the following documents for signatures as follows:

1. FY10– MV Excise Tax Commitment Report
2. FY11 – MV Excise Tax Commitment Report
3. FY08 – MV Abatements Report
4. FY10– MV Abatements Report
5. FY11 – MV Abatements Report
6. FY10 – Boat Abatements Report
7. FY11 – Boat Abatements Report

**NEXT BOA MEETING:**

TBD – (possibly week of July 18<sup>th</sup> or 25<sup>th</sup>)

**ADJOURNMENT:**

Mr. Gavin motioned to adjourn the meeting, seconded by Mr. Muse. The meeting was adjourned at 9:55 a.m.

Respectfully submitted:

*Cheryl A. MacKenzie*

Cheryl A. MacKenzie,  
Assessors' Office Clerk

*Paul M Gavin*

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**Paul M Gavin, Principal Assessor**