



**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 12, 2012  
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)  
Ms. Leslie Parsons  
Mr. Paul Gavin  
Mr. Robert Sanborn

**MEMBERS ABSENT:** Mr. Greg Muse

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

**PREVIOUS MINUTES:**

Mr. Sanborn made a motion to accept the BOA Minutes of May 22, 2012. Ms. Parsons 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@ 8:33 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

## **FY12 REAL ESTATE PROPERTY ABATEMENTS**

### **FY12 EXEMPTIONS**

Ms. Parsons excused herself from meeting at 8:50 a.m.  
 Ms. DeLuca officially ended Executive Session at 9:25 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

## **FY12 REAL ESTATE PROPERTY ABATEMENTS**

The Board reviewed the Second list of FY 2012 Real Estate Property abatement applications. Sixteen applications were reviewed with the following actions:

1. 24 Pilgrim Hgts Rd – Granted to Value of \$812,900. The motion carried by a vote of 4-0.
2. 26 Bayberry Ave – Granted to Value of \$686,600. The motion carried by a vote of 4-0.
3. 30-Bayberry Ave – Withdrawn.
4. 5 Ships Way Rd – Abatement Denied. The motion carried by a vote of 4-0.
5. 11 Pilgrim Hgts Rd – Granted to Value of \$870,900. The motion carried by a vote of 4-0.
6. 81 Bayberry Ave – Granted to Value of \$597,700. The motion carried by a vote of 3-0.
7. 9 Cudworth St – Granted to Value of \$418,600. The motion carried by a vote of 3-0.
8. 17 Bangs St – Abatement Denied. The motion carried by a vote of 3-0.
9. 590-UD Commercial St – Abatement Denied. The motion carried by a vote of 3-0.
10. 501-U5C Commercial St – Granted to Value of \$571,200. The motion carried by a vote of 3-0.
11. 44-U44B Pearl St – Granted to Value of \$436,700. The motion carried by a vote of 3-0.
12. 11-U2 Standish Wy – Granted to Value of \$495,300. The motion carried by a vote of 3-0.
13. 438 Commercial St – Granted to Value of \$1,132,700. The motion carried by a vote of 3-0.
14. 9 Georges Path – Granted to Value of \$780,500. The motion carried by a vote of 3-0.
15. 16 Alden St – Granted to Value of \$475,300. The motion carried by a vote of 3-0.
16. 61 Franklin St – Granted to Value of \$692,400. The motion carried by a vote of 3-0.

Mr. Gavin noted that there are sixteen Real Estate Property abatement applications remaining for FY12.

### **FY12 EXEMPTIONS/ABATEMENTS:**

**Exemptions**

The Board reviewed the Second list of FY12 exemptions to date. Nine applications were reviewed with the following actions:

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

**Community Preservation Act** - Five applications were considered for this period. All applicants meet the current requirements. The motion carried 3-0-0.

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

**41A Deferrals** – None

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

**FY13 RECERTIFICATION UPDATE:**

Mr. Gavin noted that the Assessor's Office is currently in the middle of its preparation work for the FY13 recertification process.

1. The commercial properties are currently being inspected by contractor Paul S. Kapinos & Associates verifying commercial personal property.
2. On May 24, 2012 the Assessor's Office mailed out "second request" for the Massachusetts "Income and Expense" forms (Form 38D) to all commercial real estate property owners and to property owners of 4 or more residential units. This form is due on July 2, 2012. Approximately sixty-five owners responded so far. Those requests not received after the 60 day extension will be fined, \$50 for residential type properties or \$250 for commercial type properties. All fines will be applied to the property's FY13 preliminary tax bill.

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

1. The Summer Inspector position deadline for applications was May 31, 2012. Five applications were received, and Mr. Gavin is in the process of reviewing all applications.
2. Phase III Sewer Betterment Commitments – The Tax Collector's office has mailed out commitments on May 29, 2012 for both the Phase 3A Post Construction Sewer Betterment Assessments, and the Phase 3B Preliminary Sewer Betterment Assessments, with a due date of June 28, 2012.

**MISCELLANEOUS:**

1. Elderly Exemptions are currently being received, with a deadline of July 2, 2012. Ms. MacKenzie has reached out to property owners who qualified in the past and who still have not filed as of yet, and will continue to do so until deadline.

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

1. FY11 – MV Excise Tax Commitment Report
2. FY12 – MV Excise Tax Commitment Report
3. FY12 – Boat Excise Tax Commitment Report
4. FY12 – MV Abatements Report
5. FY12 – Boat Abatements Report
6. Meeting minutes from May 22, 2012

**NEXT BOA MEETING:**

Tuesday, June 26, 2012 at 8:00 a.m.

**ADJOURNMENT:**

Ms. DeLuca motioned to adjourn the meeting, seconded by Mr. Sanborn. The meeting was adjourned at 9:31 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**