



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

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Minutes of the  
BOARD OF ASSESSORS MEETING  
Town Hall, Thursday, August 11, 2016  
Caucus Hall Conference Room  
260 Commercial Street

**CALL TO ORDER:** Mr. Sanborn called the meeting to order at 8:30 a.m.

**MEMBERS PRESENT:** Mr. Robert Sanborn (Chair)  
Mr. Scott Fahle  
Ms. Patty DeLuca  
Ms. Leslie Parsons

**MEMBERS ABSENT:** Mr. Greg Muse

**STAFF PRESENT:** Mr. Scott Fahle, Principal Assessor  
Ms. Cheryl MacKenzie, Administrative Assistant

**PREVIOUS MINUTES:**

Ms. DeLuca made a motion to accept the BOA Minutes of July 21, 2016. Ms. Parsons seconded the motion, and the motion carried by a 4-0 vote.

**PUBLIC STATEMENTS:**

None

Mr. Sanborn motioned that we call the meeting into Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 4-0-0.  
Mr. Sanborn called the meeting into Executive Session per the Massachusetts General Law 30A – Section 21@ 8:31 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

**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

Mr. Sanborn motioned that we end Executive Session, and Mr. Fahle seconded the motion. The motion was carried by a vote of 4-0-0.

Mr. Sanborn officially ended Executive Session at 8:43 a.m.

**FY16 – RESIDENTIAL EXEMPTION SUMMARY**

**FY16 – AFFORDABLE HOUSING ABATEMENTS:**

**Affordable Housing**

The Board reviewed the Final list of FY16 Affordable Housing Applications as follows: Five (5) properties consisting of Forty-Two (42) units were reviewed. Thirty-Three (33) units met the current requirements, Nine (9) units did not meet the current requirements. The motion carried 4-0-0.

Ms. MacKenzie provided the board with a summary of total applicants that qualified for FY16 as follows: Twenty-Seven (27) properties consisting of One-Hundred and Thirteen (113) units qualified.

**REVIEW AND SIGN COUNTY TAX AND CAPE COD COMMISSION ASSESSMENTS**

Mr. Fahle provided the County Tax and Cape Cod Commission Assessment Reports for signatures by the board. Mr. Fahle will forward these signed documents to the Town Treasurer for payment.

**APPROVAL AND SIGNATURES FOR MOTOR VEHICLE/BOAT COMMITMENT AND ABATEMENT REPORTS:**

Ms. MacKenzie provided the Board members with the following documents for signatures as follows: All were approved (4-0).

1. FY16 MV Abatements
2. FY16 MV Excise Tax Commitments
3. FY16 Boat Abatements

**ASSESSORS OFFICE UPDATES:**

Mr. Fahle discussed the following items with the board as follows:

1. **FY16 – Residential Exemption Summary**  
Mr. Fahle provided the board with a written summary of the Development, Implementation, and Processing for the FY16 newly adopted Residential Exemptions for their review.
2. **Provincetown Abatement/Exemption Comparison FY16 to FY15**  
Mr. Fahle provided the board with comparison reports for all Provincetown Abatements and Exemptions processed for the past (3) years. This report included total amounts for each abatement type, exemption type, as well as amount charged to the Overlay for each year

**MISCELLANEOUS:**

None

**NEXT BOA MEETING:**

Thursday, September 15<sup>th</sup> at 8:15 a.m.

**ADJOURNMENT:**

Mr. Sanborn motioned to adjourn the meeting, seconded by Mr. Fahle. The meeting was adjourned at 8:47 a.m.

Respectfully submitted:

*Scott Fahle*

Scott Fahle,  
Principal Assessor

*Scott Fahle*

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**Scott Fahle, Principal Assessor**