



Approved: 12-20-16

Holliston Board of Assessors
December 6, 2016
8:00 am Selectmen's Meeting Room #105

The meeting of the Board of Assessors was called to order at 8:00 am. Present were: Brian Loughlin, Chair; Peter Barbieri, Vice Chair; John Cronin, Clerk; and Kathryn Peirce, Principal Assessor.

The Board acted on the following:

- Approved State Tax Form 54 totaling \$46,597.76 for Motor Vehicle and Trailer Excise.
- Approved State Tax Form 54 totaling \$7,348.72.
- Approved payment of \$87.00 to MLS for quarterly services (1/1/17 to 3/31/17).
- Approved Abatement Application #53 *as an ATB settlement*: New value is \$1,225,247.
- BOA agrees to review Ms. Peirce's performance including compensation in comparison to other similar positions in other jurisdictions. Any correction or increase to be voted upon by the BOA for approval by the Town Administrator after consultation with Fincom.
- The Chairman expressed interest in having an industry professional evaluate the department's personnel, operations, manuals, and workflow. Mr. Cronin indicated a written expression of full scope and details are needed before any BOA action for contracted services.
- The Chairman expressed interest in identifying manuals and other tools to minimize staff errors and improve accuracy and accountability. Ms. Peirce presented 8 various manuals for review by the BOA.
- Ms. Peirce will email resumes of two candidates for the Administrative Assessor position. Ms. Peirce will conduct interviews next week.
- BOA met with Mr. Mike Feldman, CFO for Summitpointe Developments (off Highland). Mr. Feldman wishes to request correction on a number of lots to be valued at full value for FY16 and FY17. Summitpointe's FY16 Abatement was previously declined by the BOA and is now before the Appellate Tax Board.

Meeting adjourned at 9:00 am. Motion made by John Cronin, Seconded by Peter Barbieri. All in favor 3-0-0.

Respectfully submitted,
John Cronin, Clerk