



Approved:AS AMENDED 1/10/17

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Holliston Board of Assessors
December 28, 2016
8:45 am Selectmen's meeting room #105

EXECUTIVE SESSION

Executive Session of the Board of Assessors was called to order at 8:45 am by vote. Present were: Brian Loughlin, Chair, Peter Barbieri, Vice Chair, John Cronin, Clerk and Kathryn Peirce, Principal Assessor.

- BOA discussed steps needed to address Ms. Peirce's salary. This past spring Ms. Peirce produced salary surveys. These surveys indicated Principal Assessor salary was lower than surrounding towns with similar populations, parcels and budgets.
- BOA reviewed the categories of performance including Communication, Cost Consciousness, Delegation, Job Knowledge, Judgment, Leadership, Managing People, Planning & Organization, Use of Technology, Problem Solving, and Quality. Mrs. Peirce produced a self-evaluation of her performance against these criteria. She presents a strong scoring for her performance (attached).
- Mr. Barbieri offered feedback regarding the timeliness of information provided to the BOA. He prefers more proactive information that will complement the weekly needs without needing to carry information for months. Overall he's happy with Mr. Peirce's performance.
- Mr. Cronin gave verbal feedback for each of the Performance Evaluation criteria. Mr. Cronin complimented Ms. Peirce's job knowledge and expects new valuation software will offer opportunity to improve quality of data management and technology application. Overall the Town is lucky to have her professional services.
- Mr. Loughlin provided similar feedback. Wants consideration of cloud based file sharing to improve communication. He remarked that occasionally there is a "vagueness to proceed". Overall Ms. Peirce is a valuable team leader, "you're tough and hang in there".
- Mr. Barbieri suggests a percentage increase be considered that represents a "reasonable" correction in addition to the 1% expected for Fy18. The BOA remains mindful of the impact on other Town employees as any request must be approved by the Town Administrator.
- BOA voted to adjourned Executive Session at 9:15 am and resume regular session. Motion by John Cronin, seconded by each member by hand vote. All in favor 3-0-0.

Respectfully Submitted;
John Cronin, Clerk