



Approved: 9/6/16

Holliston Board of Assessors  
August 31, 2016  
8:00am 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, Kathryn Peirce, Principal Assessor, Don Clarke, Administrative Assessor.

- BOA interviewed Ms. Sharlene Harris for the part time Principal Clerk position.  
2 years municipal clerk experience in Mendon Treasurer/Collectors office  
30+ years banking experience.  
Prior experience handling taxpayer inquiry at the Assessor's Office kiosk in Mendon  
Prefers work environment that features teamwork, support of one another and professional. She would not rule out possible full time role if it evolved into one.
- After consultation, the Board of assessors decided to offer the two positions to Ms Erin Lane and Ms Sharlene Harris. Motion made by Peter Barbieri; seconded by Brian Loughlin. All in favor 3-0-0. Ms Peirce to arrange for CORI checks and other pre-employment screening.
- Ms Peirce to discuss contract terms with Town Administrator for assessing training for new clerks. Proposed amount is \$2000. Funds to come from existing assessing budget.
- Board of Assessors approved meeting minutes as amended of 8/30/16. Motion made by John Cronin, seconded Peter Barbieri, All in favor 3-0-0
- Ms Peirce provided full statistics for valuation for the Board of Assessors to review.
- Meeting adjourned at 9:00 AM Motion by John Cronin, seconded by Brian Loughlin All in favor 3-0-0

Respectfully submitted,  
John Cronin, Clerk