

John Cronin, Chairman
Brian Loughlin, Vice Chairman
Peter Barbieri, Clerk

Kathryn A. Peirce, M.A.A.
Linda Clifford Assistant Assessor

**THE HOLLISTON ASSESSORS OFFICE
HOLLISTON TOWN HALL**

Minutes of Meeting Held: 06/20/2011

Meeting called to order at: 8:00a.m.

Attendees: J. Cronin X, B. Loughlin X, P. Barbieri X.

Other: K. Peirce

Meeting Adjourned at: 8:45a.m. On a motion by: P. Barbieri, Seconded by B. Loughlin.
All in favor.

- BOA signed Omitted and Revised Assessment totaling \$9,280.36.
- BOA signed A.D. Print Invoice in the amount of \$168.00.
- BOA reviewed and signed Request for Transfer. Line Item transfer \$100 for Longevity. Line item transfer \$643.39 for Data Collection. Line item transfer \$750.77 for Data Collection.
- BOA reviewed contract for inspections, there is no change in costs from last year. P. Barbieri moved to approve contracts for Robert Bushway and Kenneth Greenwood for Inspection Data Collection. Seconded by B. Loughlin.
- The Board reviewed Real Estate Application #81. Comparison to several others, report data in error. The Board will continue review.
- The Board reviewed property at 55 Linden Street. Sold in 2009. Questions to improvement prior to sale. Post and Beam, AC, floor heat, granite counters, stainless steel appliances. Historic house completed reconstructed. The Board will continue to review.
- BOA signed Expense Sheet for L. Clifford in the amount of \$145.00
- BOA signed Weekly Payroll for the week ending 06/17/11.
- BOA signed Motor Vehicle Excise Commitment #16 in the amount of \$2,800.
- BOA signed Motor Vehicle Excise Abatement Report in the amount of \$2,100.

- Motion by P. Barbieri to approve Meeting Minutes dated 06/13/11. Seconded by B. Loughlin. All in favor.
- The Board reviewed Employee Benefits and Job Description for each employee. The Board will review and discuss. Each employee will be meet with the Board to discuss their duties with the Assessors Office.