

**AGENDA  
BOARD OF SELECTMEN  
HOLBROOK, MASSACHUSETTS**

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**Wednesday, January 11, 2017 at 7:00 p.m.  
Holbrook Town Hall, Floor 3R, Selectman Noel C. King Meeting Room  
50 North Franklin Street, Holbrook, MA 02343**

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**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

All cell phones, pagers, etc., are to be turned off during the meeting.

Meetings are broadcast live and recorded by Holbrook Community Access & Media (H-CAM)

**II. MINUTES:**

A. Regular Session Minutes of Wednesday, November 16, 2016

B. Regular & Executive Session Minutes of Wednesday, November 30, 2016

C. Regular Session Minutes of Tuesday, December 6, 2016

**III. TOWN ADMINISTRATOR'S REPORT:**

A. Citizen Concerns

B. Communications & Announcements

C. Committee Updates

D. Update on Status of Open Issues

**IV. OLD BUSINESS:**

**V. NEW BUSINESS:**

A. Wayne T. Darragh, Vice-President, Community Opportunities Group, Inc.:

- Vote to authorize the Chairman to execute a Budget Amendment for the FY2005 Community Development Block Grant, to begin closing out the grant

- Vote to authorize the Chairman to execute Amendment #1 to the Agreement By and Between the Town of Holbrook and Community Opportunities Group, Inc.

B. Leo Fuller, Veterans' Agent – Proposal for POW/MIA Chair of Honor

C. Discuss & Vote the terms of the Interim Council on Aging Coordinator's position, and Discuss & Vote on a request for a Temporary Part-Time Intermittent Alternate COA Coordinator and a Temporary Part-Time Fill-in COA Van Driver

D. **7:30 pm:** Public Hearing on the South Franklin Street Renovation Project

E. Authorize the Chairman to Execute an Agreement Between the Town of Holbrook and BETA Group, Inc. for Pavement RE-Inspection Services related to the Town's Pavement Management Program

F. Vote to Fill the Position of Part-Time Principal Clerk for Inspectional Services

G. Vote to renew the Common Victualler's Licenses in the name of Northeast Foods, Inc. dba Burger King and NMB Rudra LTD dba Subway

H. Vote to Authorize the Chairman to Execute an Agreement Between the Town of Holbrook and P.A. Landers, Inc. for the purchase and supply of Washed Sand for Ice Control for the period beginning on December 1, 2016 and ending on June 30, 2017

- I. Vote to approve a contract with Patrol PC
- J. Inclement Weather Policy Discussion
- K. Designate a Selectman or the Town Administrator to Vote at the Massachusetts Municipal Association's Annual Business Meeting
- L. Updates: Public Safety – Treasurer/Collector – Public Works – Town Accountant

**VI. CITIZENS' COMMENTS:**

**VII. ADJOURN To Executive Session** in order to discuss strategy and/or conduct collective bargaining with Union personnel (Clerical), and **not return to open session**

“The Chair reserves the right to call items on the agenda out of order. Items are listed in their approximate order, and items may be reached earlier or later than the posted order. Items listed for executive session may also be discussed in open session. The listing of items contains those items reasonably anticipated by the Chair which may be discussed at the meeting at least forty-eight (48) hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Persons interested are advised that in the event that any matter taken up at the meeting that remains unfinished at the close of the meeting may be put off to a continued session of the meeting, in accordance with the Open Meeting Law.”

**PUBLIC PARTICIPATION IN MEETINGS**

All meetings of the Board of Selectmen are open to the public. The law allows certain matters of business to be discussed in executive session from which the public may be excluded. However, no final action can be taken in closed session. The Board of Selectmen welcomes citizens to be present at all meetings. It wishes to be responsive to the public's need to address the Board on matters before the Board. In order that this may be accomplished in the most orderly manner possible, the Board of Selectmen has established the following procedures:

- 1) Time shall be provided at each meeting for individuals or groups to address the Board.
- 2) The first item on every Selectmen's agenda is "Citizens Concerns". Time is provided for citizens to make a statement concerning matters before the Board. The members will listen to concerns, but this is not seen as a time for questioning a member concerning a course of action, nor a time for debate.
- 3) Any speaker shall give his/her name, address, and the group he/she represents, if any.
- 4) Presentation should be brief. Five minutes should be maximum unless an extension is given to the speaker by the Chairperson.
- 5) Speakers are welcome to offer objective criticism of the Town. The Committee will not hear personal complaints of personnel in open session. Citizens are reminded that this agenda item allows citizens to state or make comment on substantive issues. It cannot permit unsubstantiated charges to be leveled against employees.

Voted: 03/23/2004