

**AGENDA  
BOARD OF SELECTMEN  
HOLBROOK, MASSACHUSETTS**

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**Wednesday, February 14, 2018 at 7:00 p.m.  
Holbrook Town Hall, Selectman Noel C. King Meeting Room, Floor 3R  
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. Minutes of the Regular Session of Wednesday, January 10, 2018

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

A. Communications & Announcements

B. Committee Updates

C. Update on Status of Open Issues

**IV. OLD BUSINESS:**

**V. NEW BUSINESS:**

- A. **7:30 p.m.:** Public Hearing for the purpose of considering amendments to the Town of Holbrook By-Laws, Section 10 – Salary Administration Plan
- B. License Agreement between the Town and Holbrook Meadows and Recreation Park, LLC
- C. Vote to Fill the Position of Superintendent of Public Works
- D. Vote to increase the hours of the Part-Time Principal Clerk in the Public Works Department
- E. Vote to Fill the Position of Part-Time Maintenance Worker at the Public Safety Building
- F. Consider a request for a Permit to Solicit door-to-door on behalf of Verizon FIOS
- G. Vote to Execute a Memorandum of Agreement between the Town of Holbrook and the International Union of Public Employees, Local 150, (Public Works)
- H. Vote to Authorize the Town Administrator to Execute an Agreement with the Owner's Project Manager for the Communications Department's Building Project
- I. Vote to Authorize the Chairman to Execute an Agreement between the Town and Dagle Electrical Construction Company for the purchase and installation of the LED Streetlights
- J. Vote to Grant the Ambulance Abatements for the Quarter of October 1 – December 31, 2017
- K. Discuss Citizen Concern relative to Portable Basketball Hoops in the Roadway
- L. Discuss the request of the Coalition of Churches related to a potential Habitat for Humanity project in Holbrook
- M. Vote to set the date for the Special Town Meeting and the Open and Close of the Warrant
- N. Updates – Public Safety – Treasurer/Collector – Public Works Department

**VI. CITIZENS' CONCERNS:**

**VII. ADJOURN to Executive Session** to discuss strategy and conduct collective bargaining with Union personnel (Police & Public Works), discuss strategy and conduct contract negotiations with non-union personnel (Communications Director & Assistant Town Administrator), 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 last 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