

**AGENDA**  
**HOLBROOK BOARD OF SELECTMEN**  
**HOLBROOK, MASSACHUSETTS**

**Wednesday, September 11, 2013, at 7:00 p.m.**  
**Holbrook Town Hall, Selectmen's 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.** Minutes of the Joint Meeting with the Town of Avon on August 19, 2013

**B.** Minutes of the Regular Session of August 28, 2013

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

**A.** Citizen Concerns

**B.** Communications & Announcements

**C.** Update on Status of Open Issues

**IV. OLD BUSINESS:**

**V. NEW BUSINESS:**

**A.** Discussion about Medical Marijuana Dispensaries

**B.** Appointments to the Memorial Day Committee

**C.** Schedule a Special Town Meeting and the Open & Close of the Warrant

**D.** Review Memorandum of Understanding between the Norfolk County Sheriff's Office and the Board of Selectmen regarding Town Hall Renovations

**E.** Discussion on School Project

**F.** Discussion on Permanent School Building Committee Positions

**G.** Update on Treasurer's Cash Reconciliations, Transfers of Funds, Receivables

**H.** Update on Public Works Projects

**VI. CITIZENS' COMMENTS:**

**VII. ADJOURN to Executive Session** to discuss strategy as it relates to litigation and strategy as it relates to contract negotiations with Union personnel (PEC & Clerical), and **Return to Open Session**

**VIII. NEW BUSINESS CONTINUED:**

**E.** Vote to Approve and Execute a Memorandum of Agreement between the Town of Holbrook and the Public Employee Committee (PEC), effective July 1, 2014 through June 30, 2017

**F.** Vote to Approve & Execute a Memorandum of Agreement between the Town of Holbrook and the American Federation of State, County and Municipal Employees, AFL-CIO, State Council 93, Massachusetts Public Employees Local 1395 (Clerical Union), effective July 1, 2013

**IX. ADJOURN**

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## **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, 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