

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

**Wednesday, September 13, 2017 at 7:00 p.m.
Holbrook Town Hall, Selectman Noel C. King Meeting Room, Floor 3R
50 North Franklin Street, Holbrook, MA 02343**

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 & Executive Sessions of Wednesday, July 12, 2017

B. Minutes of the Regular & Executive Sessions of Wednesday, August 9, 2017

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. Swearing in of Police Officer Nathaniel A. Rookard, Jr.

B. Recognize Peace Day/Student Government Day – September 21, 2017

C. **7:30 pm:** Joint meeting with the Planning Board to appoint a resident to fill a vacancy on the Planning Board until the Annual Town Election in April 2018

D. Discussion & Vote relative to EPA Notices of Activity and Use Limitations (NAULs)

E. Consider request to conduct a Fishing Derby on Town property along Lake Holbrook on North Shore Road

F. Town Forest Committee – Update on ongoing projects, request oversight of the Camp Hatch property, & receive update on the deed restriction and survey of the Town-owned parcel abutting the Town Forest

G. Vote to Request a Civil Service List from the 2017 Open Competitive Examination, in order to Fill a Vacancy for One Full-Time Permanent Police Officer

H. Vote to Fill the Position of Administrative Assistant in the Inspectional Services Dept.

I. Vote to Fill the Position of Principal Clerk in the Tax Collector's Office

J. Vote to Authorize the Chairman to Execute the Proposal from Green World Finance LLC to finance the Purchase and Installation of LED Street Lights

K. Discuss where future elections will be held in the Town of Holbrook

L. Discussion about the Tri Town Water Plant

M. Discuss the hiring process for the Public Works Department Supervisor's position

N. Discuss the Bargaining Committee for Collective Bargaining with the Firefighters' Union

O. Updates – Public Safety – Treasurer/Collector – Public Works Department

VI. CITIZENS' COMMENTS:

VII. ADJOURN to Executive Session to discuss strategy and conduct contract negotiations with non-union personnel (Town Administrator), and **return to open session**

VIII. OPEN SESSION

- A. Vote to Execute a 3-year Employment Agreement with Town Administrator Timothy J. Gordon

IX. ADJOURN

“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