

**AGENDA
BOARD OF SELECTMEN
HOLBROOK, MASSACHUSETTS**

Wednesday, October 26, 2016 at 7:00 p.m.

**Holbrook Town Hall, Floor 3R, Selectman Noel C. King Meeting Room
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. Regular Session & Executive Session Minutes of September 28, 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. Terry Grady, Municipal Services Manager from Republic Services – Present Donation
- B. Fill the position of Administrative Assistant in the Town Clerk's Office
- C. Appoint a new member to the Holbrook Cultural Council
- D. Fill the position of Assistant Wiring Inspector
- E. Permanent Cable Television Advisory Committee – Review the Ascertainment Findings relative to the Renewal of the License Agreement with Comcast
- F. Grant the Ambulance Abatements for the Quarter of July 1, 2016 – September 30, 2016
- G. Discussion about Custodial Services for Town Buildings
- H. Discussion about Use of the Town Hall
- I. Council on Aging Coordinator's Position
- J. Open the Warrant for the Special Town Meeting, Insert Articles, and Close It
- K. Approve the Warrant for the November 16, 2016 Special Town Meeting
- L. Updates: Public Safety – Treasurer/Collector – Public Works Department

VI. CITIZENS' COMMENTS:

VII. ADJOURN to executive session to discuss strategy as it relates to ongoing litigation (Norfolk County Agricultural School), and **RETURN TO OPEN SESSION**

VIII. OPEN SESSION:

- A. Vote to enter into a Mutual Release and Settlement Agreement between the Town of Holbrook and the Board of Trustees of the Norfolk County Agricultural High School

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