

AGENDA
BOARD OF SELECTMEN
HOLBROOK, MASSACHUSETTS

Thursday, February 11, 2021 at 7:00 p.m.

**Meeting will be held virtually on Zoom (link on page 2), and broadcast by
Holbrook Community Access and Media (HCAM)**

Due to the ongoing COVID-19 Pandemic and the State of Emergency issued on March 10, 2020, Governor Baker issued an Executive Order temporarily suspending certain provisions of MGL c. 30A sec. 20, the Open Meeting Law, temporarily relaxing the Law's requirements that meetings be held in public places, open and physically accessible to the public. The Town Hall remains closed to the public, and measures have been taken to ensure public access to the meeting through alternative means. Instructions, allowing the public access electronically using Zoom, have been attached as page 2.

All cell phones, pagers, etc., are to be turned off during the meeting. This meeting will be recorded & broadcast by Holbrook Community Access & Media (H-CAM)

1. Call to Order and Pledge of Allegiance
2. Approval of Minutes
3. Citizens' Forum
4. Town Administrator's Report
5. Conference – Powers & Sullivan Audit
6. Quarterly Report – Beth Moseley, Town Accountant
7. Discussion/Vote – Amendment to Interim Town Accountant Contract
8. Discussion/Vote – Ricoh Copier Contract Extension, Town Accountant's Office
9. Discussion/Vote – Police Department Hiring
10. Discussion/Vote – Civil Service/Sergeants Assessment
11. Discussion/Vote – Recommendation to Promote Clerical Union Administrative Assistant, Grade 3, to the position of Senior Administrative Assistant, Grade 4
12. Discussion/Vote – Water and Sewer Rate Setting
13. Discussion/Vote – Authorization for Public Works to Deficit Spend for Snow & Ice Removal
14. Discussion/Vote – Council on Aging Formula Grant
15. Discussion/Vote – Families First Coronavirus Response Act Voluntary Extension
16. Discussion/Vote – Contract Extension, Treasurer/Collector Consultant
17. Conference/Vote – Water Abatement
18. Discussion/Vote – Ambulance Abatement
19. Adjourn

LINK TO ACCESS THE ZOOM MEETING OF
THE BOARD OF SELECTMEN
ON FEBRUARY 11, 2021

HCAM is inviting you to a scheduled Zoom meeting. If you wish to watch and not participate during the meeting tune in to Comcast channel 9 or Verizon channel 39

Topic: Board of Selectmen 2/11/21

Time: Feb 11, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91440107172?pwd=YIF5Ty9JMUZMM0tEcC9ld29KNUVSdz09>

Meeting ID: 914 4010 7172

Passcode: 029648

One tap mobile

+13017158592,,91440107172#,,,,*029648# US (Washington DC)

+13126266799,,91440107172#,,,,*029648# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 914 4010 7172

Passcode: 029648

Find your local number: <https://zoom.us/u/atQuijHSad>

"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.
- 6) All Citizens who exhibit disrespectful or unruly behavior will be asked to leave the meeting room and building.
- 7) Any Citizens who relay any threat, either verbally or physically, will be removed from meeting room and building.
- 8) The Safety of the Board and Meeting Attendees will be taken very seriously, and behavior that compromises their Safety will not be tolerated, and will be dealt with accordingly.

Voted: 03/23/2004

Amended: 01/09/2019