

**AGENDA
BOARD OF SELECTMEN
HOLBROOK, MASSACHUSETTS**

**Wednesday, February 13, 2019 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)

A. MINUTES:

A. Minutes of the Regular Session of Wednesday, December 12, 2018

B. Minutes of the Regular Session of Wednesday, January 9, 2019

B. TOWN ADMINISTRATOR'S REPORT:

A. Communications & Announcements

B. Committee Updates

C. Update on Status of Open Issues

IV. OLD BUSINESS:

V. NEW BUSINESS:

A. 7:20 pm: Salary Administration Hearing to consider amendments to the Town of Holbrook By-Laws, Section 10 – Salary Administration Plan

B. Swearing in of Holbrook Fire Lt. Stephen Duggan & Firefighter/Paramedic Stephen Sciara

C. Recognize Holbrook Fire Lt. Eric Beltramini, FF/Paramedic Matthew Gray, and FF/Paramedic Patrick Campbell for their actions at a Christmas 2018 Fire in Avon

D. Recognize Holbrook Police Det. Daniel Ford, Det. Keysha Mitchell, Sgt. Det. Brian MacGregor and Officer Eric Gunderway, Officer James Landers, Officer Joshua Knowlton (K-9 Bo), and Officer Michael Eshner for a recent Narcotics Investigation

E. Vote on the Request of Sri Radha Bhakti for use of the former South School Cafeteria and Grounds for an Event on Saturday, April 6, 2019

F. Vote on the Request of Holbrook Rotary for a Special Alcohol License for St. Joseph School Gymnasium, for an Adult Easter Egg Hunt on April 13, 2019

G. Vote to Hire Temporary Part-Time Clerical Help for Community Development Office

H. Vote to Hire Full-Time and Part-Time Telecommunicators for the Regional Emergency Communications Center

I. Vote to Fill the Position of Craftsman/Laborer Grade II for the Public Works Department

J. Vote to Execute an Agreement between the Town of Holbrook and Baystate Winsupply for services necessary for the construction and completion of the Water Meter Replacement Program

K. Vote to Authorize the Town Administrator to Execute a Purchase Order Agreement for Cold Water Meters between the Town of Holbrook and Ti Sales for the Water Meter Replacement Program

L. Vote to Grant the Ambulance Abatements for the Quarter Ending December 31, 2018

M. Designate members of the Board of Selectmen to participate in negotiating successor collective bargaining agreements between the Town and the International Union of Public Employees, Local 150 (Public Works Union) and Local 151 (Clerical Union)

VI. CITIZENS' CONCERNS

VII. ADJOURN TO EXECUTIVE SESSION to discuss strategy as it relates to collective bargaining with Union personnel (Public Works), and **RETURN TO OPEN SESSION**

VIII. OPEN SESSION:

- A. Vote to execute a Side Letter of Agreement between the Town of Holbrook and the International Union of Public Employees, Local 150 (Public Works Dept. Employees)

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 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