

**AGENDA
BOARD OF SELECTMEN
HOLBROOK, MASSACHUSETTS**

Wednesday, September 23, 2020 at 6:00 p.m.

Meeting will be held at the Town Hall and 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 public attendance at meetings, 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.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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)

Adjourn to Executive Session pursuant to MGL c. 30A, Section 21 (a), (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel; **and (3).** To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. **Return to Open Sessions.**

II. MINUTES – None at this time.

III. TOWN ADMINISTRATOR'S REPORT

A. Communications & Announcements

B. Update on Committees

C. Status of Open Issues

VI. OLD BUSINESS

V. NEW BUSINESS

A. Joint Meeting w/Holbrook Housing Authority – Vote to Fill a Vacancy

B. Vote to Accept a FY21 Municipal Vulnerability Preparedness Planning & Action Grant

C. Vote to Accept a MDPH Grant to the Board of Health

D. Vote to Appoint Emily Martin to the Position of Assistant to the Town Administrator

E. Families First Coronavirus Act – Vote to Exempt Certain Emergency Responders

F. Vote to Hire Temporary Part Time Outer Lobby Receptionist/Greeter

G. Vote to Hire Six Part Time Dispatchers for the Communications Center

VI. CITIZENS' FORUM

VII. ADJOURN to EXECUTIVE SESSION to Conduct and Discuss Strategy Regarding a Non-Union Employee's Personnel Contract

Next Meetings are October 7 & 21, 2020

HCAM is inviting you to a scheduled Zoom meeting
The meeting is also televised live on Comcast Channel 39 or Verizon Channel 38.

Topic: Board of Selectmen

Time: Sep 23, 2020 06:00 PM Eastern Time (US and Canada)

Executive Session - 6pm

Public meeting - 7pm or later if Executive Session runs past 7pm.

*while Executive Session is taking place, the public will remain in the zoom waiting room until the public portion of the meeting is ready to start.

Join Zoom Meeting

<https://us02web.zoom.us/j/82474846799>

Meeting ID: 824 7484 6799

One tap mobile

+13126266799,,82474846799# US (Chicago)

+16465588656,,82474846799# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 824 7484 6799

Find your local number: <https://us02web.zoom.us/j/82474846799>

best

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Executive Director

Holbrook Community Access and Media

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“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