

**AGENDA**  
**HOLBROOK BOARD OF SELECTMEN**  
**WEDNESDAY, SEPTEMBER 25, 2013, at 7:00 P.M.**  
**Holbrook Town Hall, Selectmen's Meeting Room**  
**50 North Franklin Street, Holbrook, MA 02343**

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**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 September 11, 2013

**III. TOWN ADMINISTRATOR'S REPORT:**

A. Citizen Concerns

B. Communications & Announcements

C. Update on Status of Open Issues

**IV. OLD BUSINESS:**

**V. NEW BUSINESS:**

A. Discussion regarding the Town's Insurance for FY14

B. Vote to Authorize the Chairman to Execute Contract Documents between the Town of Holbrook and the Massachusetts Emergency Management Agency (MEMA), for a Grant in the amount of \$6,400 for the Medical Reserve Corps (S.H.A.R.)

C. Vote to Authorize the Chairman to Execute Contract Documents between the Town of Holbrook and the Massachusetts Emergency Management Agency (MEMA), for a Grant in the amount of \$7,500 for the Auxiliary Police (VIPS)

D. Consider Increasing the number of Emergency Management Auxiliary Police Officers

E. Appointment(s) of Emergency Management Auxiliary Police Officers

F. Appointments to the Local Cultural Council

G. Appoint a member of the Board of Selectmen to the Memorial Day Committee

H. Award of Solar Salt Bid for FY14

I. Discussion of Water Rates

J. Update on Treasurer's Cash Reconciliations, Transfers of Funds, Receivables

K. Update on Public Works Projects

**VI. CITIZENS' COMMENTS:**

**VII. ADJOURN**

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## **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, 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