

BOARD OF SELECTMEN

Tuesday, January 9, 2018

Minutes

The Board of Selectmen met on Tuesday, January 9, 2018 at 7:00 p.m. at the Town Hall (Clark Room). Those present were Luke Ascolillo, Kate Reid, and Claude Von Roesgen. Nathan Brown arrived late to the meeting

Selectmen Kerry Kissinger participated remotely via Skype.

Also Present:

Town Administrator Timothy Goddard

Nick D'Arbeloff

Peter Gambino, Planning Board

Carlisle Conservation Foundation President Dale Ryder

David Freedman, Carlisle Conservation Foundation

Note: *In accordance with OML requirements for Remote Participation all votes taken during tonight's meeting shall be by roll call vote.*

Community Input:

The Board of Selectmen met with Carlisle Conservation Foundation (CCF) President Dale Ryder who presented an oversized check in the amount of One Hundred Twenty-five Thousand 00/100 Dollars as part of the CCF Gift Agreement towards the \$750K cost of acquiring six acres at 767 Bedford Road.

Estabrook Woods Update:

The Board of Selectmen received an update from Mr. Nick D'Arbeloff, Carlisle's appointed liaison to serve on the Estabrook Trail Access Committee. The Town of Concord filed a law suit in October of 2017 for control of the Trail from the landowners. This matter is pending before Land Court and will mostly likely take a year or more to be resolved. The suit asks the court to award the Town a declaration that the Trail be recognized as a Town road, based on a single documented case of repairing damage of the Trail from logging operations in the late 1800s, combined with the argument that it must be a road. Alternatively, the Town asks for an easement for the public, based on recent use of the Trail by visitors. The landowners have claimed that road was never made a Town road and that the town has never treated it as a public road there based on case law the Town is not entitled to take control of their Trail based on the Town's previous claims. The property owners controlled access to the trail, maintained a gate, and granted permission for its use and closing it for maintenance. The Town abandoned the unpaved portion of Estabrook Road in 1932 and the public rights to use the road were abandoned at that time to the abutters. There is no publicly owned land in that general area and no documented right of access.

The problems began when the Estabrook Trail became known as a regional dog park via internet. The volume of use began to increase dramatically in 2015, to the point where it overwhelmed the neighborhood. The type and volume of use was not what the owners intended when they granted permission for visitors to use the trail. The property owners approached the Town to request assistance. After receiving many requests from the public to continue to use the property/park, the Town began to measure the road to create additional parking areas. However, the landowners notified the town that if additional parking were added they would have no choice but to limit the access to their lands. Subsequently, the Town of Concord reversed its prior opinion stating that the town only abandoned their obligation to maintain the road and that the public controls the access. It's the Town of Concord's view that the land is not private.

Conservation Commission Administrator Sylvia Willard explained that there are a couple of recorded Conservation Restrictions within Town of Carlisle that about the Estabrook Trail.

Planning Board Update:

The Board of Selectmen met with Planning Board chair Peter Gambino regarding FY19 Budget Request/Update.

FY19 Budget Request Update
GIS Analyst

Peter Gambino informed the selectmen that the Planning Board is only pursuing the request for GIS Analyst. A revised budget has been submitted to the Finance Committee. The Planning Board is only looking to upgrade the Town's current membership fee with ARCVIEW from \$100 to \$500.

At this time, only the Assessor's Tax Maps are available with few layers of information. However, the maps are not available online. With the upgraded membership the Geographic Information System (GIS) could be accessible to all town departments, boards and committees. With GIS mapping software, information is linked to location data, such as buildings, parcels, or streets. The information can be layered and combined in different ways. Many overlays are possible: roads, zoning, common driveways, fire cisterns, flood hazard district and wetlands, soils, septic systems, etc.

Update re: HeatSmart Mass Grant:

The Board of Selectmen met with Robert Zogg on behalf of the Energy Task Force Committee for an update on the HeatSmart Mass Grant. The Town of Carlisle teamed with the Concord and Lincoln submitted an application on 9/15/2017 focused on air-source heat pumps. On 11/15/2017 MassCEC announced the selection of awards to the following communities:

- Carlisle/Concord/Lincoln
- Bolton/Harvard
- Great Barrington
- Nantucket

Marketing Grants provided to each Town: Up to \$18,000 (up to \$6000 per town). MassCEC contract with each town. Funds provided in advance (\$3000 initial allotment per town)

Installation Goals:

	Carlisle	Concord	Lincoln	Total
Air-Source Heat Pumps1	20	65	20	105
Ground-Source Heat Pumps	2	5	2	9
Modern Wood Heating	4	No Goal	4	8

Municipal Representative for Carlisle is Town Administrator, Timothy Goddard.

Program will be heavily dependent on volunteers. Current list of community volunteers include:

Robert Zogg (Coach)

William Risso
Claude von Roesgen
Helen Young
Bob Clarke
HeatSmartCarlisle@lowcarboncarlisle.org

Carlisle residents will need to act quickly to take advantage of HeatSmart Mass.

- Sign-up period is only 5 months (March – July 2018)¹
- Free home energy audit required for rebates (1 – 2 month lead time)
- Mass Save HEAT Loan (0% interest) (1 – 2 month lead time)
- Program allows up to one year for installation after signing contract with installer.

Informing residents:

- Sandwich sign in town center
- Press release in the Carlisle Mosquito w/link to SmartHeat Mass website
- Postings in Town Hall
- Inserts in mailings

Board of Selectmen updates/briefings

- January
- March
- April
- May or possibly June
- August

Meet-the-Installer presentation at Town Hall

Information will be posted on the Town's website encouraging residents to get their free energy assessments

Execute Order of Taking: Lot 1, 767 Bedford Road

On the motion made by Kate Reid and seconded by Claude Von Roesgen, that the Board of Selectmen vote as follows relative to the land located at 767 Bedford Road comprising 4.0071 acres, more or less, as shown as Lot 1 on a "Plan of Land in Carlisle, Massachusetts" for Woodward dated December 1, 2015, said plan being recorded with the Middlesex County North District Registry of Deeds in Plan Book 241, Plan 14 (of 2016) and described more particularly in Article 2 of the October 18, 2017 Special Town Meeting: to take said land by eminent domain under the authority of MGL Chapter 79, with an accompanying award to the owner, Taina A. Rokotuiveikau of \$375,000.00 The accompanying Order of Taking and Waiver of Appraisal, Damages, and Relocation Benefits will be recorded by Town Counsel, and a Notice of Taking will be delivered to the owners within thirty (30) days as required by MGL c. 79, § 3. Execution of said Order of Taking, Waiver of Appraisal, Damages, and Relocation Benefits, and Notice of Taking shall be subject to Town Counsel's final review of title documents and any other documents or matters pertaining to the taking of the above described land.

ROLL CALL VOTE: L. Ascolillo-AYE, K. Reid-AYE, C. Von Roesgen-AYE, N. Brown-AYE and K. Kissinger-AYE

Town Administrator's Report:

Board of Selectmen
January 9, 2018

- 1- Deer Hunting Public Information Session to be held end of January or February. A press release will be published in the Mosquito.
- 2- Board of Selectmen will need to appoint a representative to sit on the School Committee bargaining team. The School Committee will be beginning bargaining with the Carlisle Teachers Association.

On the motion made by Nathan Brown and seconded by Claude Von Roesgen, it was unanimously **VOTED** to appoint Luke Ascolillo to the Board of Selectmen Representative to sit on the School Committee Bargaining Team.

- 3- Prepayment of Real Estate property taxes. Many residents came to Town Hall last week to pre-pay their real estate property taxes for the 3rd and 4th quarters of FY2018 in order to hopefully increase their tax deductions for 2017. The Tax Collector's office collected nearly \$3.7M in property taxes in the last week of December.
- 4- Warrant closes this Wednesday for the April 30, 2018 Annual Town Meeting - A draft list of warrant articles will be presented to the Board of Selectmen at next meeting. DRAFT Town Meeting Warrant will be provided to the Board for review.
- 5- BOS agenda items submission deadline - At the request of the chair, the board discussed and agreed to establish a deadline for submitting all meeting agenda requests and supporting documentation no later than the **Thursday before a scheduled meeting**. The Meeting Notice/Agenda is posted the next day and packets are sent out the same day which gives the members an opportunity to review material to be discussed. Material received after deadline will be rescheduled to the following meeting. It was further agreed that certain exceptions will need to be made from time to time.

BOS Liaison Reports:

Nathan B. – ***Municipal Facilities Committee*** - FY19 Budget request. The committee continues to work with the Finance Committee regarding the scheduled building maintenance items and the long-term capital requests. The Facilities Manager position will also be included in the proposed budget

Luke A. - ***Dog Committee***– Next Committee Meeting has been rescheduled. After holding the public forum last month, the comments received to date have been positive and the committee made a few minor edits to the proposed Carlisle Animal Control Bylaw which is pending advisement from Town Counsel. A copy of the proposed bylaw is available at the town website. ***Cranberry Bog Alternatives Committee*** - There will be no warrant article submitted to the Board of Selectmen for the Annual Town Meeting. The committee continues to look at other alternatives regarding agricultural uses. ***Board of Chairs*** - Meeting was held last week.. ***Community Preservation Committee*** - CPA project proposals for the April 2018 Annual Town Meeting must be submitted January 12, 2018 to be eligible for consideration

Claude - ***Energy Task Force Committee*** – Working on RFP regarding the Community-owned Solar Project Initiative. Potential locations include School Parking Lot, Banta Davis Property, and Transfer Station. CFY19 Budget has been requested to support initiatives of the Energy Task Force for new grant opportunities. Carlisle has achieved the 20% reduction requirement as part of the Town's Energy Reduction Plan (ERP) one of the criteria for being a Green Community. Using a web-based tool, Carlisle now tracks our energy use on electricity, natural gas and oil use for municipal buildings/facilities, vehicles and streetlights which reflects a baseline reduction of 28.1%. Also the committee is interested in amending its mission statement for review and approval by the selectmen.

Kate R. – **Long Term Capital Requests Committee** - Next meeting will be held on Jan 13th or 18th .
Household Recycling Committee/DPW - Transfer Station is now hauling waste to the Town of Billerica which saves money but the wait time is much longer. Tipping Fees are expected to be going up next year. The Annual Hazardous Waste Day in the spring time may be changing. The next scheduled BOS meeting agenda will include joint discussion with the Household Recycling Committee regarding the Transfer Station.

Upcoming Meeting Schedule:

January 23, 2018

Executive Session re: Litigation, Discussion of draft IMA for PEG Access with Concord, Discussion re: Transfer Station with Household Recycling Committee, FY19 COA and Town Clerk Budgets

January 30, 2018

Public Hearing re: Deer Hunting (or scheduled to 2/6)

February 13, 2018

3rd ATM Coordination Meeting with FinCom, LTCRC, CPC, Town Moderator

BOS Approval of 12/26/17 Warrants

On the motion made by Claude Von Roesgen and seconded by Nathan Brown, it was unanimously **VOTED** to accept the report from Kate Reid authorizing the approval of the December 26, 2017 Expense Warrants.

ROLL CALL VOTE: L. Ascolillo-AYE, K. Reid-AYE, C. Von Roesgen-AYE, N. Brown-AYE and K. Kissinger-AYE

Minutes Approval:

On the motion made by Kate Reid and seconded by Nathan Brown, it was unanimously **VOTED** to approve the minutes of December 12, 2018 and December 19, 2018 as amended.

ROLL CALL VOTE: L. Ascolillo-AYE, K. Reid-AYE, C. Von Roesgen-AYE, N. Brown-AYE and K. Kissinger-AYE

9:15 PM. MEETING ADJOURN

Appendix

List of documents presented during the meeting:

- See BOS 1-09-2013 Agenda & Packet

No additional handouts presented