

BOARD OF SELECTMEN

Tuesday, June 19, 2018

The Board of Selectmen met on Tuesday, June 19, 2018 at 7:00 p.m. at the Town Hall (Clark Room). Those present were Nathan Brown, Kate Reid, Kerry Kissinger, Luke Ascolillo and Alan Lewis.

Community Input – No requests from the public

Nathan Brown requested the selectmen review last year's adopted Goals & Objective along with Liaison Assignments. He suggested that the board consider adopting fewer tangible goals that could be completed in a year and schedule quarterly updates.

Execute Open Space Deed/Covenant for Garrison Place

Open Space Deed and the Covenant for Meadow Maintenance is in final form

Town Administrator Timothy Goddard confirmed that both the Conservation Commission and Planning Board recommended the Board of Selectmen approve and execute the grant of easement.

On the motion made by Kate Reid and seconded by Alan Lewis that the Board of Selectmen unanimously **VOTED** to approve and execute the grant of easement to the Town of Carlisle by acting by and through the Conservation Commission for conservation, agricultural and passive recreation purposes for the parcel of land being shown as "Open Space Parcel A" on a plan entitle "Garrison Place a Senior Residential Open Space Community in Carlisle, Massachusetts", dated February 21, 2014 and revised through November 9, 2016 prepared by Stamski and McNary Inc. recorded with the Middlesex Registry of Deed in Plan Book 242 page 142.

Complete Streets Policy – Update

Town Administrator Timothy Goddard explained that the Draft Policy was modeled after the Town of Harvard. Traffic Safety Advisory Committee (TSAC) has met with Historical Commission, Planning Board and Conservation Commission. The MassDOT Complete Streets Policy Guidance allows for flexibility in policy language and scores policies based on the level of commitment. A greater commitment and specificity equates to a greater score.

Municipalities must adopt a Complete Streets policy and develop a Prioritization Plan and the policy must score 80 points or above for the municipality to be eligible for the Complete Streets funding.

Input has been received from Planning Board and Conservation Commission and they support the adoption of the policy. The Historical Commission also provided their support for the policy although final comments are still pending.

The final review /adoption of the Complete Streets Policy for the Town of Carlisle will be scheduled on the next Board of Selectmen's meeting agenda in July.

Approval of FY2019 Payroll Changes

Town Administrator Timothy Goddard confirmed that the Personnel Board voted to approve the proposed Payroll Changes for FY2019 at their last meeting.

On the motion made by Kate Reid and seconded by Alan Lewis, it was unanimously **VOTED** to approve the proposed FY2019 Payroll Changes dated 5/22/18 excluding those employees under contractual arrangements and those union represented employees.

Annual Appointments

On the motion made by Kate Reid and seconded by Alan Lewis that the Board of Selectmen unanimously **VOTED** to approve the List of Appointed Town Officials as presented effective July 1, 2018 as follows:

Town Administrator:
Timothy D. Goddard

Town Accountant:
Priscilla Dumka

Finance Director:
Kerry Colburn-Dion

Fire Chief:
David Flannery

Police Chief:
John Fisher

Superintendent of Public Works:
Gary R. Davis

Town Treasurer, Tax Collector:
Kerry Colburn-Dion

Town Counsel:
Miyares and Harrington LLP

Building Commissioner:
Jon Metivier

Inspector of Plumbing, Gas Piping and Appliances:
James Powderly

Veterans' Agent:
Kenneth L. Buffum

Wiring Inspector:
Vincent Chant

Constables:
Police Chief John Fisher
Scott Barnes
Leo T. Crowe
Joseph Topol

Inspector of Animals:
Lawrence O. Sorli
Deborah A. Toher

Dog Control Officer:
Lawrence O. Sorli
Matthew Svatek

Field Driver:
Deborah A. Toher

Fence Viewer:
Lawrence O. Sorli

Keeper of the Town Clock:
Robert J. Koning, Jr.

Keeper of the Town Flag:
Thomas Ratcliffe

(Note: Veteran's Agent Kenneth Buffum did not seek re-appointment this year however he has agreed to continue serving until this position has been filled).

On the motion made by Kate Reid and seconded by Alan Lewis that the Board of Selectmen unanimously **VOTED** to approve the List of Appointed Boards, Commission and other Groups as presented effective July 1, 2018 as follows:

Appointed Boards, Commissions, Committees and other Groups

ADA Task Force

Timothy D. Goddard Term Expires 2019
David Flannery Term Expires, 2019
Jon Metivier Term Expires 2019

Affordable Housing Trust

Luke Ascolillo Term Expires 2019
Nathan Brown Term Expires 2019
Kerry Kissinger Term Expires 2019
Kate Reid Term Expires 2019
Alan Lewis Term Expires 2019
Steve Pearlman, Housing Authority Term Expires 2019
Vacant, Citizen at Large Term Expires 2021

Agricultural Commission

David Ely, Chair Term Expires 2020
Kyle Bonenfant Term Expires 2019
Peter Mastromarino Term Expires 2020
Andrew Rodgers Term Expires 2019
Desiree Ball, Associate Term Expires 2021
Steven Carlin, Associate Term Expires 2021
John Lee, Associate Term Expires 2021

Audit Committee

Simon Platt Term Expires 2021
Debra Belanger Term Expires 2019
Kevin Perkins Term Expires 2020

Board of Registrars

Mary de Alderete, Town Clerk Term Expires 2021
Cynthia Schweppe Term Expires 2019
Vacant, Term Expires 2020
Vacant, Term Expires 2021

Celebrations Committee

Scott Evans Term Expires 2019
Douglas A. G. Stevenson Term Expires 2019
Laura Mullins Term Expires 2019
Christopher Eisenbies, Term Expires 2019
Vacant Term Expires 2018

Community Preservation Committee

Luke Ascolillo (BOS) Term Expires 2021
Kathy Keller (Historical) Term Expires 2019
Steven Pearlman (Housing Auth) Term Expires 2021
Samantha Rottenberg Term Expires 2020
Mark Spears (RecCom) Term Expires 2021
Angela Verge (ConsCom) Term Expires 2019
Peter Yelle (Planning Board) Term Expires 2020

Conservation Commission

Angela Verge, Chair Term Expires 2019
Melinda Lindquist, Vice-chair Term Expires 2021
Kenneth Belitz Term Expires 2020
Steven Smith Term Expires 2020
Lee Tatistcheff Term Expires 2021
Daniel L. Wells Term Expires 2020
Helen Young Term Expires 2019

Conservation Restriction Advisory Committee

J. Thomas Brownrigg Term Expires 2019
Nancy Cowan Term Expires 2019
Wayne Davis Term Expires 2019
Ken Harte Term Expires 2019
Marc Lamere Term Expires 2019
Melinda Lindquist Term Expires 2019
Jonathan Stevens Term Expires 2019

Council on Aging

Abha Singhal, Chair Term Expires 2019
Ann Quenin Term Vice-chair Term Expires 2020
Walter Hickman, Treasurer Term Expires 2020
Verna Gilbert, Secretary Term Expires 2021
Maxine Crowther Term Expires 2019
Reuben Klickstein Term Expires 2021
Jerome Lerman Term Expires 2019
Donna MacMullan, Chair Term Expires 2020
John Ballantine (associate) Term Expires 2018
Carole Fiorentino (associate) Term Expires 2019
Ann James (associate) Term Expires 2019
Bob Luoma (associate) Term Expires 2019
Jean Sain (associate) Term Expires 2019

Cranberry Bog Alternative Committee

Luke Ascolillo Term Expires 2019
Kenneth Belitz Term Expires 2019
Debra Geltner Term Expires 2019
Warren Lyman Term Expires 2019
Susan Provenzano Term Expires 2019
Vibhu Walia Term Expires 2019
John Ballantine (associate) Term Expires 2019
Steve Hinton (associate) Term Expires 2019

Cultural Council

Caren Ponty, Chair Term Expires 2020
Mary-Lynne Bohn Term Expires 2020
Alain Bojarski Term Expires 2020
Jill Henderson Term Expires 2020
Carren Panico Term Expires 2020
Jennifer Sagalyn Term Expires 2019

Deer Committee

Lee Tatistcheff, Term Expires 2019
Sergeant Scott Barnes Term Expires 2019
Dejan Bojanic, Deer Agent Term Expires 2019
John Keating Term Expires 2019
Kerry Kissinger, Secretary Term Expires 2019
Todd Thorsen, Chair Term Expires 2019
Steve Tobin Term Expires 2019

Dog Control Committee

Stacy Lennon, Co-chair Term Expires 2019
Susan Provenzano, Co-chair Term Expires 2019
Luke Ascolillo Term Expires 2019
Todd Brady Term Expires 2018
Drew McMorrow Term Expires 2019
Dan Wells Term Expires 2019
Larry Sorli, Alt., Animal Control Term Expires 2019
Matt Svatek, Alt., Animal Control Term Expires 2019
Lt. Leo Crowe Term Expires 2019

Energy Task Force

William Risso, Chair Term Expires 2019
Debbie Bentley Term Expires 2019
Bob Clarke Term Expires 2019
Dan Cook Term Expires 2019
Basu Sarkar Term Expires 2019
Claude von Roesgen Term Expires 2019
Helen Young Term Expires 2019
Robert Zogg Term Expires 2019

Finance Committee

Scott Triola, Chair Term Expires 2020
James Darr Term Expires 2019
Victor Liang Term Expires 2020
Lynne Lipinsky Term Expires 2021
Thomas Smith Term Expires 2019
Vacant Term Expires 2021
Vacant, Term Expires 2020

Historical Commission

Annette Lee, Acting Chair Term Expires 2020
Eric Adams Term Expires 2021
Geoffrey Freeman Term Expires 2019
Kathleen Keller Term Expires 2019
Ed Rolfe Term Expires 2020
Jack O'Connor (alternate) Term Expires 2021
Vacant (alternate) Term Expires 2021

Household Recycling Committee

Rob Peary, Chair Term Expires 2019
Daniel Scholten Term Expires 2019
Robert Wallhagen Term Expires 2019
Launa Zimmaro Term Expires 2019
Gary Davis, DPW Term Expires 2019

Land Stewardship Committee

J Thomas Brownrigg Term Expires 2020
Lyn Carroll Term Expires 2020
Dwight DeMay Term Expires 2020
Debby Geltner, co-chair Term Expires 2020
Warren Lyman Term Expires 2021
Andrew Wilmot Term Expires 2021

Long-Term Capital Requirements Committee

Josh Kablotsky, Chair Term Expires 2021
Jerome Lerman(Treas. Appt) Term Exp 2019
Kerry Colburn-Dion (TA Appt) Term Expires 2019
Jim Darr Term Expires 2020
Kate Reid (BOS) Term Expires 2020
Vacant (FinCom) Term Expires 2021
Vacant (FinCom) Term Expires 2021

Local Emergency Planning Committee

David Flannery, Fire Chief
John Fisher, Police Chief
Timothy Goddard, Town Administrator
Jon Metivier, Building Commissioner
Linda Fantasia, Health Agent
Nathan Brown, Board of selectmen
Gary Davis, Supt Public Works
Alan Lewis, HAM Radio Officer
Abigail Noland, Library Director
David Klein, COA Director

LIP Regulations Committee

Kerry Kissinger, Housing Trust Term Expires 2019
Lee Storrs, Board of Health Term Expires 2019
Madeleine Blake, Planning Board Term Expires 2019
Helen Young, ConsComm Term Expires 2019
Kate Reid, Board of Selectmen Term Expires 2019
Steve Pearlman, Housing Authority Term Exp 2019
David Freedman, Citizen-at-Large Term Expires 2019

MAPC

Madeline Blake Term Expires 2018
Vacant Term Expires 2018

Municipal Facilities Committee

John Lavery Term Expires 2021
Jerome Lerman Term Expires 2020
Steve Hinton Term Expires 2019
Josh Kablotsky, School Rep Term Expires 2019
Kate Reid, BOS Representative Term Expires 2019
Vacant, Alternate Term Expires 2021
Vacant, Alternate Term Expires 2021

Pathways Committee II

Deb Belanger, Vice-chair Term Expires 2019
Melynda Gambino, Chair Term Expires 2019
Nancy Jaysane Term Expires 2019
Sandy Nash Term Expires 2019
Peter Gambino, Planning Board Term Expires 2019

Personnel Board

Vanessa Brown, Chair Term Expires 2019
Kacy Hurley Term Expires 2021
Snehal Patel Term Expires 2019
Ben Perry Term Expires 2021
Vacant Term Expires 2021

Recreation Commission

Andrew McMorrow, Chair Term Expires 2019
Peter Best Term Expires 2021
Amy Smack Term Expires 2020
Mark F. Spears Term Expires 2021
Vacant Term Expires 2021

River Stewardship Council

Lee Tatischeff Term Expires 2019

Scholarship Advisory Committee

Diane Powers, Chair Term Expires 2019
Michael Fitzgerald Term Expires 2019

Senior Tax Advisory Committee

Kerry Colburn-Dion Term Expires 2019
Melissa Stamp Term Expires 2019
Angela Smith Term Expires 2019
Barbara Culkins Term Expires 2019
David Klein Term Expires 2019
Walter Hickman Term Expires 2019

Traffic Safety Advisory Committee

Timothy D. Goddard Term Expires 2019
Gary Davis Term Expires 2019
Chief David Flannery Term Expires 2019
Deb Belanger (Pathways Comm) Term Expires 2019
Chief John Fisher Term Expires 2019

Trails Committee

Stephen Tobin, Chair Term Expires 2019
Alan Ankers, Secretary Term Expires 2019
Henry Cox Term Expires 2021
Louise Hara, Clerk Term Expires 2019
Robert "Roy" Herold Term Expires 2020
Marc Lamere, Treasurer Term Expires 2021
Warren Spence Term Expires 2021

Veterans Committee

Jules Aronovitz Term Expires 2019
Greg Fairbank Term Expires 2019
Christopher Eisenbies Term Expires 2019

Youth Commission

Alexandra Walsh, Chair Term Expires 2021
Lauree Eckler Term Expires 2020
Dawn Hatch Term Expires 2020
Michelle Small Term Expires 2021
Maura Topol Term Expires 2020
Vacant Term Expires 2021

Zoning Board of Appeals

Travis Snell, Chair Term Expires 2020
Emmanuel Crespo, Clerk Term Expires 2020
Steven Hinton Term Expires 2021
Eric Adams (assoc.) Term Expires 2020
Gretchen Anderegg (assoc.) Term Expires 2021
Lisa Davis Lewis (assoc.) Term Expires 2021
Vacant (assoc.) Term Expires 2021

The Board of Selectmen acknowledged the following individuals that are not seeking re-appointment this year for their service and commitment to the Town of Carlisle.

William Risso Affordable Housing Trust
 Municipal Facilities Committee
 Long Term Capital Requirements Committee
 Technology Working Group

Christine Lear Cultural Commission

Michael Bishop Finance Committee:
 Long Term Capital Requirements Committee

Notice of Town Board Vacancies to be published and posted on town website for the following boards/committees:

Notice of Town Board Vacancy

- Affordable Housing Trust – 1 Vacancy
- Board of Registrars - 2 Vacancies
- Historical Commission – 2 Vacancies
- Finance Committee - 2 Vacancies
- Long Term Capital Requirements Committee – 2 Vacancies
- Municipal Facilities Committee – 2 Vacancies
- Personnel Board – 1 Vacancy
- Recreation Commission – 1 Vacancy
- Youth Commission - 1 Vacancy
- Zoning Board of Appeals 1 Vacancy (Alternate Member)

Board of Health - 1 Vacancy to fill remaining term until next election**

Town Administrator’s Report:

1-Caroline Hill Scholarship Fund Recommendations

The Board received a list of recommended scholarships from the Caroline Hill Scholarship Committee for the 2018-19 academic year.

On the motion made by Luke Ascolillo and seconded by Kate Reid that the Board of Selectmen unanimously **VOTED** to approve the award of \$9,000 in scholarships from the Caroline Hill Scholarship Fund for the 2018-19 academic year, to be dispersed as recommended by the Caroline Hill Scholarship Committee.

2-Designate Selectmen to approve Payroll/Bill warrants

Town Accountant has requested that the Board of Selectmen designate members of the board who will have the authority to approve payroll and bill warrants for the entire board especially during the summer months when obtaining a majority of board signatures may be difficult.

On the motion made by Alan Lewis and seconded by Kate Reid that the Board of Selectmen unanimously **VOTED** to authorize the Chairman Nathan Brown and Vice-chair Kate Reid to approve Town Expense/Payroll Warrants as necessary when the other members of the board are not available.

3-Town Vault project underway

The CPA-funded project to catalog, archive and preserve the Town’s historical records in the Town vault is underway and should be complete in a week or so.

4- The Town of Carlisle received two grant award notices recently

- Planning Board/BoH/CoA for the CHNA grant for the Caring4Carlisle application
- Council on Aging for the Concord-Carlisle Community Chest.

Summer Meeting Schedule:

- July 10, 2018
- July 24, 2018
- August 14, 2018
- August 28, 2018

Nathan Brown reminded the selectmen that the July 10th meeting agenda will include the following agenda items for discussion:

FY19 Goals & Objectives
Liaison Assignments
Fire Chief Succession Planning

Liaison Reports:

Kate Reid /Affordable Housing Trust – She will not continue to try and coordinate dates for a facilitated meeting with Housing Authority & Affordable Housing Trust due to her disappointment by the extremely negative attitude demonstrated in the letter to the Mosquito editor. She has been advised by an expert and teacher of facilitation that a meeting among a large number of members beginning on this note wouldn't be highly unproductive.

Kerry Kissinger - Master Plan Steering Committee held its Ideas Forum last evening which was very well attended. Some of the discussions /topics included Non-age Restricted Community Center, Transportation and housing options.

Nathan Brown – New Public Safety Communications System – As the Board of Selectmen Chair Nathan Brown signed the Site Plan Application as approved and recommended by the Public Safety Communications Working Committee. The Planning Board will hold a public hearing on Monday, June 25, 2018 at 7:45 p.m. at the Carlisle Town Hall, 66 Westford Street, Carlisle, MA, on the petition of the Town of Carlisle, acting through its Board of Selectmen, for Site Plan Review of the installation of Public Safety Wireless Telecommunications antennas, on two monopoles and one self-supporting lattice tower, with associated facilities, to be located at, respectively:

- 304 Bedford Road (Banta-Davis land), shown on Town Atlas Map 14, Parcel 23-0
- 2 Proctor Road, corner of Lowell Street, (undeveloped land) shown on Town Atlas Map 32, Parcel 11-0.
- 80 Westford Street (Carlisle Fire Department), shown on Town Atlas Map 21, Parcel 1-0

Minutes:

On the motion made by Kate Reid and seconded by Alan Lewis that the Board of Selectmen unanimously **VOTED** to approve the minutes of May 29, 2018 as amended.

Public Information Session - Carlisle Municipal Aggregation

Mark Cappadona from Colonial Power Group confirmed that letters were mailed to all Basic Service consumers announcing that Public Power, LLC has been selected as the supplier for its Community Choice Power Supply Program along with information explaining more about the Program and How to Opt Out of the program. This Program only affects the supply portion of your monthly bill. It will not affect the delivery portion. Eversource will continue to deliver your electricity but Carlisle, using a competitive bid process, has chosen the supplier for the Program.

If you have not received a notification letter..... Your account was not eligible at the time of the mailing and you will NOT be automatically enrolled. However, you may opt-in at any time by going to the Colonial

Power website <https://colonialpowergroup.com/carlisle/> and clicking the OPT-IN button, filling out and submitting the form or calling Public Power (800-830-2944).

If there are questions from residents regarding the mailings or program please call Colonial directly. To date, the call center has received very few phone calls from Carlisle residents which means residents have all received their letters and overall most people understand.

Mr. Cappadona confirmed that residents with Solar panels will continue to receive net metering credits at the Eversource rate while benefiting from the aggregation rate.

Mr. Cappadonna said Colonial Power Group produces quarterly reports based on the number of meters and by class which will be provided to the Town and anyone else who wishes to receive a copy.

Executive Session: (Litigation, Non-union bargaining)

On the motion made by Kate Reid and seconded by Alan Lewis that the Board of Selectmen unanimously **VOTED** to enter into executive session pursuant to MGL Ch. 30A, §21(a) paragraph (3) to discuss strategy with respect to litigation (J.J. Supple) and to discuss strategy with respect to non-union bargaining (Town Administrator's employment agreement) as an open meeting may have a detrimental effect on the Town's litigating/bargaining positions and not return to open session.

MEETING ADJOURN