

Select Board
Tuesday, January 11, 2022
Town Hall – Clark Room
66 Westford St., Carlisle, MA 01741

The Carlisle Select Board met on Tuesday, January 11, 2021, at 7:00 p.m. at the Carlisle Town Hall (Clark Room) located at 66 Westford Street. Present were Barney Arnold-Chair, David Model-Vice Chair, Kate Reid, David Model, Nathan Brown and Luke Ascolillo.

Also present: Town Counsel Ethan Dively

This meeting was live-streamed and recorded at: <https://www.youtube.com/watch?v=Gwvzvs59zwk>

Remote participation available via Zoom Meeting link:
<https://us02web.zoom.us/j/83943899070?pwd=YytDejBCbG5HL3A0cHlnNDIEWGlpQT09>

LEPC update:

There were 99 positive cases reported in the month of December and 128 positive cases during the first week of January. Cases are expected to increase post-holiday season.

Thank you to the Carlisle Fire Department for their tremendous work with drive-thru testing available to residents for free.

The Board of Health is investigating means of purchasing home test kits

Public Comment Session - Pickleball proposal (Continuation)

Recreation Commission Chair Drew McMorrow offered some additional details and clarifications on the Pickleball project. Construction costs are outlined in the grant agreement and there is an itemized list of projected costs totaling \$1.46M.

The town would be obligated for construction costs in excess of \$1.5M however, the grant agreement protects the town from any excess costs or liability. Once designs are complete, a public bidding process will follow, and the town would only agree to a contract that guarantees the costs under \$1.5M. If not, the project would not move forward. It is very possible the donor would agree to fund more than to not see it happen. The donor is aware that construction prices fluctuate and is committed to seeing the project completed.

Only a limited site plan is needed for presentation at Town Meeting and the cost is \$6-12K.

A five-year budget projection of revenue and expenses for the facility was provided. Operational costs for running the facility will be based on a membership model, with pricing determined by a town-appointed governance board.

Dafna Krouk-Gordon of Till, Inc., - Concerned that abutters were not notified. Till, Inc. went through an extensive approval process with multiple Carlisle boards and committees that included review of aesthetics of the homes being built and the impact on municipal resources. She feels that the facility will negatively impact traffic and access to their homes vs. a Community Center.

Deborah Bentley (Heald Road) concerned about costs, and that \$1.5M does not seem sufficient to cover the building costs.

Angela and Dana Smith (Martin Street)- A pickleball facility does not fit Carlisle's needs.

Dana Smith - Carlisle would be responsible for a long-term obligation.

Christina Christodouloupoulos (Hemlock Hill) – The ramifications of the facility have not been thoroughly vetted.

John Ballantine (Curve Street) suggested that the Town look at a long-term plan of town needs including possible uses for the Banta-Davis Land.

Dan Lennon (Stearns Street)- The town completed a feasibility study for a community center that contained specific recommendations for the type of facility and square footage, and is concerned that footprint will be reduced to accommodate the pickleball facility. He does not want a competing facility to jeopardize the possibility of building a community center in the future.

Joshua Noble (Stearns Street) – Pickleball facility will further reduce wildlife in the area and degrade the experience for residents who enjoy use of the walking trails and nature in that area.

Sandy and Peter Nash (Concord Street) spoke in favor of the Pickleball facility.

Wayne Meyer (Woodland Road) the facility is designed to be self-sustaining, so membership fees would cover the costs of maintenance and operations and would not be a drain on town resources. Great Brook State Park, the Cranberry Bog and Carlisle's trail system draw residents from other towns, and the pickleball facility will be just one more way that area neighbors can enjoy all that Carlisle has to offer.

It was agreed by the Select Board to include an Article about the facility on the Warrant for Town Meeting in April. The Warrant will also contain a second article to establish an enterprise fund required in the project grant agreement for the financial management and maintenance of the facility.

Town Counsel Tom Harrington reminded the board that they are stewards of the Moseley and Banta-Davis parcels that have been earmarked for the project and do not need a Town Meeting vote to allow the land to be used—a simple vote of the Select Board is all that is required.

Atty Harrington explained that the Select Board can put the question to town voters if they wish, but that the vote can be binding or non-binding and the board could choose to go ahead with the project even if it was voted down at Town Meeting.

Approved 02.01.2022

RecCom presentation will be available online at www.carlislema.gov

Chief of Police John Fisher - Police Staffing discussion:

The Select Board met with Police Chief John Fisher to discuss staffing related issues within the Police Department.

It was explained that overtime costs, working schedules, injuries, worklife balance pursuits, and Police Reform Legislation have made our current ways of doing things untenable. In FY21, over 4,000 hours of Overtime was logged by full time officers in the department and 2 different officers went out IOD for knee issues.

Increased expense:

Carlisle police personnel spend is roughly the same as Lincoln's budgeted spend for 13 F/T police officers.

*Finance Committee to discuss the F/T Police Officer request and Victor Liang will report back.

Finance Committee member (PD Liaison) Victor Liang has offered his assistance to facilitate working sessions to identify, prioritize and quantify the impact of potential changes to the current shift management.

Work Session Details: (2) two-hour sessions facilitated by Victor Liang. The recommended attendees include: Chief of Police John Fisher / Christian Seminatore / Michael Fauteux / Steve Mack / SB member.

Timeline:

Conduct work sessions during week of 1/10 and/or 1/17
Review output and recommendations with Select Board (1/25)

*Kate Reid to attend the proposed work sessions and report back to Select Board.

Council on Aging – Senior Tax Deferral Program Proposal

The Select Board met with COA Director Joan Ingersoll to discuss Senior Tax Deferral Program. Mass. General Law, Chapter 59, Section 5, Clause 41 A, allows cities and towns to offer property tax deferrals

to residents 65 and older.

To be eligible for this program, the taxpayer must be living at the property, have owned and occupied property in Massachusetts for at least 5 years, and have been a resident of Massachusetts for at least 10 consecutive years.

The program allows eligible seniors to defer payment of property taxes up to 50% of the fair market value of the property. The taxes are repaid with interest when the property is sold, or the taxpayer dies.

The program is intended to help seniors in financial need remain in their homes by increasing the resources available for living expenses.

The statute sets annual income eligibility for an individual or a couple at \$20,000 but allows this limit to be increased by a vote of the town's legislative body.

The increased income limit may not exceed the income limit for the circuit breaker state income tax credit for single filers. This amount is currently \$62,000.

Interest on deferred taxes accrues at 8% unless the legislative body of the town votes to decrease the rate prior to July 1 of the tax year. There is no minimum required interest rate.

Carlisle's Current Program

- Open to residents ages 60 and over
- Domicile requirements as per the statute
- Income limit \$40,000 for individual or couple
- Interest rate 8%

No current participants

(1 or 2 residents participating in the past 5 yrs)

Proposed Carlisle Senior Tax Deferral Program:

- Age: 65 or older
- Income Limit: \$62,000*

Note: Towns may exceed this circuit breaker income limit only by approval of the State Legislature

- Interest Rate: 3%
- Estimated Max # of Participants: 8
- Estimated Max Tax Revenue Deferred/Year: \$86,164

(Estimates are based on households requesting fuel assistance and responding to COA housing survey)

Additional Considerations:

- The proposed program parameters are more in line with nearby towns
- Increasing income eligibility and decreasing the interest rate is likely to generate participation and make a positive impact on housing affordability for seniors in financial need
- Regardless of participation level, these changes create goodwill by broadening the resources available to help seniors remain in Carlisle

Town Administrator Timothy Goddard explained that Town Meeting approval will be required to adopt the Senior Tax Deferral Program proposal as presented.

The Select expressed interest in the program and raising the income limit to \$62K. However, the board agreed not to take a vote, pending further discussion with Town Counsel and Board of Assessors.

Transfer Station Task Force presentation:

The Transfer Station Task Force (TSTF) presented their final report and recommendations to the Select Board.

TSTF members:

Barbara Arnold	Carren Panico	Tom Bilotta
Rob Peary	John Lavery, Vice-chair	Mary Zoll
Launa Zimmaro	Thornton Ash	John Petrie
Christine Lear, Chair	Carrie Patel	

Chair Christine Lear, Thomas Bilotta, and John Lavery presented the findings. Carlisle Transfer Station serves 95% of Carlisle households with a breadth of services at a reasonable cost. The original charge of the committee was to reduce the overall amount of solid waste collectively generated by the households in town; specifically to increase the recycling percentage from 32.6% to 36–40% over a two-year period, which would result in a 10% (180 ton) reduction in solid waste.

The committee recommended the creation of a Transfer Station Action Committee to follow through on its recommendations, including education efforts through new signage, website and public outreach, simple reorganization of the Transfer Station site to improve traffic flow and efficiency, and new fees for construction and demolition disposal.

The Select Board agreed to review the recommendations, and the Task Force will present a specific motion to approve at the next SB meeting on January 25.

FY23 Non-union COLA recommendation:

The Personnel Committee has been unable to meet. Town Administrator Timothy Goddard as the appointed Personnel Director is authorized to act in the place of the Personnel Committee. It is his recommendation to approve 2.0% wage adjustment.

The board received copies of the data that the Personnel Committee typically uses in making its COLA

recommendation including the US Bureau of Labor Statistics' CPI, Social Security Administration's (SSA) COLA, and local indicators such as the percentage increase in the Town's collective bargaining agreements and individual employment agreements with key personnel, along with recommended wage adjustments in other MA communities.

A survey of nine-town neighboring communities averages 2.33%.

Town staff at all levels have performed well during the pandemic and in fairness, all deserve an equitable wage adjustment.

The Select Board agreed to take the COLA recommendation under advisement and vote this matter at a future meeting.

Town Administrator's Report:

1-Town Board Appointment- Recreation Commission

RecCom Chair Drew McMorrow has requested that the Select Board appoint Phil Gibson of 85 Munroe Hill Road to replace Lynette Kelleher on the Commission.

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED to** appoint Phil Gibson (85 Munroe Hill) to serve on the Recreation Commission replacing Lynette Kelleher.

2-EV Charging Stations

Three EV charging stations have been installed at the CPS and before they can become operational, they must be metered by Eversource and the Town must agree on a pricing structure. It is recommended setting the pricing to recover both the cost of the power from Eversource and any add-on fee from Chargepoint, the EV charging company. Since Facilities Manager Steve Bastek is out for 4-6 weeks due to medical issue, it may make sense to temporarily disconnect the chargers while we work on some of these issues.

Bob Zogg has offered to assist the Town in dealing with these start-up issues.

3-Update re: Town Administrator search process

The town is currently soliciting price quotations from Executive Search firms to conduct a two-part search process: in the short term to conduct a search process to find a suitable candidate for an interim Town Administrator for approximately one year and then, in the longer term, to conduct the search for a full-time Town Administrator or equivalent in the event that the Town has modified the position or the form of government. The recommended search firm will be interviewed at the next SB meeting on January 25th to discuss the engagement in fuller detail.

4-Principal Assessor search process

The Board of Assessors have interviewed several qualified applicants and are close to being able to make a recommendation to the Select Board on January 25th to appoint a new Principal Assessor.

5-Dangerous Dog (Simek-Bokuniewicz)

Town Counsel is currently drafting a letter to the owners of “Bo”, the dog that the Board determined to be a Dangerous dog on October 21, 2021, pursuant to MGL Ch. 140, s. 136A. Animal Control Officer Gene DeLano has reason to believe that the Board’s order is not being complied with, and Counsel has put Ms. Simek and Mr. Bokuniewicz on notice that continued noncompliance will result in further action by the Select Board.

Minutes/Town Expense Warrant Approvals:

Minutes:

There were no draft minutes available for approval by the board at this time.

Expense & Payroll Warrants:

The following Town/School Payroll and Expense Warrants were approved by Barney Arnold on:

12/22/21:

- Payroll (Town & School) Warrant #22PR13: \$726, 202.66
- School Expense Warrant #22SE13: \$93, 550.88
- Town Expense Warrant #22TE13: \$94,583.94

1/4/2022:

- Payroll (Town & School) Warrant #22PR14: \$692,085.08
- School Expense Warrant #22SE14: \$ 16,288.27
- Town Expense Warrant #22TE14: \$362,144.6

On the motion of Kate Reid and seconded by David Model, it was unanimously **VOTED** to adjourn the meeting.

Material presented at the meeting

- SB 01.11.2022 Agenda & Meeting Packet
- Pickleball presentation by Recreation Commission