

Select Board – Special Meeting
Wednesday, March 22, 2023
Town Hall – Clark Room
66 Westford St., Carlisle, MA 01741

HYBRID (In-person and Remote)

The Carlisle Select Board met on Wednesday, March 22, 2023, at 7:00 p.m. at the Town Hall, Clark Room located at 66 Westford Street. Members present in person were Vice-chair David Model, Nathan Brown, and Kate Reid. Chair Barney Arnold participated in the meeting remotely via zoom.

Absent was member Travis Snell.

Staff Present:

Ryan McLane, Town Administrator
Aubrey Thomas, Assistant Town Administrator
Jennifer Gibbons, Executive Assistant

NOTE: The Open Meeting Law (OML) regulations governing remote participation, 940 CMR 29.10 - All votes must be taken by roll call.

This meeting was live-streamed. Video recording is available at
<https://www.youtube.com/channel/UCwJiQYrfa7zAvD3O9jOm-ew/videos>

Community Input:

There were no requests for public input.

Police Chief Interview

The Select Board met with Police Chief finalist, Lieutenant Colleen Dunbar currently employed with the Town of Lexington.

Lt. Dunbar has twenty-five years of Public Safety experience.

Fire Chief Bryan Sorrows was also in attendance and described Lt. Dunbar as well-qualified and a good fit for the Town of Carlisle.

On the motion made by Kate Reid and seconded by Nathan Brown, it was unanimously **VOTED** to appoint Colleen Dunbar as the Town of Carlisle Police Chief subject to successful negotiations and a professional background check.

Appr'd 4/25/23

ROLL CALL VOTE: B. Arnold-Aye, N. Brown-Aye, D. Model-Aye, and K. Reid-Aye

Town Meeting Warrant Article Presentations

Town Offices Saturday Hours:

To see if the Town will vote to accept MGL Chapter 41, Section 110A

The Carlisle Select Board met with Town Clerk Peggy.

This article proposes that the Town offices may remain closed on any or all Saturdays as may be determined from time to time. The provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday. Acceptance of this statute will allow the Town Clerk's office to treat Saturday as a legal holiday when calculating filing deadlines, such as voter registration or submittal of nomination papers. Further, where the provisions of the Votes Act of 2022 changed the voter registration deadlines to 10 days prior to elections, instead of 20, such deadlines will fall on Saturdays.

Acceptance of the provisions in this warrant article would allow the Town Clerk to hold voter registration sessions on Fridays, avoiding the costs of opening Town Hall on Saturdays.

Personnel Bylaw Amendment

The Select Board met with Assistant Town Administrator Aubrey Thomas.

This article proposes that the Town eliminate the personnel board as a human resources advisory board to the Select Board. The Select Board retains the authority to conduct human resources for the town and can delegate this to the Town Administrator or their delegate. The rationale for this change is to increase the efficiency of human resource management and ensure compliance with evolving human resource law. The Select Board, the Town Administrator, or the delegate can assemble advisory boards when necessary to help make decisions about the town's employees.

Minutes Approval

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to approve the regular meeting minutes of February 28, 2023, as presented.

On the motion made by Kate Reid and seconded by David Model, it was unanimously VOTED to approve and release to the public the Executive Session Minutes of July 13, 2022, and September 27, 2022. On the motion made by Kate Reid and seconded by Nathan Brown, it was unanimously **VOTED** to adjourn.

MEETING ADJOURNED.

Prepared by:
J. Gibbons

Appr'd 4/25/23

Documents reviewed during the meeting:

➤ SB 03-22-2023 Agenda & Packet

[https://www.carlislema.gov/DocumentCenter/View/4769/0 SB 03-22-2023 Agenda Packet](https://www.carlislema.gov/DocumentCenter/View/4769/0_SB_03-22-2023_Agenda_Packet)

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