

Carlisle Governance Task Force

Thursday April 14, 2022

MINUTES

Remote Meeting – Teleconference

The Carlisle Governance Task Force met on Thursday April 14, 2022. The meeting took place by Zoom video conferencing. The meeting was scheduled to begin at 9:00 am. The following Task Force members were present: Paul Anagnostopoulos, James Bohn, Brian Cruise, Kyle Dalbec, RJ Mathew and Rebekah Vieira. Vanessa Moroney was not in attendance. No other individuals were present at the meeting.

1. Rebekah Vieira called the meeting to order at 9:02 am.
2. James Bohn assumed the role of minute taker.
3. Meeting schedule.
 - a. James Bohn noted that he was not available the following two Thursdays.
 - b. The group discussed whether enough members would be available to meet quorum. It was determined that enough members would be available and that the Task Force would meet on 4/21 and 4/28.
4. Article 23
 - a. Paul Anagnostopoulos noted that Article 23 of the warrant involves an appropriation for the purchase of additional MUNIS modules and suggested that the Task Force take a position on the article.
 - b. The Task Force discussed whether to take a position. RJ Mathew noted that MUNIS is already being used by the town. James Bohn noted that some interviewees stated that the purchase of additional modules would be beneficial. Brian Cruise suggested that the Task Force support the idea of purchasing additional software but not offer an endorsement of particular package.
 - c. The matter was dropped as no Task Force member proposed a motion.
5. Minutes of the April 7, 2022 Task Force meeting.
 - a. Kyle Dalbec moved for approval with amendment to specify that the minutes were jointly prepared by Vanessa Moroney and Paul Anagnostopoulos. James Bohn seconded.
 - b. The minutes were approved by roll call vote with Paul Anagnostopoulos voting “yes”, James Bohn voting “yes”, Brian Cruise voting “yes”, Kyle Dalbec voting “yes”, RJ Mathew voting “yes” and Rebekah Vieira voting “yes”.
6. FinCom Discussion
 - a. RJ Mathew mentioned that he was interested in having discussions with certain members of the Finance Committee.
 - b. The Task Force discussed how to frame conversations with Finance Committee members.

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Kyle Dalbec left the meeting at 10:00

7. Article 25

- a. Rebekah Vieira uploaded the text of warrant Article 25 which provides for a fall town meeting.
- b. James Bohn inquired concerning the differences between the three alternatives drafted by Brian Cruise.
- c. It was noted that Town Counsel recommended the selection of the third alternative on the sheet.

8. Recommendations

- a. The Task Force discussed potential report recommendations.
- b. The Task Force discussed whether the Select Board allocates an appropriate amount of time to strategic matters and discussed potential recommendations to increase the amount of time that Select Board members spend on strategic issues.
- c. A recommendation was added pertaining to an open forum whereby Select Board members may receive input on resident concerns and take questions from town residents.
- d. The Task Force discussed potential recommendations regarding long-term planning.
- e. The Task Force added a potential recommendation concerning the presentation of line-item budgetary information at the departmental level in the town warrant.
- f. The Task Force added a potential recommendation concerning a requirement that board members, department heads, and primary board agents make their emails available.

9. Adjournment

- a. Brian Cruise moved for adjournment, Paul Anagnostopoulos seconded. The motion to adjourn was approved by roll call vote with Paul Anagnostopoulos voting “yes”, James Bohn voting “yes”, Brian Cruise voting “yes”, RJ Mathew voting “yes” and Rebekah Vieira voting “yes”.
- a. The meeting adjourned at 11:03 am

Documents considered by the Task Force in the April 14, 2022 meeting may be viewed at [Task Force Public Docs](#) or accessed via the Task Force webpage at the Town Website (CarlisleMA.gov) by navigating to Town Government > Committees > Town Governance Task Force.

Minutes prepared by James Bohn; submitted by Paul Anagnostopoulos

Minutes approved on 21 April 2022