

Select Board
Wednesday, May 4, 2022
Town Hall – Clark Room
66 Westford St., Carlisle, MA 01741
HYBRID (In-person and Zoom)

The Carlisle Select Board met on Wednesday, May 4, 2022, 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, Nathan Brown, and Luke Ascolillo

Community Input: There were no requests

Select Board Reorganization: The annual reorganization of the Select Board takes place in the first meeting after the annual town election.

On the motion made by Kate Reid and seconded by Travis Snell, it was unanimously **VOTED** to nominate Barney Arnold, as chair, David Model as vice-chair, and Nathan Brown as Clerk.

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

Extending COVID Testing :

The Select Board met with Fire Chief Bryan Sorrows for an update on the Covid testing provided by the Fire Department. The Federal Emergency Management Agency (FEMA) reimburses the Fire Department for the program expenses. However, this funding will end April 1st

The testing program costs range from roughly \$25K.

Upon the suggestion of Kate Reid, it was agreed that the Fire Chief will look into American Rescue Plan Act (ARPA) rather than relying on the town's budget and report back to the Select Board.

Classification of Assistant Assessor Position :

The Select Board reviewed a copy of the approved job description for the Assistant Assessor position. The salary advertised falls into the Grade 6 range under the Town's Classification and Compensation Plan. However, Interim TA Steve Ledoux has recommended that the Select Board grade the position at Grade 7, to create more room for growth for the position.

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to approve the recommendation of the Interim Town Administrator Steve Ledoux in his role as acting Personnel Administrator to grade the Assistant Assessor position at Grade Level 7 to create more room for growth.

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

Planning Staff Reorganization :

The Select Board met with Planning Board chair Madeleine Blake to get the Select Board’s input on the Town Planner position before proceeding.

A copy of the draft job announcement was reviewed by the Board. On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to approve the Interim TA Steve Ledoux recommendation to post the job announcement with a salary range of \$89,767 to 95,484.

The Planning Administrator position would be eliminated.

Acceptance of Master Plan :

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to accept the 2022 Carlisle Master Plan as presented by the Planning Board on May 24, 2022.

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

2022 Master Plan [Final DRAFT]

<https://www.carlislema.gov/DocumentCenter/View/3969/Carlisle-Master-Plan-2022-FINAL-DRAFT?bidId=>

MPSC Responses To Public Comments

<https://drive.google.com/drive/folders/1fIPXmtIk5EcfMh23BH8cLB4tlha3raX8>

TimberNook Update -/ Decision on Summer sessions

Chair Barney Arnold spoke with TimberNook Director Sherry Kenin following the board’s April 25 Meeting. The board agreed that TimberNook needed to clean up its Conant Land site, and find a new location for the program as soon as possible.

Interim TA Steve Ledoux and Barney Arnold will continue to meet with Recreation Director Holly Mansfield to determine if there is a way for the TimberNook Program to be incorporated into the Recreation Commission programs.

Fall Town Meeting :

The Select Board reviewed potential dates to host a Fall 2022 Special Town Meeting.

- Monday, October 17th
- Monday, October 24.

October 31st is Halloween and October 10th is a holiday.

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to hold a a Special Town Meeting on October 17, 2022.

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

Timeline

8/9 Warrant opens
9/13 Warrant Closes
9/27 Finalize/Execute Warrant
10/3 Deadline to post Warrant

*A warrant is available at least 7 days before an annual meeting, and at least 14 days before a special meeting.

Town Administrator Report :

Town Hall Summer Hours

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to Establish the following Town Hall hours, effective from Memorial Day to Labor Day, 2022:

Monday through Thursday 8:30 AM to 3PM
Friday 8:30AM to 12:30 PM

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

Household Hazardous Waste Day

The Board of Health has confirmed with Clean Harbors that Household Hazardous Waste Day will be held on September 17, 2022, from 9-12 at the DPW site. Motor oil will not be collected.

Sealer of Weights and Measures

State Division of Standards has informed the town that they will no longer provide Sealer of Weights and Measure services for the Town, effective July 1, 2022.

Town Clock Repairs

Reserve Fund Transfer to FinCom in the amount of \$5000 for repairs to the Town Clock. The Town Clock had not had any major work done on it for over 40 years. The Finance Committee approved the request on May 9, 2022.

Auction of Playground Equipment

The old playground equipment will be auctioned on the Municibid website with a starting bid of

\$10,000.

One Day Wine and Malt License – Council on Aging

The Council on Aging is requesting a one-day wine and malt license for June 21 from 5-7 PM.

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to grant a One-day Wine and Malt Beverages License pursuant to MGL Chapter 138, Section 14 to the Carlisle Council on Aging for an event to be held at 66 Westford Street, Carlisle MA on June 21, 2022, from 5:00 PM to 7:00 PM subject to the applicant providing a host liquor liability insurance certificate.

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

Aerial Spraying Opt-Out, Mosquito Control

The Board of Health is recommending not to opt-out of state aerial spraying for this year since there is not enough time to prepare a mosquito control management plan and get it approved by EEA by 5/2/22.

The Town of Carlisle is not a member of a mosquito control project. The BOH does recommend that the Select Board consider looking into a plan for next year.

Update on Sustainability Grant

The deadline for applications for the joint Sustainability director with Westford has been extended for two more weeks to see if we can get more applicants. Thus far, there have been 5 applicants for the position.

Request to open Wilson Chapel during Memorial Day weekend

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to approve the request of the Historical Society to open the Wilson Chapel to public on May 29th from 12:00 – 3:00 PM and on May 30th 8:00 – 12:00 Noon.

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

Salvation Army Bins at Transfer Station

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to support the request of the Transfer Station Advisory Committee for the removal of the Salvation Army bins.

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

American Diabetes Association Tour De Cure Event

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to

approve the request from the American Diabetes Association to utilize Town Roads for the Carlisle segment of the Annual Tour de Cure bicycle ride on August 21, 2022 subject to the Chief and ADA working out traffic control details.

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

Upcoming Meetings:

Tuesday, June 14, 2022

Approval of Minutes/Warrants

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to approve the minutes of April 19, April 25 and May 4, 2022.

ROLL CALL VOTE: B. Arnold-Aye, n. Brown-Aye, D. Model-Aye, T. Snell-Aye, and K. Reid-Aye
Town Expense/Payroll Warrant approved by Barney Arnold on 5/10/2022

22PR23 (Town & School payroll) – total \$794,530.12

- Includes April 2022 fire payroll

22TE23 (Town bills) – total \$440,123.30

- \$158k MIIA – health & dental insurance
- \$73k Middlesex Retirement – retirement contribution
- \$15k Schwartz – library trust payment for schematic design
- \$5k CC Fillmore – fire equipment repairs
- \$3k Barrett Planning – first invoice of extended contract

22SE23 (School bills) – total \$87,589.00

- \$24k Landmark School – tuition
- \$12k Denron Plumbing & HVAC – plumbing services

Appointments & Resignations:

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to appoint Taylor Collins to the Carlisle Police Department to serve as a full-time police officer.

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

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to support the nomination of Deborah Toher and Gene Delano to be appointed as the Carlisle Inspector of Animals

from May 1, 2022, through May 1, 2024.

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

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to appoint Ed Rolfe (916 Maple S) and Ben Herter (517 Bedford Rd) to serve on the Historical Commission as Alternate members with terms to expire on June 30, 2025.

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

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to re-appoint Aaron D'Elia to serve on the Finance Committee with a term to expire on June 30, 2023.

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to appoint Jason Walsh (106 Robbins Dr) and Edwin (Rob) Misek (70 Orchard Acres) as Associate Members of the Carlisle Planning Board with terms to expire on June 30, 2023.

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

On the motion made by Kate Reid and seconded by David Model, it was unanimously **VOTED** to accept with regret the resignation of Maureen Cosgrove Deery from the Carlisle Affordable Housing Committee (CAHT) effective as soon as a replacement is found.

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

On the motion made by Kate Reid and seconded by Nathan Board, it was **VOTED** to adjourn the meeting.

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

MEETING ADJOURNED.

Prepared by:
J. Gibbons

Documents presented at the meeting:

- SB 5-4-2022 Agenda & Meeting Packet