

Carlisle Select Board
Monday, June 21, 2021
Remote participation

Zoom Meeting ID: 860 6954 3043

The Carlisle Select Board met on Monday, June 21, 2021 at 6:30 p.m. by remote participation via Zoom Meeting ID: 891 6137 8265. Present were Chair Alan Lewis, Barney Arnold -Vice-chair, Kate Reid, David Model and Luke Ascolillo.

*This meeting was live streamed and recorded <https://www.youtube.com/watch?v=Gwvzvs59zwk>
In accordance with Massachusetts Open Meeting Law Remote Participation 940 CMR 29.10 all votes shall be by roll call.

6:30PM EXECUTIVE SESSION

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to enter into executive session pursuant to MGL Ch. 30A, §21(a) paragraph (3), to consider a grievance filed pursuant to the Town's collective bargaining agreement with the Carlisle Police Unit Local 201, MA Coalition of Police and that an open meeting would have a detrimental effect on the bargaining position of the Board and that afterwards the Board will return to open session.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye

7:10PM The Select Board meeting returned to open session. Alan Lewis introduced all of the members of the Select Board and reviewed the agenda as posted.

Community Input:

There were no citizen requests.

LEPC Update:

The Select Board met with Chief of Police John Fisher on behalf of the Local Emergency Planning (LEPC) stated that the Fire Department will continue to offer free COVID testing for Carlisle residents although there have been no new COVID cases in Carlisle since May 17th

Barney Arnold requested a few minutes to make a special presentation to Alan Lewis on behalf of the Select Board. Alan Lewis was presented a gift from the board as a thank you for his service to the community and his extraordinary leadership as chair of Select board during the COVID-19 pandemic and his contribution as member of the LEPC to develop the town's emergency response plan.

7:15P.M. Alan Lewis opened the public hearing regarding the petition and plan prepared by NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 51± feet of conduit in Munroe Hill Road.

This work is necessary to provide underground electric service to 85 Munroe Hill Road

There was representative from Eversource Energy although Phil Gibson, property owner of 85 Munroe Hill was present to describe the work to be done and to answer questions.

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to approve the petition submitted NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY to construct a line for the transmission of electricity for lighting, heating or power under the public way and has granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Munroe Hill Rd - Northwesterly from SBX#2910
Approximately 305± feet southwest of Aaron Way
A distance of about 51 ± feet – conduit

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by T. Thibault, Dated May 6, 2021 on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Select Board or such officer or officers as it may appoint to supervise the work.
4. A Performance Bond for the estimated cost to repair the road in accordance with the standards of the TOWN shall be submitted to the Town prior to work commencement.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye .

Appointment of Town Accountant:

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to appoint Ms. Kelly Beyer, of Westford, Mass., as full-time Assistant Town Accountant until the formal retirement of the Town Accountant; at which time Ms. Beyer will be appointed as Town Accountant, subject to the duties and responsibilities of that position.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye .

Audit Committee – Presentation of FY20 Audit Report:

Note: This agenda has been rescheduled to a future meeting.

Approval of FY22 Payroll Changes:

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to approve the payroll changes for town employees excluding those under contracts and those who are union-represented.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye .

Note: FY22 Payroll changes reflects a 2% increase for those employees to take effect on July 1.

Review of FY21 Select Board goals

The Select Board reviewed the FY2021 Goals & Objective. It was agreed that most of the items on the list had been completed.

Kate Reid - Personnel Bylaw was revised and approved at Town Meeting. She is currently finalizing the language for the policy and will be presented to Select Board during the month of July.

Dave Model - Land Use Reorganization also made progress. Town Meeting approved the establishment of the Town Governance Task Force which will be chaired by the Town Moderator Wayne Davis.

Alan Lewis - Health Care Insurance Cost Split. The Insurance Advisory Committee (IAC) successfully negotiated a change to the Health Care Insurance premium cost between the Town and Town Employees. Town Meeting further voted to approve the authorization for the Select Board to approve the requested change by the IAC.

Luke Ascolillo - Highland Building Committee is scheduled to present a proposal to the Select Board and gather preliminary cost estimates for proposed uses for the building.

Carlisle-One networking project was completed and the town meeting approved the funding to hire an IT manager to oversee systems and organizations.

It was agreed by the board to schedule another strategic planning session over the summer with Facilitator Marc Way to establish new goals for FY22.

Consider composition of American Rescue Plan Act (ARPA) committee

The Select Board discussed the implementation of the American Rescue Plan Act (ARPA) reimbursements.

Town Administrator Timothy Goddard recommend the formation of an ad hoc committee to advise and make recommendations to the Select Board regarding Town projects that are eligible for expenditure/reimbursement under the new American Rescue Plan Act (ARPA). As you know, Carlisle is potentially eligible for more than \$1.5M in federal funds under this act. The purpose of the ARPA Committee is to recommend a comprehensive program of eligible projects for the Select Board to

consider. ARPA is focused on assisting communities that have been severely disadvantaged by COVID, both in public health and economic impacts. The recommended membership is as follows:

One Select Board member
One Finance Committee member
One Citizen at large
Town Administrator
Town Accountant
Citizen representative

It was further recommended that Police, Fire and School Departments be represented as nonvoting committee members. Since most of the requested projects will come from these departments.

Town Administrator Goddard stated that he is currently developing a charge for this committee which will be available at a meeting in July.

No action of the Select Board is required at this time. The ARPA charge/Membership to be discussed and voted on at the next meeting.

Town Administrator's Report

1. Council on Aging (COA) - Storage shed for medical equipment

COA Director Joan Ingersoll has requested the Select Board's permission to locate a new shed on the Town Hall property for the COA's durable medical equipment. Continued storage at the Highland Building has become an issue for CoA and they believe this is the most immediate solution to that storage need. All of the proper approvals from the other boards/committees has already been coordinated.

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to grant permission to the Council on Aging to locate a new shed on the Town Hall property for the COA's durable medical equipment.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye .

2. Bruce Freeman Rail Trail – Public art

Glenn Reed from the Friends of the Bruce Freeman Rail Trail shared photographs of the installation of the public art approved by the Select Board last year on the Carlisle portion of the Bruce Freeman Rail Trail.

3. *TimberNook - Summer Program:*

TimberNook has requested the use of the Conant property for a summer program called TimberNook's

Woodland Wonders.” This program would run for six Saturdays in July and August and is intended to benefit the developmentally disabled adults that they serve.

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to grant permission for the use the Conant property as requested by TimberNook for six Saturdays in July and August as part of the “TimberNook’s Woodland Wonders” program.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye .

4. Letter to Eversource re: Solar project delays

The Select Board receive a draft letter to Eversource prepared by the Energy Task Force regarding the numerous delays associated with the Ameresco Solar project at Carlisle Public Schools.

After reviewing the letter, it was unanimously agreed to approve the letter to be signed by the Select Board and sent to the Department of Public Utilities with copies sent to Senator Michael Barrett and Representative Tami Gouveia.

5. Health Insurance

Town Counsel has suggested that with the Town Meeting vote to accept MGL Ch32B, s.7A, which authorized the Board to adjust the percentage contribution to employee health insurance premiums, that you now formally revoke the Board’s intention to shift the percent to 55%/45% effective July 1st. A suggested motion follows:

“MOVE, that pursuant to Section 7A of Chapter 32B of the General Laws, that in addition to the payment of fifty per cent of a premium for contributory group life and health insurance for employees in the service of the Town and their dependents, the Town shall pay a subsidiary or additional rate of 55% of the premium, with the employee share decreasing to 45%.”

It was agreed by the board to request Town Counsel to redraft the motion with more concise language to be clear that the Select Board will vote amend the Health Care Insurance premium cost split between Town and Town Employees (i.e, Active and Retired) from 50/50 split to 55 percent (Town share) and 45 percent (Employee share).

Meeting Schedule:

July 13, 2021 - Regular Board meeting
July 27, 2021 – Regular Board meeting

August 10, 2021 – Regular Board meeting
August 24, 2021 – Regular Board meeting

September 14, 2021 – Regular Board meeting

September 28, 2021 – Regular Board meeting

SB members agreed to send scheduled vacation conflicts to the Town Administrator as soon as possible.

Liaison Reports:

Luke Ascolillo, liaison to the Highland Building Committee reported that John Ballantine and Jack Troast had negotiated an agreement with Tocci Building Corporation to pursue cost estimates for two potential uses of the Highland Building: Municipal employee rental housing or Municipal office space.

Tocci will evaluate the building in order to put together a preliminary scope of work with costs associated for each build out option.

HBC will make a formal presentation to the Select Board for consideration. The HBC suggested using \$5-6K in unused capital funds from FY21 to cover the consulting fee.

Approval of Minutes/Warrants:

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to approve minutes of May 25, 2021 and June 6, 2021 as presented.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye.

The Select Board received accept the report from Barney Arnold regarding the approval of two town expense & payroll warrants on 06/17/21:

- Payroll (Town & School) Warrant #8321 (\$46,215.64)
- Town Expense Warrant #8421 (\$46,373.71)

On the motion made Kate Reid and seconded by Barney Arnold, it was unanimously VOTED to adjourn.

ROLL CALL VOTE: B. Arnold-Aye, L. Ascolillo-Aye, A. Lewis-Aye, D. Model-Aye and K. Reid- Aye.

Meeting Adjourned.

List of documents reviewed at meeting:

- SB Meeting Packet prepared for 6/21/2021
- ARPA guidelines and list of eligible expenses.
- FY21 Goals & Objects