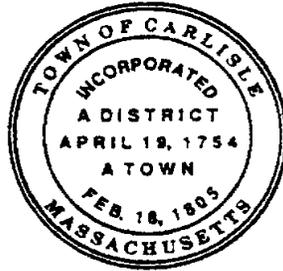


Town of Carlisle



ANNUAL TOWN MEETING MOTIONS

Sunday, June 6, 2021
Carlisle Public School Parking Lot,
(under the solar panels)
1:00 p.m.

With Select Board Summaries and Finance Committee
Recommendations

Also please note:

Town Elections
Tuesday, June 22, 2021
Town Hall
Polls Open 2:00 p.m. to 7:00 p.m.

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MOTIONS

ANNUAL TOWN MEETING – JUNE 06, 2021

ARTICLE 1 – Consent Agenda:

Alan Lewis

MOTION: I move that Articles 2 through 9 be considered in one motion, and that the motions for Articles 2 through 9 be hereby adopted as printed in the Motions booklet.

Select Board Recommendation: The Select Board has voted unanimously to support Article 1, the Consent Calendar procedure, inclusive of the main motions under Articles 2 through 9.

ARTICLE 2 - Town Reports:**

MOTION: I move that the reports of the Town Officers, Boards, Committees, Commissioners and Trustees as published in the Town Report for the Year 2020 be accepted and placed in the permanent records of the Town, it being understood that such acceptance does not constitute a ratification of the contents of those reports.

ARTICLE 3 - Salaries of Elected Officials: **

MOTION: I move that the salaries of these elected officers of the Town be established as provided by Chapter 41, Section 108 of the General Laws, as amended, for Fiscal Year 2022, beginning July 1, 2021, as follows:

	<u>Voted FY'20</u>	<u>Voted FY'21</u>	<u>Recommended FY'22</u>
Moderator	\$50	\$50	\$50
Assessors -			
Chair	\$100	\$100	\$100

Second Member	\$100	\$100	\$100
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ARTICLE 4 – Actuarial Valuation of Post-Employment Benefits: **

MOTION: I move that Three Thousand Dollars (\$3,000) be raised and appropriated from the FY 2022 tax levy and other general revenues of the Town to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 75 actuarial valuation of post-employment benefits obligations for the Town.

ARTICLE 5 – Revaluation: **

MOTION: I move that Ten Thousand Dollars (\$10,000) be raised and appropriated from the FY 2022 tax levy and other general revenues of the Town to be spent by the Board of Assessors for the purpose of professional services and other related expenses in connection with the property revaluation process.

ARTICLE 6 – Real Estate Tax Exemption **:

MOTION: I move that the Town vote to accept the provisions of M.G.L. Chapter 59, Section 5C 1/2 to provide an additional real estate tax exemption of one hundred (100%) percent of the exemption provided under M.G.L. Chapter 59, Section 5, Clause 41C, in the fiscal year beginning July 1, 2021.

ARTICLE 7 - FY 2021 Chapter 90 Authorization **:

MOTION: I move that the Treasurer of the Town, with the approval of the Select Board, be authorized to borrow Two Hundred Fifty-Two Thousand One Hundred Dollars (\$252,100) to be expended by the Select Board for the reconstruction and improvement of public ways in the Town as provided for pursuant to the provisions of Section 34(2) (a) of Chapter 90 of the General Laws, such borrowing to be in anticipation of, and conditioned upon, reimbursement by the Commonwealth pursuant to said Chapter 90.

ARTICLE 8- Department Revolving Funds Authorization **:

MOTION: I move that the Town vote to reauthorize and set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2022 as follows:

- a. School Bus Revolving Fund: \$60,000.00
- b. Board of Health Inspections Revolving Fund: \$70,000.00
- c. Hazardous/Solid Waste Revolving Fund: \$70,000.00
- d. Trails Committee Revolving Fund: \$10,000.00
- e. Foss Farm Revolving Fund: \$3,000.00
- f. Conservation Comm. Building Maint. Revolving Fund: \$30,000.00
- g. Historical Commission Revolving Fund: \$3,000.00
- h. Youth Commission Revolving Fund: \$10,000.00
- i. Building Department Revolving Fund: \$165,000.00
- j. Council on Aging Events Revolving Fund: \$30,000.00
- k. Council on Aging Transportation Revolving Fund: \$15,000.00
- l. Deer Control Committee Revolving Fund: \$1,000.00

ARTICLE 9 – PEG (Public, Educational, Government) Local Access Appropriation:**

MOTION: I move that the Town vote to appropriate the sum of \$100,000 from the PEG (Public, Educational, Governmental) Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services, equipment and programming for the Town of Carlisle.

ARTICLE 10 – Town Clerk Salary Adjustment

Alan Lewis

MOTION: I move that the Town vote to fix the salary of the Town Clerk, as provided by M.G.L. c. 41, §108, as amended, for the Fiscal Year 2022, beginning July 1, 2021, at \$75,000 annually, as presented in the table below.

	Voted FY'20	Voted FY'21	Recommended FY'22
Town Clerk	\$64,452	\$65,741	\$75,000

Summary: *The position of Town Clerk is currently an elected, rather than an appointed one, and as such does not appear on the Town Wage/Classification Plan (see Article 23), does not receive “step” increases/adjustments every third year in addition to COLA as other non-union employees do. The Town Clerk also was not included in the last wage study done by the Town because it is an elected position and thus did not receive a significant adjustment as other non-union positions did. In reviewing the salaries paid to full-time Town Clerks in the comparable communities we use for salary comparisons, the average salary is approximately \$75,000, or where one might expect this salary to be if it had been granted the same adjustments/increases as other non-union positions. This article can be seen as a “market” adjustment for a position that has lagged behind both the market and Town wage/salary increases.*

Select Board Recommendation: *The Select Board voted unanimously (4-0) to support passage of Article 10.*

Finance Committee Recommendation: *Recommendation deferred until Town Meeting.*

ARTICLE 11 - Fiscal Year 2021 Budget Transfers: NO MOTION

Select Board Recommendation: *Recommendation deferred until Town Meeting.*

Finance Committee Recommendation: *Recommendation deferred until Town Meeting.*

ARTICLE 12 – FY2022 Operating Budget:

Jim Darr

MOTION: I move that a total of Thirty One Million Five Hundred Fourteen Thousand Nine Hundred Thirty Three Dollars (\$31,514,933) be appropriated for FY2022, as set forth in the column entitled “FY2022 Recommended” as printed below; and to meet this appropriation Fifty Three Thousand Dollars (\$53,000) be transferred from the Ambulance Fund, Twenty-Seven Thousand Six Hundred Seventy-Five Dollars (\$27,675) be transferred from the Reserve for Bond Premiums Account and that the balance be raised from the FY2022 tax levy and other general revenues of the Town.

	<i>FY2021</i>	<i>FY2022</i>
<i>Department</i>	<i>Budget</i>	<i>Recommended</i>
General Government		
General Expense & Town Hall	834,428	931,720
Citizen Recognition	275	275
Treasurer	260,555	277,479

Town Clerk (not including Clerk's salary adjustment)	106,734	106,944
Assessors	154,903	170,296
Planning Board	116,759	120,200
Energy Task Force	3,500	3,500
sub-total	1,476,974	1,610,414
Protection of Persons & Property		
Police	1,753,977	1,825,226
Fire	630,591	675,349
Communications	418,339	438,847
Conservation	156,357	169,373
Dog & Animal Control	15,274	15,557
Inspection Services	39,444	40,348
Street Lighting	4,000	4,000
sub-total	3,018,087	3,168,700
Public Works		
Department of Public Works	806,292	820,273
Snow & Ice	65,785	90,000
Transfer Station	264,731	264,731
Road Maintenance	88,416	88,416
sub-total	1,225,224	1,263,420
Health & Human Services		
Youth Commission	3,936	4,015
Board of Health	110,096	127,036
Council on Aging	229,071	245,585
Veteran's Agent	20,000	20,000
sub-total	363,103	396,636
Education		
Carlisle Public School	11,559,266	12,056,751
CCRSD (w/o debt)	6,418,240	6,267,668
CCRSD debt service	1,040,057	950,726
Vocational	123,119	123,119
Vocational debt service	5,628	4,702
sub-total	19,145,950	19,402,966
Culture & Recreation		
Library	645,445	667,080
Recreation	196,191	198,011

sub-total	841,636	865,091
Insurance & Fringe		
Blanket Insurance	272,000	299,000
Group Insurance & Medicare	1,537,505	1,426,082
OPEB Trust	64,697	215,000
County Retirement	1,057,819	1,192,106
Unemployment Insurance	50,000	50,000
sub-total	2,982,021	3,182,188
Unclassified		
Interest, Fees, & Costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve Fund Balance	300,000	150,000
sub-total	302,000	152,000
	<i>FY2021</i>	<i>FY2022</i>
<i>Department</i>	<i>Budget</i>	<i>Recommended</i>
Debt		
Debt Service	1,344,640	1,473,578
sub-total	1,344,640	1,473,578
Total Operating Budget	30,699,630	31,514,933

Select Board Recommendation: The Select Board voted unanimously (4-0) to support passage of Article 12.

Finance Committee Recommendation: The Finance Committee unanimously (7-0) recommends passage of Article 12.

ARTICLE 13 – Special Appropriations:

Alan Lewis

MOTION: I move that the Town vote to raise and appropriate the sum of \$8,500 to be expended by the Select Board to conduct studies, provide services and facilitate projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Assessors	\$5,000	Assessors’ Maps Updates

Treasurer/Accountant

\$3,500

Financial Consulting

Summary: This Article would permit special appropriations outside of the Town operating budget for consultants' services and other unanticipated expenses. In prior years, there has been an appropriation for a social worker position, which as a result of the COA reorganization next fiscal year is unnecessary.

Select Board Recommendation: The Select Board voted unanimously (4-0) to support passage of Article 13.

Finance Committee Recommendation: The Finance Committee unanimously (7-0) recommends passage of Article 13.

ARTICLE 14 – Capital Equipment:

Scott Triola

MOTION: I move that the Town vote to transfer from FY2021 undesignated fund balance the sum of \$318,000, to be available at the close of this Town Meeting for the projects listed in the table below:

Long Term Capital Requirements

Department	Project/Program	Amount	Appropriation Expires
Carlisle School	Well and Sewer Pump	\$30,000	June 30, 2023
Carlisle School	Water Filtration System	\$28,000	June 30, 2023
Police Department	Cruiser	\$60,000	June 30, 2023
DPW	Roll off Truck	\$200,000	June 30, 2023
	Totals:	\$318,000	

Summary: These capital items are recommended by the Finance Committee, who are now responsible for making both operating and capital budget recommendations. It is a very spare list of projects considered to be the most necessary for FY22. The appropriation will be effective immediately as the Roll Off Truck is an urgent priority for the DPW.

Select Board Recommendation: *The Select Board voted unanimously (4-0) to support passage of Article 14.*

Finance Committee Recommendation: *The Finance Committee unanimously (7-0) recommends passage of Article 14.*

ARTICLE 15 – Municipal Facilities:

Jerry Lerman

MOTION: I move that the Town vote to transfer from undesignated fund balance the sum of \$500,000 for facilities maintenance and improvement projects at the Town Hall, Police Station, Gleason Library and Department of Public Works facilities, all of which projects being expected to be completed by June 30, 2023.

Summary: *This article would authorize the expenditure of \$500,000 on essential facilities and capital projects. The Municipal Facilities Committee has been working to prioritize the Town's needs for the past several years and this funding by no means would address that need completely. Working with the Finance Committee, the MFC has adopted a strategy of working with a fixed amount of funding on an annual basis and getting as much work out to bid as possible in any given year, considering the backlog of possible projects.*

Select Board Recommendation: *The Select Board voted unanimously (4-0) to support passage of Article 15.*

Finance Committee Recommendation: *The Finance Committee unanimously recommends passage of Article 15.*

ARTICLE 16 – CPA Annual Recommendations:

Luke Ascolillo

MOTION:

Motion 1 – FY '22 CPA Appropriations:

I move that the Town vote to act on the report of the Community Preservation Committee and to appropriate moneys from the Fiscal Year 2022 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Seventy-Two Thousand One Hundred Seven Dollars (\$72,107) to be appropriated to the Community Housing Reserve Fund.
- b. Seventy-Two Thousand One Hundred Seven Dollars (\$72,107) to be appropriated to the Historic Reserve Fund.

- c. Seventy-Two Thousand One Hundred Seven Dollars (\$72,107) to be appropriated to the Open Space Reserve Fund.
- d. Three Thousand Dollars (\$3,000) to be appropriated for Administrative Expenses.
- e. Four Hundred Forty-Eight Thousand Six Hundred Seventy-Nine Dollars (\$448,679) be appropriated to the Fiscal Year 2022 Community Preservation Budget Reserve Account.

Motion 2— FY '22 CPC RECOMMENDATIONS

I move that the Town vote to act on the report of the Community Preservation Committee for Fiscal Year 2022; and, further, to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds a sum or sums of money for the following Community Preservation projects or purposes, and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, all as recommended by the Community Preservation Committee:

- A. That One Hundred Thousand Dollars (\$100,000) be appropriated from the Community Housing Reserve Fund to the Carlisle Affordable Housing Trust to for the Community Housing Development Fund, and that such sums may be expended by the Carlisle Affordable Housing Trust, in consultation with the Community Preservation Committee, for community housing purposes pursuant to and in accordance with M.G.L. c. 44, § 55C(c)(1) and pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2021-001; provided, however, that the funds shall not be used on existing community housing properties. Any portion of such sums not expended by June 30, 2024 shall be returned to the Community Housing Reserve Fund.
- B. That One Hundred Twenty-Five Thousand Dollars (\$125,000) be appropriated from the Community Housing Reserve Fund to the Neighborhood of Affordable Housing (“NOAH”) for the Benfield Farms Leaching Field Replacement Project, and that such sums may be expended by NOAH, in consultation with the Community Preservation Committee, pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2021-002. Any portion of such sums not expended by June 30, 2024 shall be returned to the Community Housing Reserve Fund.
- C. That Twenty-Five Thousand Dollars (\$25,000) be appropriated from the Community Preservation Committee Historic Reserve Fund to the Carlisle Historical Commission for the restoration of the railings around the Town Bell in the First Religious Society Steeple, and that such sum may be expended by the Carlisle Historical Commission, in consultation with the Municipal Facilities Committee and the Community Preservation

Committee pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2021-003. Any portion of such sums not expended by June 30, 2024 shall be returned to the Community Preservation Historic Reserve Fund.

- D. That Twenty-Four Thousand Dollars (\$24,000) be appropriated from the Community Preservation Committee Historic Reserve Fund to the Carlisle Historical Commission for the restoration of twelve antique windows of historical significance to the Town of Carlisle at the First Religious Society, and that such sum may be expended by the Carlisle Historical Commission, in consultation with the Municipal Facilities Committee and the Community Preservation Committee pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2021-004. Any portion of such sums not expended by June 30, 2024 shall be returned to the Community Preservation Historic Reserve Fund.

- E. That Seven Hundred Seventy-Five Thousand Dollars (\$775,000) be appropriated from the Historic Reserve Fund and/or Undesignated Funds to the Carlisle Conservation Commission for the restoration of the Greenough Dam, and that such sums may be expended by the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2021-005; and further that any portion of such sums not expended by June 30, 2024 shall be returned to the Community Preservation Historic Reserve Fund and/or Undesignated Funds.

Select Board Recommendation: Recommendation deferred until Town Meeting.

Finance Committee Recommendation: Recommendation deferred until Town Meeting.

ARTICLE 17 – Establish a New Committee –Town Governance Task Force: Kate Reid

MOTION: I move that the Town vote to establish a new committee, the Town Governance Task Force, that shall be charged with studying the form, organization and practices of Town government and making recommendations to improve the efficacy, efficiency, responsiveness, and transparent functioning thereof. If established, the Moderator shall appoint a committee of seven members, qualified by their interest, experience and commitment. Further, the committee shall be charged with issuing a report no later than six weeks prior to the scheduled date of the 2022 Annual Town Meeting, such report to include proposed warrant articles for the Town to consider at the 2022 Annual Town Meeting and such other recommendations as the committee deems appropriate. Nothing shall preclude the committee from making minor interim recommendations that do not require Town Meeting approval prior to that date.

***Summary:** The Town Governance Task Force will be charged with studying the “form, organization and practices” of Carlisle’s government and making recommendations to improve the efficiency, responsiveness and transparency of our government. The committee will be appointed by the Town Moderator and report only to Town Meeting (i.e., not to any other boards or committees) and can make recommendations of any magnitude, from those involving small or routine practices, to larger recommendations that concern the structure and organization of the Town. This committee will spend the next year studying Town government, and it will be charged with issuing a report no later than six weeks prior to the 2022 ATM. The committee will have the authority to place articles on the Warrant and make any other recommendations it deems appropriate, such as recommendations to Town boards, committees, or department heads on matters that do not require Town Meeting approval.*

***Select Board Recommendation:** The Select Board voted unanimously (4-0) to support passage of Article 17.*

ARTICLE 18 – Amend the Carlisle Zoning Bylaws – Selectmen to Select Board:

MOTION: I move that the Town vote to amend the Zoning Bylaw as follows:

1. By striking the term “Board of Selectmen,” wherever it may appear in said Bylaw, and inserting, in place thereof, the term “Select Board.”
2. By striking the term “Selectmen” whenever it may appear in said Zoning Bylaws and inserting, in place thereof, the term “Select Board.”

***Summary:** This bylaw may look familiar as it was before Town Meeting last October where it passed unanimously. However, there was a procedural defect in that the requisite Planning Board hearing was not held prior to Town Meeting, so it is back before the voters at this Annual Town Meeting, having met all the procedural steps. This would simply change all references to Board of Selectmen in the Zoning Bylaw to “Select Board”.*

***Select Board Recommendation:** The Select Board voted unanimously (4-0) to support passage of Article 18.*

ARTICLE 19 – Amend the Carlisle General Bylaws – Personnel Bylaw: Kate Reid

MOTION: I move that the Town vote to amend the General Bylaws, by deleting Article XV of the General Bylaws in its entirety, and insert in place thereof, a new Article XV as follows:

ARTICLE XV PERSONNEL BYLAW

The purpose of the Personnel Bylaw is to establish fair and equitable personnel policies and to establish a system of personnel administration that ensures a uniform, fair, and efficient application of personnel policies.

15.1 The Town Administrator shall have the authority to draft and recommend Personnel Policies to the Select Board. The Town Administrator may consult with the Personnel Board and other boards and commissions in drafting such policies. The policies will be effective upon approval by the Select Board.

15.2 The Compensation and Classification Table, as amended from time to time, shall be incorporated by reference into the Personnel Bylaw. Amendment to the Compensation and Classification Table shall further be approved by Town Meeting, except that in the case of urgent necessity, the Select Board, may establish interim positions and compensation until the vote of the next Town Meeting.

15.3 All Town departments and positions shall be subject to the provisions of this bylaw and policies adopted hereunder except elected officers, elected Town officials, and employees of the school department. Employees with personal contracts and employees covered by collective bargaining agreements shall be subject to the provisions of this bylaw and adopted policies to the extent that those provisions are not superseded by or contrary to any contractual term or condition. Nothing in this bylaw shall be construed to limit any right of employees pursuant to Massachusetts General Laws.

Summary: The purpose of this redrafting of the Personnel Bylaw is partly to pare it down by removing language that more properly belongs in the Town's Personnel Policies and also to give clear direction and authority to the Town Administrator/Personnel Administrator by clarifying the role of the Personnel Board. Previously, the Town Administrator has served in an advisory capacity to the Personnel Board. Going forward, the Personnel Board will be more of a resource and serve in more of an advisory role to the Town Administrator/Personnel Administrator.

Select Board Recommendation: The Select Board voted unanimously (4-0) to support passage of Article 19.

ARTICLE 20 – Amend the Carlisle Zoning Bylaws – Adult Use Marijuana:

Madeleine Blake

MOTION: I move that the Town vote to amend the Zoning Bylaw as follows:

1. By deleting Section 5.11 of the Zoning Bylaw in its entirety and inserting, in place thereof, a new Section 5.11 as follows:

5.11 Marijuana Establishments

5.11.1 Definitions

Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, whether as a principal use, or as an accessory use, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Medical Marijuana Treatment Center shall not be deemed to be a Marijuana Establishment.

5.11.2 Prohibition

All types of Marijuana Establishments, including Marijuana Establishments collocated with a Medical Marijuana Treatment Center, shall be prohibited in the Town of Carlisle.

***Summary:** The Planning Board has made a preliminary decision to recommend a ban on all types of adult use (recreational) marijuana establishments in Carlisle. This decision applies to the siting of establishments in Town. Such a ban would not prevent residents from personally consuming marijuana, or from growing a limited number of marijuana plants for personal use, as allowed by state law.*

The Planning Board has carefully considered possible locations for marijuana establishments and determined that, due to our existing land use patterns and zoning, there are no appropriate locations. Because there are no appropriate locations, we are recommending a ban on all marijuana adult use establishments for our Town.

Carlisle has three types of existing zones: residential (1 acre minimum in the Town Center; 2 acres elsewhere), several scattered business districts in the Town Center, and three business districts located along Bedford Road. With respect to these zones, the Planning Board considered feasibility, the possible benefits from a marijuana establishment, and possible negative impacts to neighbors and to the Town. Additional information and answers to FAQs are available from the Planning Board.

***Select Board Recommendation:** The Select Board voted unanimously (4-0) to support passage of Article 20.*

ARTICLE 21 – Amend the Carlisle General Bylaws – Carlisle Affordable Housing Trust: Kate Reid

MOTION: I move that, in connection with the Carlisle Affordable Housing Trust Fund established pursuant to Article 25 of the 2006 Annual Town Meeting, the Town vote to amend the General Bylaws by adopting a new Section 3.27, Carlisle Affordable Housing Trust, to read as follows:

3.27.1 **Board Established.**

There shall be a Board of Trustees of the Carlisle Affordable Housing Trust Fund, consisting of seven (7) Trustees, who shall be appointed by the Select Board, and who shall include no fewer than one member of the Select Board. Only persons who are residents of the Town of Carlisle shall be eligible to hold the office of Trustee. Trustees shall serve for a term of two years and may be re-appointed at the discretion of the Select Board, provided however, that three (3) of the seven (7) appointments initially made after the adoption of this Article shall be for a term of one (1) year, so that as nearly an equal number of the Trustees' terms as possible shall expire each year.

Any Trustee who ceases to be a resident of the Town of Carlisle shall cease to be a Trustee and shall promptly provide a written notification of the change in residence to the Board of Trustees and the Town Clerk. Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to be a Trustee before their term of office expires, a successor shall be appointed by the Select Board to fill such vacancy provided that in each case the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk. No such appointment shall be required so long as there are five Trustees in office.

Any member of the Board of Trustees may be removed by the Select Board for cause after the opportunity of a hearing.

3.27.2 **Authorization.**

The Trustees are hereby authorized to execute a Declaration of Trust and Certificate of Trust for the Carlisle Affordable Housing Trust Fund, to be recorded with the Middlesex Registry of Deeds and filed with the Middlesex Registry District of the Land Court.

3.27.3 **Powers.**

The powers of the Board of Trustees, all of which shall be carried on in furtherance of the purposes set forth in G.L. c. 44, § 55C, shall include the following:

- 3.27.3.1 To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any bylaw or any general or special law or any other source, including money from G.L. c. 44B;
- 3.27.3.2 To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;

- 3.27.3.3 To sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board deems advisable notwithstanding the length of any such lease or contract;
- 3.27.3.4 To execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Board engages in order to accomplish the purposes of the Trust;
- 3.27.3.5 To employ advisors and agents, such as accountants, appraisers and lawyers as the Board deems necessary;
- 3.27.3.6 To pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Board deems advisable;
- 3.27.3.7 To apportion receipts and charges between incomes and principal as the Board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- 3.27.3.8 To participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution, to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- 3.27.3.9 To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the board may deem necessary and appropriate;
- 3.27.3.10 To carry property for accounting purposes other than acquisition date values;
- 3.27.3.11 To incur debt, to borrow money on such terms and conditions and from such sources as the Board deems advisable, to mortgage and pledge Trust assets as collateral;
- 3.27.3.12 To disburse Trust funds for the purpose of making loans or grants in furtherance of the creation or preservation of affordable housing in

Carlisle upon such terms as the board shall deem most appropriate to carry out such purposes;

- 3.27.3.13 To make distributions or divisions of principal in kind;
- 3.27.3.14 To comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of G.L. Chapter 44, Section 55C, to continue to hold the same for such period of time as the Board may deem appropriate;
- 3.27.3.15 To manage or improve real property; and to abandon any property which the Board determined not to be worth retaining;
- 3.27.3.16 To hold all or part of the Trust property uninvested for such purposes and for such time as the Board may deem appropriate; and
- 3.27.3.16 To extend the time for payment of any obligation to the Trust.
- 3.27.3.17 To disburse Trust funds for the management or improvement of affordable housing in Carlisle as the Board shall deem appropriate whether or not such real property is held by the Trust;
- 3.27.3.18 To amend the Declaration of Trust, from time to time, except as to those provisions specifically required under G.L. c.44, §55C, by an instrument in writing signed by a majority of the Trustees and approved at a meeting called for that purpose, and approved by the Select Board, provided that in each case, a certificate of amendment shall be recorded with the Registry of Deeds and the Registry District of the Land Court; and
- 3.27.3.19 To exercise such additional powers, if any, as may be set forth in G.L. c. 44, §55C, as same may be amended from time to time.

Further, the Board of Trustees may, from time to time, make such rules and regulations governing their meetings and the conduct of their work as they may deem best for the interests of the Town, and are not inconsistent with the provisions of G.L. c. 44, §55C.

3.27.4 Funds Paid to the Trust

Notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with any zoning bylaw, exaction fee, or private contributions shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust. General revenues appropriated into the Trust become Trust property and to be expended these funds need not be further appropriated to be expended. All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the board within one year of

the date they were appropriated into the Trust, remain Trust property. Consistent with the provisions of this Section and the enumerated powers of the Trustees in Section 3.27.3, the Trustees have sole discretion to direct the management and disposition of Trust property, provided however, that the Trustees are not otherwise authorized to incur liabilities on behalf of the Trust or the Town of Carlisle in excess of the value of Trust property without specific appropriation therefore by Town Meeting.

3.27.5 **Audit**

The Board of Trustees shall provide for an annual audit of the books and records of the Trust. The audit shall be performed by an independent auditor in accordance with accepted accounting practices. Upon receipt of the audit by the Board of Trustees, a copy shall be provided to the Select Board.

Summary: This article is a bit of housekeeping business; a prior Town meeting vote established the Carlisle Affordable Housing Trust, but it was never codified in a Town bylaw. The CAHT, working with Town Counsel has drafted a new general bylaw for Town Meeting to consider which establishes the Trust and how it will operate going forward.

Select Board Recommendation: The Select Board voted unanimously (4-0) to support passage of Article 21.

ARTICLE 22 – Funding for Public Safety Architectural Programming Study: Alan Lewis

MOTION: I move that the Town vote to raise and appropriate the sum of \$15,000 to be expended by the Public Safety Facilities Task Force to engage a consultant(s) to review, assess, and develop recommendations detailing the programmatic specifications and requirements of the Carlisle Fire, Police, and Dispatch Departments, which shall include but not be limited to: potential future facility needs, separate or a single building, and use of the current sites or a new site or sites.

Summary: This article is intended to fund a study by a consultant of the program requirements of the Town's public safety departments and other Town space needs that might be accommodated. The study is to include consideration of various options, and their approximate costs, including a joint public safety facility, a new police station only, upgrading and repairing both the police and fire stations without a new building, and other options considered to be worth studying by the newly formed Public Safety Facilities Task Force. It is intently not a request to fund the design of a new public safety building, rather this study will assist the Public Safety Facilities Task Force in determining what any of these options might include and might potentially cost the Town. The \$15,000 proposed appropriation is the maximum amount that may be spent on this study.

Select Board Recommendation: *The Select Board voted unanimously (4-0) to support passage of Article 22.*

Finance Committee Recommendation: *Deferred until Annual Town Meeting.*

ARTICLE 23 – FY22 Salary/Wage Table:

MOTION: I move that the Town vote to adopt the Town of Carlisle, Massachusetts FY 2022 Classification & Compensation Plan, as shown below:

**TOWN OF CARLISLE, MASSACHUSETTS
FY 2022 CLASSIFICATION & COMPENSATION PLAN
Permanent Full and Part-time Employees**
Salaries shown are hourly and annual based on 52 weeks / year

Grade 1 <i>None</i>	<i>Administrative Assistant to Conservation Comm Staff Librarian</i>
Grade 2 <i>Library Assistant II Transfer Station Operator Van Driver</i>	Grade 7 <i>Assistant to Treasurer/HR Assistant Executive Assistant to TA/SB Assistant to Planner Outreach Coordinator/Program Manager Assistant Health Agent General Foreman</i>
Grade 3 <i>Administrative Assistant to Historical Commission Administrative Assistant to Zoning Board Driver/Operator/Laborer Library Assistant II Maintenance Custodian</i>	Grade 8 <i>COA Social Services Manager</i>
Grade 4 <i>Administrative Assistant to COA Administrative Assistant to Fire Chief Administrative Assistant to Police Chief Library Assistant I Transportation Coordinator Heavy Equipment Operator/Laborer</i>	Grade 9 <i>Assistant Library Director COA Director Conservation Administrator Planning Board Administrator</i>
Grade 5 <i>Administrative Assistant to Assessor Administrative Assistant to BoH Administrative Assistant to Building Dept COA Program Manager Assistant Town Clerk</i>	Grade 10 <i>Building Commissioner Health Agent Recreation Director</i>
Grade 6 <i>Children Librarian Finance Clerk Mechanic</i>	Grade 11 <i>Chief Assessor Library Director Town Accountant</i>
	Grade 12 <i>DPW Superintendent</i>

Grade 13
Finance Director/Treasurer

Grade 14
None

FY22 Town of Carlisle Wage/Salary Schedule					
		FY22	1.02		
STEP	1	2	3	4	5
Grade 1	\$18.80	\$19.12	\$19.45	\$19.77	\$20.10
Grade 2	\$20.49	\$20.85	\$21.20	\$21.56	\$21.91
Grade 3	\$22.34	\$22.73	\$23.11	\$23.50	\$23.89
Grade 4	\$24.36	\$24.78	\$25.20	\$25.62	\$26.04
Grade 5	\$26.54	\$27.00	\$27.46	\$27.92	\$28.38
Grade 6	\$60,170.92	\$61,209.32	\$62,247.71	\$63,286.10	\$64,324.50
	\$28.93	\$29.43	\$29.93	\$30.43	\$30.93
Grade 7	\$66,185.63	\$67,330.52	\$68,475.42	\$69,620.31	\$70,765.21
	\$31.82	\$32.37	\$32.92	\$33.47	\$34.02
Grade 8	\$72,799.40	\$74,058.78	\$75,318.17	\$76,577.55	\$77,836.93
	\$35.00	\$35.61	\$36.21	\$36.82	\$37.42
Grade 9	\$80,803.02	\$82,200.86	\$83,598.70	\$84,996.54	\$86,394.37
	\$38.85	\$39.52	\$40.19	\$40.86	\$41.54
Grade 10	\$89,693.26	\$91,245.53	\$92,797.79	\$94,350.06	\$95,902.33
	\$43.12	\$43.87	\$44.61	\$45.36	\$46.11
Grade 11	\$99,565.99	\$101,288.66	\$103,011.33	\$104,734.00	\$106,456.67
	\$47.87	\$48.70	\$49.52	\$50.35	\$51.18
Grade 12	\$110,517.04	\$112,428.75	\$114,340.46	\$116,252.17	\$118,163.89
	\$53.13	\$54.05	\$54.97	\$55.89	\$56.81
Grade 13	\$122,666.25	\$124,788.30	\$126,910.35	\$129,032.40	\$131,154.45
	\$58.97	\$59.99	\$61.01	\$62.03	\$63.06
Grade 14	\$136,157.39	\$138,511.09	\$140,864.78	\$143,218.47	\$145,572.17
	\$65.46	\$66.59	\$67.72	\$68.86	\$69.99
	1	2	3	4	5

FY22 Town of Carlisle Wage/Salary Schedule Continued					
STEP	6	7	8	9	10
Grade 1	\$20.42	\$20.75	\$21.08	\$21.40	\$21.73
Grade 2	\$22.27	\$22.62	\$22.97	\$23.33	\$23.68
Grade 3	\$24.28	\$24.66	\$25.05	\$25.44	\$25.83
Grade 4	\$26.46	\$26.88	\$27.30	\$27.72	\$28.14
Grade 5	\$28.84	\$29.30	\$29.76	\$30.22	\$30.68
Grade 6	\$65,362.89	\$66,401.29	\$67,439.68	\$68,478.07	\$69,516.47
	\$31.42	\$31.92	\$32.42	\$32.92	\$33.42
Grade 7	\$71,910.10	\$73,054.99	\$74,199.89	\$75,344.78	\$76,489.68
	\$34.57	\$35.12	\$35.67	\$36.22	\$36.77
Grade 8	\$79,096.32	\$80,355.70	\$81,615.09	\$82,874.47	\$84,133.85
	\$38.03	\$38.63	\$39.24	\$39.84	\$40.45
Grade 9	\$87,792.21	\$89,190.05	\$90,587.89	\$91,985.72	\$93,383.56
	\$42.21	\$42.88	\$43.55	\$44.22	\$44.90
Grade 10	\$97,454.59	\$99,006.86	\$100,559.13	\$102,111.39	\$103,663.66
	\$46.85	\$47.60	\$48.35	\$49.09	\$49.84
Grade 11	\$108,179.34	\$109,902.01	\$111,624.68	\$113,347.35	\$115,070.01
	\$52.01	\$52.84	\$53.67	\$54.49	\$55.32
Grade 12	\$120,075.60	\$121,987.31	\$123,899.02	\$125,810.73	\$127,722.44
	\$57.73	\$58.65	\$59.57	\$60.49	\$61.41
Grade 13	\$133,276.51	\$135,398.56	\$137,520.61	\$139,642.66	\$141,764.71
	\$64.08	\$65.10	\$66.12	\$67.14	\$68.16
Grade 14	\$147,925.86	\$150,279.55	\$152,633.24	\$154,986.94	\$157,340.63
	\$71.12	\$72.25	\$73.38	\$74.51	\$75.64
	6	7	8	9	10

Summary: The Town recently learned that the annual salary/wage tables used by non-union Town employees need to be approved by Town Meeting each year. This article appears in the form of a classification table, listing all positions by pay grade and the actual wage/salary table that list all Grades/Steps for all fourteen classifications. This table simply expresses the wages effective July 1, 2021 when the 2.0% wage adjustment has been applied.

Select Board Recommendation: The Select Board voted unanimously (4-0) to support passage of Article 23.

Finance Committee Recommendation: No position

ARTICLE 24 – Increase Town Share of Employee Medical Insurance premiums:

MOTION: I move that the Town vote to accept the provisions of Section 7A of Chapter 32B of the General Laws so 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 5.0%, increasing the Town share of the premium to 55.0%.

Summary: *The Select Board recommends that Town Meeting vote to accept this section of the General Laws, which would authorize the Board to change the percentage split in employee health insurance premium from 50%/50% to 55%/45% as previously recommended by the Town's Public Employee Committee, which consists of representatives from the Town's unions, non-union employees and retirees.*

The Select Board has come to realize that the 50%/50% split, the lowest it can be under the statute, is somewhat of a financial burden to current employees and retirees, and that it has begun to make the Town less competitive in recruiting new employees and retaining older ones. In the last round of negotiations with the Police and Dispatchers' union the Board gave the unions the assurance that they would begin to address this disparity, or else pay additional longevity bonuses. Not only will those bonuses not have to be paid, but all employees and retirees will receive a slightly more favorable insurance premium going forward.

Select Board Recommendation: *The Select Board voted unanimously (4-0) to support passage of Article 24.*

Finance Committee Recommendation: *The Finance Committee voted unanimously (7-0) not to support passage of Article 24.*