

**WARRANT  
ANNUAL TOWN MEETING – MAY 18, 2025  
THE COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To any of the Constables of the Town of Carlisle in the County of Middlesex:

**GREETINGS**

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and Town affairs, to meet in the Corey Auditorium at the Carlisle Public School, 83 School Street, and at Benfield Farms at 575 South Street, in said Carlisle on Sunday, May 18<sup>th</sup>, at one o'clock in the afternoon, and thereafter continuing from day to day until completed, then and there to act on the following articles:

**ARTICLE 1 – Fiscal Year 2026 Operating Budget:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to fund the various departments, boards, commissions, and operating expenses of the Town for the Fiscal Year 2026, beginning July 1, 2025, or to take any other action related thereto.  
(SELECT BOARD/FINANCE COMMITTEE)

	FY2025 BUDGET	FY2026 RECOMMENDED
<b>GENERAL GOVERNMENT</b>		
Town Hall & General Expense	\$ 594,954	\$ 728,477
Town Hall Maintenance & Facilities	\$ 485,179	\$ 288,869
Historical Commission	\$ 15,513	\$ 16,098
Zoning Board of Appeals	\$ 13,360	\$ 1,000
Town Accountant	\$ 182,057	\$ 190,717
Treasurer	\$ 238,513	\$ 201,666
Human Resources	\$ -	\$ 167,588
Town Clerk	\$ 146,707	\$ 152,658
Assessors	\$ 216,238	\$ 224,635
Planning Board	\$ 163,966	\$ 181,051
Energy & Sustainability	\$ 15,000	\$ -
sub-total	\$ 2,071,487	\$ 2,152,759
<b>PROTECTION OF PERSONS &amp; PROPERTY</b>		
Police	\$ 2,116,063	\$ 2,219,988
Fire	\$ 761,435	\$ 807,710
Communications	\$ 470,100	\$ 478,707
Conservation	\$ 188,472	\$ 159,165
Dog & Animal Control	\$ 11,000	\$ -
Building & Inspection Services	\$ 233,453	\$ 242,643
Street Lights	\$ 4,000	\$ 4,000
sub-total	\$ 3,784,523	\$ 3,912,213

<b><u>PUBLIC WORKS</u></b>		
Department of Public Works	\$ 918,893	\$ 944,591
Snow & Ice	\$ 90,000	\$ 90,000
Transfer Station	\$ 269,200	\$ 273,200
Road Maintenance	\$ 87,800	\$ 89,800
sub-total	\$ 1,365,893	\$ 1,397,591
<b><u>HEALTH &amp; HUMAN SERVICES</u></b>		
Youth Commission	\$ 3,300	\$ -
Board of Health	\$ 154,624	\$ 159,209
Council on Aging	\$ 280,850	\$ 283,328
Veteran's Agent	\$ 21,000	\$ 22,000
sub-total	\$ 459,774	\$ 464,537
<b><u>EDUCATION</u></b>		
Carlisle Public School	\$ 13,217,833	\$ 13,733,211
CCRSB (w/o debt)	\$ 7,143,268	\$ 7,433,454
CCRSB Debt Service	\$ 922,717	\$ 886,899
Vocational	\$ 121,223	\$ 93,451
sub-total	\$ 21,405,041	\$ 22,147,015
<b><u>CULTURE &amp; RECREATION</u></b>		
Library	\$ 713,839	\$ 722,470
Recreation	\$ 214,818	\$ 222,344
sub-total	\$ 928,657	\$ 944,814
<b><u>INSURANCE &amp; FRINGE</u></b>		
Blanket Insurance	\$ 403,450	\$ 415,123
Group Insurance & Medicare	\$ 1,621,678	\$ 1,946,014
OPEB Trust	\$ 215,000	\$ 215,000
County Retirement	\$ 1,488,276	\$ 1,881,621
Unemployment Insurance	\$ 30,000	\$ 30,000
sub-total	\$ 3,758,404	\$ 4,487,758
<b><u>UNCLASSIFIED</u></b>		
Reserve Fund	\$ 150,000	\$ 150,000
sub-total	\$ 150,000	\$ 150,000
<b><u>DEBT SERVICE</u></b>		
Debt Service	\$ 1,225,075	\$ 1,205,000
sub-total	\$ 1,225,075	\$ 1,205,000
<b>Total Operating Budget</b>	<b>\$ 35,148,854</b>	<b>\$ 36,861,687</b>

**Summary:** The budget estimated above represents an increase of 4.87% from Fiscal Year 2025 spending. For more details and information about the budget, please see the Town's Fiscal Year 2026 Budget Book: <https://www.carlislema.gov/1083/Budget-Information>

**Finance Committee: Recommends passage of Article 1**  
**Select Board: Recommends passage of Article 1**

**ARTICLE 2 – Capital Equipment:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of one million two hundred seventy-nine thousand five hundred dollars (\$1,279,500), to be used for capital equipment, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Item	Dept	Location	FY26	Funding Source	Free Cash Usage	Other Funds
Person Lift	CPS	CPS	\$ 25,000	Free Cash	\$ 25,000	\$ -
Waste Water Treatment Plant Repairs	CPS	WWTP	\$ 150,000	Free Cash	\$ 150,000	\$ -
School IT Infrastructure Upgrades	CPS	CPS	\$ 90,000	Free Cash	\$ 90,000	\$ -
40-Yard Trash Container	DPW	DPW	\$ 8,500	Free Cash	\$ 8,500	\$ -
Roadside Tractor and Mower	DPW	DPW	\$ 160,000	Free Cash	\$ 160,000	\$ -
Road Paving and Maintenance Supplement	DPW	DPW	\$ 375,000	Free Cash	\$ 375,000	
Master Box System Replacement	Fire	CFD	\$ 65,000	Free Cash	\$ 65,000	\$ -
Power Cot and Loader	Fire	CFD	\$ 85,000	Amb Reserve	\$ -	\$ 85,000
Computer Aided Dispatch (CAD) System	Dispatch	Dispatch	\$ 230,000	Free Cash	\$ 230,000	\$ -
Police Cruiser	Police	CPD	\$ 70,000	Free Cash	\$ 70,000	\$ -
Light Detection and Radar (LIDAR) Unit	Police	CPD	\$ 6,000	Free Cash	\$ 6,000	\$ -
Town Building IT Upgrades	Town Hall	Town Hall	\$ 15,000	Free Cash	\$ 15,000	\$ -
<b>Total</b>					<b>\$ 1,194,500</b>	<b>\$ 85,000</b>
				<b>Free Cash and Other Funds Total</b>		<b>\$ 1,279,500</b>

*Summary:* The Select Board and Finance Committee reviewed these capital requests during the annual budget process. This list of essential items was carefully vetted by both boards in consultation with Town Departments and prioritized according to a five-year plan. For additional details, refer to the Town’s Budget Book: <https://www.carlislema.gov/1083/Budget-Information>.

**Finance Committee: Recommends passage of Article 2**

**Select Board: Recommends passage of Article 2**

**ARTICLE 3 – Fire Engine Purchase Additional Borrowing Approval:** To see if the Town will vote to appropriate three hundred and twenty-five thousand dollars (\$325,000), or any other amount, to pay the costs of purchasing a new fire engine for the Fire Department, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

**2/3 VOTE REQUIRED**

*Summary:* Annual Town Meeting voters in 2024 approved borrowing \$975,000 to replace Engine 3, the primary engine used for structure fires. However, due to inflation, new state emission standards, and supply shortages, the cost of the engine has risen to over \$1.2 million. This article requests approval to borrow an additional \$325,000 to cover the increased cost. Engine 3 was placed into service in 2000 with a projected 25-year lifespan. Due to current supply shortages, delivery of a fire engine can take more than three years. The proposed new engine will be specifically designed to meet the Town’s current needs, including servicing larger

homes that are more difficult to access and aligning its capabilities with the skills of current and future Fire Department staff.

**Finance Committee: Recommends passage of Article 3**

**Select Board: Recommends passage of Article 3**

**ARTICLE 4 – Town Elevator Modernization Project Borrowing Approval:** To see if the Town will vote to appropriate a sum of money to pay the costs of purchasing elevator modernization services for elevators in the Carlisle Public Schools, the Gleason Public Library, and the Carlisle Town Hall, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*2/3 VOTE REQUIRED*

*Summary: The Municipal Facilities Committee has identified the need to modernize the aging elevators in the Grant Building (Carlisle Public Schools), the Gleason Public Library, and Town Hall. An existing conditions study has revealed that all three elevators require upgrades, citing safety concerns, outdated systems, and the unavailability of replacement parts. Upgrading these elevators is crucial for the Town to meet accessibility standards. To reduce costs, the Committee has consolidated all three projects into a single initiative, allowing contractors to achieve efficiencies in equipment mobilization and lower the overall project cost. Approval of this article will authorize the Town to borrow the necessary funds to complete the project.*

**Finance Committee: Recommends passage of Article 4**

**Select Board: Recommends passage of Article 4**

**ARTICLE 5 – Library Heating and Cooling Coils Project Borrowing Approval:** To see if the Town will vote to appropriate seven hundred thousand dollars (\$700,000), or any other amount, to repair and replace the Gleason Public Library heating and cooling coil units, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*2/3 VOTE REQUIRED*

*Summary: After reviewing the existing conditions report, the Municipal Facilities Committee has determined that the more than 40 heating and cooling coils at the Gleason Public Library need immediate replacement. Currently, each coil must be adjusted manually by library staff, creating inefficiencies in staff management and heating and cooling costs. Upgrading these components will improve the visitor experience and increase energy efficiency by integrating the system into a comprehensive building management system that minimizes energy usage. The timing of this initiative is critical, as the Library Trustees are also planning a comprehensive interior renovation in the coming year. By coordinating both projects, town officials can save money. Approval of this article will authorize the Town to borrow the necessary funds to complete the upgrades.*

***Finance Committee: Recommends passage of Article 5***  
***Select Board: Recommends passage of Article 5***

## **CONSENT AGENDA**

To streamline the Annual Town Meeting and make it more inviting to voters, the Select Board will propose a Consent Agenda. The Select Board, in consultation with the Moderator and Finance Committee, identifies warrant articles that are unlikely to generate controversy and can be voted on without debate. These uncontroversial warrant articles are then grouped together as a Consent Agenda to be acted upon pursuant to a single motion, and to be passed without debate.

### **THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 6.**

**ARTICLE 6 – Consent Agenda:** To see if the Town will vote to adopt certain procedures to govern the conduct of the 2025 Annual Town Meeting, or to take any other action related thereto. (SELECT BOARD)

***Summary:*** *The Consent Agenda procedure streamlines the passage of articles that the Select Board, in consultation with the Moderator and Finance Committee, anticipates will generate no controversy and can be voted on without debate. The purpose of the Consent Agenda is to consolidate these articles into a single motion, allowing them to be approved efficiently and without discussion.*

*The Select Board intends to recommend that the following articles be included in the Consent Agenda: Articles 7-17. These articles are marked with a double asterisk (\*\*).*

*If the Town Meeting approves the use of the Consent Agenda, the Moderator will call out the article numbers one by one. If you object to any article being included, simply say the word “Hold” loudly when the article number is called. That article will then be removed from the Consent Agenda and returned to its original place in the warrant for standard debate and voting.*

*After calling each individual article, the Moderator will seek a single motion to approve all remaining items on the Consent Agenda favorably.*

***Finance Committee: Recommends passage of all consent agenda articles***  
***Select Board: Recommends passage of all consent agenda articles***

**ARTICLE 7 - Town Reports\*\*:** To see if the Town will vote, hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or to take any other action related thereto. (SELECT BOARD)

***Summary:*** *Pursuant to M.G.L. c. 40, §49, the Select Board must publish an Annual Town Report containing reports and information from all Town Departments. Town Meeting voters are asked*

to accept these annual reports as a routine matter. Patriot Act, Article 24, approved at the 2004 Annual Town Meeting requires the Town Administrator to report annually to the Town Meeting on any information in the Town's possession about the way the Patriot Act is being implemented in the Town. The Town Administrator has reported the following: there have been no investigations implemented by Town Departments using the Patriot Act since the last Annual Town Meeting.

**ARTICLE 8 - Salaries of Elected Officials\*\*:** To see if the Town will vote to fix the salaries of the elected officers of the Town, as provided by M.G.L. c. 41, §108, as amended, for the Fiscal Year 2026, beginning July 1, 2025, or to take any other action related thereto.

	Voted FY24	Voted FY25	FY26 Proposed
Moderator	\$ 50	\$ 50	\$ 50
Assessors			
Chair	\$ 100	\$ 100	\$ 100
Member	\$ 100	\$ 100	\$ 100
Member	\$ 100	\$ 100	\$ 100

(SELECT BOARD/FINANCE COMMITTEE)

*Summary:* Pursuant to M.G.L. c. 41, §108, the Annual Town Meeting determines the salaries of all elected officials. Currently, the Moderator and members of the Board of Assessors receive a stipend. The Town Clerk's salary, previously included in this article, has been removed since the position became appointed rather than elected, following a Town vote. In 2023, the Town Clerk position was incorporated into the Town's Wage and Classification Plan at Grade 10, which is subject to approval through Article 13.

**ARTICLE 9 – Actuarial Valuation of Post-Employment Benefits\*\*:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, four thousand dollars (\$4,000) to be spent by the Select Board for professional services in connection with GASB 74/75 actuarial valuation of post-employment benefits for the Town, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary:* Other Post-Employment Benefits (OPEB) are benefits provided in addition to pensions, such as retiree health insurance for Carlisle retirees. An actuarial valuation report is required annually, with a full valuation conducted every two years and a roll-forward valuation in the interim years. Due to rising costs associated with preparing this report, the Town is requesting additional funding at the upcoming Town Meeting.

**ARTICLE 10 – Fiscal Year 2026 M.G.L. c. 90 Authorization\*\*:** To see if the Town will vote to accept funds from the Commonwealth of Massachusetts to be used for reconstruction and improvements of public ways, as provided for under the provisions of M.G.L. c. 90, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary: The Commonwealth of Massachusetts funds roadway repairs pursuant to M.G.L. c. 90. The Town will receive approximately \$400K in M.G.L. c. 90 funds in Fiscal Year 2026. To see the Town’s proposed plan, visit: <https://www.carlislema.gov/1228/Road-Maintenance>.*

**ARTICLE 11 – PEG (Public, Educational, Government) Local Access Appropriation\*\*:** To see if the Town will vote to appropriate the sum of one hundred fifty thousand dollars (\$150,000) 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, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary: Pursuant to M.G.L. c. 44, §53F3/4, the Town must deposit all revenue received under the subscriber provisions of the Town’s license agreement with Comcast into a special revenue fund for Public, Educational, and Government (PEG) Local Access. Funds must then be appropriated as needed at a Town Meeting. Since October 2018, Carlisle has contracted with Concord to provide local cable access programming. In addition to funding programming services, this revenue also supports the purchase of cable-related capital equipment. The estimated cost to provide services and maintain equipment in Fiscal Year 2026 is \$150,000, including funds that will support the proposed Police Station Renovation Project.*

**ARTICLE 12 - Department Revolving Funds Authorization\*\*:** To see if the Town will vote to authorize and set the spending limits of the revolving funds identified in Article XVII of the Town Bylaws for Fiscal Year 2026; or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary: Pursuant to M.G.L. c. 44, §53E1/2, annual authorization of departmental revolving funds is required. These funds are self-supporting, covering department expenses through user fees and charges. The specific authorization amounts for each revolving fund are detailed in the Town Meeting Motion Book.*

**ARTICLE 13 – Fiscal Year 2026 Salary/Wage Table\*\*:** To see if the Town will vote to adopt the Town of Carlisle, Massachusetts Fiscal Year 2026 Classification & Compensation Plan, as shown below, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary: The annual salary and wage tables for non-union Town employees must be approved by the Annual Town Meeting each year. This article presents a classification table that lists all positions by pay grade, along with the complete wage and salary table that outlines all Grades*

and Steps across the fifteen classifications. The table reflects wages effective July 1, 2025, incorporating a 2.5% cost of living adjustment (COLA).

**TOWN OF CARLISLE, MASSACHUSETTS  
FISCAL YEAR 2026 COMPENSATION PLAN  
(all numbers expressed as hourly rates)**

STEP	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Grade 1	20.76	20.96	21.17	21.39	21.60	21.82	22.03	22.25	22.48	22.70	22.93	23.16	23.39	23.62	23.86
Grade 2	22.62	22.85	23.08	23.31	23.54	23.78	24.01	24.25	24.50	24.74	24.99	25.24	25.49	25.75	26.00
Grade 3	24.66	24.91	25.16	25.41	25.66	25.92	26.18	26.44	26.70	26.97	27.24	27.51	27.79	28.07	28.35
Grade 4	26.90	27.16	27.44	27.71	27.99	28.27	28.55	28.84	29.12	29.42	29.71	30.01	30.31	30.61	30.92
Grade 5	29.29	29.59	29.88	30.18	30.48	30.79	31.10	31.41	31.72	32.04	32.36	32.68	33.01	33.34	33.67
Grade 6	31.94	32.26	32.58	32.91	33.24	33.57	33.90	34.24	34.59	34.93	35.28	35.63	35.99	36.35	36.71
Grade 7	35.13	35.48	35.83	36.19	36.55	36.92	37.29	37.66	38.04	38.42	38.80	39.19	39.58	39.98	40.38
Grade 8	38.63	39.02	39.41	39.80	40.20	40.60	41.01	41.42	41.83	42.25	42.67	43.10	43.53	43.97	44.41
Grade 9	42.88	43.30	43.74	44.17	44.62	45.06	45.51	45.97	46.43	46.89	47.36	47.84	48.31	48.80	49.28
Grade 10	47.59	48.07	48.55	49.03	49.52	50.02	50.52	51.02	51.53	52.05	52.57	53.10	53.63	54.16	54.70
Grade 11	52.84	53.37	53.90	54.44	54.98	55.53	56.09	56.65	57.22	57.79	58.37	58.95	59.54	60.14	60.74
Grade 12	58.65	59.24	59.83	60.43	61.03	61.64	62.26	62.88	63.51	64.15	64.79	65.43	66.09	66.75	67.42
Grade 13	65.10	65.75	66.41	67.07	67.74	68.42	69.10	69.79	70.49	71.20	71.91	72.63	73.35	74.09	74.83
Grade 14	72.25	72.97	73.70	74.44	75.19	75.94	76.70	77.46	78.24	79.02	79.81	80.61	81.42	82.23	83.05
Grade 15	82.60	83.43	84.27	85.11	85.96	86.82	87.69	88.56	89.45	90.34	91.25	92.16	93.08	94.01	94.95
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

**TOWN OF CARLISLE, MASSACHUSETTS  
FISCAL YEAR 2026 CLASSIFICATION PLAN  
Permanent Full- and Part-Time Employees**

<b>1</b>	<b>8</b>
Library Page	COAHS Social Services Manager
<b>2</b>	DPW Foreman
COAHS Van Driver	Land Use & Sustainability Coordinator
<b>3</b>	Planning & Land Use Coordinator
Library Assistant II	SB/TA Executive Assistant
<b>4</b>	<b>9</b>
DPW Driver/Laborer	Building/Gas/Wire Inspectors
Library Assistant I	Facilities Manager
Maintenance Custodian	<b>10</b>
<b>5</b>	Assistant Library Director
Assistant to Library Director	Conservation Administrator
DPW Heavy Equipment Operator	Town Clerk
Facilities Assistant	<b>11</b>
Head of Circulation (Library)	Assistant Town Administrator/HR Director
Municipal Assistant	Building Commissioner
Part-Time Police Officer I*	COAHS Director
<b>6</b>	DPW Director
COAHS Program Manager	Health Agent
DPW Mechanic	Public Health Nurse
Facilities Technician	Recreation Director
Part-Time Police Officer II*	Town Planner
Transportation and Services Coordinator	<b>12</b>
<b>7</b>	Treasurer Collector
Assessing Assistant	<b>13</b>
Assistant Town Clerk	Assessing Director
Children's Librarian	Town Accountant and Budget Manager
Finance Assistant	<b>14</b>
Finance/HR Assistant	Deputy Police Chief
Health Assistant	<b>15</b>
Part-Time Police Officer III*	No Positions
Public Safety Administrative Assistant	
Teen Librarian	
Traffic Safety Member*	
	<i>*Part-time officers are classified based on experience and academy training</i>

**ARTICLE 14 – Abandoned Funds Disposal Process\*\*:** To see if the Town will vote to accept the provisions of M.G.L. c. 200A, §9A, which provides a statutory procedure for notice and disposition of abandoned funds in the custody of the Town; or take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary:* Acceptance of this statute allows for a more efficient procedure for the disposing of abandoned funds, known as Tailings, held in the Town’s custody. These abandoned funds consist of uncashed payroll and accounts payable checks the Town of Carlisle has issued but remain uncashed. Currently, the Town needs to wait three years before turning the funds over to the state for processing. Accepting this article would reduce that time to one year, authorizing the Town, after an extensive search process for the owner, to retain the abandoned funds.

**ARTICLE 15 – Prudent Investment Rule\*\*:** To see if the Town will vote to accept the provisions of M.G.L. c. 44, §54(b) to allow Town trust funds to be invested in accordance with M.G.L. c. 203C, the so-called “Prudent Investment Rule”; or take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary:* Acceptance of this statute changes how Carlisle is allowed to invest trust funds and other accounts, allowing (but not requiring) these funds to be invested in a broader range of investments. Town officials believe this will increase revenue for the Town over the long term.

**ARTICLE 16 – Increase in Demand Fees\*\*:** To see if the Town will vote to charge, for each written demand issued by the Collector, a fee of \$15.00, to be added to and collected as part of the tax, as authorized by M.G.L. c. 60, §15, effective as of July 1, 2025; or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary:* The Select Board reviewed the demand fee that the Tax Collector may charge for overdue payments of motor vehicle and property tax bills. Currently, the Town charges a fee of \$5.00, while state law permits a maximum fee of \$30.00. To increase this fee, Town Meeting approval is required. The Select Board and Finance Committee recommend an increase to \$15.

**ARTICLE 17 – Veteran Exemption Amount Adjustment Based on the Hero Act\*\*:** To see if the Town will vote to accept M.G.L. c. 59, §5, Clause 22I, which authorizes an annual increase in the amount of the exemption granted under M.G.L. c. 59, §5, Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025; or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*Summary:* Clause 22I allows for an annual cost-of-living adjustment to the statutory exemption amount for all veteran exemptions. The adjustment is based on the Social Security consumer price index published yearly by the Department of Revenue. Assuming the total number of veteran

*exemptions granted remains fixed at the number granted in Fiscal Year 2025, the Assessing Director estimates the five-year increase in real estate taxes exempted to be \$15,672 total, or a little more than \$3,000 per year.*

**ARTICLE 18 – Additional Funding for the Proposed Police Station Renovation Project:** To see if the Town will vote to amend the prior appropriation authorized by Article 13 at the 2024 Annual Town Meeting to appropriate an additional a sum of money to pay the costs of designing, engineering, renovating, and equipping the Town’s Police Station located at 41 Lowell Street, including site preparation, remediation, and all other costs incidental and related thereto; to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

*2/3 VOTE REQUIRED*

*Summary: This article requests approval from residents for additional funding, through borrowing, for the proposed Police Station Renovation Project. Last spring, voters at both the Annual Town Meeting and the Town Election approved \$3.55 million for this project. Since then, town officials, in collaboration with the project architect and the Town’s Owner’s Project Manager (OPM), worked to bid the project and received actual quotes. Bids received in March indicate that the Town would need to authorize more funding to complete construction. Town officials are asking Town Meeting and Town Election voters to approve a total project budget of around \$4.3 million. This is a difference of nearly \$750,000 from last year’s approval, due to rising costs, uncertain financial markets, and the addition of a 15% contingency.*

*The total project impact to the average Carlisle household is estimated to be \$177 in year one (Fiscal Year 2027), declining each year for 30 years. The 15% contingency, which makes up most of the additional funding request, is designed to prevent the need to ask voters to authorize more funds; however, if the project does not require all these funds, town officials will not authorize the full borrowing amount, thus limiting the impact on real estate taxes.*

*A **yes** vote will enable town officials to fully fund the project and proceed with renovations immediately, as the awarded contractor has agreed to hold their bid pending the outcome of the Town’s additional funding vote. The project aims to improve the station’s accessibility and enable the department to achieve state accreditation. Meeting these goals will enhance safety for both employees and visitors, help with the retention and recruitment of qualified police officers, provide female locker room space to address parity concerns, and reduce liability. Additionally, the project will create community space on the first floor, boosting the department’s ability to offer programming and increasing the amount of space available to residents.*

**Finance Committee: Recommends passage of Article 18**

**Select Board: Recommends passage of Article 18**

**ARTICLE 19 – Fire Station Renovation Design:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to pay costs of designing a renovation of the Town’s Fire Station located at 80 Westford

Street, such design to include site preparation costs, remediation and all other costs incidental and related thereto; or to take any other action related thereto. (SELECT BOARD)

*Summary: The Select Board seeks Town Meeting approval for additional funds to continue the design phase of the Town's proposed Fire Station renovation. The Board hired an Owner's Project Manager (OPM) and a design/architectural firm to collaborate with the Fire Department to assess programming needs and organize community input opportunities. This funding request will support those efforts, allowing town officials to bring an informed and complete project funding request to voters at a future Town Meeting. The primary goals of the project are to: maintain a call fire department by implementing innovative firefighter recruitment and retention strategies, enhance firefighter safety, provide female locker room space, meet ADA accessibility requirements, and limit the overall footprint to essential components only. Approval of this article will enable the Select Board to continue the renovation design process with the design team.*

**Finance Committee: Will make a recommendation at Town Meeting**  
**Select Board: Will make a recommendation at Town Meeting**

**ARTICLE 20 – Assignment of a Conservation Restriction:** To see if the Town will vote to authorize the Select Board to assign to the Commonwealth of Massachusetts all of the Town's rights in a certain Conservation Restriction granted by Janet R. Yonts and Mary-Wynne B. Davis, which was approved by the Secretary of the Executive Office of Environmental Affairs of the Commonwealth of Massachusetts on December 19, 1978, provided that:

1. The purposes of the Conservation Restriction continue to be carried out; and
2. The assignment complies with Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, if applicable;

or take any other action related thereto. (SELECT BOARD)

*Summary: This article would facilitate the Commonwealth's purchase of a 23-acre privately-owned lot on East Street for addition to the abutting Great Brook Farm State Park. The lot currently has a Conservation Restriction (CR) granted to the Town in 1978 which prevents the development of the land. The State cannot purchase land with a CR held by a Town. This article will transfer CR ownership from the Town to the State so the sale can finalize. The land transfer will provide public access to part of the Tophet East Trail, which follows the historic Old Babson Road. The current CR does not include public access to the trail. This CR transfer has been unanimously recommended by the Conservation Commission, the Conservation Restriction Advisory Committee, and the Trails Committee.*

**Finance Committee: Recommends passage of Article 20**  
**Select Board: Recommends passage of Article 20**

**ARTICLE 21 – Green Cemetery Improvements:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of forty thousand (\$40,000), to be used for the implementation of Green Cemetery capital and operational improvements or to take any other action related thereto. (SELECT BOARD)

*Summary: The Cemetery Task Force seeks Town Meeting approval to fund the digitization of historical records at Green Cemetery and to perform a subsurface scan using ground-penetrating radar (GPR). Approval of this article will secure the one-time cost of \$40,000. This initiative will transfer records from old logbooks, paper files and human memory to a digital cemetery management system, preserving valuable information and allowing future supervisors to easily interpret historical data and know the precise location of all current and available burial plots. The GPR scan will assess available burial land and identify obstacles like rock ledge, integrating mapping data to enhance accuracy. The system will also support public access via a mobile app, providing precise grave locations and available biographical and historical information.*

**Finance Committee: Recommends passage of Article 21**

**Select Board: Recommends passage of Article 21**

**ARTICLE 22 – Community Preservation Act (CPA) Annual Recommendations:** To see if the Town will vote to act on the report of the Community Preservation Committee for Fiscal Year 2026, as detailed below in roman numerals I through VII, and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds, for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, and to authorize the Select Board 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 M.G.L. c. 184, to be in compliance with the requirements of M.G.L. c. 44B, §12, as follows; or to take any other action related thereto. (COMMUNITY PRESERVATION COMMITTEE)

**I. FISCAL YEAR 2026 CPA APPROPRIATIONS**

That the following amounts be appropriated from the Fiscal Year 2026 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. seventy-five thousand dollars (\$75,000), be appropriated to the Community Housing Reserve Fund.
- b. seventy-five thousand dollars (\$75,000), be appropriated to the Historic Reserve Fund.
- c. seventy-five thousand dollars (\$75,000), be appropriated to the Open Space and Recreation Reserve Fund.
- d. thirty-five thousand dollars (\$35,000), be appropriated for Administrative Expenses.

**II. CPA RECOMMENDATION – Concord Carlisle High School (CCHS) Amenities Building Construction and Related Costs**

That a sum of money be appropriated from the Open Space and Recreation Reserve Fund and/or the Undesignated Fund to the Concord Carlisle Regional High School for the purposes of constructing an amenities building for the football stadium, and that such sums be expended by the Concord Carlisle Regional High School pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2026-01, and further, that any portion of such sums not expended by June 30, 2027 shall be returned to the Open Space and Recreation Reserve Fund and/or the Undesignated Fund.

**III. CPA RECOMMENDATION – Diment Park Rehabilitation Phase 1: Design and Survey**

That sixty five thousand dollars (\$65,000) be appropriated from the Open Space and Recreation Fund and/or the Undesignated Fund to the Carlisle Recreation Commission for the purposes of designing the rehabilitation of Diment Park, and that such sums be expended by the Carlisle Recreation Commission pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2026-02, and further, that any portion of such sums not expended by June 30, 2027 shall be returned to the Open Space and Recreation Fund and/or the Undesignated Fund.

**IV. CPA RECOMMENDATION – Banta-Davis Track Renovation**

That forty eight thousand dollars (\$48,000) be appropriated from the Open Space and Recreation Fund and/or the Undesignated Fund to the Carlisle Recreation Commission for the purposes of rehabilitating the Banta Davis Field Track, and that such sums be expended by the Recreation Commission pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2026-03, and further, that any portion of such sums not expended by June 30, 2027 shall be returned to the Open Space and Recreation Fund and/or the Undesignated Fund.

**V. CPA RECOMMENDATION – Spalding Field Baseball Field Rehabilitation**

That seventy thousand dollars (\$70,000) be appropriated from the Open Space and Recreation Fund and/or the Undesignated Fund to the Carlisle Recreation Commission for the purposes of rehabilitating the Spalding Baseball Field, and that such sums be expended by the Recreation Commission pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2026-04, and further, that any portion of such sums not expended by June 30, 2027 shall be returned to the Open Space and Recreation Fund and/or the Undesignated Fund.

**VI. CPA RECOMMENDATION – Heald House Museum & Barn Restoration**

That twenty-four thousand dollars (\$24,000) be appropriated from the Historical Preservation Fund and/or the Undesignated Fund to the Carlisle Historical Society for the purposes of repairing and restoring the Heald House, a building that houses and preserves the Town of Carlisle's historical artifacts, and that such sums be expended by the Carlisle Historical Society pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2026-05, and further, that any portion of such sums not expended by June 30, 2027 shall be returned to the Historical Preservation Fund and/or the Undesignated Fund.

**VII. CPA RECOMMENDATION – Rental Assistance for Carlisle Seniors**

That fifty thousand dollars (\$50,000) be appropriated from the Community Housing Reserve Fund and/or the Undesignated Fund to the Carlisle Council on Aging and Human Services (COAHS) to provide rental assistance for seniors whose income is at or below the Area Median Income (AMI) and who pay more than 30% of their income for rent. The total rent is also limited to the Fair Market Rent (FMR) standard plus \$500, and applicants cannot own any real property worth more than \$50,000. The maximum amount of rental assistance per household shall be \$400 per month. Such sums to be expended by the COAHS shall be pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2026-06, and further, that any portion of such sums not expended by June 30, 2027, shall be returned to the Community Housing Reserve Fund and/or the Undesignated Fund.

*Finance Committee: Recommends passage of Article 22*

*Select Board: Recommends passage of Article 22*

**ARTICLE 23 – Town Administrator Bylaw Adoption:** To see if the Town will vote to authorize the Select Board, on behalf of the Town, to petition the General Court for passage of a special law authorizing the Town to amend its General Bylaws by adopting a Town Administrator Bylaw which provides authority to the Town Administrator for the appointment, removal, and management of certain Town employees, who would otherwise be appointed by the Select Board or other Town official or multiple member body, and further describes the duties and responsibilities of the Town Administrator, or to take any other action related thereto.  
(SELECT BOARD)

*Bylaw language will be included in the Town Meeting Motions Booklet and will be made available for review at: <https://www.carlislema.gov/259/Upcoming-Town-Meeting>*

*Summary: This Article proposes the adoption of a Town Administrator Bylaw which details the duties and responsibilities of the Town Administrator position. The Bylaw provides greater human resources responsibilities including hiring and management authority over most town employees except, the Police Chief, Fire Chief, Town Clerk, Town Treasurer / Tax Collector, Town Counsel, Carlisle Public Schools employees, Fire Department employees, and Gleason Public Library employees. The adoption of the proposed Bylaw requires approval by the Legislature as the Town Administrator's hiring authority would include staff that would*

*otherwise be hired by statutory boards such as the Planning Board, Conservation Commission, and Board of Health.*

***Finance Committee: Will make a recommendation at Town Meeting***  
***Select Board: Recommends passage of Article 23***

**ARTICLE 24 – MBTA Communities Consultant:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of twenty-five thousand (\$25,000), to be used for consulting services to assist the Planning Board with complying with the Commonwealth’s MBTA Communities mandates, or to take any other action related thereto. (PLANNING BOARD)

*Summary: The Planning Board seeks technical assistance to ensure compliance with the Commonwealth’s MBTA Zoning Act. These funds will be used to hire a consultant who can guide the Town in meeting the Act’s requirements while safeguarding the interests of Carlisle and its residents. The Board is exploring funding options from various sources, and approval of this article will ensure access to essential consulting services throughout the MBTA process.*

***Finance Committee: Recommends passage of Article 24***  
***Select Board: Recommends passage of Article 24***

**ARTICLE 25 – Citizen’s Petition – MBTA Communities:** To see if the Town will vote to advise the Planning Board to develop and present at a Town Meeting at least two alternatives to the Multi-family Conservation Cluster strategy, including at least one article that satisfies the Town's obligation to comply with the MBTA Communities legislation, M.G.L. c. 40A Section 3A, in a manner that minimizes the amount of land to be rezoned, said articles to be presented prior to December 31, 2025 or, if no town meeting is held before then, at the next town meeting held after December 31, 2025.

*Summary: When the Planning Board addresses the MBTA Communities legislation at Fall Town Meeting we would like to advise them to present at least two alternatives to the Multi-family Conservation Cluster (MFCC) strategy. We ask that at least one of the alternatives rezones the minimum amount of land required for the 95 units, which is 6 1/3 acres.*

***Finance Committee: Does not take a position on this article***  
***Select Board: Will make a recommendation on this article at Town Meeting***

**ARTICLE 26 – Accessory Dwelling Unit Zoning Bylaw:** To see if the Town will vote to amend its Zoning Bylaws, to ensure compliance with the new permitting requirements for Accessory Dwelling Units in M.G.L. c. 40A, §3, enacted by Chapter 150 of the Acts of 2024, the Affordable Homes Act, by deleting the existing Section 5.6 Accessory Apartments in its entirety and replacing it with a new Section 5.6 Accessory Dwelling Units, to provide for: (1) Protected Use Accessory Dwelling Units up to 900 square feet by Site Plan Review pursuant to M.G.L. c. 40A, §3, and 760

C.M.R. 71.00, and (2) Accessory Dwelling Units between 901 and 1,200 square feet by Special Permit; both of which will be applicable in the Town's General Residence and Business Zoning Districts, or to take any other action related thereto. (PLANNING BOARD)

***Bylaw language will be included in the Town Meeting Motions Booklet and will be made available for review at: <https://www.carlislema.gov/259/Upcoming-Town-Meeting>***

***Summary:*** Recent legislation has amended M.G.L. c. 40A, §3, also known as the Dover Amendment, to prohibit special permits for or unreasonable regulation of Accessory Dwelling Units ("ADUs") located in single family residential zoning districts—those which allow the construction of single-family homes either as-of-right or by a special permit. This Article would remove the Town's existing Accessory Apartment Bylaw, which requires a special permit, and insert a new Accessory Dwelling Unit Bylaw in its place to require Site Plan Review by the Planning Board for ADUs that are protected by the Dover Amendment.

***Finance Committee: Will make a recommendation on this article at Town Meeting***  
***Select Board: Will make a recommendation on this article at Town Meeting***

**ARTICLE 27 – Board of Health Mosquito Monitoring Program:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of fifteen thousand (\$15,000), to be used for the implementation of a mosquito monitoring program, or to take any other action related thereto. (BOARD OF HEALTH)

***Summary:*** The Board of Health recommends that Carlisle join the East Middlesex Mosquito Control Program (EMMCP) to conduct adult mosquito surveillance in the town. They are requesting \$15,000 for this purpose at the Annual Town Meeting. The estimated annual costs are \$12,059, which includes \$7,804 for facilities and administration and \$4,255 for mosquito surveillance, including trap collections and disease testing, and educational services. Carlisle would be the 28th community to join the EMMCP. Joining the program is important for understanding local mosquito populations and the risks of diseases like EEE and West Nile Virus, which are carried by mosquitoes in the area.

***Finance Committee: Recommends passage of Article 27***  
***Select Board: Recommends passage of Article 27***

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to Carlisle Town Hall at 66 Westford Street in said Carlisle on Tuesday, the 3<sup>rd</sup> day of June, 2025 between the hours of seven o'clock in the morning and eight o'clock in the evening and there to vote on the following:

**TOWN ELECTION – JUNE 3<sup>rd</sup>, 2025  
7:00 A.M. TO 8:00 P.M.**

**ELECTION OF OFFICERS** – To see if the Town will vote on the election of the following Town Offices:

Select Board	two for a term of three years
Select Board	one for a term of one year
Board of Assessors	one for a term of three years
Board of Health	two for a term of three years
Library Trustees	one for a term of three years
Planning Board	three for a term of three years
School Committee	two for a term of three years

**Question 1** - Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to pay costs of designing, engineering, renovating, and equipping the Town's Police Station located at 41 Lowell Street, including site preparation, remediation and all other costs incidental and related thereto?

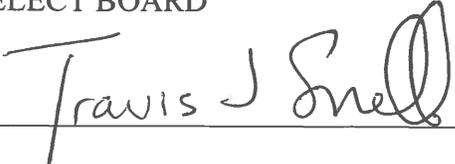
Yes \_\_\_ No \_\_\_

And you are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least seven days prior to the time of holding said Meeting.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the Meeting aforesaid.

Given under our hands this 15th day of April in the Year of Our Lord 2025.

SELECT BOARD

  
\_\_\_\_\_

Travis J. Snell, Chair

  
\_\_\_\_\_

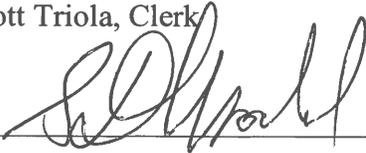
Barbara T. Arnold, Vice Chair

  
\_\_\_\_\_

Scott Triola, Clerk

  
\_\_\_\_\_

Kate Reid, Member

  
\_\_\_\_\_

David Model, Member

A True Copy Attest:

Joseph Topol, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting attested copies of the same at the United States Post Office and at Town Hall in said Town at least seven (7) days before the date of the Meeting, as within directed.

  
\_\_\_\_\_  
Constable of Carlisle

Date Posted: 4/18/25



**CONSTABLE JOSEPH TOPOL**  
MIDDLESEX COUNTY CONSTABLE  
POST OFFICE BOX 311 • CARLISLE • MA 01741