

TOWN ADMINISTRATOR REPORT



Ryan M. McLane

May 13, 2025

Town Events and Town Hall News

Town Meeting Videos and Podcasts

With just one week to go until Annual Town Meeting, we invite residents to visit our collection of videos, podcasts, and presentations designed to give voters detailed information.

Sylvia Willard Retirement Party

We have reserved space at Great Brook for Sylvia's retirement celebration. Town officials, staff, and residents are all welcome to join us on May 29 at 4:00 p.m. for an informal gathering—and a chance to enjoy world-class ice cream. Come celebrate more than 25 years of conservation efforts led by a true Carlisle legend.

Department Updates and Information

Human Resources Update

From Assistant Town Administrator/HR Director Aubrey Thomas

We are pleased to present Geoffrey Kotowski as the recommended candidate for COAHS Director. Geoffrey brings nearly two decades of experience at the Cambridge Council on Aging, where he rose from part-time pantry assistant to Director of the North Cambridge Senior Center. Praised by colleagues and supervisors, he is recognized for his collaborative leadership, effective communication skills, and creative community engagement. Geoffrey successfully revitalized the Senior Center post-COVID, expanding programming, forging key partnerships, and re-establishing the center as a vital community hub. His thoughtful management style, strategic vision, and proven track record make him an exceptional choice to lead COAHS into its next chapter.

We are also glad to have Sylvia Willard continue in a part-time capacity as Conservation Commission Consultant. Sylvia will provide guidance to the Commission and Interim Conservation Administrator, assist with the hiring process for the new Administrator, and ensure a seamless transition by compiling a comprehensive orientation document. Her work will include outlining departmental structure and procedures, documenting key conservation lands and projects, organizing critical files, and supporting continuity on initiatives such as the Open Space Plan. Her hybrid work approach will allow her to remain actively engaged while facilitating an efficient handoff of institutional knowledge. We are currently receiving applications for the permanent Conservation Administrator Director.

We continue to seek a DPW Mechanic and would also welcome more COAHS Van Drivers!

Seventeen staff members from across town are participating in a five-part supervisory training series with the UMass Collins Center, covering core skills like communication, performance management, and respectful workplace practices. In addition, ten staff are taking part in a three-part training focused on succession planning and documentation, helping departments prepare for the future and build leadership continuity. Both programs are supported by our succession planning grant and are great steps toward strengthening our internal talent pipeline.

FY26 Budget Update

The Senate Weighs and Means Committee published their Commonwealth budget recommendations. Budget highlights include a recommended \$150 per student increase for minimum aid communities, an effort that helps increase our total state aid by more than \$45k. This increase in revenue projects to lower the projected FY26 budget impact from 3.46% to 3.31%. While this budget is not final, it does increase the chance that Carlisle's state aid contributions will exceed our original expectations.

The CCRSD School Committee voted on April 10th to use \$400k from their Excess and Deficiency Funds (commonly known as E+D) to make a \$200k OPEB contribution and add \$200k to their capital stabilization fund. E+D funds operate like the Town's Free Cash with the exception that the School Committee can directly appropriate them (without a Town Meeting vote). Both Towns have the option of rejected this appropriation if they schedule a special town meeting within 45 days of the vote. I spoke with Bob Conry, Assistant Superintendent of Finance and Operations, and the Finance Committee about adding more detail from CCRHS to our capital plan to better understand coming capital costs in relationship to the regional school's capital stabilization fund and Town reserves. This will be talking point this summer during long-term budget planning sessions.

Climate Leader Recognition

Sarah, TA, and Eric Balles (ESC) attended the Commonwealth's announcement of the first communities to achieve Climate Leader status. Carlisle joins 19 other municipalities and is now eligible for more than \$1 million to achieve the Town's sustainability goals. To become a

Climate Leader community, Carlisle met certain requirements including having an Environmental Sustainability Committee, publishing a carbon reduction plan that transitioned the Town away from on-site fossil fuel use in municipal buildings and fleets by 2050; passing a zero-emission-vehicle first policy; and adopting the Specialized Energy Code.

Community Choice Aggregation (CCA) Report

Attached to this report is Sarah's semi-annual CCA (Community Choice Aggregation) Report. I ask Sarah to prepare this report so the Select Board can continuously monitor the progress and performance of this important program. The report highlights the following key findings:

- Overall enrollment experienced a slight decline but remained stable from quarter to quarter.
- In Q3 and Q4, fewer residents saw savings compared to those not enrolled.
- Fluctuations in the energy market continue to make future savings projections difficult.

As you are aware, our advisors are recommending that we revisit our current contract considering recent pricing trends. This matter will come before you at Tuesday's meeting. We are asking the Board to approve a range of pricing options because market rates fluctuate daily, and we will not know the closing price until the bid is completed. Since the contract must be signed on the same day the bid is finalized, approval of a pricing range is necessary unless the Board chooses to schedule a meeting during the bid window.

Carlisle 250th Summary

There is no way to thank Scott Evans, Rich Sibley, and their army of volunteers for their efforts during Carlisle's celebration of the 250th Anniversary of the Battle of Lexington and Concord. It is also important to thank Town staff from the Police, Fire, DPW, and COAHS Department for their efforts which allowed Carlisle residents to attend the historic event issue free. More than 500 people marched from the Town Common to the North Bridge and more than 1500 residents attended the ceremonies and returned to Carlisle thanks to the Town's investments in transportation. The hallmark of a well-run event is general comments about how easy things were managed throughout the day. This event was far from easy and the work of our amazing volunteers and staff helped add stability to a chaotic, but fun day!

2024 Annual Report

Thanks to the hard work of Gretchen Gallimore and all the hard working volunteers who submitted content, the Annual Town Report is now online and available in hard copy for residents who like to keep them! We encourage residents to review and enjoy the artwork submitted by Carlisle students that is embedded throughout the report

<https://www.carlislema.gov/ArchiveCenter/ViewFile/Item/223>

Capital Project Updates

Comprehensive Culvert Analysis

Nitsch plans to present their analysis to the Select Board in May, following the completion of the Town Meeting process. They will collaborate with Town staff to identify potential grants that could help offset the capital costs needed to implement the repair plan. Addressing failing culverts will become a major part of our road maintenance and capital planning, totaling more than \$3 million townwide.

Elevator Maintenance Project

Thanks to the demanding work of our engineering firm LiRo-Hill, we have completed the elevator procurement process, securing a responsible bidder that is lower than the anticipated \$1 million cost. Town Officials should consider adding a small contingency to the bid to make sure we can address any change orders during the construction process. Significant lead times suggest construction will start in the summer of 2026.

Here is a link to the final bid documents: <https://biddocs.com/design/project/D25-D7F7>

Brick Building HVAC

The MFC will finalize this project in May with bidding expected to begin in June. This will require a \$70k Town investment. Funding for this project will come from a combination of MFC funds and recreation funds with both Boards recommending the project.

Town Hall Bathroom Renovation

We awarded a renovation contract to Southern Maine Construction; however, SMC does not have a license to complete a municipal construction project in Massachusetts. Despite our efforts to work with Southern Maine to secure the proper licensing, they have stopped responding to our requests, meaning we will be moving on to the second lowest bidder.

Building Construction Projects

Library Renovation

The Library Building Committee continues to meet with CMS and Schwartz Silver to advance the renovation design process. Additionally, the MFC is collaborating with the Committee to incorporate their mechanical room expansion project and coordination for the elevator repair.

Police Station Renovation

With the Select Board and Finance Committee approving the final contingency numbers for this project, the renovation is ready to begin pending a final Town Meeting vote. If Town Meeting supports the additional funds recommended by Town Officials, this project could be shovel ready as soon as June.

Fire Station Renovation

I am working with Tecton and CMS to bring an updated design proposal to you for a Town Meeting recommendation. The proposal will meet your expectation for a \$150,000 investment. Your next two meetings will include work with the OPM and designers to continue advancing the design process in anticipation of further approvals at the Fall Town Meeting.

DPW Building

The Municipal Facilities Committee (MFC) has finalized their feasibility work with LiRo-Hill and is ready to meet with the Select Board. The MFC will begin an initial discussion with the Board about the work and costs related to this important project. This initial discussion at a meeting scheduled after the Town Meeting.

Upcoming Discussion Topics

Personnel Policies: Aubrey has been compiling necessary updates and requested revisions to the Town's Personnel Policies. She will present the proposed changes at an upcoming meeting, with the goal of having the Select Board consider and approve the updates by July 1.

MCRS Presentation and Discussion: Representatives from the Middlesex County Retirement System (MCRS) will attend a future meeting to provide an overview of the assessment process and discuss the likelihood of continued increases due to the system's efforts to address long-term liabilities. This session will offer the Board an opportunity to ask specific questions and gain a clearer understanding of the system's financial outlook.

2025 Supplemental Road Maintenance Plan: I am collaborating with DPW Director Jim Hall and our civil engineering team to finalize the 2025 Supplemental Road Maintenance Plan. I will be requesting the Board's approval of a plan that includes evaluating permanent repair for the Westford Street culvert, completing the topcoat and final engineering for Pheasant Hill, and paving the facilities parking lot at Carlisle Public School (CPS).

Approval Notifications

- We approved a rotary sign promoting the Carlisle Middle School Drama Club's production of You're a Good Man, Charlie Brown. The sign will be displayed in the rotary from May 23 to May 31.
- We approved a rotary sign promoting the Friends of the Gleason Public Library's Spring Poetry Contest. The sign will be displayed in the rotary from May 3 to May 17.
- We approved a Town Common sign promoting the Umbrella Arts Show. The sign will be displayed on the Common from April 28 to May 5. This request has also been approved by FRS.
- We approved the use of the Town Common for the Carlisle Pride Festival, a collaborative event organized by the Gleason Public Library, COAHS, FRS, CPS, PTO, and DEICAC. The festival will take place on the Common on June 3 from 2:00 p.m. to 7:00 p.m. This request has also been approved by FRS.

Staff Recognition

I had the pleasure of attending the Massachusetts Department of Environmental Protection's (MassDEP) Drinking Water Program recognition ceremony on Friday, alongside Facilities Director Stephen Connearney. At the event, DEP honored Carlisle Public School for its outstanding performance in 2024. The school's water system received one of the highest scores in the Non-Transient Non-Community System category of the 2025 Public Water Systems Awards Program. I would like to thank Stephen and his team for their continued dedication to maintaining the quality of the school's public water supply.

The Acton Fire Department recently recognized the Carlisle Fire Department for providing personnel and apparatus in response to a large mulch and brush fire in North Acton on Easter Sunday, April 20, 2025. The Acton Fire Chief described the incident as particularly challenging due to difficult terrain, gusty winds, and a significant distance to a reliable water source. He expressed appreciation for our department's expertise, noting that the fire was successfully contained with no injuries and no major property damage.

I would also like to recognize Gretchen Gallimore for her strong commitment to professional development, especially during the demanding Town Meeting season. Despite a growing workload and recently added responsibilities, Gretchen completed a rigorous course on Performance Management as part of the 2025 Virtual Municipal Leadership Academy workshop. The course included training on the performance continuum, ways to effectively manage performance along that continuum, and strategies to develop a specific performance management strategy to support an individual team member's success. Gretchen exemplifies how our staff continues to enhance their skills with minimal impact on the town's budget.

Lastly, I want to commend Sarah Wasserman for her dedication to professional growth. In addition to her regular duties, Sarah recently completed a Stormwater Certificate Program through the University of New Hampshire. This multi-workshop program provided an in-depth understanding of how infrastructure design and maintenance impact watershed health. To earn the certificate, Sarah successfully completed workshops in Stormwater Hydrology, Stormwater Site Design, Treatment System Design & Post-Construction Performance Estimates, and Stormwater Construction: Erosion and Sediment Controls.

Upcoming Select Board Dates of Interest

- **May 18:** Pre Town Meeting Select Board Meeting
- **May 18:** Annual Town Meeting
- **May 27:** Regular Select Board Meeting
- **June 3:** Town Election
- **June 10:** Regular Select Board Meeting
- **June 19th:** Juneteenth Holiday (Town Hall Closed)
- **June 24:** Regular Select Board Meeting

Draft Agendas

Please see the attached draft agendas for your review and comment.

Carlisle Community Choice Aggregation Semi-Annual Report

Q1 - Q4, 2024

Prepared by: Sarah Wasserman, Land Use and Sustainability Coordinator

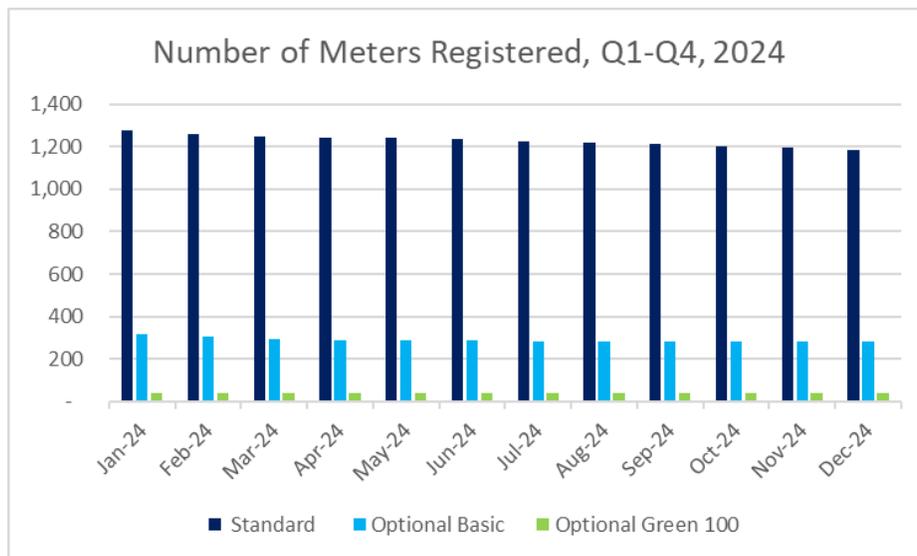
11 April 2025

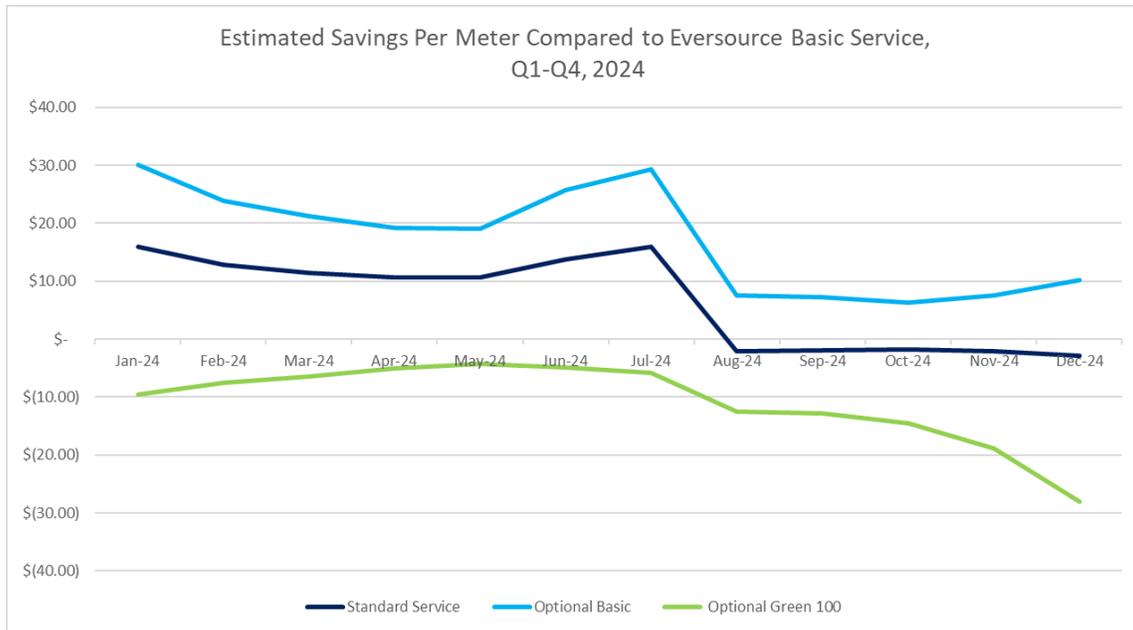
Key Points:

- Enrollment saw slight decreases overall but remained stable quarter to quarter.
- Fewer residents saw savings in Q3 and Q4, compared to those not enrolled.
- Fluctuations in the energy market make it difficult to predict potential future savings.

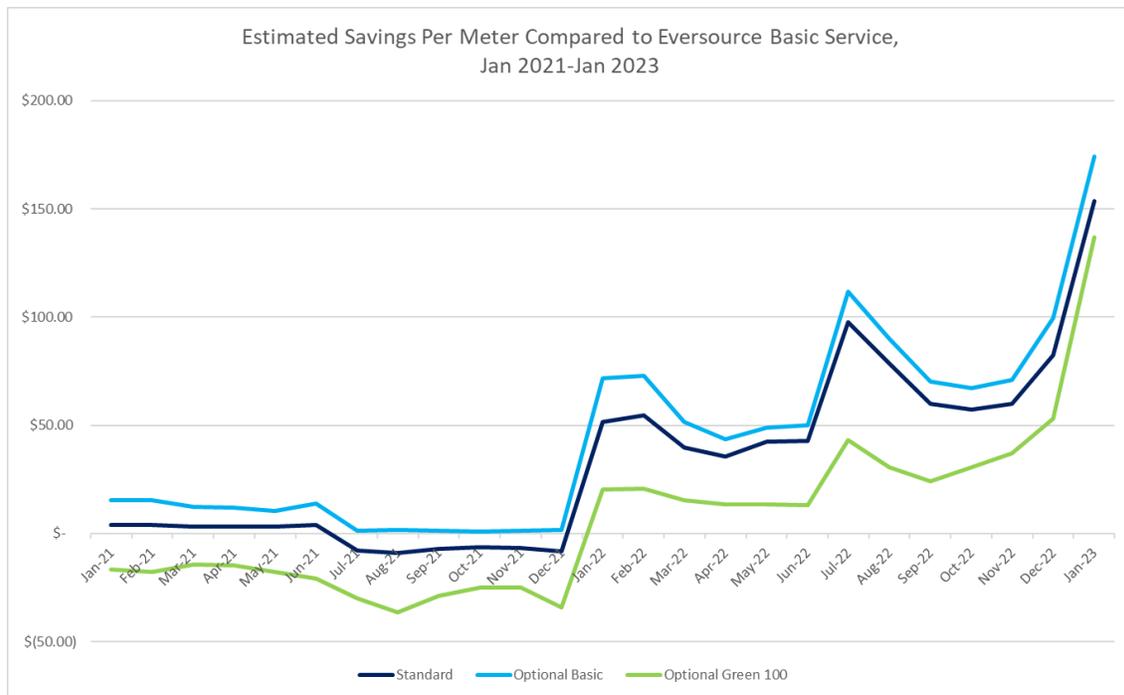
Over the course of the year, the number of meters enrolled in the CCA program stayed relatively static. Both the Standard and Optional Basic pathways saw a minor decrease in participants, while the Optional Green 100 pathway started and ended with the same number of meters registered.

As energy prices have been in flux over the past year, savings were not consistent. In Q3, Eversource Basic Service, which is what non-CCA participants receive, was more competitive than the Standard service option, which is the default for those enrolled. The Standard service option remained more expensive through Q4. The only program pathway that retained savings was the Optional Basic service. Each pathway provides residents with a percentage of their energy from renewable sources. Optional Basic has the least amount of renewable energy, meeting the MA requirement of 24% to 27% Class I RECs (Renewable Energy Certificates).





The previous contract cycle, which ran from 2021-2023, benefited from securing the price before energy markets became destabilized in early 2022. The graph below shows how savings shifted within a two-year period during this contract. Savings are not guaranteed through CCA programs, so as the market continues to flux, residents may or may not see savings. The strength of the CCA program is its consistency, as the electricity rates will not change until the end of the contract period.





CCRS - Excess and Deficiency Funds

From Robert Conry <rconry@concordps.org>

Date Tue 4/15/2025 6:27 PM

To Travis Snell <tsnell@carlislema.gov>

Cc lhunter@concordps.org <lhunter@concordps.org>; Julie Viola <jviola@carlisle.k12.ma.us>; Ryan McLane <rmclane@carlislema.gov>

1 attachment (220 KB)

4-10-2025 SCOM Mtg - E&D Certification and recommended action.pdf;

Dear Chair Snell,

I am writing to make you aware of the CCRSD School Committee vote on April 10, 2025 to approve the utilization of \$400,000 in Excess and Deficiency (E&D) funds, to add to the FY25 Operating Budget for Concord-Carlisle Regional School District, for the purposes noted below.

- 1 - To make an OPEB trust contribution of \$200,000
- 2 - To contribute \$200,000 to a capital stabilization fund.

The attached memo provides further detail.

We believe this is prudent financial planning, with the funds being used to meet existing and future obligations of the district, and not for incremental needs.

The Select Board can elect to hold a Town Meeting where a decision can be made by voters on the matter. It is not required however. If no meeting is held, or action taken on this in the next 45 days, it is considered approved by default. We hope to have the support of the Select Board on this matter.

Please reach out if you have any questions.

Best Regards, Bob

Robert J. Conry
Assistant Superintendent of Finance and Operations
120 Meriam Road
Concord, MA 01742
email: rconry@concordps.org
Phone: 978-202-1122
Concord Public Schools / Concord- Carlisle Regional School District

When writing or responding, please remember that the Secretary of State's Office has determined that email is a public record. This communication may contain privileged or other confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, re-transmit, disseminate, or otherwise use the information. Also, please indicate to the sender that you have received this email in error, and delete the copy you received.



COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF
ENERGY AND ENVIRONMENTAL AFFAIRS
DEPARTMENT OF ENERGY RESOURCES
100 CAMBRIDGE ST., 9th FLOOR
BOSTON, MA 02114
Telephone: 617-626-7300

Maura T. Healey
Governor

Kimberley Driscoll
Lt. Governor

Rebecca L. Tepper
Secretary

Elizabeth Mahony
Commissioner

April 18, 2025

Ryan M. McLane, Town Administrator
66 Westford Street
Carlisle, MA 01741
rmclane@carlislema.gov

Dear Town Administrator Ryan M. McLane:

Congratulations to the town of Carlisle for achieving certification as a Climate Leader Community! This certification is quite an accomplishment and reflects the hard work and tireless efforts your community has exhibited in meeting the Climate Leader Communities requirements. Meeting these requirements is proof of the town's position as a clean energy leader in Massachusetts, poised to reduce its greenhouse gas emissions and implement energy efficiency and renewable energy projects with funding from Climate Leader Communities grants. The purpose of this letter is to confirm your certification status in writing and provide you with program information and activities relevant to you as a newly certified Climate Leader Community.

Along with this certification, Carlisle is eligible to receive up to \$150,000 to fund technical studies necessary to design municipal clean energy projects, and up to \$1 million via decarbonization accelerator grants to support project implementation. To receive these grant awards, the town of Carlisle will need to apply for funding. Visit the [DOER website](#) for links to application materials and to view slides from the [January 2025 webinar](#) describing the grant programs.

Please be sure to work with your Regional Coordinator, Dillan Patel, to identify potential energy projects and coordinate with vendors and utility companies.

Sincerely,

A handwritten signature in black ink that reads "Joanne Bissetta".

Joanne Bissetta
Director, Green Communities Division

Cc: Dillan Patel, Regional Green Communities Coordinator
Jon Metivier, Building Commissioner

Gretchen Gallimore

From: noreply@civicplus.com
Sent: Friday, May 2, 2025 4:33 PM
To: Gretchen Gallimore; Aubrey Thomas
Subject: Online Form Submittal: Reserve Town Property for Private Signs

Reserve Town Property for Private Signs

Use this form to request approval to place a private sign in the Rotary, Town Common, or other Town-owned land. Town Common requests must also be approved by the First Religious Society. Other Town-owned land may require permission of an associated public body.

The Select Board/Town Administrator will typically approve a display period not longer than one week, with a possible renewal for a second week. Only two private signs at a time, no larger than 2 feet by 3 feet, may be displayed in the Rotary. In order to place a private sign in the right of way in front of a residence or business, one must obtain the permission of the property owner.

Name	Callie Burns
Email Address	callieb7@yahoo.com
Address	42 Wellman Street Apt 411
City	Lowell
State	Massachusetts
Zip Code	01851
Phone Number	8603957825
I'd like to place a sign on the...	Rotary
If "other", on what Town land would you like to place your sign?	<i>Field not completed.</i>
Date(s) of Reservation	5/23/2025 8:00 AM - 5/31/2025 8:00 AM

All Day	Yes
Size and Type of Sign	Sandwich board
Organization and Purpose	Carlisle Middle School Drama Club (advertising for spring musical You're a Good Man Charlie Brown)
Text of Sign	CPS Drama Club Presents You're A Good Man Charlie Brown Thursday, May 29th 7pm Friday, May 30th 7pm Direction by Marcella Pixley and Amanda Kern Assistant Direction by Callie Burns and Maya Bery Music Direction by Benjamin Pixley Carlisle Public School Auditorium • Tickets are \$10 at the door Music and Lyrics by Clark Gesner and Andrew Lippa• Book by John Gordon • Based on the comic strip "Peanuts" by Charles M. Schulz
Attach File	charlie brown.pdf
Terms of Use	Yes

Email not displaying correctly? [View it in your browser.](#)

Gretchen Gallimore

From: noreply@civicplus.com
Sent: Wednesday, April 16, 2025 5:43 PM
To: Gretchen Gallimore; Aubrey Thomas
Subject: Online Form Submittal: Reserve Town Property for Private Signs

Reserve Town Property for Private Signs

Use this form to request approval to place a private sign in the Rotary, Town Common, or other Town-owned land. Town Common requests must also be approved by the First Religious Society. Other Town-owned land may require permission of an associated public body.

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Name	Bill Cooney
Email Address	williamcooney@comcast.net
Address	959 Concord Street
City	Carlisle
State	MA
Zip Code	01741
Phone Number	9785023903
I'd like to place a sign on the...	Rotary
If "other", on what Town land would you like to place your sign?	<i>Field not completed.</i>
Date(s) of Reservation	5/3/2025 7:00 AM - 5/17/2025 5:00 PM

All Day	Yes
Size and Type of Sign	Sandwich Board 2x3 ft
Organization and Purpose	Friends of the Gleason Public Library is hosting a spring Poetry Contest on May 17, 2025
Text of Sign	see attached file
Attach File	PoetryFestival_2025 (1).png
Terms of Use	Yes

Email not displaying correctly? [View it in your browser.](#)

Gretchen Gallimore

From: noreply@civicplus.com
Sent: Thursday, April 10, 2025 2:56 PM
To: Gretchen Gallimore
Subject: Online Form Submittal: Reserve Town Common for Community Events

Reserve Town Common for Community Events

Use of Town Common

Use of the Town Common for community events requires permission of the Select Board and the leadership of the First Religious Society.

Name	Martha Feeney-Patten
Email Address	mpatten@gleasonlibrary.org
Address	22 Bedford Road
City	Carlisle
State	MA
Zip Code	01741
Phone Number	9783694898
Date(s) and Time of Event	6/3/2025 2:00 PM - 6/3/2025 7:00 PM
Organization and Purpose	Carlisle Pride Festival
Event Description	Carlisle Pride Festival - collaborative community event between Gleason Library, Carlisle COAHS, FRS, CPS, PTO, DEICAC. Lawn games, live music, light refreshments. Public event hours 3-6pm; requested time includes setup and cleanup.
Permission from the First Religious Society	<i>Field not completed.</i>

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Gretchen Gallimore

From: Eric Darling <edarling@carlisletaxcredits.com>
Sent: Thursday, April 24, 2025 9:51 AM
To: Gretchen Gallimore; Stewart Ikeda
Cc: Eric Darling
Subject: Re: Online Form Submittal: Reserve Town Property for Private Signs

Hi Gretchen – Yes, FRS approves the Umbrella Arts sign.

Thanks,

Eric

Eric Darling
Carlisle Tax Credits LLC
edarling@carlisletaxcredits.com
(978) 697-5369

From: Gretchen Gallimore <GGallimore@carlislema.gov>
Date: Thursday, April 24, 2025 at 8:02 AM
To: Stewart Ikeda <stewart@theumbrellaarts.org>, Eric Darling <edarling@carlisletaxcredits.com>
Subject: RE: Online Form Submittal: Reserve Town Property for Private Signs

Hi Stewart –

Requests for the Town Common must also be approved by the First Religious Society.

Eric – is this sign permissible to FRS?

Best,
Gretchen

Gretchen Gallimore

Executive Assistant
to the Select Board and Town Administrator

Phone: 978-369-6136

Email: ggallimore@carlislema.gov

66 Westford Street
Carlisle, MA 01741

www.carlislema.gov

From: Stewart Ikeda <stewart@theumbrellaarts.org>
Sent: Wednesday, April 23, 2025 3:01 PM
To: Gretchen Gallimore <GGallimore@carlislema.gov>
Subject: Re: Online Form Submittal: Reserve Town Property for Private Signs

We hoped to have it on the Town Common in Carlisle. Thanks!

Stewart Ikeda

Director of Public Relations & Strategic Partnerships

The Umbrella Arts Center

40 Stow Street, Concord, MA 01742

stewart@theumbrellaarts.org

978-371-0820 x 211

Pronouns: he/him/his

Connect with us!

TheUmbrellaArts.org | @theumbrellaarts | #DiscoverYourArts

Please consider making a tax-deductible gift: TheUmbrellaArts.org/Support

From: Gretchen Gallimore <GGallimore@carlislema.gov>

Sent: Wednesday, April 23, 2025 2:56 PM

To: Stewart Ikeda <stewart@theumbrellaarts.org>

Subject: FW: Online Form Submittal: Reserve Town Property for Private Signs

Hi Stewart –

Are you requesting to place a sign on the Town Common in Carlisle? Or Concord? We have no control over signs in Concord.

Best,
Gretchen

Gretchen Gallimore

Executive Assistant
to the Select Board and Town Administrator

Phone: 978-369-6136

Email: ggallimore@carlislema.gov

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Wednesday, April 23, 2025 2:53 PM
To: Gretchen Gallimore <GGallimore@carlislema.gov>; Aubrey Thomas <athomas@carlislema.gov>
Subject: Online Form Submittal: Reserve Town Property for Private Signs

Reserve Town Property for Private Signs

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Name	Stewart Ikeda
Email Address	stewart@theumbrellaarts.org
Address	40 Stow Street
City	Concord
State	Massachusetts
Zip Code	01742-2418
Phone Number	9783710820
I'd like to place a sign on the...	Town Common
If "other", on what Town land would you like to place your sign?	Concord
Date(s) of Reservation	4/28/2025 5:00 PM - 5/5/2025 5:00 PM

All Day	<i>Field not completed.</i>
Size and Type of Sign	24"x18" Yard Sign
Organization and Purpose	The Umbrella Arts Center Musical
Text of Sign	The Spitfire Grill Apr 25-May 18 TheUmbrellaArts.org 40 Stow St, Concord
Attach File	UA_yard24X18_TSG (2).pdf
Terms of Use	Yes

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TOWN OF ACTON
Fire Department
371 Main Street
Acton, Massachusetts 01720
Phone: 978.929.7414
Fax: 978.929.7432



Anita R. Arnum
Fire Chief

Christopher Sammet
Deputy Fire Chief

Date: 24 April 2025

To: Chief Bryan B. Sorrows
Carlisle Fire Department
80 Westford Street
Carlisle, MA 01741

Re: Mulch/Brush Fire 960 Main Street, Acton, MA

Chief Bryan Sorrows,

The Acton Fire Department extends our sincere appreciation to your fire department for providing apparatus and personnel in response to the large mulch and brush fire in North Acton on Easter Sunday, April 20, 2025.

This was a particularly challenging incident, involving difficult terrain, gusty winds, and a significant distance to a reliable water source. Thanks to your dedicated efforts, there were no injuries and no major property losses—an outcome that would not have been possible without your support.

We recognize that this response came at the cost of valuable time with family and holiday activities, and we are truly grateful for your commitment and sacrifice. Please extend our heartfelt thanks to all members of your crew.

Know that we stand ready to support your community in your time of need, just as you were there for ours.

With appreciation,

Anita R. Arnum
Fire Chief



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Certificate of Participation

Massachusetts Municipal Association

Gretchen Gallimore

Recognizing your commitment to **Performance Management** during the 2025
Virtual Municipal Leadership Academy workshop.



Lynda S Freundlich

Lyn Freundlich

Change for Good Coaching and Consulting

The Stormwater Management certificate through University of New Hampshire Professional Development and Training (PD&T) is a multi-workshop program. The learning outcome of this program is an “enhanced understanding of the watershed impacts of infrastructure design and maintenance choices.” To receive this certificate, I completed the following workshops: Stormwater Hydrology, Stormwater Site Design, Treatment System Design & Post Performance Construction Estimates, and Stormwater Construction: Erosion and Sediment Controls.



Professional Development and Training

Certificate of Completion

This certificate is issued to

Sarah Wasserman

for successful completion of noncredit coursework in the University of New Hampshire

Stormwater Management Certificate

This certificate includes 35 hours of coursework in the following topics:

*Stormwater Hydrology | Stormwater Site Design | Stormwater Construction: Erosion and Sediment Controls / Treatment System Design & Post Construction Estimates
Part I and II*



Sarah Lamy

Sarah Lamy, Program Manager

UNH Professional Development and Training

04/11/2025

Date of Issuance

Certificate ID 023923

James Houle, PhD

Instructor



SELECT BOARD
TUESDAY, MAY 27TH, 2025
AT 7:00 P.M.
CLARK ROOM, TOWN HALL
66 WESTFORD ST. CARLISLE, MA 01741
HYBRID MEETING

AGENDA

TIME	PURPOSE
7:00 p.m.	1. Community Input
7:05 p.m.	2. Appointments and Resignations <ul style="list-style-type: none">• Volunteers• Staff
7:10 p.m.	3. Culvert Presentation
7:40 p.m.	4. Meeting with the Fire Station Designers
8:30 p.m.	5. First Discussion About Personnel Policies
8:40 p.m.	6. Annual Town Meeting Recap
8:50 p.m.	7. First Draft of FY26 Committee Appointments
9:00 p.m.	7. Set Assessors Senior Means Tested (Circuit Breaker) Exemption Percentage for FY26
9:10 p.m.	8. Town Administrator Report <ul style="list-style-type: none">• American Diabetes Association Ride Approval
9:30 p.m.	9. Warrant and Minutes Approval <ul style="list-style-type: none">• April 1, 2025• April 8, 2025• April 15, 2025
9:35 p.m.	10. Liaison Reports
9:40 p.m.	11. Cemetery Deeds
9:45 p.m.	12. Community Input
	Adjourn

* The meeting agenda lists all topics reasonably anticipated by the Chair at the time of posting. Agenda times are approximate, and items may be taken up out of order to facilitate the use of time.

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SELECT BOARD
TUESDAY, JUNE 10TH, 2025
AT 7:00 P.M.
CLARK ROOM, TOWN HALL
66 WESTFORD ST. CARLISLE, MA 01741
HYBRID MEETING

AGENDA

TIME	PURPOSE
7:00 p.m.	1. Community Input
7:05 p.m.	2. Select Board Reorganization
7:15 p.m.	3. Appointments and Resignations <ul style="list-style-type: none">• Volunteers<ul style="list-style-type: none">○ FY2026 Slate• Staff
7:25 p.m.	4. Pole Petition
7:35 p.m.	5. MCRS Meeting
8:05 p.m.	6. Street Signs
8:25 p.m.	7. DPW Building
8:25 p.m.	8. Fire Station Renovation Building Committee
9:00 p.m.	9. Town Administrator Report <ul style="list-style-type: none">• American Diabetes Association Ride Approval
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