

**TOWN OF CARLISLE  
BOARD OF SELECTMEN**

**AGENDA\***

<b>TIME</b>	<b>PURPOSE</b>
7:00p.m.	Community Input
7:05p.m.	1. Approve Municipal Facilities Committee charge
7:20p.m.	2. Approve Deer Committee charge
7:35p.m.	3. Dog Issues Committee - appointments
7:45p.m.	4. BoS Liaisons
8:15p.m.	5. Streetlights Discussion
9:00p.m.	6. Action Items from previous meetings
9:15p.m.	7. Town Administrator's Report
9:25p.m.	Appointments/Resignations Resignation - Judy Asarkof (AgComm)
9:30p.m.	Liaison Reports
9:40p.m.	Minutes
9:45p.m.	Adjournment

**Place: Clark Room, Carlisle Town Hall**

**Date: Tuesday, October 25, 2016**

**Time: 7:00 p.m.**

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



Carlisle Board of Selectmen  
AGENDA ACTION REQUEST

**October 25, 2016**

**1**

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## Municipal Facilities Committee Charge

**Requested by:** Nathan Brown, BOS Chair

**Action Sought:** 10/25/16

### Proposed Motion(s)

MOVE that the Board of Selectmen vote to APPROVE the Municipal Facilities Committee charge as presented on October 25, 2016.

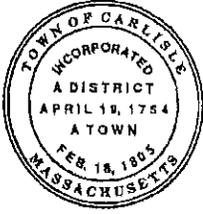
### Additional Information

Attached is the DRAFT Municipal Facilities Committee charge prepared by Chair Nathan Brown.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

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Carlisle Board of Selectmen  
AGENDA ACTION REQUEST  
**October 25, 2016**

**2**

## Deer Committee Charge

Requested by: Luke Ascolillo

Action Sought: 10/25/16

### Proposed Motion(s)

MOVE that the Board of Selectmen vote to APPROVE the Deer Committee charge as presented on October 25, 2016.

### Additional Information

Attached is the DRAFT Deer Committee charge prepared by Luke Ascolillo and Town Board/Committee control sheet with current membership.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

## Deer Committee

The working group will collect information about deer hunting programs from other towns, land trusts and agencies such as the U.S. Fish and Wildlife Service which currently allows hunting on the refuge and establish a proposed policy as to how deer hunting might be implemented in the Town of Carlisle. Example topics that might be covered by the policy may include (1) which parcels of land would be open to hunting; (2) location restrictions within the parcels of land with respect to borders, trails, natural features, etc.; (3) qualifications of hunters; (4) the permitting process; (5) permitting fees; (6) authority of the Conservation Commission; (7) the need for a game warden or another enforcement official; and any other aspects related to deer hunting that might be discovered during the process of investigating these matters.

It is envisioned that the work product output by the working group would be a proposed set of regulations that would be brought before the Board of Selectmen, Board of Health, and Conservation Commission for comment. After receiving comment from the various boards, at least one public forum would be hosted by the working group to discuss the proposed regulations with the public and receive feedback for incorporation into a final version to be brought before town meeting.

The working group will include one bow hunter with demonstrated qualifications. Preferably the bow hunter would have significant experience bow hunting on public land in residential towns. The working group will also include one member designated to represent the Board of Health; one member designated to represent the Conservation Commission; one representative from the Police Department, one member from the Citizens at Large, one member from the Trails Committee, and one member designated to represent the Board of Selectmen.

### Members:

	<i>Name:</i>	<i>Address:</i>	<i>Representative</i>
1	Todd Thorsen	301 Hanover Street	Board of Health
2			Conservation Commission
3			Trails Committee
4			Bow Hunter
5			Citizen at Large
7			Police Department
8			Board of Selectmen

### Positions to be filled:

**One (1) member of the Board of Selectmen and (1) Citizen-at-large and one qualified bow hunter.**

### Applicants:

	<i>Name:</i>	<i>Address:</i>	<i>BOS/Citizen-at-large/Bow Hunter</i>

**Jenn Gibbons**

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**From:** Steve Tobin <sptobin@comcast.net>  
**Sent:** Sunday, October 16, 2016 8:37 PM  
**To:** Tim Goddard  
**Subject:** Comments on Mission Statement for Deer Subcommittee

Tim,

The mission statement looks good. In the second paragraph, I wouldn't limit the information gathering to just other towns. I know the Trustees of Reservations have a program for deer hunting on their properties that might be a good model. There may be other nonprofit conservation organizations who have deer hunting programs as well. The US Fish & Wildlife Service runs a hunt in Carlisle at Great Meadows that we might learn something from, and the state Fish & Game Department probably deals with a lot of towns regarding deer hunting. Maybe say "other towns and organizations".

Best regards,  
Steve Tobin  
Carlisle Trails Committee Chairman



Carlisle Board of Selectmen  
AGENDA ACTION REQUEST  
**October 25, 2016**

**3**

## Dog Control Subcommittee - Appointments

Requested by: Nathan Brown, chair

Action Sought: 10/25/16

### Proposed Motion(s)

- 1) MOVE that the Board of Selectmen vote to appoint \_\_\_\_\_ to be the its designee to serve on the Dog Control Subcommittee for an indefinite term.
  
- 2) MOVE that the Board of Selectmen vote to appoint \_\_\_\_\_ to be the Citizen- a- large/ dog owner representative on the Dog Control Subcommittee for an indefinite term.

### Additional Information

Attached is the Dog Control Subcommittee charge which was approved by the Board of Selectmen last August and Town Board control sheet with letters of interest to serve on committee received to date.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

## Dog Control Subcommittee

To evaluate the need for action concerning dog related issues. The Subcommittee will evaluate whether the Town should amend its current bylaws, adopt new bylaws, or take no action. The main areas to be evaluated are 1.) Public Safety – the Town of Carlisle does not currently have a leash law and this should be evaluated. Information on incidents should be collected through open meetings with the public as well as statistics collected from Carlisle Police Department, Board of Health, Conservation Commission and the Dog Officers. Thorough evaluation of leash laws in surrounding towns should be evaluated and their impacts should be determined. 2.) Animal Waste – The Town of Carlisle currently has a bylaw pertaining to the non-removal of animal waste from private property, it does not necessarily pertain to Town owned land. The Committee should determine if this bylaw is adequate and if it is truly enforceable and the need for a bylaw on Town owned land as well. 3.) Dog Licensing – Based on numbers from the Clerk's Office there are a significant number of unregistered/unlicensed dogs in Carlisle. The committee should investigate registration requirements and determine possible enforcement actions for owners who do not register their animals. 4.) Prolonged Barking - The Town of Carlisle currently has a bylaw pertaining to prolonged barking. Is the current bylaw adequate and enforceable? Review the number of registered complaints and consult with the Dog Officer regarding effectiveness. 5.) Authority of Dog Officer – Evaluate the current authority the dog officer has and determine if it is adequate or should, and can be, expanded to include enforcement.

The subcommittee should include 2 members from the community, one dog owner and one non-dog owner. The subcommittee will also include one member designated to represent the Board of Selectmen, one member designated to represent the Board of Health, one member designated to represent the Recreation, one member designated to represent the Conservation Commission, one of the Town Dog Officers, and a member of the Carlisle Police Department (or significant input from CPD on enforcement potential)

### Members:

	<i>Name:</i>	<i>Address:</i>	<i>Representative</i>
1			Board of Health
2	Dan Wells	172 Woodridge Road	Conservation Commission
3	Drew McMorrow	301 Concord Street	Recreation Commission
4			Citizen at Large/ Dog Owner
5			Citizen at Large/Non-Dog Owner
6			Dog Officer
7	Lee Crowe	Not in Town	Police Department
8			Board of Selectmen

### Positions to be filled:

**One (1) member of the Board of Selectmen**

**Two (2) citizen-at-large positions, one dog owner and one non-dog owner**

### Applicants:

	<i>Name:</i>	<i>Address:</i>	<i>Dog Owner/Non Dog Owner</i>
1	David Ziehler	136 Acton Street	Dog Owner
2	Susan Provenzano	80 Mill Road	Dog Owner
3	Naomi Oreskes	112 Johnson Road	Dog Owner

## Jenn Gibbons

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**From:** Sukey Provenzano <slprovenzano@comcast.net>  
**Sent:** Monday, August 15, 2016 9:51 PM  
**To:** Tim Goddard  
**Subject:** Dog Subcommittee

Hello Mr. Goddard,

Having just gotten caught up on my Mosquito reading after being on vacation I am wondering if there still is an opening on the dog issue subcommittee. If so I am interested in becoming a member of that subcommittee. I am the owner of three corgi dogs, but am also an avid horseback rider. While I feel a leash law is not necessary I do feel that steps need to be made to made owners more responsible of their dogs and I think there are numerous ways to achieve this. So if there still is a spot on the committee I would appreciate you considering me for that spot.

Thank you,

Susan Provenzano  
80 Mill Pond Lane



Carlisle Board of Selectmen  
AGENDA ACTION REQUEST  
**October 25, 2016**

**4**

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## **FY2017 BOS Liaisons**

**Requested by:** Chair Nathan Brown and TA Timothy Goddard

**Action Sought 10/25/2016**

Proposed Motion(s)

DISCUSSION

Additional Information

Attached is the updated list of Board of Selectmen liaisons

Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

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**Town of Carlisle**

66 Westford Street, Carlisle, MA 01741  
 Phone: (978) 369-6136 Fax: (978) 369-6155

**Land Stewardship Committee**

**Contact:** Sylvia Willard, Conservation Administrator, 978-369-0336

**Land Stewardship Topics**

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- |   |   |   |
|---|---|---|
| <a href="#"><u>New Items</u></a>                  | <a href="#"><u>Conservation and Stewardship</u></a> | <a href="#"><u>Carlisle Conservation Properties</u></a> |
| <a href="#"><u>LSC Activities and Reports</u></a> | <a href="#"><u>Interesting Links</u></a>            | <a href="#"><u>Minutes</u></a>                          |

**Land Stewardship Committee Mission**

The Carlisle Conservation Commission established the Land Stewardship Committee (LSC) in 2005 as a subcommittee to assist the Commission in managing town-owned conservation land.

Our purpose is to protect and maintain the natural and cultural resources being preserved on these parcels, including wildlife habitat, water and forest resources, scenic vistas, as well as historic structures and their related cultural values.

As stewards of conservation land, the LSC also seeks to foster a strong commitment among the town's residents to protect Carlisle's conservation lands for the unique recreational and educational opportunities that only open space can provide.

**The Work of the Committee**

One of the main duties of the LSC is to develop baseline assessments and management plans for each of the major conservation parcels the town owns. A baseline assessment is a compilation of information about each parcel. It covers the acquisition history; the historic and current uses; it documents the parcel's significant natural and cultural features; and assesses the current condition of its resources. After each baseline assessment is completed, the LSC develops a management plan for each parcel. The management plan forms the basis for conducting ongoing maintenance of the properties as well as proposing improvements. The management plans are developed with input from other town committees as well as the public.

For more detail on the goals, objectives, and specific activities of the LSC see [Establishment of a Land Stewardship Program in Carlisle.](#)

<b>Members</b>
Dwight DeMay
Timothy Donohue, Co-Chair
Debbie Geltner, Co-Chair

## CONSERVATION RESTRICTION ADVISORY COMMITTEE

*The Conservation Restriction Advisory Committee (CRAC) was authorized by a vote of the Board of Selectmen on April 17, 1990. After receiving recommendations from CRAC, the Mission Statement, below, was approved in its final form by the BOS on August 25, 1998.*

Mission Statement: To promote and educate Carlisle landowners on the benefits of conservation restriction agreements and to assist in the development and implementation of conservation restriction agreements in our community.

Membership: The Conservation Restriction Advisory Committee shall be appointed by the Board of Selectmen. The Committee shall be comprised of four (4) residents from the town as well as designees from the Planning Board, Trails Committee and Conservation Commission. A total of seven (7) members shall serve on this committee.

Term: Members to the Conservation Restriction Advisory Committee shall be appointed annually by the Board of Selectmen.

Meetings: The Conservation Restriction Advisory Committee shall meet, as needed, to accomplish the goals outlined in the mission statement.

### Tasks:

- 1). To develop and implement an educational program on the benefits of conservation restriction agreements.
- 2). To assist the Conservation Commission and Planning Board in identifying opportunities within the community for the potential use of conservation restriction agreements.
- 3). To assist the Conservation Commission, Planning Board and Board of Selectmen on negotiations relative to the granting of conservation restrictions and to act on behalf of the town in said negotiations including:
  - a. Conducting negotiations with landowners desiring to implement a conservation restriction.
  - b. Development of conservation restriction agreements that will comply with guidelines issued by the Division of Conservation Services of the Massachusetts Executive Office of Environmental Affairs.
  - c. To advise the Board of Selectmen in their decision to sign and approve a conservation restriction.
  - d. To establish an inspection schedule to monitor existing conservation restrictions for compliance with the terms of the restrictions.



Carlisle Board of Selectmen  
AGENDA ACTION REQUEST

**October 25, 2016**

**5**

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## LED Streetlights Project

Requested by: CETF

Action Sought: 10/25/16

Proposed Motion(s)

NO ACTION - DISCUSSION ONLY

### Additional Information

Attached are comments received residents regarding the LED Street Lighting plan presented at the October 11<sup>th</sup> Board of Selectmen meeting.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

## Jenn Gibbons

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**From:** Vanessa Hunnibell Moroney <vanbell@gmail.com>  
**Sent:** Thursday, October 13, 2016 6:39 PM  
**To:** cetfcarlisle@gmail.com; Tim Goddard; Nathan Brown  
**Subject:** Fwd: [cityinthewoods] Streetlights discussion: Please respond by October 22nd

I'd like to let it be known that my husband, Ray, and I are concerned about the streetlight directly across from our house at 142 Bedford Road. It is marked in blue on your map. We would prefer to not even have a light there at all.

But if the light absolutely must stay, we want to stress that we would be very upset if the light is any brighter than it already is. We feel it is already too bright.

Just wanting to weigh in and make our feelings known.

Thank you,  
Vanessa Moroney  
142 Bedford Road

Sent from my iPhone.

Begin forwarded message:

**From:** "Launa Zimmaro [launa@zimmaro.com](mailto:launa@zimmaro.com) [cityinthewoods]"  
<[cityinthewoods@yahoogroups.com](mailto:cityinthewoods@yahoogroups.com)>  
**Date:** October 13, 2016 at 11:27:05 AM EDT  
**To:** "[cityinthewoods@yahoogroups.com](mailto:cityinthewoods@yahoogroups.com)" <[cityinthewoods@yahoogroups.com](mailto:cityinthewoods@yahoogroups.com)>  
**Cc:** Deborah Bentley <[dbentley.architect@gmail.com](mailto:dbentley.architect@gmail.com)>  
**Subject:** [cityinthewoods] Streetlights discussion: Please respond by October 22nd  
**Reply-To:** [cityinthewoods@yahoogroups.com](mailto:cityinthewoods@yahoogroups.com)

Hi, All

I was asked to post the message below on behalf of Deborah Bentley, Carlisle Energy Force.

Thanks for reading and responding to provide input.

Launa

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Launa Zimmaro  
978-287-4270  
[launa@zimmaro.com](mailto:launa@zimmaro.com)

### REMOVE UNNECESSARY STREETLIGHTS?

The street lights in Carlisle are not arranged in any set manner in Carlisle . They are dotted around streets due to historical demand. Some streets have lights and others do not.

**Jenn Gibbons**

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**From:** cityinthewoods@yahoogroups.com on behalf of LowellSJ@aol.com [cityinthewoods]  
<cityinthewoods@yahoogroups.com>  
**Sent:** Thursday, October 13, 2016 9:08 PM  
**To:** cityinthewoods@yahoogroups.com  
**Subject:** Re: [cityinthewoods] Streetlights discussion: Please respond by October 22nd

In my opinion, street lights would be helpful near the school, library, town hall, PD, and Ferns. These are locations people are likely to frequent and providing street lighting seems appropriate.

I live on a street off of East St. East St. has street lights that make little to no difference. These street lights add no value and provide no benefit. They are an expense. I rarely, if ever, recall seeing anyone walking on East St. in the dark of the night.  
Susan

In a message dated 10/13/2016 11:27:11 A.M. Eastern Daylight Time, cityinthewoods@yahoogroups.com writes:

Hi, All  
I was asked to post the message below on behalf of Deborah Bentley, Carlisle Energy Force.

Thanks for reading and responding to provide input.

Launa

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Launa Zimmaro  
978-287-4270  
launa@zimmaro.com

**REMOVE UNNECESSARY STREETLIGHTS?**

The street lights in Carlisle are not arranged in any set manner in Carlisle. They are dotted around streets due to historical demand. Some streets have lights and others do not.

Carlisle Resident, Dr Alan Lewis, an expert on night driving and LED lights, has recommended that it is safer if we reduce the street lights to only the street junctions that are already lit and downtown. This means when your driving at night you will see the streetlights as beacons to warn you that you are at a junction, and your eyes will not have to adjust to intermittent streetlights as you drive along the roads.

The Energy Task force has produced a map showing which lamps we would like to retain ( Blue) and those that we think could be removed.(white)

<https://drive.google.com/open...>

Last night the Selectman were split on whether we should keep all the lights as they are, or reduce the number of lights. They were concerned that if we removed lights residents would complain. To date we have had five residents ask if we can not replace lamps near there house.

We need residents to respond to if they wish the streetlights that are white on our map to be kept or not. Please go to the map and respond below, on GreenCarlisleMA Facebook Page or on cellcarlisle@gmail.com with your street address and if you wish the streetlight to stay or be removed.



Carlisle Board of Selectmen  
AGENDA ACTION REQUEST

**October 25, 2016**

**6**

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## Action Items from previous meetings

Requested by: TA Timothy Goddard

### Updated list of Action Items

See updated list of action items from previous meetings

1. **Review Town Bylaw & Building Regulations** - Notification to abutters/30-day comment period for building permits and review current zoning for the allowed size of a secondary building on two-acre parcel.
    - Building Inspector has agreed to draft language.
    - **Sent request to the Planning Board. 10/4/16 – No update**
  2. **Delinquent Tax Payers** – Withhold approval of licenses and permits. Scheduled for 11/08/16 agenda
  3. **LED Streetlights** - Evaluate the existing location of street lights to determine if they all need to be replaced.
    - Option recommended by Historical Commission & Safety Committee forthcoming.
  4. **LED Crosswalk Signals**
    - Police Chief researching options on low profile fixtures at the request of the Historical Commission.
  5. **Comcast** – request for town-wide coverage
    - Still attempting to schedule meeting in with Comcast Representatives
  6. **Greenough Barn Property** – Selectman Ascolillo - Informal discussions with demolition/salvage companies
  7. **Deer Task Force Committee Charge** – Final revised charge on 10/25 Agenda.
  8. **Municipal Aggregation Plan** - Submitted to the DPU. No update.
  9. **Personnel Board** – Reduce membership from 5 to 3 members not including the 2 citizen-at-large positions. **Personnel Board advised of request at 10/20/16 meeting.**
  10. **Finance Committee** –3-year budget plan for all departments, boards and committees.
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**TOWN OF CARLISLE**  
*Office of*  
**TOWN ADMINISTRATOR**

66 WESTFORD STREET,  
CARLISLE, MASSACHUSETTS 01741

**6. TOWN ADMINISTRATOR'S REPORT—October 25, 2016**

**1. TILL Open House – November 3<sup>rd</sup>**

All Board members should have received an invitation to the Open House for the TILL Group Home at 338 Bedford Road which will be held on Thursday, November 3<sup>rd</sup> from 4:00pm – 6:00pm. Please let me know if you plan to attend.

**2. Procurement Policy changes**

Due to the recent passage of the Municipal Modernization Act, the procurement threshold for Goods & Services has been amended. I have revised the Town's procurement policy to reflect the new limits (attached). A motion to approve would be in order.

***Motion: "I move to amend the Town of Carlisle Policy on Procurement of Supplies and Services as presented this evening to bring the policy into compliance with the Municipal Modernization Act."***

**3. MAPC Appointment**

Selectman Bill Risso had volunteered at a prior meeting to serve as the Town's representative to the Metropolitan Area Planning Council, the regional planning commission for the Boston Metro Area but the Board did not vote at the time to officially appoint him. A motion to make the appointment would be appropriate at this time.

***Motion: "I move to appoint Bill Risso as Carlisle's representative on the Metropolitan Area Planning Council, for a term to expire on June 30, 2017."***



Town Administrator  
Tel. (978) 371-6688

# Town of Carlisle

OFFICE OF

## BOARD OF SELECTMEN

66 Westford Street  
CARLISLE, MASSACHUSETTS 01741  
TEL. 978.369.6136



Fax (978) 318-0098

## TOWN OF CARLISLE BOARD OF SELECTMEN

### Procedure for:

### PROCUREMENT OF SUPPLIES AND SERVICES, DISPOSAL OF SURPLUS TOWN OWNED PROPERTY/SUPPLIES AND EXECUTION OF CONTRACTS

#### Purpose

This directive is issued for the purpose of ensuring that all contracts entered into by the Town of Carlisle are in compliance with all applicable local, state, and federal law, including Massachusetts General Laws, Chapter 30B, the Uniform Procurement Act. In accordance with the provisions of the Act, the Chief Procurement Officer for the Town shall oversee the procurement function in conformity with the Statute.

#### Definitions

“Chief Procurement Officer”-The Town Administrator as appointed by the Selectmen, pursuant to MGL Ch. 30B and MGL Ch. 41, §103.

“Town Administrator”- Chief Administrative Officer, appointed pursuant to MGL C.41, §23A, which provides that he “shall act by and for the selectmen in any matter which they may assign to him relating to the administration of the affairs of the town or of any town office or department under their supervision and control”.

#### Procurement Requirements

1. Subject to the approval of the Chief Procurement Officer, department heads shall have the discretion to make purchases under \$10,000 using sound business practices. Department heads should solicit price lists and quotations from competing vendors on a regular basis to make sure the Town is getting favorable prices for all purchases.
2. The Chief Procurement Officer shall oversee procurements in the amount of \$10,000 to \$50,000. For each such procurement, it shall be the responsibility of the requesting department head to:
  - a. prepare a written description which includes all purchase requirements,
  - b. seek written or verbal price quotations on said written description from no less than three competing vendors, which quotations shall be summarized on a form prescribed by the Chief Procurement Officer, and
  - c. obtain the written approval of the Chief Procurement Officer thereon to award the contract to the lowest responsible bidder. The term “lowest responsible and eligible bidder” means the bidder whose bid is of the lowest of those bidders possessing the skill, ability and integrity necessary for the faithful performance of the work.



**Town of Carlisle**  
*Office of*  
**CONSERVATION COMMISSION**  
66 Westford Street  
Carlisle, Massachusetts 01741

Tel. (978) 369-0336  
Fax: (978) 369-4521

## MEMO

To: Personnel Committee, Vanessa Brown, Chairman  
FROM: Lee Tatistcheff, Chairman Carlisle Conservation Commission  
RE: Immediate Increase in hours for Conservation Commission's Administrative Assistant  
DATE: September 15, 2016

The Carlisle Conservation Commission is respectfully requesting approval of an additional 80 hours to fund Mary Hopkins, the Conservation Administrative Assistant. As in previous years the request for additional hours will be funded out of the Commission's Intents Account after approval from both the Personnel Board and the Board of Selectmen. The intents account is a special account funded by fees submitted to the Conservation Commission from filings submitted to it under the Wetlands Protection Act. The 80 hours requested will provide the Conservation Commission assistant with 2 additional hours per week for the remainder of this fiscal year. Note that Carlisle Wetlands Protection Bylaw fees are submitted to the General Fund and are not available for use by the Conservation Commission.

The Conservation Commission staff has seen its workload steadily increase over the past few years and the current situation is unsustainable. Due to this ongoing issue of a shortfall in hours, the Conservation Commission is planning a future presentation to the Personnel Board to request a permanent increase in hours of the conservation administrative assistant who is currently funded for 25 hours per week. The Commission is currently determining the number of hours to be requested, however we expect the request will be an increase to 30 to 35 hours per week. The Commission is also assessing the current and potential responsibilities of the assistant. We expect to have this completed shortly and will request a time to present justification to the Board soon. Thank you for your time and consideration



## Jenn Gibbons

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**From:** Judy Asarkof <Rigleyman@aol.com>  
**Sent:** Tuesday, October 11, 2016 12:24 PM  
**To:** Tim Goddard  
**Subject:** Not renewing board membership

To Board of Selectmen:

It is with some sadness that I inform you that due to ongoing health issues, I am forced to remove myself from the Carlisle Agricultural Commission for 2016/2017 year. I hope to regain my health and serve again in the future to support a worthwhile focus! I know I leave the Ag Com in many capable hands!

Sincerely, Judy Asarkof

Sent from my iPhone=