

BOARD OF SELECTMEN

October 13, 2009
Minutes

The Board of Selectmen met on Tuesday, October 13, 2009 in the Town Hall Clark Room. Those present were Selectmen Timothy F. Hult, John D. Williams, Douglas A. G. Stevenson, and Peter Scavongelli. Town Administrator Timothy D. Goddard was also present.

Town Administrator Report

Police Chief John Sullivan was present to ask the Board to approve an increase in the rate of pay for the Special Officers to not less than \$25.00 per hour. Chief Sullivan explained that there has been a problem filling Special Officer Shifts and if this is not addressed it will create a budget problem for the Police Department. Chief Sullivan asked that the full time academy trained officers be paid up to \$25.00 an hour. On a motion made by made by Mr. Williams and seconded by Mr. Stevenson, it was **VOTED 4-0** to approve the rate of pay for the Special (full- time academy trained)Officers at \$25.00 per hour and that this be effective immediately.

Chief Sullivan also brought forth another matter relative to the Special Officers being paid overtime costs for training whenever they are working outside of the patrol shifts. He was concerned that this practice would not prevail. On a motion made by Mr. Stevenson and seconded by Mr. Williams it was **VOTED 4-0** to authorize the Police Chief to pay overtime rates to the Special Police Officers when they are working outside the Patrol Shifts in training.

Mr. Goddard said the Board has been asked to issue a Proclamation proclaiming October 24, 2009 United Nations Day. The Proclamation will be displayed at the State House on Monday, October 19, 2009. On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was **VOTED 4-0** to approve the Proclamation proclaiming October 24, 2009 as United Nations Day.

Mr. Goddard said the Senior Tax Advisory Committee is requesting the Board of Selectmen approve \$5,200 to be used for energy assistance for Carlisle residents in temporary need of assistance. On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was **VOTED 4-0** to approve \$5200 from the Caroline Hill Trust Fund, be authorized to be used for energy assistance for Carlisle residents in temporary need of assistance by the Senior Tax Advisory Committee.

Mr. Goddard said the Carlisle Public Schools has asked for \$1,000 in financial support for a child in need to pay for medical bills, provide clothing, and purchase Christmas gifts. On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was **VOTED 4-0** to approve \$1000 from the Caroline Hill Trust Fund to be used for the financial support of a child in need to pay for medical bills, clothing, and Christmas presents.

Mr. Goddard said Finance Director Larry Barton has brought to his attention the need to go out to bid for a Bond Anticipation Note for a short term borrowing. He said this is related to the roll-off truck, the cisterns and the school building project. It was noted by Mr. Hult that the amount for this BAN is approximately \$500,000. On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was **VOTED 4-0** to authorize the Town Treasurer to go out to bid for various items for a short term bonding in the coming year up to \$500,000.

Mr. Goddard presented two Warrants from the Town Clerk for the Board to approve and sign for an upcoming primary and election.

On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was **VOTED 4-0** to approve the Warrant for the Special State Primaries for the Senator in Congress to be held on December 8, 2009.

On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was **VOTED 4-0** to approve the Warrant for the Special State Election for the Senator in Congress for the Commonwealth to be held on January 19, 2010.

Mr. Goddard said Mark Caddell from the Board of Health was present to talk about the Board of Health's efforts to set up an H1N1 clinic in Carlisle. Mark said the Board of Health is collaborating with the Carlisle Public School Superintendent, school nurse, Chief Flannery and the EMS and the Carlisle Medical Reserve Corps to organize a local vaccination clinic for children ages 5 to 18. Mark said depending on the availability of the vaccine, they are hoping to hold the clinic after November 15th. He said the first clinic would be available for children from ages 5 through 18 during school hours. Mark said they are planning on two clinics at the school, which will be staffed by MRC and hired staff. He said the second one would be held three weeks later, on a Saturday. Mark said a refrigerator has been ordered for the vaccine. He said the Board of Health would like to come back to the Selectmen in order to keep the communication open on this issue. There was a brief discussion on how the funding and reimbursement was being handled for various items.

Community Input

James Bohn, resident of 180 Concord Street and a member of the Carlisle Affordable Housing Committee and Affordable Housing Trust intended to make a few comments on the Stretch Code. Mr. Hult asked him to refrain until after that discussion later in the meeting.

Town Wide Survey

John Ballantine and Alan Cameron from the Town Wide Survey Committee were present to give this report. John Ballantine said this is the fourth part of the survey and it relates to 'how trusting people are'. John said that the survey showed that over the past 30 years, trust has declined. People do not trust others. He said the way we build trust is to work together and by being together. John pointed out that the Townspeople were very trusting of the Carlisle Police. John went over several graphs, explaining the importance of participation in local activities, and which groups participated in these activities. The participation in these activities varied and so did the reasons why people did not participate. They were too busy or not interested.

Alan Cameron addressed the participation issues in greater detail. He said participation in various activities spanned from going to the library, to Town meeting and volunteering for Town groups. He said it was uniformly agreed that many residents participated in voting.

Alan said residents generally felt they were informed. He went on to say that the Town felt that the best way to receive information was through the Mosquito. It was the best way to spread the word on information about local activities and events. It was generally agreed that the Townspeople would like to see more pages of the Mosquito or more information in the Mosquito.

In summary, in the Town of Carlisle, people trust people in comparison to nation-wide statistics. They are very trusting of the Carlisle Police Department. It was agreeable that most of the time the Town spends money wisely. The Town agrees the Police, Fire and Library are responsive to the community.

Also in summary, in regard to Town events and activities, the Townspeople occasionally participate; that is, most people vote but otherwise few are involved. In regard to being informed, most thought they were well informed and the source of their information was the Mosquito.

Mr. Hult asked a question regarding the slide that referred to Town Departments. Mr. Stevenson asked about the pie-chart, regarding spending money. He asked John to explain the chart in more detail.

Alan Cameron said the Survey Committee would be happy to present the remaining two Town Survey Series at a future date.

Stretch Code-Energy Task Force

Board of Selectmen

October 13, 2009

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Approved: 10/27/09

Mr. Hult said a few weeks ago there was an initial presentation on the stretch code. He said tonight the objective is to have the Energy Task Force address the Stretch Code in greater detail in anticipation of an open meeting when we will invite a greater number of people and have a public hearing. Present from the Energy Task Force were Dan Cook, Glenn Reed and Building Inspector John Luther. Dan Cook began the discussion by answering a question that is most frequently asked which is, what are the differences between the stretch code and the current existing building code

Mr. Scavongelli asked what Towns had approved the stretch code. Dan said that Cambridge is holding discussions, but no town that he is aware of has adopted it yet. In reply to Mr. Scavongelli, Dan said the major objection to the stretch code was the upfront cost, which is about \$8,000.00. Dan and Glenn noted there was an energy savings over the year. They discussed various rebates received after the initial investment.

In reply to Mr. Hult, Dan said home renovations are covered under the stretch code and there are certain requirements that have to be met. Mr. Hult asked if this is such a good and economically sound idea, then why should we have to prescribe to it? Glenn said most builders are building to or close to this level. This is an insurance policy the homeowners will have to adhere to.

Mr. Williams asked if it is necessary to have a special inspector to inspect the homes. He also asked how much does this cost and how often will the special inspector have to come out and what are the unforeseen consequences? Building inspector John Luther explained that a third party rater is required at the planning stages. His fee would be between \$800 to one thousand dollars.

The Task Force was adamant that out of pocket expenses were minimal compared to the overall savings in the end.

In conclusion the Board decided to schedule an open meeting where local builders would be invited.

James Bohn from Concord Street spoke to the Board about his concerns. He pointed out that in the Survey that was done by the Council on Aging there was general concern by 67% of the residents that the cost of living is a negative factor in the Town of Carlisle. He said an additional \$8,000.00 to the cost of home construction will only serve to elevate those costs. He said if this is such a good idea, why aren't home owner's doing it already? If it was going to add value, homeowner's would be doing it already.

Fern's Country Store/8 Lowell Street

Larry Bearfield, owner of Fern's was present to talk to the Board about his ability to sell Beer and Wine pending the completion of the work on his addition according to the plans. Fern's was granted a license to sell beer and wine pending construction approval. Building Inspector John Luther was present with a document stating that the renovations have been completed according to the plans. Larry said at this point he would like to advance the license. There was a document presented this evening from the Architectural Access Board. The document requested that a lift be put in place at Fern's to make it ADA accessible. Larry explained that the new building is ADA accessible. It was determined that the issue with the inability of inaccessibility into the older part of the building had little bearing on the license to sell beer and wine.

On a motion made by Mr. Williams and seconded by Mr. Stevenson it was **VOTED 4-0** to approve the license to sell beer and wine due to the completion of the work on the addition as requested. Larry asked that the Board consider the pro-rated fee for the liquor license. Mr. Hult said that was the agreement in the beginning, and the Board will honor that agreement.

Site Plan Review Regulations

Mr. Hult said that he and John Williams would include the Site Plan Review Regulations with their discussions with David Freedman and Michael Epstein relating to LIP. He asked the Board if there were any changes or recommendations they would like them to explore, and if so, they could forward them for consideration. Mr. Stevenson said he would look at the Site Plan Regulations in more detail, particularly the filing fee.

Financial Restructuring Review Committee

Mr. Hult spoke about the budget process this year. He said there are some factors that will make it a difficult year; specifically the High School, loss in state aid money and two school projects. He said the net of this is that we need to 'go out of the box' this year and take a look at how we do our business and structurally adjust our budgets. Mr. Hult said the Board of Selectmen would like to create a special committee to review the expense structure of the Town Departments and make recommendations as to what actions might be taken in order to come up with a budget for next year; and begin to adjust budgets in a manner which will be sustainable in the longer term.

Mr. Hult said this committee would work with the Board of Selectmen and the FinCom as the Town budget is formulated over the next year. In the longer term, the committee will work to provide a framework and guidelines that will allow us to come to a sustainable financial balance as the Town absorbs the expenses associated with the new school facilities. He went over the suggested list of members which included himself, John Williams, FinCom member David Model, Town Administrator Tim Goddard, Finance Director Larry Barton and Planning Board chair David Freedman. Mr. Hult said it would also be a good idea to have a member from the School Committee on this committee. On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was **VOTED 4-0** to constitute a special committee on structural financial planning as outlined on the memo dated October 13, 2009 to serve for the timeframe [starting] October 2009 through May 2010. (Attached)

Liaison Reports

Mr. Stevenson briefly discussed Lt. Leo Crowe's employment contract. He presented Lt. Crowe's three year Contract for the Board to review, approve and sign. On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was **VOTED 4-0** to sign the Labor Contract between the Town of Carlisle and Leo T. Crowe for the period effective [starting] July 1, 2009 to 2012.

Mr. Williams said the Affordable Housing Plan Committee members need to be appointed. On a motion made by Mr. Williams and seconded by Mr. Stevenson it was **VOTED 4-0** to appoint Tim Hult, John Williams, David Freedman, Tom Nathan, James Bohn, and Alan Lehotsky to the Carlisle Affordable Housing Plan Committee for a term that will expire in October 2010.

Mr. Williams also mentioned that the Zoning Board of Appeals is looking for associate members.

The Carlisle Elderly Housing Association Board has decided to extend Village Court.

Mr. Scavongelli said the Highland Building Committee held their first meeting earlier this month and they have agreed to meet every other Thursday. He said they will meet again on October 22nd. Mr. Scavongelli noted that they will meet separately – but on the same night.

Mr. Williams said there was a Carlisle Public School Teacher's negotiation meeting today at the school. That meeting will be discussed in Executive Session.

Appointment/Resignations

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was **VOTED 4-0** to accept the resignation of Randy Laughlin from the Recreation Commission with gratitude for his service.

On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was **VOTED 4-0** to appoint Noreen Ma to the Recreation Commission for a term that will expire on June 30, 2010.

On a motion made by Mr. Williams and seconded by Mr. Stevenson it was **VOTED 4-0** to appoint Rick Amodei to the Recreation Commission for a three year term that will expire on June 30, 2012.

On a motion made by Mr. Williams and seconded by Mr. Stevenson it was **VOTED 4-0** to appoint Larry Barton, Melissa Stamp, Kathy Mull, Angela Smith, Nadine Bishop and Ann Wright to the Senior Tax Advisory Committee for a one year term to expire on June 30, 2010.

On a motion made by Mr. Williams and seconded Mr. Stevenson it was **VOTED 4-0** to appoint Timothy Goddard as Personnel Administrator and Procurement Officer.

Minutes

On a motion made by Mr. Williams and seconded by Mr. Stevenson it was **VOTED 4-0** to approve the Minutes to Board of Selectmen meeting of September 22, 2009.

