

BOARD OF SELECTMEN

July 27, 2010

Minutes

The Board of Selectmen met on Tuesday, July 27, 2010 in the Town Hall Clark Room. Those present were Selectmen John D. Williams, Douglas A. G. Stevenson, William R. Tice, Jr., Peter Scavongelli, and John Gorecki. Town Administrator Timothy D. Goddard was also present.

The meeting was called to order at 7:00 p.m.

Town Administrator Report

Mr. Goddard spoke about the memorial bench that Mrs. Eleanor Barron Gorman has offered to the Town as a gift in memory of her family members who served the Town. The Historical Commission submitted a number of concerns with the appropriateness of placing the bench within the Town Center and Historic District. Mr. Williams said he has given the matter some thought and has approached Fr. Donohue of St. Irene Church to find out if the Church could accommodate the use of the bench. Mr. Williams also suggested placing the bench in the area known as Vivian's Place behind Town Hall. Mr. Tice asked if the whole historic district was basically considered off limits for placement of the bench. Mr. Williams said the Historic District was highly problematic. Mr. Tice commented that it was very disappointing. Mr. Stevenson said we should accept the gift because it is not an unreasonable gift. He suggested talking to the Historical Commission further and also talking to Sabrina Perry about the Center Park. Mr. Williams thought talking with Sabrina was a good idea. Mr. Tice said it was a great thing and he encouraged working with the Historical Commission to do whatever it takes to make it work.

Mr. Goddard said the Board has been asked to pay an invoice from Mason & Associates, Inc. for additional wetlands flagging and delineation work in connection with the Benfield Farms project. He said after discussing this invoice with the Town Accountant, it was agreed that these professional services would be more appropriately charged to the Selectmen's CPA Fund Account reserved for this purpose. Mr. Goddard reported that the current balance of \$8,412 in the account was more than adequate to pay this invoice. Mr. Stevenson expressed concern over the number of bills being paid from this account. Mr. Goddard said Elizabeth Barnett and Alan Lehotsky would be present for another agenda item and at that time the Board could ask how many more bills they are anticipating. On a motion made by Mr. Scavongelli and seconded by Mr. Tice, it was unanimously **VOTED** to pay the attached invoice from Mason & Associates, Inc. in the amount of \$890.00 from Acct # 65000-58105, Benfield Professional Expenses.

Mr. Goddard said the Friends of the Council on Aging have asked to change the date of their use of the Town Common for an outdoor concert to Sunday, August 29, 2010. He said they had previously received the Boards approval for a concert date of September 6, 2010. On a motion made by Mr. Gorecki and seconded by Mr. Stevenson, it was unanimously **VOTED** to give permission to the Friends of the Council on Aging to use the Town Common on *Sunday, August 29, 2010* for an outdoor concert with the understanding the First Religious Society has also granted permission and that the Friends of the COA will also contact both the Police and Fire Department to coordinate public safety efforts in support of this event.

Mr. Goddard passed forward an Executive Summary relative to the Phase I Inspection of the Curve Street Dam. He said the dam is considered to be in *fair* condition and more importantly the inspector

Board of Selectmen
July 27, 2010

1

Approved: August 10, 2010

recommended that the Commissioner remove the structure from the Office of Dam Safety Jurisdiction on the basis that they deem it primarily an agricultural use, and not for a water supply. He said that would be important to the Town because it would put the Town in a different category in terms of repair and maintenance costs going forward. Mr. Tice asked what steps need to be taken to make this happen? Mr. Williams said the Office of Dam Safety has to agree to remove it from their jurisdiction. He said the consultant has made this recommendation to remove this dam from the list. Mr. Williams said we could ask our legislative representatives to speak on our behalf on this issue. Mr. Gorecki suggested finding out how we should go about having this re-classified. Mr. Williams said he would talk with Conservation Commission chair Kelly Guarino and Sylvia Willard to find out if there is something else we can do. He said there are significant repairs and if it stays under their jurisdiction we will be told what to do and it will be more costly.

Community Input

There was no community input.

Benfield Farms Update

Carlisle Housing Authority chairman Alan Lehotsky was present to summarize where the process on the Benfield Project is right now. He said presently NOAH the developer is filling out the 'one stop form' which is basically the application to the State for financing. Alan said Elizabeth Barnett, who was also present is working on making sure we have support from our State Senator and Representative and any other support or assistance. NOAH thinks this will be helpful with this application. He said this application is due to the State on September 16th. Alan felt that Benfield would not be chosen for funding during this round because the general expectation is that it usually takes two rounds. However, he was very optimistic. In terms of when we can start counting it, Alan said August 6th, that is if there are no appeals to the ZBA ruling. Then the Town can apply to the State to have it counted as part of our certified list of Affordable Housing. In terms of additional costs coming in, Alan said he did not know of anything specific. He wanted to thank everyone in Town who assisted with the Benfield Project to get it to the permitting stage. Mr. Williams thanked Alan and the Housing Authority. Mr. Tice asked if there was any kind of planned budget that is kept for these kinds of bills that show up. Alan said no because the developing costs come out of NOAH's budget. He said some of the ConsCom expenses that were covered would not have had to occur if the whole process had occurred in a shorter time period. [Original order of area delineation had expired].

In response to Mr. Williams, Elizabeth said 89 people are on the waiting list for Benfield Farms. Alan said NOAH has said construction can begin eight months from financing (November) and will take 12 to 15 months to complete.

Mr. Stevenson asked about the challenge to the order of conditions. Alan explained that an abutter has filed a challenge to the ConsCom's Order of Conditions over whether the stream abutting the property is an intermittent stream or not. Alan noted that the stream has been designated as an intermittent stream for decades. Mr. Williams said Sylvia and Elizabeth are taking turns taking pictures of the stream to make sure that there is no water flowing in this stream.

There was a discussion on the significance of the Benfield project and how this will affect Carlisle in the amount of future housing production plans. Alan said if you have a housing production plan in force, as Carlisle does, and if you produce 8 units of affordable housing per year, you are exempt from the application of 40B for a period of 1 year, if you build 16 units, then you are exempt for 2 years. Alan said unfortunately we have built 26 units, but we do not get exempt for 3 years. He said he would like to see that changed. Alan said a 40B can be filed, but the ZBA can reject it without prejudice, or they can open the hearing and immediately deny the applicant should they choose to.

In regard to filling the 26 units, Alan said NOAH will hire a lottery agent, but that will not happen until the building is closer to being ready for occupancy.

Mr. Stevenson asked about the \$425,000 that was appropriated by Town Meeting. Alan said he thought there was a three-year clock on that money so we will have to keep an eye on that. In response to Mr. Stevenson, Alan said he was quite sure that NOAH would be requesting all of the money. He said the total amount of

this project is quite large and the Zoning Board of Appeals has added on a few things that were not anticipated.

Future of Pathways Committee

Deb Belanger was present to talk about the next steps for the Carlisle Pathways. She said now that the Pathways are completed the remaining work that needs to be done does not require a committee.

Deb suggested to the Board that they dissolve the committee and establish a Task Force to perform the remaining work on the Pathways. Deb presented a Financial Summary of the Pedestrian and Bike Safety Advisory Committee from 2002 to the present*. She then went through the Funding Sources. She said the funding sources came from: 2002 Chapter 90 - \$30,000., 2004 Debt Exclusion - \$150,000, 2006 CPA funding - \$300,000. Deb added that in 2008, \$12,000 was given by one or two developers in Town who wanted pathways in Town. These amounts totaled \$492,000. Over time she said they expended approximately \$390,000. Of the remaining \$103,000, Deb said they have ear-marked approximately \$40,000 for the following: \$10,000 for Westford Street Engineering (Rockland Rd. to Towle Field) and \$30,000 to pay for potential legal costs relating to easements, safety devices, and removing siltation.

Deb talked about the remaining priorities, totaling the remaining \$63,000. She said the Pathway Fund is in a positive financial position. She attributed this to the fact that volunteers have helped out tremendously. The remaining items in order to consider the pathway project complete are: 1) obtaining a Certificate of Completion from the Conservation Commission and 2) Finalizing easement documentation.

Deb talked about some of the ongoing activities of the existing pathways. She said it was not uncommon to receive phone calls from residents regarding issues with the pathways. Some of these issues were about the use, access and safety of the pathways. Deb said these issues were usually directed to the DPW or the Traffic Safety Advisory Committee. Some of the other concerns were about snowplowing. Deb noted the Policy the Board created relative to pathway maintenance. Deb also talked about the Safe Routes to School Program participation, which she would like to see be directed to the Traffic Safety Advisory Committee. Deb also talked about working with the School in an ongoing basis for those children who choose to walk to school.

Deb talked about the remaining priorities. The first one was a pathway from the back end of the Library to Church Street; 2) Bedford Road from Kimball's to Stearns; 3) Bedford Road from the East Street intersection to the Library Crosswalk. She spoke about \$26,000 that was designated for *hot spots*, which she explained was for small parts of pathways that needed to be completed to meet road endings or other pathways.

Deb spoke about four other projects that (totaling \$553,000) were more costly and a 'phase two' project.

Mr. Tice asked what we were looking to accomplish tonight. In response, Deb said to propose that the Pathway Committee format be retired and that the Board of Selectmen activate a task force model. Mr. Tice suggested that the Board should let some of these activities settle before it takes any further action. Mr. Williams said this makes a lot of sense to move toward to a task force. He questioned how we could make sure ongoing attention could be given to this matter. Mr. Williams asked Deb if she would be interested in being on the Task Force. She said she would continue to work with the Traffic Safety Advisory Committee representing the pedestrians.

Mr. Stevenson said the Town should consider whether it wants to make initial investments to make the pathways a year-around pathways. He also noted that we should recognize the fact that there are a number of volunteers in the Town who maintain the pathway in front of their property.

Town Emergency Notification System

Police Chief John Sullivan and Fire Chief David Flannery were present for this discussion on the Connect-CTY service. Chief Sullivan said he and Linda Fantasia, Board of Health Agent and David attended a one hour training meeting on how this service works. He said it is a system with many features; it can send messages to a local area or an entire Town. Chief Flannery said it can also notify certain Town Personnel. He said sometime in August there would be an announcement in the *Mosquito* and the Town's Web site that there would be a test call made to the Town residents. Chief Flannery said that residents can look on

blackboardconnectcty's website and find directions on how they can opt-out of this system. Mr. Tice asked who will have the authority to issue something and to which group. Mr. Goddard said the system was set-up with four tier-1 users that is both of the Chiefs, himself and Linda Fantasia can use the system. Mr. Goddard said they are in discussion over determining the types of messages that are important, so they will not over use the system. Chief Flannery said they are looking at setting up simple, straightforward guidelines for using the system. Chief Flannery said he has been researching other places to find grants to cover the cost of the system in future years. In response to Mr. Tice, Chief Flannery said this system is totally separate from the School. In response to Mr. Williams, Chief Flannery said before September an article will be in the *Mosquito* with explanation of the system with a date and time when the test will occur and a phone number as well. This will also appear on the Town website. Some introduction to the community will start before the end of August. It was suggested waiting until September to do the test because many residents are on vacation.

Investment Advisory Committee – Initial Appointments

Mr. Williams said tonight the Board will appoint the members that we have so far to the Investment Advisory Committee. It was noted that the Charter was adopted as amended at the June 22, 2010 meeting. On a motion made to Mr. Tice and seconded by Mr. Stevenson, it was unanimously **VOTED** to appoint the following to the Investment Advisory Committee for a one year term that will expire on June 30, 2011: John Williams, Larry Barton, Priscilla Dumka, David Verrill, Michael Bishop, Ann Rosas, and Andrew Martin. Mr. Williams said we still need a member from the School Committee and the Scholarship Advisory Committee.

Regionalization Discussion

Bill Risso from the Board of Health was present for this discussion. Mr. Williams said the idea of regionalizing some of our services came out of the Special Committee for Structural Financial Planning. The original idea was to study it and see if it makes sense for the Board of Health and Recreation Commission. This was however with the understanding that the department would have to agree that it made sense otherwise, there was no intention to force it. Mr. Williams said Bill Risso has taken the initiative to attend a few seminars on regionalization and he now seems to be leaning toward having an opinion on this issue. Bill presented handouts he received at the seminars he attended*. He spoke to the Board about some of the important facts that were highlighted. Bill said first, this process does not require a Town Meeting vote. He also said in some instances the Town could receive funds from the State to get regionalization started. Bill said there were two types of Regionalization; Shared Services and Health District. He explained how the Town of Belmont shared nursing services. He said these Towns maintain their own Board of Health, but they also pay a tax to be apart of this group.

Bill said there are two purposes for Regionalization; to save money and provide better service. He said Carlisle has invested a lot in public health services, and Regionalization would not save us any money. Bill thought the Town would be better off staying the way it is. He said the Board of Health is running very well right now. He noted that we do share some services with the Town of Concord.

Mr. Williams said then regionalization would not necessarily save money, but may improve service if this was a community that did not have such a great department.

In response to Mr. Williams, Bill said the majority of the Board of Health's work is Septic systems - Title 5. Bill added that Linda and Gretchen also do the hazardous waste collections, h1n1 vaccines and other vaccines.

Mr. Stevenson asked Bill if he had researched the Nashoba Associated Boards of Health, which included Towns that we consider our neighboring communities. He said he did not look into how they operate and the types of services they provide. Bill said he only knew about the ones that were on the handout. Mr. Stevenson wanted to know about these communities, their level of services and could we be saving money.

Mr. Williams said a decision on this matter will not be made tonight. He asked that the Board of Health look just a little further into this matter.

Mr. Williams said there is a need for a Public Hearing for the installation of a pole at the far end of the Highland Building. He asked that Mr. Goddard arrange to have the abutters notified seven days before the public hearing, which the Board decided would be scheduled on August 10, 2010 at 7:00 p.m.

Appointments/Resignations

On a motion made by Mr. Tice and seconded by Mr. Scavongelli, it was unanimously **VOTED** to appoint Elisabeth Carpenter to the Conservation Restriction Advisory Committee for a one year term that will end on June 30, 2011.

On a motion made by Mr. Tice and seconded by Mr. Gorecki, it was unanimously **VOTED** to accept the resignation letter of Alain Bojarski from the Long Term Capital Requirements Committee with gratitude for his service.

Liaison Reports

Mr. Tice reported that the Concord-Carlisle School Building Committee, of which he is a member, met the week before last week. He said they will be meeting again this week. He said the Cable Advisory Committee will meet again this week.

Mr. Gorecki reported from the FinTeam this morning. He said the Town Accountant and Finance Director indicated that although the numbers are not final yet, it seems that a substantial amount of money will be coming back to the Town's Free Cash from the Departments. He said that amount was approximately \$650,000.

Mr. Scavongelli said the Highland Building Committee has worked on a tentative timeline to get the contractors work done to stabilize the building. He said this work was delayed due to the one bid received from the last bidding process.

Mr. Stevenson talked about the CCHS teacher's contract that was recently negotiated and settled. He said it was a lot effort to maintain some level of parity between the Carlisle Public School Teachers and the Concord Public School Teachers.

Mr. Stevenson said the Police negotiations continue. He said the Honor Roll Committee completed its work on the Common. At the end they were short money to cover some bills. He said the Committee is going to undertake a fundraiser to come-up with funds to pay these final bills and hopefully pay for future maintenance.

Mr. Stevenson said in regard to the School Building Committee, they are in the middle of the Site Plan Review process. He said the application will be submitted to the Planning Board by August 16th. Mr. Stevenson said the date for the Board of Selectmen's public hearing will be September 28th.

Minutes

On a motion made by Mr. Tice and seconded by Mr. Gorecki, it was unanimously **VOTED** to approve the Minutes to the Board of Selectmen meeting of June 22, 2010 as presented.

On a motion made by Mr. Tice and seconded by Mr. Gorecki, it was unanimously **VOTED** to approve the Minutes to the Board of Selectmen meeting of July 13, 2010 with one amendment.

Mr. Williams thanked Dave and Florence Reed for the wonderful job they did on the Old Home Day event.

On a motion made by Mr. Tice and seconded by Mr. Gorecki, it was unanimously **VOTED** to adjourn the Board of Selectmen meeting of July 27, 2010 at 9:50 p.m.

Respectfully submitted by Margaret M. deMare.

**Documents presented during the meeting.*

Pedestrian and Bike Safety Advisory Committee: Transition Items; Financial Summary

Board of Selectmen
July 27, 2010

5

Approved: August 10, 2010

*Regionalization Discussion: Regionalization Models; Mass. Department of Public Health- About the Speakers;
Examples of Established Regional Health Districts in Massachusetts 2009*