

BOARD OF SELECTMEN

October 11, 2011

Minutes

The Board of Selectmen met on Tuesday, October 11, 2011 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen Douglas A. G. Stevenson, Peter Scavongelli, John Gorecki, John D. Williams and Timothy F. Hult. Town Administrator Timothy D. Goddard was also present.

Mr. Stevenson said the Board of Selectmen held a special meeting on Friday, October 7th, which was not televised, and took a vote to call a Special Town Meeting for November 8th and a Special Town Election for November 15th for the Concord-Carlisle High School Project.

Mr. Stevenson congratulated High School Superintendent Diana Rigby for receiving the MassCUE Administrator's Award for Technology Leadership.

Mr. Stevenson said the Town officials have moved the Halloween evening celebration to October 30th from October 31st for safety reasons.

Town Administrator Report

Mr. Goddard said at our last meeting we discussed the Carlisle Public School Committee and their need for a representative from the Board of Selectmen as the Teachers' Contract negotiations draw near. Mr. Stevenson said Mr. Gorecki said he was interested in working with the School Committee on the negotiations. Mr. Gorecki said it was brought to his attention that he may have a conflict of interest because he has a child attending the Carlisle Public School however; he noted that by the time the Teachers Contract would be in effect, his son would be in High School. Mr. Stevenson and Mr. Hult agreed that they did not see a conflict of interest in this situation. Mr. Gorecki was therefore appointed as the Board of Selectmen's representative to the Carlisle Public Schools Teachers' Negotiations.

Mr. Goddard said as a follow-up to the discussion from our last meeting, the Town's agreement with CCTV requires both a Selectman and a School Committee member to serve as members on the CCTV Board of Directors. Mr. Hult said he would serve as the liaison to CCTV and as the Selectmen's representative on the CCTV Board of Directors. On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to appoint Tim Hult as the Board of Selectmen's representative to the CCTV Board of Directors.

Mr. Goddard said he attached to this report a memo from the Planning Board's Administrator and the Planning Board's proposed Noise Control Policy. Mr. Goddard said the draft policy includes the most recent input from the Board of Health, the Building Commissioner and interested citizens. He said the Planning Board is looking for comments from Town Boards and officials and plans to hold a public hearing on Monday, November 21st at 7:45 p.m. Mr. Goddard said comments or input will be taken up until Monday, October 31st. Mr. Stevenson said he would like to put this matter on a future meeting, that is, the Boards' October 25th meeting. He said then the Board could put together a unified response. Mr. Stevenson asked if the Building Commissioner could attend that meeting to address questions on this issue.

Mr. Goddard said the Library pathway project is moving along very slowly. He said a Determination of Applicability was filed with the Conservation Commission. He and Gary Davis will attend an upcoming Historical Commission meeting to address any issues that they may have. Hopefully the pathway will be re-surfaced before winter comes.

Mr. Goddard spoke about the Minuteman project. He said he met with the Town Managers/Administrators last week to discuss possible changes to the formula for allocation of capital expenses. Mr. Goddard said he clearly stated at the outset that despite all the effort that has gone into trying to develop a more objective, equitable and rational formula, this Board of Selectmen would not entertain any changes to the formula or the regional agreement until such time as the issue of assessing the non-member communities for their fair share of the capital program is resolved. He said six to seven communities agreed with Carlisle. Mr. Goddard before the end of the meeting all of the communities in the district wanted to see the member/non-member issue resolved. Mr. Hult said he attended the legislative breakfast that was held at Minuteman. He said a number of things were discussed, such as the need for technical education and adult technical education but when they got down to the substance of it, it was strongly indicated that it was highly unlikely that there would be a change to the unanimity aspects of any agreement that anyone would sign if they started changing the terms in the agreement. Mr. Hult said it seemed to be understood that some form of legislation action would be necessary in order to address the core issue which is the contribution of the non-member communities. Mr. Hult said one of the strongest suggestions made was that each community should contact their legislative representatives. He said in our case that would be Susan Fargo and Cory Atkins. Mr. Hult said he would contact Representative Atkins and Senator Fargo and invite them to have a discussion relating to this issue. He asked Mr. Stevenson what his thoughts were on this matter. Mr. Stevenson was in agreement with Mr. Hult.

Mr. Goddard said the Savoyard Light Opera Company has requested permission to place a banner over the entrance of School Street from October 15th to November 12th to advertise their upcoming musical event. On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to grant permission to the Savoyard Light Opera Company to place a banner over the entrance of School Street from October 15th to November 12th to advertise their upcoming musical event, "*Yeoman of the Guard*".

Mr. Goddard said the Department of Conservation and Recreation has invited the Board of Selectmen to attend a Ribbon Cutting Ceremony on Wednesday, October 12th at Great Brook Farm. The event is in recognition of improvements made to the Barn. On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to authorize the Chairman to offer a proclamation to the DCR for their improvements at the Great Brook Farm State Park.

Community Input

There was no community input.

Concord-Carlisle Community Chest

Ms Astrid Williams Executive Director of the Concord Carlisle Community Chest was present to talk to the Board about the organizations they support and their goal for this year. Ms Williams said their annual campaign began on October 3rd and the fund raising goal is \$650,000. On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to sign the proclamation for the Concord Carlisle Community Chest Month [proclamation was read, attached hereto].

Appointments

Mr. Stevenson said it is necessary to update our Open Space and Recreation Plan. He said the current plan expires in March 2013 and a group of six Carlisle residents have already volunteered to participate in this project. On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to appoint Kevin C. Smith, Louise Hara, Mary Zoll, David Freedman, Elizabeth Carpenter and Lynn Knight to the Open Space and Recreation Plan Committee.

Minutes

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Approved: 10/25/11

On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to approve the Minutes to the Board of Selectmen meeting of September 27, 2011.

Liaison Reports

Mr. Hult brought in an article from the *BOSTON GLOBE* Magazine. He said it is one of the best articles he has seen relative to funding for Special Education. He said this issue is not going to go away. Mr. Hult said perhaps we won't discuss this tonight, but we will be working on this in the foreseeable future. He said it is a good thing to be aware of and it is a long-term effort.

Mr. Williams said the Affordable Housing Trust will hold a meeting on Monday, October 24th at 6:30 p.m. He also spoke about the Financial Management Team meeting that occurred this morning. He said in regard to the Health Insurance issue, it was reported that this is the time to initiate changes to the group plan. Mr. Williams said we will need to establish an Insurance Advisory Committee and a fair amount of work to design a plan.

Mr. Williams also reported that the Town received \$93,610.00 from the Community Preservation Act funds. He said that was a 26.64% match.

Police Chief John Fisher – Update re: Police Dept.

Chief Fisher reported that the Officers are doing a good job and they are doing what is expected. He spoke about one officer who has been out on sick leave and two others who have had back injuries. He said those issues have incurred some over-time expenses.

Chief Fisher said the time has gone by fast; he said he has attended several Chief's meetings.

Mr. Hult asked if there was one officer position open. Chief Fisher replied yes. He explained the process he was following to fill this position. Chief Fisher said he has prepared language to fill the administrative position. He would like to have the applications for that position in by October 28th.

Mr. Hult asked Chief Fisher if he had to get certified as a police officer in Massachusetts when he started working in Carlisle. Chief Fisher explained the process he went through and the length of time it took before he finally became certified in Massachusetts.

Carlisle Public Schools School Project update – Lee Storrs

Lee Storrs was present from the School Building Committee to provide updates on the project. He said school opened on time. Lee said they have spent over 31% of the cost of the project. He said they are close to being on schedule, that is, they are two weeks behind. Lee said however they still anticipate opening the new building in April 2012, which would mean they are still on schedule. Lee said next summer they will demolish the Spalding Building and they will do some very extensive interior work.

Lee went through a list of change orders and explained the purpose for each. In response to Mr. Stevenson, Lee said as we move forward the change orders will be less frequent, however he did think maybe next spring/summer when they begin working on the renovations in other areas the amounts would be smaller.

Discussion with Finance Director

Finance Director Larry Barton was present to talk about BAN refinancing issues and the useful life of some capital assets. He presented a chart which he referred to during the discussion. He explained that there are two Bond Anticipation Notes that are maturing on November 18th of this year. He said they totaled \$9,965,000.00. Larry said his intention is to pay down \$49,000 on the School Feasibility & Schematic Design [\$261,000] and borrow an additional \$3,520,000 for our School Design & Construction Project and put it all on one Bond Anticipation Note which will mature in one year. He said in order to do this we will be essentially repaying the \$9,965,000 and an additional \$49,000 and we will be borrowing \$13,436,000.00. Larry said the sale is planned to take place on November 3rd. The interest rate on this Note is approximately 1.2%. Larry said he will need the Board to take a vote and sign the documents on November 8th.

In response to Mr. Stevenson, Larry said our current bonded debt is in the range of \$4.6million.

Larry asked the Board to consider two items that we have BAN's on, which are the DPW Roll-off Truck and Cisterns for the Fire Department. He said both assets have a useful life of over twenty years. He asked the Board to vote to extend the reasonable useful life on both of these items to 20 years each. On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** that the maximum useful life of the following departmental equipment to be financed with the proceeds of the \$154,000 borrowing authorized by votes of the Town passed May 4, 2009 (Article 13) and May 12, 2009 (Question3) and the \$60,000 borrowing authorized by votes of the Town passed May 4, 2009 (Article 14) and May 12, 2009 (Question 4) are hereby determined pursuant to G.L. c.44, sec. 7(9) to be as follows:

| <u>Purpose</u> | <u>Borrowing Amount</u> | <u>Maximum Useful Life</u> |
|-----------------------------|-------------------------|----------------------------|
| Roll-off Truck | \$154,000 | 20 years |
| Cisterns for the Fire Dept. | \$ 60,000 | 20 years |

Highland Update

Mr. Scavongelli spoke to the Board about the Highland Building stabilization. He said the work is done except for a few punch-list items. Mr. Scavongelli said the Committee is scheduled to meet on Wednesday, October 12th and they will review the punch-list items and vote on which items are essential. Mr. Stevenson asked about how the building will withstand the winter weather. Mr. Scavongelli said the shell is tight and they are still addressing the heating system. He said no wet fire protection system has been installed.

In regard to the future use of the Highland Building, Mr. Scavongelli said they were getting to the point of making a recommendation as to what the future use will be. He said this was the process they followed: they had to reach out to the community to let parties know that they wanted to hear from them. He said we wanted to get that word out to whoever was interested in using the building and that was done primarily through the *Mosquito*. Secondly they developed a decision matrix system spreadsheet which held criteria that they believed to be important for finding future use for the building. Thirdly, they meet with those organizations that expressed interest in using the Highland Building. Mr. Scavongelli said by using the decision matrix they would score each party that was interested in using the building. After that they would meet with the School Committee to get their feed-back. The next step would be to draft a recommendation and then meet with the Board of Selectmen and present the recommendation. Mr. Scavongelli said their objective is to have the recommendation ready by the end of the year.

In response to Mr. Stevenson, Mr. Scavongelli said some of the interested parties are the Recreation Commission, Carlisle Kids House, Affordable Housing, and Council on Aging, [no longer interested] Historical Society/Library Trustees.

Mr. Hult asked, as you go down potential uses, it seems that there would be a certain financial cost associated with each of these uses. Does that affect the decision making? Mr. Scavongelli said there are many things to consider, from finances to compatibility with the School. Mr. Scavongelli said they were also considering the parking situation. It will be discussed during the final decision.

Mr. Scavongelli said tomorrow night the committee is meeting and the Carlisle Housing Authority will have a discussion with them and they will take it from there what the next steps will be.

Special Town Meeting/Special Town Election Warrant

Mr. Goddard presented seven (7) original copies of the Warrant to be signed for the Special Town Meeting. On a motion made by Mr. Hult and seconded by Mr. Gorecki, it was unanimously **VOTED** to approve and execute the Warrant for the Special Town Meeting to be held on November 8, 2011 as outlined in the document received tonight dated 10/11/2011 and approve and execute the Warrant for the Special Election dated November 15, 2011 as outlined in the document we are reviewing tonight, dated 10/11/2011.

On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to adjourn the meeting at 9:15 p.m.

Respectfully submitted by Margaret deMare

Board of Selectmen
October 11, 2011

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Approved: 10/25/11