

## BOARD OF SELECTMEN

August 21, 2012

Minutes

The Board of Selectmen met on Tuesday, August 21, 2012 at 6:00 p.m. in the Town Hall Clark Room. Those present were Selectmen Peter Scavongelli, John Gorecki, John D. Williams, Timothy Hult and Douglas A. G. Stevenson. Town Administrator Timothy D. Goddard was also present.

### 1. Discussion of letter to MSBA re: CCHS Building Project

Mr. Stevenson said some concern has been brought to his attention over the status of the CCHS Building Project specifically as it relates to the MSBA funding. He said he spoke to Louis Salemy about this matter. Louis informed him that Stan Durlacher is now the Chair of the Building Committee. Mr. Stevenson said the concern was raised around the time the bussing issue began by a group in Concord. It has however progressed and members of this group have contacted MSBA directly indicating that the support for the project might not be as strong as the Superintendent has implied. Mr. Stevenson said he and Louis have discussed this and they thought it would be appropriate for anyone who supports the project to speak out and let MSBA know there is wide-spread support in our community and that we would like to see MSBA move forward and get the project back on track.

Mr. Stevenson said a letter indicating the Town of Carlisle's support of the CCHS Building Project has been prepared for the Chairman's signature tonight[attached hereto]. He said the Town of Concord prepared a similar letter of support and a copy of same has been e-mailed to the Board.

Mr. Hult said he agreed with this letter and it makes a strong statement.

Mr. Scavongelli said he thought the letter addressed the Town's support and he agreed that the letter should be sent.

On a motion made by Mr. Williams and seconded by Mr. Gorecki it was unanimously **VOTED** to approve the letter to the MSBA supporting the CCHS Building Project and to authorize the Chairman to sign and submit it on behalf of the Board.

Stan Durlacher, Chairman of the Regional High School Building Committee was present. He explained to the Board that there are two issues that have surfaced, they are the bussing issue, which was discussed here previously, and the second one is a pervasive idea among others that the building that we currently submitted or will submit on Aug. 24<sup>th</sup> is not what we voted on at Town Meeting. He said there will be a public hearing tomorrow night (Aug. 22<sup>nd</sup>) at the High School to discuss the changes to the design.

### 2. Finalize Highland Committee Mission Statement

Mr. Goddard said some changes were made to the Mission Statement before the meeting and he passed forth a revised draft with Mr. Stevenson's edits. Mr. Stevenson said he incorporated the paragraph on the 'Deliverables'. He said in the first line he removed the word *implement* because he did not think it was the Committee's job to implement anything.

Mr. Stevenson added two additional paragraphs; 'Timeline' and 'Composition'. He said the Committee, once appointed in September will be expected to complete a report by December 31<sup>st</sup>. In regard to the composition of the committee, Mr. Stevenson said the Highland Committee shall consist of three to seven members, with an emphasis on facilities use, project management and previous Highland Committee volunteers.

Mr. Scavongelli said we procedurally need to approve the mission statement, but we are not ready to appoint the members.

On a motion made by Mr. Stevenson and seconded by Mr. Hult it was unanimously **VOTED** to adopt the Highland Committee Mission Statement as submitted this evening and that the Board establish a Highland Committee to be made at a future meeting consisting of mostly volunteers.

### 3. **Finalize Board of Selectmen Input to Open Space & Recreation Plan**

Mr. Scavongelli asked the Board if they had any further materials to share in regard to the questions on Open Space and Recreation Plan goals and objectives. Mr. Hult provided a brief background on this matter. He said every five years the Town prepares a document with its own open space and recreation plan. The last time the Plan was done was in 2005 and we were given a two year extension. Part of the purpose for the document is to solicit from relevant committees, ideas for plans and objectives for the next five years related to open space and recreation. Mr. Hult said there is an O S & R Committee chaired by Louise Hara and that Committee is in the process of soliciting the input from these specific committees. He said everyone has their own set of goals and objectives within the document. Mr. Scavongelli said we need to approve the document. The Board discussed a few minor adjustments. Mr. Williams said the document was very well done.

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to approve the document entitled "Selectmen Input to the Open Space and Recreation Plan", dated August 7, 2012, as presented and amended at this meeting .(copy attached hereto)

### 4. **Finalize FY13 Board of Selectmen Goals/Liaison Assignments**

Mr. Scavongelli said a draft of FY 13 Board of Selectmen Goals has been provided for the Board to review.(attached hereto) He said with some assistance from the Town Administrator the Goal assignments were changed. Mr. Scavongelli read through the new assignments.

- I. Financial Management – John Gorecki and John Williams
- II. Education – Tim Hult and John Gorecki
- III. Effective & Efficient Town Services - Tim Hult and Peter Scavongelli
- IV. Stable & Responsive Public Utilities - John Gorecki and John Williams
- V. Recreation & Community Activities – Peter Scavongelli and Doug Stevenson
- VI. Housing in Carlisle – John Williams and Doug Stevenson
- VII. Conservation Land & Open Space – John Gorecki and Tim Hult
- VIII. Safety & Security – Peter Scavongelli and Doug Stevenson

Mr. Hult said he felt that the Chairman should attend the financial management meetings. Mr. Williams said he agreed with Mr. Hult that the chair and vice chair should attend the FinTeam.

Mr. Gorecki said he has not been actively involved in the School Building Projects and he suggested that Mr. Stevenson continue as liaison with Mr. Hult in the Education area.

Mr. Williams said he would continue working with Safety and Security with Mr. Stevenson.

The following is the revised list of Liaison Assignments for FY13.

DEPARTMENT	LIAISONS
Audit Committee- 1	Peter Scavongelli, John Gorecki
Board of Appeals- 3	Peter Scavongelli, Tim Hult
Board of Assessors – 1	Peter Scavongelli, Tim Hult
Board of Health – 3	Peter Scavongelli, Tim Hult
Building Inspectional Services – 3	Peter Scavongelli, Tim Hult
Carlisle Public School – 2	Tim Hult, Doug Stevenson
CPS Building Committee	Doug Stevenson
CCHS – 2	Doug Stevenson, Tim Hult
CCHS Building Committee – 2	Tim Hult
CCTV – 4	Peter Scavongelli, Doug Stevenson

Board of Selectmen  
August 21, 2012

2

Approved: 9/11/12

Community Preservation Act Committee – 5	Peter Scavongelli, John Williams
Communications – 8	John Williams, Doug Stevenson
Concord Selectmen/CCHS Joint Chairs – 1	John Gorecki, Peter Scavongelli
Conservation Commission – 7	John Gorecki, Tim Hult
Council on Aging – 5	Peter Scavongelli, Doug Stevenson
Department of Public Works – 3	Peter Scavongelli, Doug Stevenson
Energy Audit Committee – 4	John Gorecki, John Williams
Finance Committee – 1	Peter Scavongelli, John Gorecki
Finance Director – 1	John Gorecki, Peter Scavongelli
Financial Management Team – 1	John Gorecki, Peter Scavongelli
Fire Department – 8	John Williams, Doug Stevenson
Historical Commission – 5	Peter Scavongelli, Doug Stevenson
Housing Authority – 6	John Williams, Doug Stevenson
Land Use Team – 7	Tim Hult, John Gorecki
Gleason Public Library – 5	Peter Scavongelli, Doug Stevenson
Livable Community – 5	Peter Scavongelli, Doug Stevenson
Long Term Capital Requirements Committee – 1	John Gorecki, Peter Scavongelli
MAGIC – 3	Town Administrator
MAPC – 3	Town Administrator
Pedestrian and Bike Safety Advisory Committee – 8	John Williams, Doug Stevenson
Personnel Board – 3	Tim Hult, Peter Scavongelli
Planning Board – 3	Tim Hult, Peter Scavongelli
Police Department – 8	Doug Stevenson, John Williams
Recreation Commission – 5	Peter Scavongelli, Doug Stevenson
SuAsCo – 7	Tim Hult, John Gorecki
Technology – 3	Peter Scavongelli, Tim Hult
Town Accountant – 1	John Gorecki, Peter Scavongelli
Town Clerk – 3	Tim Hult, Peter Scavongelli
Town Common Circulation Committee – 5	Doug Stevenson, Peter Scavongelli

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to approve the FY13 Board of Selectmen Goals as presented and amended, and the Board's FY13 Liaison Assignments as proposed at this meeting.

### **Cemetery Deeds**

The Board of Selectmen, in their position as Cemetery Commissioners, made the following deed transfers.

On a motion made by Mr. Gorecki and seconded by Mr. Stevenson, it was unanimously **VOTED** to transfer to Robert Thomson of Carlisle, Massachusetts the following: Deed No. 660 for Cemetery Lot D 286 Graves 1 through 4 in the Town of Carlisle, Green Cemetery.

### **New Business**

Mr. Goddard said the Board has received a request from the Carlisle Artisans' Group to use Center Park for an artisan Fair. This event would be held on Sunday, September 30<sup>th</sup> from 11:00 a.m. to 5:00 p.m. The Board briefly discussed their concerns over parking. Mr. Hult suggested that Ferns Country Store owner Larry Bearfield work with the Artisan Group on this issue.

On a motion made by Mr. Stevenson and seconded by Mr. Hult, it was unanimously **VOTED** to approve the request of the Carlisle Artisans' Group to use Center Park on Sunday, September 30<sup>th</sup> from 11:00 a.m. to 5:00 p.m. for an Artisans' Fair provided that they coordinate with the Police Department and the center businesses on safe access/egress issues and parking.

Mr. Goddard said he e-mailed a memo to the Board (and circulated same this evening) that he received from some area Town Administrators and Town Managers who had met with the administration at the Minuteman

High School regarding getting that project moving forward via the Feasibility Study the District School Committee had approved. He said the primary reason for this is there is some fear that Minuteman School will lose its 'grandfather' status as a 40% reimbursement district. He said there will be another meeting coming up in a week or two (Sept. 10<sup>th</sup>) and this group of Town Managers has invited the Town Managers from the rest of the communities to discuss this strategy going forward. Mr. Goddard said he intends to be at that meeting however, he wanted to make sure he was articulating the point of view of this Board of Selectmen, which he understands to be that the Board is not prepared to endorse moving forward even with a Feasibility Study until such time as the issues with the out of district communities and how they would participate in the capital project has been resolved. Mr. Goddard reminded the Board that over the past few months they have received letters from the Towns of Weston and Belmont regarding the Feasibility Study. Mr. Scavongelli said the way Mr. Goddard has expressed it represents the majority of the Board. Mr. Hult said he had two concerns, one was the potential size of the school and the other was how the communities with students from outside the district will pay for the capital project. He said we haven't been given any clarity on either of those two issues. He said we cannot move forward with the Feasibility Study until those issues are resolve. Mr. Williams agreed with him. Mr. Hult said Mr. Goddard should be very clear that this is the position of the Carlisle Board of Selectmen.

Kelly Guarino, chair of the Conservation Commission was present to discuss the Cranberry Bog Water Rights Issue and Attorney fees. Mr. Williams said he attended the Conservation Commission meeting last Thursday to address the Benfield matter and there was discussion on the Water Rights issue. He said it was clear that they need some additional time from Attorney DiLuna. Although he was at that meeting for another matter the Conservation Commission asked Mr. Williams to find out if they had the funds to have Attorney DiLuna continue his work.

Mr. Goddard said in the past fiscal year Attorney DiLuna has received \$4,000.00 in legal fees.

Kelly Guarino explained that Attorney DiLuna has written a letter to the Chelmsford Water District Commission and Chelmsford Conservation Commission and he attended a Chelmsford Conservation Commission meeting earlier this month with Luke Ascolillo. She said it was good to have legal representation at this meeting because he could hear the issues. Kelly said the Water District is taking some positions that are questionable legally. She feels strongly that they will need his representation a little longer.

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously VOTED to authorize up to \$5,000.00 for additional services from Attorney Frank DiLuna for the Conservation Commission Conservation Water Rights Issue as it relates to the Cranberry Bog in the Chelmsford Water District.

The meeting adjourned at 7:25 p.m.

Respectfully submitted by Margaret Arena