

BOARD OF SELECTMEN

April 14, 2015

Minutes

The Board of Selectmen met on Tuesday, April 14, 2015 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen John Gorecki, Douglas A. G. Stevenson, Peter Scavongelli, Vanessa Hunnibell Moroney and Nathan Brown. Town Administrator Timothy D. Goddard was also present.

Also in attendance:

Virginia Lamere, Resident

Larry Bearfield, Ferns Country Store

Robin Emerson, Ferns Country Store

David Flannery, Fire Chief

Dennis Regan, Representative from NationalGrid

Bill Risso, Resident

Claude Von Roesgen, Energy Task Force

Dan Cook, Energy Task Force

Pamela Cady, Energy Manager

Bill Fink, Concord Carlisle School Committee

Wayne Davis, Town Moderator

David Freedman, Planning Board

Mr. Stevenson spoke about the passing of Carlisle resident Chris Burak. Mr. Stevenson said Mr. Burak worked for the Town of Carlisle for many years in various capacities. Mr. Stevenson extended condolences to Mr. Burak's family.

Mr. Stevenson thanked everyone who participated in the Carlisle Mosquito Trash Party that took place last weekend.

The Board thanked Mr. Stevenson for his many years of service to the Town and for his 18 years on the Board of Selectmen.

Community Input

Ginny Lamere from Rutland Street also thanked Mr. Stevenson for his service to the Town. Mrs. Lamere is a member of the Noise Control By-law Working Group and she wanted to know when the Working Group would meet.

Robin Emerson and Larry Bearfield were present to thank Mr. Stevenson for his many years of service to the community and they presented him with a clock.

Rate Increase for ALS/BLS Transport

Fire Chief David Flannery was present tonight to recommend increases in fees. These fees were for advanced life support (ALS) and basic life support (BLS). David said the Town joined a consortium in 2010 with 13 original communities in the Emerson Hospital area. Emerson Hospital had operated a hospital based ALS system for thirty years prior at no cost to the Town. David said Emerson gave

Board of Selectmen
April 14, 2015
Approved: 5/26/15

the communities adequate notice when they decided not to continue the program. David said the communities therefore joined together and formed the Central Middlesex Emergency Rescue Association. He said there are only nine of the original Towns in this Association [Wayland, Medford and Westford left]. An Executive Board, who manages this association, meets to discuss rates and changes in operation and reports back to the full membership. David said last October he and Tim Goddard attended a CMERA meeting and listened to a discussion relative to the revenue stream. He said because of the departure of the other three communities, the revenue has started to decrease. The Executive Board asked for more financial data in order to increase revenue. Mr. Goddard attended the Executive Board meeting in February and that information was presented. David said there has not been any increase in service rates over the last five years. He said the Executive Board recommended a 10% rate increase to cover the rising costs over the last five years. This would become effective May 1, 2015. The Executive Board decided to review the rates for ALS and BLS more frequently. David said the Towns of Boxford, Maynard, Acton and Concord, Stowe and Weston have voted to adopt the rate increase. Lincoln and Littleton have not voted on this increase so far. David asked the Board of Selectmen to adopt the new rate structure [attached hereto], effective May 1st.

On a motion made by Mr. Stevenson and seconded by Mrs. Moroney, it was unanimously **VOTED** to approve the proposed rate increases for the CMERA rating system as presented this evening.

David presented to the Board rate increases for the Fire Department Permit Fees. He is proposing and increase from thirty dollars to the fifty dollar maximum on the permits.

On a motion made by Mr. Scavongelli and seconded by Mrs. Moroney, it was unanimously **VOTED** to approve the Carlisle Fire Department 2015 Survey of Inspection Permit Fees schedule effective July 1, 2015 as presented at tonight's meeting.

Public Hearing – Grant of Location for National Grid – Concord Road at Town Line

Mr. Gorecki opened the public hearing for the Grant of Location for NationalGrid. NationalGrid permit representative Dennis Regan was present. He said NationalGrid respectfully requests the Board's consent to install and maintain approximately 2,600 feet, more or less of 4 inch gas main in Concord Street, Carlisle from the existing 4 inch gas main at the Carlisle/Concord Town Line, northerly to house #896; all of which is to replace and abandon the existing 2 inch gas main in Concord Street.

Mr. Regan said no gas mains will be removed in this project as the new mains will be placed next to the existing mains.

Mr. Gorecki informed Mr. Regan that the Town paved that portion of Concord Street last fall. Mr. Gorecki asked why the Town was not informed about this project before then.

Mr. Regan said they are doing this project now as a re-enforcement for present and future customers. He said he would check with NationalGrid to see if this work will continue down Concord Street next year.

Mr. Goddard said it was his understanding that this is an extension from the work that was done in Concord. He said for a lack of a permit, the work stopped last fall and therefore NationalGrid is present tonight so they can continue that work.

Mr. Gorecki noted that the patchwork NationalGrid did after they finished their work in Concord was not very good.

Mr. and Mrs. Melampy of Concord Street said they have gas service and there have been no problems with the service. Their concern is the paving afterward. Mrs. Melampy said if the patching is not smooth, it creates a problem for bike riders.

Bill Risso of Wolf Rock Road said NationalGrid should be required to repave the full width of the area after they are finished digging.

Mr. Scavongelli asked Mr. Regan if NationalGrid would repave the road. Mr. Regan was not able to commit to that request.

Mrs. Moroney suggested delaying the project until we know about National Grid's future projects.

Mr. Scavongelli said the project should move forward and ask them to pave

Mr. Brown said he agreed with Mrs. Moroney. It would be good to see their future plans.

Mr. Stevenson said it would be good to know if there were any immediate reasons why this has to be done now.

On a motion made by Mr. Brown and seconded by Mr. Stevenson, it was unanimously **VOTED** to continue the public hearing relative to the NationalGrid petition for gas main locations to May 26, 2015, at 7:30 p.m.

Carlisle Energy Task Force – Energy Project Updates

Dan Cook updated the Board on the Green Communities project/grant. He said this is their largest proposal. The amount they are asking for in grants from the State is approximately \$182,000.

Dan said Claude Von Roesgen, who was also present is the solar coach for the Solar Program. Claude said since the Energy Committee's last meeting with the Board, they completed and sent out an RFP for a Solar Energy Marketer [on January 30th]. He said they received one response from Barn Raise Energy which is a marketing organization located in Newton, MA. Claude said Barn Raise will bring vendors and suppliers of solar panels together. Claude said this project is meant to raise awareness to the community. Claude said their plan is to go to the farmer's market, Old Home day and the transfer station and hand-out information fliers.

In reply to Mr. Gorecki, Claude said approximately 80 homeowners in Carlisle have taken advantage of the solar program. He said their challenge is to bring the entire Commonwealth into this program. Mr. Gorecki asked about the timing of this project. Claude said they would like to begin with Old Home day.

Claude said tonight he is bringing the Board up-to-date on this project and asking the Board to approve the Memorandum of Understanding. He added that the Energy Task Force would like to have a page on the Town web-site for the solar energy project.

Mr. Gorecki said he would like to read the MOU before the Board approves it. The Board decided to review the MOU prior to their meeting before Town Meeting on April 27th.

Dan Cook spoke to the Board about projects the Energy Task Force is proposing to accomplish. He said presently they have submitted a grant for \$182,000.00. Dan said this money will be used for replacing the lights at the Carlisle Public School to LED lighting. Dan said ventilation improvements will be made in the Carlisle Public School Kitchen and they will make upgrades on the refrigeration. Other projects included the heating system controls at the Library and putting meters on propane that is used at the School Wastewater Treatment Facility. The projected savings for the Town will be about \$30,458.00 a year.

Dan said this grant was submitted in January 2015 and it will take until May or June to find out whether it has been approved.

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to retro-actively approve the Green Communities Grant Application in the amount of \$182,762.00 that was due March 27, 2015.

Discussion of CPC Grant agreement and Community Use Agreement for CC at Play

Concord Carlisle School Committee member Bill Fink was present to discuss a Community Use Agreement between the Town of Carlisle and the Concord-Carlisle Regional School District.

Bill was requesting the Carlisle Board of Selectmen to approve this agreement contingent on the authorization of Community Preservation funds to pay for this project at our Town Meeting. He added that this agreement was pre-approved contingent upon the outcome of Town Meeting. Bill

said there was no down-side to the Town of Carlisle's approval of this agreement. Bill noted that this agreement does not apply to the upper fields.

Mr. Goddard said this agreement has been reviewed by Town Counsel.

On a motion made by Mr. Stevenson and seconded by Mrs. Moroney, it was unanimously **VOTED** to authorize the Chair of the Board of Selectmen to sign the Community Use Agreement between the Concord-Carlisle Regional School District and the Town of Carlisle relative to the CC at Play fields to be signed following the approval of CC at Play funding at the Carlisle Annual Town Meeting.

Annual Town Meeting Warrant – Board Recommendations and Article Assignments

Mr. Gorecki said the Board will review the Annual Town Meeting Motions. He said the Town Moderator will handle the Consent Agenda. In regard to the Consent Agenda, Mr. Goddard said usually one Selectman reads the motions for Articles 1 through 8. Mr. Stevenson said he would be responsible for reading each of these motions.

Article 9 – FY15 Budget transfer of \$34,000.00 from Group Insurance to fund the Communications Tower Study. This article will be moved by Mr. Scavongelli.

Article 10 – FY16 Operating Budget. This article will be moved by Michael Bishop chair of the Finance Committee.

Article 11 - Additional Appropriations for the following services: COA Social Worker, Board of Assessors Updates to the GIS Maps, Conservation Commission's Greenough Dam Design, and Fire Department's Study, and the Selectmen's Facilities Condition Study. This article will be moved by Mr. Gorecki.

Article 12 – Will not be moved. It was determined that the Carlisle Public School Teacher Contract does not have to be ratified at Town Meeting.

Article 13 - The Wage and Classification Study Adjustment. Mr. Brown will move this article.

Article 14 - The Community Preservation Act annual recommendations. Mr. Gorecki said Motion 7 under Article 14 refers to a request made by the Carlisle Affordable Housing Trust. This Motion will be moved by Mrs. Moroney.

Article 15 - Capital Equipment – will be moved by David Guarino.

Article 16 - Capital Funding for Technology will be moved by Mr. Brown.

Article 17 – The new Concord Carlisle Regional School District School Buses – will be moved by Mr. Gorecki.

Article 18 - Borrowing Authorization for the Fire Department Tanker Truck will be moved by Mr. Stevenson.

Article 19 - PEG Access Fund – Mr. Gorecki will move this Article.

Article 20 - Non-Zoning Wetland By-Law – Mrs. Moroney will move this Article.

On a motion made by Mr. Stevenson and seconded by Mrs. Moroney, it was unanimously **VOTED** to support Articles 1 through 11 and Articles 13 through 20 in the Annual 2015 Town Meeting Warrant.

Veterans' Committee Charge

Mrs. Moroney said Larry Bearfield proposed the creation of a Veteran's Committee that would be responsible for overseeing Town-wide events, outreach to veterans in Town and facilitating interaction with the Veterans service office. Mrs. Moroney said this is not just for veterans but for their families too.

Mr. Scavongelli was very supportive of this proposal. Mr. Brown asked if this was a sub-committee and how many members were going to be on same. Larry Bearfield suggested that the committee have seven (7) members however the members do not have to be a veteran. Larry noted that there

are approximately 200 residents in Town who are veterans. He also suggested rolling the Honor Roll committee into the Veterans Committee.

In regard to the members and their term, Mr. Stevenson suggested that five (5) members be appointed annually by the Board of Selectmen.

On a motion made by Mrs. Moroney and seconded by Mr. Stevenson, it was unanimously **VOTED** to approve the Carlisle Veterans Committee Charge as presented at tonight's meeting with the amendment of adding under the first paragraph 'the committee shall be appointed by the Board of Selectmen and the committee shall consist of five (5) members'.

On a motion made by Mrs. Moroney and seconded by Mr. Stevenson, it was unanimously **VOTED** to appoint the following to the Carlisle Veterans Committee: Alan R. Canova of Acton Street, Jules Aronovitz of Aaron Way, Greg Fairbank of Capt. Wilson Lane, and Donald Stables, Jr. of 61 Estabrook Road and Selectman Vanessa Hunnibell Moroney, for a term to end June 30, 2015.

Approval of Town Administrator's Employment Agreement

Mr. Gorecki said our Town Administrator asked the Board to review his employment contract because he will be approaching his second three year term in October. Mr. Gorecki said he and Mr. Brown were the bargaining team for this contract and they met several times with Mr. Goddard. He said they discussed employment changes that he wanted and changes the Board wanted. Not many changes were made to the agreement. One change that was made was to align Mr. Goddard's agreement with the fiscal year. Mr. Gorecki spoke about compensation and benefit changes that were agreed upon by all.

On a motion made by Mr. Stevenson and seconded by Mrs. Moroney, it was unanimously **VOTED** to approve the employment agreement between the Town of Carlisle and Timothy D. Goddard, Town Administrator dated April 14, 2015, to be effective July 1, 2015.

New Business

Mr. Gorecki spoke about the Greenough Barn Committee. He said he has met with the committee several times. Mr. Gorecki said the Committee has voted to recommend to the Board of Selectmen that the Barn not be repurposed and that it should be removed. He said the Committee will come to the Selectmen's May 27th meeting with an official presentation and to discuss this matter further.

Mr. Gorecki said part of the Greenough Barn discussions included a proposal to gate access to the part of the land that leads to the Barn. He said the Conservation Commission agreed with this proposal and voted to recommend that this access be gated.

Mr. Gorecki wanted to know the Board's view on this matter. He said a portion of the land that is adjacent to the Barn is in Billerica and the Carlisle Conservation Foundation (CCF) owns that land. He said he would like to have the Board's authorization to write a letter to CCF requesting that this access be gated due to safety concerns.

On a motion made by Mrs. Moroney and seconded by Mr. Stevenson, it was unanimously **VOTED** to authorize the Chair of the Board of Selectmen to draft a letter to the CCF encouraging the use of a gate at the beginning of the CCF property at the Greenough Land to control vehicle access to the land.

Cemetery Deeds

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

On a motion made by Mr. Scavongelli and seconded by Mr. Brown, it was unanimously **VOTED** to transfer to Anthony J. Troppito of Carlisle, Massachusetts the following: Deed No. 676 for Cemetery Lot D 14 Graves 1, 2, 3 and 4 and Deed No. 677 for Lot D15 Graves 1, 2, 3, and 4 in the Town of Carlisle, Green Cemetery.

Town Administrator Report

Board of Selectmen
April 14, 2015
Approved: 5/26/15

1 Bruce Freeman Rail Trail Mr. Goddard said he discussed the Inter-municipal Agreement (IMA) with Town Counsel. Mr. Goddard said MassDOT has stated that if the three towns; Acton, Westford and Carlisle, do not sign the agreement then the project will not move forward. Mr. Goddard noted that the Town of Carlisle's risk is limited due to the amount of trail that is actually in Carlisle. He added that the Town is a participant in the joint environmental insurance policy with Acton and Westford. Mr. Goddard said Town Counsel believes the risk is acceptable.

Mr. Gorecki said he understood the risks involved however the rewards from this trail are very high. Mr. Scavongelli agreed with him and added he felt that this was a reasonable risk.

On a motion made by Mr. Stevenson and seconded by Mr. Scavongelli, it was unanimously **VOTED** to approve the Second Addendum to the Inter-municipal Agreement relative to the Bruce Freeman Rail Trail dated April 14, 2015.

2 Noise Control Working Group Mr. Goddard spoke about the Charge for the Noise Control Working Group, which called for a member of the Board of Selectmen and the Planning Board to serve. He said within a few weeks, Mr. Stevenson and David Freedman will no longer be members of their respective Boards and therefore he suggested that the Board may want to look at the Charge for the working group. Mr. Gorecki said if the charge should be revised, it should say. "The committee shall include at least one member representing the Board of Selectmen and one member representing the Planning Board..."

On a motion made by Mr. Scavongelli and seconded by Mr. Brown it was unanimously **VOTED** to amend the Noise Control Working Group Charge to have a composition that includes one member representing the Board of Selectmen, one member representing the Planning Board, one member representing the Board of Health, one member representing the Agricultural Committee and a member from the general public at large.

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to appoint John Gorecki as the Selectmen's representative on the Noise Control Working Group.

3 Old Home Day 2015 Mr. Goddard said Carlisle residents Niles and Christie Cocanour have submitted a letter to the Board stating that they will be coordinating this year's Old Home Day activities. He said they are requesting approval to schedule Old Home Day on June 26 and June 27, 2015.

On a motion made by Mr. Brown and seconded by Mr. Stevenson, it was unanimously **VOTED** to approve the request of the Old Home Day Committee to use Town properties, facilities and roadways to stage the Old Home Day celebration on June 26 – 27, 2015.

4 Contract Negotiations with Lt. Crowe Mr. Goddard said Lt. Leo Crowe has made a request to have his employment agreement reviewed with the Board as his current contract expires June 30th. Mr. Goddard noted that the Board's current Public Safety liaisons are Mr. Scavongelli and Mr. Stevenson. Mr. Scavongelli said he would contact Lt. Crowe regarding this request.

5 Carlisle Artisans Request to Use Center Park Mr. Goddard said the Board is in receipt of a request from the Carlisle Artisans to use the Center Park on June 12th and 13th during the two – day Garden Tour event.

On a motion made by Mrs. Moroney and seconded by Mr. Stevenson, it was unanimously **VOTED** to approve the Carlisle Artisans request to use Center Park on Friday, June 12th and Saturday June 13, 2015.

Liaison Reports

Mrs. Moroney said the Housing Production Plan committee has held their first meeting.

Mr. Gorecki updated the Board on the Financial Management Team meeting that was held earlier today. The Town Clerk reported that the absentee ballots are available now for the May 5th Annual Town Meeting Election. Mr. Gorecki said there was a discussion relative to Reserve Fund Transfers, which will occur in July. He said there will be two reserve fund transfers, which are Snow and Ice

and for the Veteran's Benefits. He noted that the Board of Appeals is running a deficit of about \$25,000.

Mr. Gorecki said the Auditors will begin their field work in Town Hall next Wednesday [April 22nd].

Mr. Gorecki spoke about the wages earned by our Senior Tax Workers. He said historically the tax program has paid the minimum wage based on the Massachusetts minimum wage however he added, government employees are not subject to the Massachusetts minimum wage. Mr. Gorecki said the Finance Director, Larry Barton has requested that the Board of Selectmen affirm that the Senior Tax workers will receive the Mass. Minimum Wage.

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to authorize the Town to pay our senior tax workers \$9.00 per hour according to the Massachusetts Minimum Wage law or whatever the Massachusetts minimum wage is going forward.

Mr. Brown said last week the Technology Committee met and they determined that they are in need of another member.

Appointments

On a motion made by Mrs. Moroney and seconded by Mr. Stevenson, it was unanimously **VOTED** to appoint Mark Levitan as the Housing Authority's representative to the Housing Production Plan Committee for a one year term to end on June 30, 2015.

Minutes

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was unanimously **VOTED** to approve the Minutes of the Board of Selectmen meeting for February 3, 2015 as presented.

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was **VOTED 4 yes 1 abstain** to approve the Minutes of the Board of Selectmen meeting for March 10, 2015 as presented.

On a motion made by Mr. Stevenson and seconded by Mr. Brown, it was **VOTED 4 yes 1 abstain** to approve the Minutes of the Board of Selectmen meeting for March 24, 2015 as amended.

Executive Session

At 10:10 p.m. a motion was made by Mrs. Moroney to go into Executive Session pursuant to MGL 30A § 21(a) paragraph (3) to discuss collective bargaining and litigation as an open meeting discussion would have a detrimental effect on the town's bargaining and litigating position and that afterwards the meeting will be adjourned.

The motion was seconded by Mr. Stevenson and the following roll call vote was taken: Gorecki – aye; Stevenson – aye; Scavongelli – aye; Brown – aye; and, Moroney – aye.

Respectfully submitted by Margaret Arena