

BOARD OF SELECTMEN

June 14, 2016

Minutes

The Board of Selectmen met on Tuesday, June 14, 2016 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen Nathan Brown, Luke Ascolillo, Lyn Lemaire, William Risso, and Claude von Roesgen. Town Administrator Timothy D. Goddard was also present.

Community Input

Council on Aging Director David Klein had concerns with the safety of the crossing guard near the Gleason Public Library. David said currently a senior tax worker has performed this job consistently however he cannot always be there. David noted that recently the crossing guard was almost struck by a vehicle. He suggested placing a sign about an eighth of a mile before the crosswalk and rotary to advise vehicles to slow down. Mr. Goddard said the Traffic Safety Advisory Committee will be addressing this issue at their meeting on June 27th.

Mary Zoll – Dog complaint

School Street resident Mary Zoll asked the Board of Selectmen to establish a leash law that would become a by-law in the Town of Carlisle. Mary said on four different occasions she was accosted by dogs. She said these unfortunate events took place on School Street, Baldwin Road, at the Cranberry Bog and on her own property. Mary noted that the Selectmen created a dog working group in 2014 however they did not deal with the leash/unleashed dog issue. She said at that time some residents in Carlisle brought up three issues: 1) safety [being attacked by dogs], 2) excessive barking, and 3) dog waste. Mary said she attended a few of the working group meetings. In response to her complaints regarding dogs, the committee suggested that she become more educated about dogs.

Mary stated that the Town government is responsible for protecting its citizens from harm, including attacking dogs. She believed that this issue is beyond the point where a committee can be effective. Mary said this is about public safety and the Selectmen should establish a leash law and institute a fine for those who violate the leash law.

Public input

Lowell Street resident Judy Hodges said the dog working group aspires to provide a safe and comfortable place for dog owners and non-owners. She suggested starting a process to deal with dog complaints. Judy also suggested including the Town's two dog officers in this process. She noted that other Towns who do not have a leash law do something similar to this. Judy believed it would be helpful if the dog officers provided a report twice a year. Judy did not support creating a leash law. She added that she would like to continue on the dog working group.

In response to Mr. Brown, Judy said presently the members of the dog working group include her, Susan Provenzano, George Scarlett and David Smith.

Mill Pond resident Susan Provenzano said the working group is sympathetic to all dog issues. She believed that education and training are important. Susan did not support a leash law, but felt

strongly about creating a clear and definitive process for dog complaints so everyone will feel safe. She presented a list [attached hereto] of nine (9) neighboring Towns which included pertinent information regarding dog issues, noting that none of these Towns have leash laws.

Ms. Lemaire said she attended a hearing in Concord last evening relative to the Estabrook access. She said the need for this committee was prompted by an encounter between a dog and a horse. Ms. Lemaire said this committee is addressing human behavior as well as animal [dogs and horses] behavior. She noted that this committee will not make a decision on this issue until September.

Mr. Ascolillo asked about the enforcement/power the dog officers have in these matters. He believed that safety is the core issue. He supported evaluating how other Towns are dealing with this issue.

Mr. Brown said in regard to the dog working group, he believed that dog waste is important however the safety issue is of greater importance. He suggested working on this issue to determine what it would take to have a leash law before the next Town Meeting.

Mr. Risso asked if the Board would sponsor the dog working group again.

Mr. Brown said the Board will address this issue again at their June 28, 2016 meeting.

Discussion of Finance Director Appointment

Mr. Goddard said a Finance Director Search Committee was appointed to begin the process of finding a new Finance Director due to the upcoming retirement of Larry Barton. He said the members on this committee included him, Tim Hult, Priscilla Dumka, Melissa Stamp, and Lynne Lipinsky. Mr. Goddard said the committee interviewed many candidates and they are now ready to recommend Kerry Colburn-Dion for this position. Mr. Goddard asked the Board for permission to perform a background check as this is an important financial position in the Town.

Mr. Goddard said he would like to have the Board interview Ms. Colburn-Dion at their meeting on June 28th.

The Board approved Mr. Goddard's request to proceed with the necessary background check.

Carlisle Energy Task Force – Solid Waste Presentation

Energy Task Force chair Deb Bentley was present with Household Recycling Committee member Launa Zimmaro to give a presentation on Modernizing 'Trash' in Carlisle. Deb said since 2009, the Town of Carlisle, as a Green Community, was required to reduce our Town vehicle emissions by 20%. Deb said 30% of our energy use is for fuel. She said after some analysis it was determined that 11% of our total use of fuel is for trucking trash out of Town. If the Town worked on reducing its amount of waste, this number would go down.

Deb noted that the Carlisle Transfer Station costs slightly over \$250,000. The dump sticker revenue is approximately \$45,300 per year. Deb said real cost per user of the transfer station is \$163.00 not \$25.00 per year. Deb said currently there is no charge for dumping bulky items at the transfer station. She believed that the transfer station fees should reflect the cost of the waste and there should be an additional fee for bulky items.

Launa Zimmaro said the Household Recycling Committee would like to change its name to the Waste Reduction Committee. She spoke about reducing the amount of trash we generate. She suggested composting as a one way to reduce some of the waste that we throw out.

Deb said our main problem is construction waste which is costing near \$18,720 per year. She said some towns do not take construction waste and others include it in the building process. Deb provided a chart that showed how other Towns handle their recycling, including fees for transfer station stickers and pay as you throw fees. She noted that all the Towns listed charged more for a dump sticker than Carlisle.

Deb said the Energy Task Force is very concerned with carbon emissions. She said the amount it costs for hauling trash is 4% of the Town's energy bill. Deb said this is where they are looking into

compacting plastic recycled items. It will reduce the number of trips to the Westborough recycling center.

Deb suggested the following actions to assist in reducing costs for the Town's trash: reduce waste, take Town's recycling to Billerica, improve the lay-out of the transfer station, charge for bulky items and construction waste, increase composting, increase transfer station stickers, and educate the residents.

In conclusion, Deb asked the Board to adopt the 'Zero Waste 2020 Challenge in Carlisle'.

Mr. Brown said he supported reducing waste and energy consumption but he was not sure he supported creating a 'tax' for this purpose. Mr. Brown said if we were to move forward with this additional charge, he wanted some assurance that it would be cost effective. Deb said it was not a tax, but a fee.

Mr. Ascolillo said this seemed to be too much for one year. He supported charging a fee for bulk items.

Mr. Brown said this discussion provided a lot to digest in one meeting and he suggested continuing it at a future meeting. He asked Deb to provide a list of upcoming ETF projects and the costs related to same.

Town Meeting Re-cap Discussion

Town Moderator Wayne Davis and Town Clerk Charlene Hinton were present for this discussion. Mr. Brown thanked Wayne for the great job he did at the recent Town Meeting. He said it was well done taking into consideration that it ran for two nights. Wayne said the smoothness of the Town Meeting reflects all the work that was done prior to same. He said the biggest change this year was the citizen petitions.

Wayne listed a few items that were worth consideration for future Town Meetings.

1 Citizen Petitions Wayne suggested that individuals who have issues should bring them to the Boards and committees to work them out, rather than go through the process of citizen's petitions. He believed that this way, better solutions were more likely to be achieved.

2 Town Counsel Wayne questioned whether it was appropriate to ask Town Counsel to get involved in citizen petitions and was this proper use of Town resources? He believed there should be some clarity on how Town Counsel can be tapped regarding citizen's petitions.

3 Board of Selectmen/Citizen Petitions Wayne asked the Board of Selectmen how they viewed Town Boards creating a citizen's petition. He also asked what the Board's roll was regarding citizen's petitions. Mr. Brown said he hoped it would not come to Boards and Committees creating citizen petitions. He would rather see that Board/Committee come to the Selectmen with their issues.

Mr. Brown said the Selectmen should clarify their position on citizen's petitions. In regard to Town Counsel's involvement in citizen's petitions, Mr. Brown supported creating some clear guidelines for this matter.

Wayne believed that the detailed school budget presentation given by the Finance Committee was very helpful.

On another matter, Wayne discussed electronic voting during the Town Meeting. He said several Towns have implemented this process. He said the equipment necessary for these systems can be rented for Town Meetings, however he suggested trying it out for free to see if the Town was interested in this type of voting.

Charlene said she has never had any comments regarding the current way votes are counted at Town Meeting. She suggested putting an article in the Carlisle Mosquito asking the voters for their thoughts on this issue.

Mr. Risso said that the use of a hand-count vote may be required on some articles.

Mr. Ascolillo commented on the presentations made at Town Meeting. He said this year the screen was slightly different regarding slide presentations. He pointed out that it was not moving along with the presenters.

Ms. Lemaire read from a Memo she prepared relative to the recent Town Meeting [attached hereto]. Ms. Lemaire spoke about Article 13 on the 2016 Annual Town Meeting Warrant that was relative to repurposing \$150,000 for a design of a telecommunications network which was originally appropriated by the 2014 Annual Town Meeting for a communications tower for the Fire Department. Ms. Lemaire believed that there should have been a separate warrant article that clearly defined the proposed network. She believed that the Selectmen did not demonstrate support the Town's call fire department. Ms. Lemaire said during the Telecommunications (tower) Study process, the Board designated two Selectmen to a working group that met in unannounced closed sessions, with no minutes taken at these meetings.

Ms. Lemaire did not support or want to be responsible for the Boards actions and therefore she resigned from the Board of Selectmen.

The Board expressed surprise and concern over Ms. Lemaire's resignation.

Mr. Brown said the Board will follow-up on the above three issues.

Appointments/Resignations

On a motion made by Mr. Risso and seconded by Mr. Ascolillo, it was unanimously **VOTED** to accept the resignation of Peter Burn from the Conservation Commission with regret and appreciation for his many years of service on this Board.

On a motion made by Mr. von Roesgen and seconded by Mr. Ascolillo, it was unanimously **VOTED** to appoint Melinda Lindquist to the Conservation Commission for a two year term that will end on June 30, 2018

On a motion made by Mr. von Roesgen and seconded by Mr. Risso, it was unanimously **VOTED** to appoint Luke Ascolillo, Debra Geltner, Warren Lyman, Susan Provenzano and Vibhu Walia to the Cranberry Bog Alternatives Committee for a term that will end on June 30, 2017.

On a motion made by Mr. Risso and seconded by Mr. Ascolillo, it was unanimously **VOTED** to appoint Steven Hinton, Andrew Hrasna and John Ballantine as associate members on the Cranberry Bog Alternatives Committee for a one year term that will end June 30, 2017.

Annual Appointments

On a motion made by Mr. Ascolillo and seconded by Mr. Risso, it was unanimously **VOTED** to approve the list of 2016-2017 Annual Appointments as shown on the list presented this evening. [attached hereto]

Approve FY17 Pay Rates

Mr. Goddard presented a list of pay-roll changes for FY2017 which included wage and classification adjustments and a 2% COLA increase for non-union Town employees.

On a motion made by Mr. von Roesgen and seconded by Mr. Ascolillo, it was unanimously **VOTED** to approve the FY17 salary and wage rates for non-union employees for the Town of Carlisle as shown on the spreadsheet dated 6/9/2016.

Town Administrator Report

1 Town Hall Sign Included in this evening's packet was a design for the new Town Hall sign, which is currently under review by the Historic Commission as Town Hall is in the Historic District. Mr. Goddard thanked David Freedman for his extensive work on this project.

2 Municipal Aggregation Mr. Goddard said he has been working with Colonial Power and members of the Energy Task Force on a draft municipal aggregation plan to submit to the Department of Public Utilities. He said the next step is to get authorization from the State to move forward with the aggregation. Mr. Goddard said that the draft plan was very generic however when we get to the next

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phase, the Town will have the ability to consider a mix of renewable energy sources and providers and determine whether to go ahead with the aggregation. He will meet with our Colonial Power consultant and Energy Task Force on June 20th.

Mr. Goddard said he will schedule this discussion for a future meeting.

Mr. Brown said when this was initially discussed and placed on the Town Warrant; this was to give us the option to choose Municipal aggregation. He wanted to know where in the process we make a commitment to do this.

Mr. Goddard said at this point we are committing to prepare a draft plan; this is to help us decide if we are committed to this. He said the Town is not locked in to anything now. Mr. Goddard asked the Board to send comments to him regarding this matter.

3 Minuteman Stakeholders meeting The Board of Selectmen were invited by the Town of Lexington to participate in a meeting of all Minuteman member communities on Monday, June 20th at 8:00 am at the Arlington Town Hall. The purpose for this meeting is to hear from the Town of Belmont on why their recent Town Meeting voted to disapprove the debt for the High School project and to discuss alternatives for moving forward. Mr. Goddard said although Carlisle is one of the six communities leaving the Minuteman District, we were invited to participate in this regional meeting.

Mr. Goddard will attend this meeting in Arlington.

4 Employee Appreciation Luncheon – June 29th Mr. Goddard informed the Board that the 6th Annual Employee Recognition event has been scheduled on Wednesday June 29th at 12:30 pm in the Town Hall. Mr. Brown and Mr. Risso will attend this event.

5 Old Home Day 2017 – Fireworks Request The Board was in receipt of a letter from Niles and Christie Cocanour requesting permission to organize a fireworks display for the 2017 Old Home Day celebration. The tentative date for this event is Sunday, June 25, 2017.

On a motion made by Mr. von Roesgen and seconded by Mr. Risso, it was unanimously **VOTED** to approve the Carlisle Old Home Day Association displaying fireworks on Sunday, June 25, 2017 to be held in conjunction with Old Home Day – 2017 with a back-up date of July 9, 2017 with the condition of obtaining the necessary approvals from the Fire and Police Department's.

6 2016 Caroline Hill Scholarships Mr. Goddard presented the list of the Caroline Hill 2016/2017 Scholarship awards.

On a motion made by Mr. von Roesgen and seconded by Mr. Risso, it was unanimously **VOTED** to approve the award of \$10,000 in scholarships from the Caroline Hill Scholarship Fund for 2016- 17 academic year, to be dispersed as recommended by the Caroline Hill Scholarship Committee.

7 Mass IT Grant Approved Mr. Goddard informed the Board that the Town's application for a Community Compact IT grant was approved in the amount of \$30,000. He said these funds will assist us in moving the Town Hall servers to a more secure location at the Carlisle Public School and with additional projects identified in the IT Capital plan.

8 53E½ Revolving Fund Spending Limits Mr. Goddard said at the 2015 Annual Town Meeting, spending limits were set for the departments with revolving funds. He said our Finance Department has recommended increasing the spending limit on the following three revolving funds: the DPW, Council on Aging and the Building Department. Mr. Goddard explained that MGL Ch. 4, §53 E½ requires a vote of both the Board of Selectmen and the Finance Committee to increase the spending limit of a revolving fund mid-year. The Finance Committee met on June 13th and voted to approve the increase of the above spending limits.

On a motion made by Mr. von Roesgen and seconded by Mr. Risso, it was unanimously **VOTED** that pursuant to MGL Ch. 44, §53 E½, the Board of Selectmen approve increases in the FY2016 Hazardous Waste revolving fund from \$40,000 to \$60,000, the Council on Aging revolving fund from \$25,000 to \$30,000 and the Building Department revolving fund from \$100,000 to \$125,000.

Mr. Goddard added that the ISO Public Protection rating for the Town of Carlisle, effective September 1, 2016 has increased which is largely due to the great job of the Fire Chief and Fire Department.

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Cemetery Deeds

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

On a motion made by Mr. von Roesgen and seconded by Mr. Risso, it was unanimously **VOTED** to transfer to David S. and Mary R. Critchlow of Cornelius, NC, Deed No. 692 for Cemetery Lot D386 Graves 1, 2 and 3 in the Town of Carlisle, Green Cemetery.

Liaison Reports

Mr. Brown said the IT Committee received a \$30,000 grant. Mr. Brown said on Wednesday, June 15th the wireless network will be implemented in Town Hall.

Mr. von Roesgen reported that at the Financial Management Team meeting this morning there was a discussion on the Hanover Hills development. He said Hanover Hills has applied to appeal the decision from the Appellate Tax Board. Mr. von Roesgen said it was suggested that the Town retain Deutsch Williams since they are familiar with this matter, however he believes that it would be prudent to draw on some resources from Massachusetts Municipal Association to find out who might be the best counsel to defend the Town in this matter at the Supreme Court. It was decided that this discussion should be held in Executive Session.

Minutes

On a motion made by Mr. Ascolillo and seconded by Mr. von Roesgen, it was unanimously **VOTED** to approve the minutes of May 24, 2016 as amended.

In regard to Ms. Lemaire's resignation, Mr. Brown thanked her for the tremendous amount of work she did on the Minuteman School matter.

On a motion made by Mr. von Roesgen and seconded by Mr. Ascolillo, it was unanimously **VOTED** to accept the resignation of Lyn Lemaire with regret and appreciation for her work on the Board of Selectmen.

The meeting adjourned at 10:15 p.m.

Respectfully submitted by Margaret Arena

Also in attendance:

School Street resident Mary Zoll
Lowell Street resident Judy Hodges
Mill Pond Lane resident Susan Provenzano
Partridge Lane resident William Scarlett
Council on Aging Director David Klein
Carlisle Energy Task Force chair Deb Bentley
Household Recycling Committee member Launa Zimmaro
Town Moderator Wayne Davis
Town Clerk Charlene Hinton

Documents presented:

E-mails from Mary Zoll and Mike Hanauer – Leash Law
Population and Dog Leash Laws, Etc. for (9) ‘Sister’ Towns of Carlisle
Energy Task Force presentation
2016-2017 Annual Appointments
FY2017 Payroll Changes