ANNUAL REPORT

Of the

SELECTMEN and OTHER OFFICERS

TOWN OF CARLISLE

FOR THE YEAR ENDING
DECEMBER 31, 2012

This past year the Town of Carlisle lost three pillars of our community and the Board of Selectmen lost three outstanding former colleagues. Those of us that serve today do so by the example of the men and women who have so ably led our community since its founding. These three men, all of whom were prolific in their public service and excelled in so many other aspects of their lives – both personal and professional, represent the finest in leadership, commitment and character. For this we, the Carlisle Board of Selectmen dedicated our 2012 Annual Town Report to: David Stewart, Hal Sauer and Grant Wilson.

CARLISLE BOARD OF SELECTMEN

Peter Scavongelli, Chair
John Gorecki, Vice-Chair
John D Williams, Clerk
Timothy F. Hult
Douglas A. G. Stevenson

TOWN OF CARLISLE

Middlesex County

The Town of Carlisle was incorporated as a District on April 19, 1754 and as a Town on February 18, 1805.

Miles of Road: 55

Area: 15.4 square miles

Population:

1950:	876	2005:	5,534
1960:	1,488	2010:	5,602
1970:	2,871	2011:	5,198
1980:	3,306	2012:	5,282
1990:	4,379		
2000:	4,923		

Registered Voters - 2012

Democrats:	999
Republicans:	582
Unenrolled:	2,342
Libertarians:	8
Inter 3rd Party:	0
Green-Rainbow:	7
Total	**3,938**

Senators in Congress:
Scott Brown (R)
Elizabeth A. Warren (D)
(elected 11/6/12)

John F. Kerry (D)

Representative in Congress: 5th Congressional District:
Niki Tsongas (D)

State Senator: 5th Middlesex District
Susan Fargo (D)
Michael Barrett (D)
(elected 11/6/12)

State Representative: 14th Middlesex District:
Cory Atkins (D)

Governor:
Deval Patrick (D)

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ADMINISTRATION
and
FINANCE

ELECTED TOWN OFFICIALS

MODERATOR

Wayne Davis	Term Expires 2013

TOWN CLERK

Charlene M. Hinton	Term Expires 2015

BOARD OF SELECTMEN

Peter Scavongelli, Chairman	Term Expires 2015
Douglas A. G. Stevenson	Term Expires 2015
John D. Williams	Term Expires 2014
Timothy F. Hult	Term Expires 2014
John Gorecki	Term Expires 2013

BOARD OF ASSESSORS

Michael Coscia, Chairman	Term Expires 2014
Kenneth Mostello	Term Expires 2015
James C. Marchant	Term Expires 2013

BOARD OF HEALTH

Jeffrey A. Brem, Chairman	Term Expires 2014
Vallabh Sarma	Term Expires 2015
Donna Margolies	Term Expires 2015
Catherine Galligan	Term Expires 2013
William Risso	Term Expires 2013

HOUSING AUTHORITY

Alan P. Lehotsky, Chairman	Term Expires 2017
W. Randall Brown	Term Expires 2016
Steven Pearlman	Term Expires 2015
James Bohn	Term Expires 2014
Carolyn K.H. Ing, Governors Appointment	

LIBRARY TRUSTEES

Priscilla Stevens, Chair	Term Expires 2013
Larissa Shyjan	Term Expires 2015
Steven Golson	Term Expires 2014

PLANNING BOARD

David Freedman, Chairman	Term Expires 2013
Nathan Brown	Term Expires 2015
Michael Epstein	Term Expires 2014
Jonathan Stevens	Term Expires 2014
Marc Lamere	Term Expires 2013
Jeffrey Paige Johnson	Term Expires 2013
Karen Andon Danis	Term Expires 2013

SCHOOL COMMITTEE

William Fink, Chairman	Term Expires 2014
Melissa McMorrow	Term Expires 2015
Louis Salemy	Term Expires 2014
Joshua Kablotsky	Term Expires 2013
Mary Storrs	Term Expires 2013

APPOINTED OFFICIALS

TOWN ADMINISTRATOR
Timothy D. Goddard

TOWN ACCOUNTANT
Priscilla Dumka

FINANCE DIRECTOR
TOWN TREASURER
TAX COLLECTOR
M. Lawrence Barton

TOWN COUNSEL
Deutsch Williams Brooks
DeRensis & Holland P.C.

SUPERINTENDENT OF PUBLIC WORKS
Gary R. Davis

BUILDING COMMISSIONER
John A. Luther

INSPECTOR OF PLUMBING,
GAS PIPING AND APPLIANCES
James Powderly

WIRING INSPECTOR
Vincent Chant

INSPECTOR OF ANIMALS
Lawrence Sorli
Deborah A. Toher

DOG OFFICER
Robert A. Dennison

FIELD DRIVER
Deborah A. Toher

KEEPER OF TOWN FLAGS
Thomas Ratcliffe

FENCE VIEWER
Lawrence O. Sorli

KEEPER OF TOWN CLOCK
Robert J. Koning, Jr.

BOARD OF REGISTRARS

Cynthia Schweppe	Term Expires 2015
Elizabeth Bishop	Term Expires 2014
Sally Zielinski	Term Expires 2013

CELEBRATIONS COMMITTEE

Scott Evans	Term Expires 2013
Douglas A. G. Stevenson	Term Expires 2013
Barbara Culkins	Term Expires 2013
Dale Ryder	Term Expires 2013
Alan Cameron	Term Expires 2013
Father Thomas P. Donohoe (Ex-Officio)	

CONSERVATION COMMISSION

Kelly J. Guarino, Chairman	Term Expires 2014
Peter Burn	Term Expires 2015
Lee Tatistcheff	Term Expires 2015
J. Thomas Brownrigg	Term Expires 2014
Thomas Brown	Term Expires 2014
Luke Ascolillo	Term Expires 2013
Jenifer Bush	Term Expires 2013

COUNCIL ON AGING

Elizabeth Bishop, Chair	Term Expires 2015
Abha Singhal	Term Expires 2015
Margaret Hilton	Term Expires 2015
Mary Daigle	Term Expires 2015
Verna Gilbert	Term Expires 2014
Joanne Willens	Term Expires 2014
Lillian DeBenedictis	Term Expires 2014
Liz Thibeault	Term Expires 2014
Tom Dunkers	Term Expires 2013
Jean Sain	Term Expires 2013
Elizabeth Acquaviva	Term Expires 2013
Sandra McIlhenny (alternate)	Term Expires 2013
Jim Elgin (alternate)	Term Expires 2013
Natalie Ives (alternate)	Term Expires 2013
Phyllis Goff (alternate)	Term Expires 2013

FINANCE COMMITTEE

Jerome Lerman, Chairman	Term Expires 2013
Michael Bishop	Term Expires 2015
Peter Karle	Term Expires 2015
Karen Huntress	Term Expires 2015
David Model	Term Expires 2014
Kevin Perkins	Term Expires 2014
David Guarino	Term Expires 2013

HISTORICAL COMMISSION

Nathan Brown, Chairman (Plan. Board Rep.)	Term Expires 2013
Jack O'Connor	Term Expires 2015
Ken Grady	Term Expires 2014
Annette Lee (alternate)	Term Expires 2014
Neal Emmer	Term Expires 2013
Geoffrey Freeman	Term Expires 2013
Duncan Grant (alternate)	Term Expires 2013

LONG-TERM CAPITAL REQUIREMENTS COMMITTEE

Donald Rober, Chairman	Term Expires 2013
Jerome Lerman	Term Expires 2013
Karen Huntress	Term Expires 2013
Jack Kablotsky (School Committee Rep.)	Term Expires 2013
Dave Model (Finance Committee Rep.)	Term Expires 2013
Nathan Brown (Planning Board Rep.)	Term Expires 2013

MINUTEMAN REGIONAL VOCATIONAL HIGH SCHOOL REPRESENTATIVE

Donald Rober	Term Expires 2013

PERSONNEL BOARD

Diane Makovsky, Chair	Term Expires 2013
JoAnn F. Driscoll	Term Expires 2013
Mark Hersey	Term Expires 2013
Sandra Savage *(resigned Oct. 2012)*	Term Expires 2013

RECREATION COMMISSION

Rick Amodei, Chairman	Term Expires 2015
Mark F. Spears	Term Expires 2015
Kevin Moreau	Term Expires 2015
Kevin T. Smith	Term Expires 2014
Noreen Ma	Term Expires 2013

SCHOOL BUILDING COMMITTEE

Edward (Lee) Storrs, Chairman	Term Expires 2013
Robert Pauplis	Term Expires 2013
Don Rober	Term Expires 2013

Ingo Szegvari	Term Expires 2013
William Risso	Term Expires 2013
Douglas Stevenson	Term Expires 2013
Larry Barton	Term Expires 2013
Janne Corneil	Term Expires 2013
Joyce Mehaffey	Term Expires 2013
Timothy Goddard	Term Expires 2013
William Fink	Term Expires 2013
Robert Wiggins	Term Expires 2013
Linda Vanaria	Term Expires 2013

TRAILS COMMITTEE

Henry Cox, Chairman	Term Expires 2015
Warren Spence	Term Expires 2015
Marc Lamere	Term Expires 2015
George Fardy	Term Expires 2014
Berton Willard	Term Expires 2014
Stephen P. Tobin	Term Expires 2013
Louise Hara	Term Expires 2013
Alan Ankers	Term Expires 2013

VETERAN'S AGENT

Kenneth L. Buffum	Term Expires 2013

YOUTH COMMISSION

Ray Jimenez, Chairman	Term Expires 2015
Alexandra Walsh	Term Expires 2015
Michelle Small	Term Expires 2015
Sara Cassidy Smith (associate)	Term Expires 2015
Dawn Hatch	Term Expires 2014
Nicole Pinard	Term Expires 2013
Thomas Radcliffe	Term Expires 2013

ZONING BOARD OF APPEALS

Kevin T. Smith, Chairman	Term Expires 2014
Lisa Davis Lewis	Term Expires 2015
Martin Galligan	Term Expires 2015
Steven Hinton (alternate)	Term Expires 2015
Emmanuel Crespo, (alternate)	Term Expires 2014

ADVISORY COMMITTEES

AUDIT COMMITTEE

Simon Platt	Term Expires 2015
Bonnie J. Brown	Term Expires 2014
Debra Belanger	Term Expires 2013

CARLISLE AFFORDABLE HOUSING TRUST

John D. Williams	Term Expires 2013
Timothy F. Hult	Term Expires 2013
Peter Scavongelli	Term Expires 2013
Douglas A. G. Stevenson	Term Expires 2013
John Gorecki	Term Expires 2013
Carolyn Ing	Term Expires 2013
Greg D. Peterson	Term Expires 2013

COMMUNITY PRESERVATION COMMITTEE

Julia Lavely	Term Expires 2013
Luke Ascolillo	Term Expires 2013
Steven Pearlman	Term Expires 2013
Jeffrey Johnson	Term Expires 2013
Ken Grady	Term Expires 2013
John Williams	Term Expires 2013
Mark Spears	Term Expires 2013

CONSERVATION RESTRICTION ADVISORY COMMITTEE

John Keating, Chair	Term Expires 2013
Jenifer Bush	Term Expires 2013
Wayne Davis	Term Expires 2013
Ken Harte	Term Expires 2013
Marc Lamere	Term Expires 2013
Carolyn Kiely	Term Expires 2013

CULTURAL COUNCIL

Karen Shaver, Chair	Term Expires 2014
Susan Blevins	Term Expires 2013
Beth Galtson	Term Expires 2014
David Peirce	Term Expires 2014
Cynthia Sorn	Term Expires 2014
Elizabeth Thibeault	Term Expires 2014
Sara Vuckovic	Term Expires 2014
Jennifer Woodward	Term Expires 2014

ENERGY TASK FORCE

Dan Cook, Chairman	Term Expires 2013
John Luther	Term Expires 2013
Steve Hinton	Term Expires 2013
Basu Sarkar	Term Expires 2013
Helen Young	Term Expires 2013
Andrew Barlow	Term Expires 2013
Robert Clarke	Term Expires 2013

HIGHLAND BUILDING

Peter Scavongelli, Chairman	Term Expires 2013

Nathan Brown	Term Expires 2013
Randy Brown	Term Expires 2013
John Ballantine	Term Expires 2013
Matt Hamor	Term Expires 2013
Priscilla Stevens	Term Expires 2013
Mary Storrs	Term Expires 2013

HOUSEHOLD RECYCLING COMMITTEE

Robert Peary, Chairman	Term Expires 2015
Daniel Scholten	Term Expires 2015
Robert Wallhagen	Term Expires 2015
Launa Zimmaro	Term Expires 2015
Gary Davis	

LAND STEWARDSHIP COMMITTEE

Debby Geltner, Chair	Term Expires 2013
Timothy Donohue, Co-Chair	Term Expires 2013
Elisabeth Carpenter	Term Expires 2013
Dwight DeMay	Term Expires 2013
Lynn Knight	Term Expires 2013
Elizabeth Loutrel	Term Expires 2013
Warren Lyman	Term Expires 2013

SCHOLARSHIP ADVISORY COMMITTEE

Diane Powers, Chair	Term Expires 2014
Michael Fitzgerald	Term Expires 2014
Sally Coulter	Term Expires 2014

SENIOR TAX ADVISORY COMMITTEE

Larry Barton	Term Expires 2013
Melissa Stamp	Term Expires 2013
David Klein	Term Expires 2013
Angela Smith	Term Expires 2013
Janet Churchill	Term Expires 2013
Barbara Culkins	Term Expires 2013

POLICE DEPARTMENT

EMERGENCY TELEPHONE: 9-1-1
BUSINESS TELEPHONE: 369-1155

FULL-TIME OFFICERS

John C. Fisher	Chief of Police
Leo T. Crowe	Lieutenant
Thomas Whelan	Sergeant
Scott Barnes	Sergeant
Stephen M. Mack	Sergeant
Andrew Booth	Inspector
Richard C. Tornquist	Patrol Officer
Paul Smith	Patrol Officer
Ronald Holsinger	Patrol Officer
Christopher Arguoyan	Patrol Officer

SPECIAL OFFICERS

William Ahern
William Burgess
Richard Hodgson
Jeffrey Melisi
Steven F. Otto
Debra Saponaro
Mark A. Schofield
Christian Seminatore
Royce Taylor IV

CONSTABLES

John C. Fisher
Scott Barnes

CARLISLE FIRE DEPARTMENT
2012

EMERGENCY TELEPHONE: 911

Fire Department Dispatch: 978-369-1442 (non-emergency)
Fire Station & Fire Prevention Office: 978-287-0072

OFFICERS

Fire Chief - David R. Flannery, EMT
Deputy Fire Chief - Jonathan C. White, EMT
Captain - J.J. Supple, EMT
Lieutenant - Robert J. Koning, Jr.
Lieutenant Robert Trainor, EMT *(retired 10/1/12)*
Lieutenant Matthew Svatek, EMT *(appointed 10/1/12)*

REGULAR FIREFIGHTERS

John J. Bakewell, EMT
Thomas J. Bishop, EMT
Kevin T. Brown
Lloyd A. Burke
Robert E. Dennison
George D. P. Middleton, EMT
David P. Moseley
Burt L. Rubenstein, EMT
Frank W. Sargent, EMT
Bryan B. Sorrows, EMT
Kevin D. Stacey
Douglas A. G. Stevenson

AUXILIARY FIREFIGHTERS

John C. Bernardin
David W. Canavan, EMT *(appointed 7/18/12)*
John G. D'Auria, EMT *(resigned (12/5/12)*
Charles W. Farrow
Eric G. Hedblom *(appointed 7/18/12)*
William J. Ho, EMT
Paul D. Martin, EMT
Peter W. Nash, EMT
David A. Newman, EMT

ADMINISTRATIVE ASSISTANT

Sandra B. Savage

COMMUNICATIONS DEPARTMENT

Michael Taplin – Dispatch Manager

Dispatchers

Kirk Bishop
Ashley Buckland
Donald Girard
Ronald Sawyer

TOWN CLERK

The Town Clerk's duties are directed by 73 Chapters and 451 Statutes of Massachusetts General Law (MGL). Whenever possible, the requests of the Board of Selectmen, Planning Board, Finance Committee, and School Committees as well as all Land Use Boards are followed and are incorporated unless they run counter to Massachusetts General Laws. The Town Clerk interacts with all of Carlisle's Town Boards and Committees, both elected and appointed. This includes all special committees set up for one time projects or to accomplish unique tasks that rarely recur. The Elections Division of the Secretary of the Commonwealth, the Ethics Department of the Attorney General's Office, and the Vital Records Division of the Department of Public Health are the groups we are in contact with most frequently. They provide guidance in special circumstances so that we may be assured that the high level of quality in our work continues. In the Town of Carlisle, the Town Clerk's position is elected and in my opinion, this is valuable since it allows the residents of Carlisle to have a direct influence on who is handling the day to day activities of this office. This year I was re-elected for another three year term and it is my great honor to continue my service as Town Clerk which began in 2003.

The Town Clerk is the Chief Election Officer for the Town of Carlisle and is also a member of the Board of Registrars. At least three (3) Registrars must sign all absentee ballot application as well as all returned absentee ballots. This assures that only those voters who are eligible are allowed to cast ballots. In addition to managing all state and local elections, maintaining voter registrations, nomination papers, petitions, and campaign finance reporting, the Town Clerk is responsible for dog licenses, maintaining vital records (birth, marriage, death), business certificates, raffle permits, administering the oath of office to all elected and appointed officials, filings for the Planning Board and Zoning Board of Appeals, annual Town Census, collection of dog license fines, marijuana violation fines, preparing and maintaining copies of Cemetery Deeds and Interment Records for the Green Cemetery, as well as keeping historical records of interments in the old Town Cemetery. The Town Clerk also manages the setup and operation of Town Meetings including the accurate check-in of voters, arranging for sound technicians and recordings of the meetings, scheduling and training tellers and other staff, taking minutes and providing certifications of all decisions made at Town Meetings.

Another responsibility includes managing the Open Meeting Law and the Ethics Law requirements that continue to be in effect this year. This year, the State modified the test to include questions and topics that are more in line with Municipal activities. Every municipal employee and official must receive a summary of the Ethics Law annually and provide the clerk with documentation that he/she has received the summary. Every other year municipal employees and officials must take an online educational training and provide a certificate of completion to the Town Clerk. All of this paper work is retained for a minimum of six years.

2012 was a challenging year in the Town Clerk's Office. The volume of activity associated with the elections was at times, overwhelming. It is always a positive sign that so many people feel strongly about exercising their right to vote. This year the

Commonwealth provided a means of voting by email for students and others who were overseas during the election. This not only made it a bit easier for voters to complete absentee ballots and send them to us from overseas, but it also allowed some of the younger voters to feel more comfortable voting by using a system with which they are more familiar. This did cause some issues however because there are rules that allow voters who have moved out of town but did not register in their new communities to come back to Carlisle and vote from here, their last place of registration, but only for State Candidates. This did not include local candidates or local ballot questions. This was quite confusing to some.

We had a large, but not record-setting turnout for the Presidential Election. We counted 3,374 ballots out of a total possible of 3,924 registered voters. This was a turnout of 85.98%. Of the 3,374 ballots, 569 were absentee ballots.

Events this year included the following:

March 6, 2012 - Presidential Primary Election,
April 30, 2012 – Annual Town Meeting
May 6, 2012 – Annual Town Election
September 6, 2012 – State Primary Election
November 6. 2012 – State General Election
November 13, 2012 – Special Town Meeting
November 27, 2012 – Special Town Election

Volunteers continue to be the backbone and support of this office. We have so many talented people who are so willing to freely give of their time and without them, we would really be struggling. Kerri Piette, Rochelle Landon and Lee Means worked as our Election Wardens, training, scheduling, and supporting the Election and Town Meeting Volunteers. These three ladies along with the three Election Registrars, Cynthia Schweppe, Liz Bishop, and Sally Zielinski, have done a superb job of recruiting new volunteers, creating training materials, managing schedules for the volunteers so that we can allow them to work hours that best suit their personal lives. Their organization and dedication far surpass any that I have heard about from other towns. Having the support of such enthusiastic and committed workers allows the Town of Carlisle to comply with the rigorous state requirements surrounding elections.

In addition to these folks, my senior tax workers, Vallabh Sarma, Al Powers, Sandy Savage, Ed Fields and Judy Willard put in countless hours of volunteer time in the Clerk's Office. They spent so many hours opening, separating, sorting and filing the annual Town Census forms. Without their help, we would never have the time to get these important documents processed and stored in a logical manner. We send out over 1900 census forms each year and they often are returned with many changes as well as dog license instruction. Only by keeping up with this on a daily basis can we keep this important information organized. This group also helps with a wide variety of tasks such as creating election check in and check out books, entering and filing annual dog license forms, Town Meeting check in books and vital records storage.

Irene Blake, my former Assistant Town Clerk, even though she says she has retired!, continues to come back and enter information into the Annual Town Report file. Her efforts are beyond words and I am humbled by the fact that even though she has put in countless hours as interim Town Clerk, Assistant Town Clerk, Assistant to the Town Clerk, Election and Town Meeting Volunteer, she still is willing to come back and give so freely of her time. She is truly a town treasure and I thank her from the bottom of my heart!

I am so very proud of everyone that helps, not only in my office but in all of the other departments in town. This is what small town life is all about and I look forward to participating in this for many more years.

TOWN CLERK (2012)
RECORDS
MARRIAGES RECORDED IN 2012

Date	Place of Marriage	Names	Place of Residence
April 28, 2012	Carlisle	Matthew Joseph Jancek	Carlisle
		Federica Ganzarolli	Carlisle
May 5, 2012	Carlisle	Charis Diane Yousefian	Baltimore,MD
		Aram Derderian	Broomall, MD
May 27, 2012	Boston	Karen M. Xaverius	Tacoma, WA
		Erin E. Van Nostrand	Tacoma, WA
June 2, 2012	Lexington	Xiaoqin Tian	Deerfield, IL
		Stephen Chopin Yu	Chicago, IL
June 23, 2012	Dedham	Kenneth James Martin	Carlisle
		Niressa Ramkissoon	Carlisle
August 25, 2012	Waltham	Maureen Elizabeth Moulton	Colorado Springs, CO
		Tavis Lloyd Wallner	Colorado Springs, CO
September 1, 2012	Fitchburg	David Barnes Graham Lloyd	Carlisle
		Abigail Katharine Carr	Carlisle
September 2, 2012	Lincoln	Bruce Parker Hall	Carlisle
		Pamela Collins	Carlisle
September 29, 2012	Carlisle	Alexander Lawrence Dawson	Brooklyn, NY
		Pat Pei-Yu Lian	Brooklyn, NY
November 3, 2012	Carlisle	David Alexander Erickson	Carlisle
		Gallagher Kelley Hannan	Carlisle

BIRTHS

There were 24 births recorded in 2012. In accordance with Chapter 431 of the Acts of 1991, the disclosure of names of children and their dates of birth is now prohibited.

DEATHS RECORDED IN 2012

Date of Death	Name	Age
January 6, 2012	Abao Wu	59
January 31, 2012	Depei (Peter) Gao	71
February 3, 2012	James Franklin White	58
February 5, 2012	Helen Woodhull	89
February 26, 2012	George H. Charter	97
March 11, 2012	Elwood Scobie Thompson	93
April 12, 2012	Antonio G. NiCastro	85
April 21, 2012	David John Driscoll	66
June 5, 2010	Florence Charlotte Brown	76
June 25, 2012	Leo Corr Reddan	92
July 8, 2012	Rosario L. Lando	86
July 23, 2012	Gabor B.L. Miskolczy	79
August 12, 2012	Gail Susan Attridge	50
September 22, 2012	Sean Michael Fitzpatrick	43
October 9, 2012	Andrew Dimitri Zaitz	66
October 18, 2012	Michael J. John	63
November 12, 2012	Jizhong Gao	74
November 24, 2012	Mazie Lyn Shore	23
December 6, 2012	Hulda Madeline Johnson	86
December 28, 2012	Elizabeth J. Goodwin	91

INTERMENTS IN GREEN CEMETERY – 2012

Name of Interment	Age	Date of Death	Date of Interment
William Joseph Hibbard	78	January 27, 2012	January 31, 2012
Rita Booth	91	February 20, 2012	February 29, 2012
Marie Elizabeth Copeland	83	April 5, 2012	April 10, 2012
Sylvie T. Dolins	100	December 20, 2011	April 14, 2012
Thelma Cann	--	May 2, 2012	May 7, 2012
Florence Charlotte Brown	76	June 5, 2012	June 8, 2012
Margeurite Elizabeth Philbrick	91	June 7, 2012	June 13, 2012
Elizabeth G. Needham	93	June 21, 2012	June 25, 2012
Ruth Simpson	--	----------	July 10, 2012
Ruth D. Greene	97	November 8, 2006	July 11, 2012
Roberta M. Mitchell	92	February 10, 2003	July 11, 2012
Gail Susan Attridge	50	August 12, 2012	August 20, 2012
Rudolf Paul Thun	68	August 6, 2012	September16, 2012
Sean M. Fitzpatrick	43	September 22, 2012	September 27, 2012
Charlotte R. Chellis	83	April 29, 2012	October 9, 2012
Paula S. Seaburg	52	October 22, 2012	October 27, 2012
John F. Egizi	83	November 11, 2012	November 19, 2012
John Gates Peckham	--	November 6, 2012	November 23, 2012
Frank Edward Wahlen	95	November 14, 2012	November 24, 2012

FISH & GAME LICENSES

Due to changes at the State level, Carlisle no longer sells Fish and Game Licenses.

DOG LICENSES ISSUED IN 2012

Number	Type	Unit Cost	Total
545	Neutered/Spayed	$10.00	$5450.00
51	Male/Female	$15.00	765.00
5	Kennels – 4 dogs or fewer	$35.00	185.00
3	Kennels – 5 to 10 dogs	$75.00	225.00
2	Kennels – over 10 dogs	$100.00	200.00
6	Fines	$20.00	120.00
			$6,945.00

PRESIDENTAL PRIMARY
March 6, 2012

The presidential Primary was held at the Town Hall on Tuesday, March 6, 2012. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were declared open at 7:00 AM by the Warden of Elections, Kerri Piette and were closed by Warden Rochelle Landon at 8:00 PM. There were 182 Democratic Ballots cast, of which 8 were Absentee Ballots. There were 583 Republican Ballots cast, of which 27 were Absentee Ballots. There were 4 Green-Rainbow Ballots and no Absentee Ballots. After the ballots were counted and the vote recorded, the following results were announced at 10:10 PM.

DEMOCRATIC PARTY BALLOT

Presidential Preference		
Barack Obama		171
No Preference		5
Others		2
Blanks		4
Total		**182**
State Committee Man		
Ronald M. Cordes	3 Jeffrey Cir., Bedford	145
Other		0
Blanks		37
Total		**182**
State Committee Woman		
Janet M. Beyer	52 Authors Rd., Concord	150
Other		0
Blanks		32
Total		**182**

Town Committee

Group		2,268
Robert E. Wallhagen	64 Timothy Ln.	20
John Ballantine	268 Fiske St.	25
Bonnie Orr Miskolczy	447 Cross St.	18
Gabor Miskolczy	447 Cross St.	14
Anne Gibbs	401 Rutland St.	11
Fern Johnson	66 Acton St.	11
Marlene G. Fine	66 Acton St.	15
Sally M. Coulter	153 Virginia Farme Ln.	20
Daniel K. Scholten	21 Patten Ln.	13
Robert M. Luoma	42 Palmer Way	12
Laurie W. Aragon	70 Red Pine Dr.	9
Frank Rigg	262 South St.	15
Jesselyn Tobin	253 Judy Farm Rd.	14
M. Clare Brown	212 Acton St.	8
Launa Zimmaro	398 Lowell St.	11
Bruce P. Comjean	314 River Rd.	12
Kathleen Coyle	125 Maple St.	15
Nancy E. Garden	56 Ember Ln.	18
Blanks		2,021
Total		**4,550**

GREEN-RAINBOW PARTY BALLOT

Presidential Preference

Kent Mesplay	0
Marley Mikkelson	0
Others	0
Blanks	0
Total	**4**

State Committee Man

Blanks	4
Total	**4**

State Committee Woman

Blanks	4
Total	**4**

REPUBLICAN PARTY BALLOT

Presidential Preference

Ron Paul	60
Mitt Romney	444

Rick Perry		4
Rick Santorum		45
Jon Huntsman		8
Michele Bachmann		2
Newt Gingrich		17
No Preference		1
Others		0
Blanks		0
Total		**583**

State Committee Man

Peter Dulchinos	17 Spaulding Rd, Chelmsford	191
Michael J. Benn	747 Old Marlboro Rd, Concord	221
Francis Xavier Stanton, III	140 Alder St, Waltham	20
Other		0
Blanks		151
Total		**583**

State Committee Woman

Sandi Martinez	1 Carter Dr. Chelmsford	401
Other		0
Blanks		182
Total		**583**

Republican Town Committee

Group		7,125
James G. Bohn	180 Concord St.	37
Rochelle I. Landon	399A Concord St.	17
William R. Tice, Jr.	38 Audubon Ln.	48
Jonathan A. Golnik	347 Elizabeth Ridge Rd.	71
Richard K. Colman	18 Audubon Ln.	29
Allison Rose Beakley	533 West St.	38
Linda A. Lineback	59 Fern Ln..	23
Joseph S. Antognoni	37 Evergreen Ln.	30
Gillian S. Parker	111 Log Hill Rd.	23
Charles E. Parker, III	111 Log Hill Rd.	24
Jonathan Guy Beakley	533 West St.	33
Elizabeth Anne Bishop	291 Kimball Rd.	58
Timothy Fohl	681 South St.	21
Douglas A. B. Stevenson	271 Cross St.	122
Thomas C. Kracz	376 Westford St.	18
Denise Y. Kracz	376 Westford St.	21
Judy R. Larson	36 Forest Park Dr.	36
Carl A. Andreassen	85 Cross St.	61
Philip G. Drew	101 Bedford Rd.	38
Janice G. Kissinger	207 Elizabeth Ridge Rd.	42
Kerry W. Kissinger	207 Elizabeth Ridge Rd.	46

Alexander C. Parker	77 Russell St.	24
Violet F. Frizzell	445 East Riding Dr.	27
Judy Romvos	604 Lowell St.	10
Brigitte I. Senkler	523 Curve St.	64
Corey Lofdahl	203 Peter Hans Rd.	22
Blank		7,633
Total		**15,741**

WARRANT
ANNUAL TOWN MEETING – APRIL 30, 2012
THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Monday, the Thirtieth of April next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

CONSENT AGENDA

In an effort to streamline Town Meeting and therefore make it more inviting to voters, the Board of Selectmen has decided to continue with the concept of the Consent Agenda. This agenda speeds the passage of articles which the Selectmen feel, in consultation with the Moderator and Finance Committee should generate no controversy and can be properly voted without debate. The purpose of the Consent Agenda is to allow motions under these articles to be acted upon as one unit and to be passed without debate.

THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 1.

Should the Town approve the use of a CONSENT AGENDA the Selectmen have voted to recommend that the following articles be acted upon on the Consent Agenda (Articles 2, 3, 4, 5, 6, 7, 8, 9, and 10). The articles to be taken up on the Consent Agenda are indicated by a double asterisk (**).

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the Consent Agenda, please say the word "Hold" in a loud voice when the number is called. The Article will then be removed automatically from the Consent Agenda and

restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator will ask that all items remaining be passed AS A UNIT by the voters.

Please carefully review the list of articles proposed in the printed Warrant Book that is mailed to each home. If you have any questions about the consent articles or procedure, please call the Town Administrator at 978-371-6688 before Town Meeting.

ARTICLE 1 – Consent Agenda: To see if the Town will vote to adopt certain procedures to govern the conduct of the 2012 Annual Town Meeting, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 2 - Town Reports**: To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 3 - Salaries of Elected Officials **: To see if the Town will vote to fix the salaries of the elected officers of the town as provided by Chapter 41, Section 108 of the General Laws, as amended, for the Fiscal Year 2013, beginning July 1, 2012, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 4 – Revaluation **: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Board of Assessors for the purpose of professional services in connection with revaluation of real estate and personal property in the Town, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 5 – Actuarial Valuation of Post-Employment Benefits:** To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 45 actuarial valuation of post employment benefits for the Town, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 6 - Department Revolving Funds Authorization **: To see what revolving funds the Town may authorize or reauthorize pursuant to Massachusetts General Laws Chapter 44, Section 53E ½ for the Fiscal Year 2013, beginning July 1, 2012, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 7 – Real Estate Tax Exemption **: To see if the Town will vote to authorize the Board of Assessors, pursuant to G.L. Chapter 59, Section 5 (clause 41C), to grant an additional real estate tax exemption of up to one hundred (100%) percent of the amount permitted by this statute, or take any other action related thereto. (BOARD OF SELECTMEN/BOARD OF ASSESSORS)

ARTICLE 8 - Fiscal Year 2013 Stabilization Account Transfer **: To see if the Town will vote to transfer from the Stabilization Account a sum of money to be applied to the payment of principal and interest on Debt Service or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 9 – Fiscal Year 2013 Free Cash Transfer to Stabilization Fund **: To see what sum the Town will vote to transfer from Free Cash (Surplus Revenue) in the treasury of the Town to increase the Stabilization Account or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 10 - FY 2013Chapter 90 Authorization **: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute a sum of money to be used for reconstruction and improvements of Public Ways as provided for under the provisions of Chapter 90 of the Massachusetts General Laws, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 11 – Fiscal Year 2012 Budget Transfers: To see what sums the Town will vote to transfer into various line items of the Fiscal Year 2012 operating budget from other line items of said budget or from other available funds, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 12 - Operating Budget: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, to fund the various departments, boards, commissions, and operating expenses of the town for the Fiscal Year 2013, beginning July 1, 2012, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

ARTICLE 13 – Capital Equipment: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute for various capital purposes, or provide by any combination of these methods, or take any other action related thereto. (BOARD OF SELECTMEN/LONG TERM CAPITAL REQUIREMENTS COMMITTEE)

ARTICLE 14 - Capital Expenditure – DPW Dump Truck: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute for the Board of Selectmen to expend to purchase a Dump Truck for the Department of Public Works (DPW), or provide by any combination of these methods, or take any other action related thereto. (BOARD OF SELECTMEN/LONG TERM CAPITAL REQUIREMENTS COMMITTEE)

ARTICLE 15 - Capital Expenditure - Fire Department Pickup Truck: To see what sums the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to provide funding, to be expended by the Board of Selectmen, to purchase a new pickup truck for the Fire Department, or take any other action related thereto. (BOARD OF SELECTMEN/LONG TERM CAPITAL REQUIREMENTS COMMITTEE)

ARTICLE 16 – Procurement By-law amendment: To see if the Town will vote to amend Article III of the General Bylaws of the Town by adding to Section 3.1.2 as follows:

(The language below is in the current bylaw. The changes are in ***bold italics***.)

3.1.3 Unless otherwise provided by a vote of Town meeting, the Board of Selectmen is authorized to enter into any contract for the exercise of the Town's corporate powers, on such terms and conditions as are deemed appropriate. Within such authorization, the Board of Selectmen may delegate contracting authority to the
Chief Procurement Officer designated pursuant to M.G. L. Ch. 30B.

Any Town officer or board authorized by the General Laws or the General Bylaws of the Town to enter into contracts for the procurement of goods or services is hereby authorized, pursuant to General Laws Chapter 30B, section 12, to enter into such contracts for terms not to exceed five (5) years, unless a longer term is specifically authorized by a vote of Town Meeting.

Notwithstanding the foregoing, neither the Board of Selectmen nor the Chief Procurement Officer shall contract for any purpose, on any terms, or under any conditions inconsistent with any applicable provision of any general or special law or take any other action related thereto. (BOARD OF SELECTMEN/SCHOOL COMMITTEE)

ARTICLE 17 – Bylaw Amendment re: Camp Fees (Section 3.24.4) To see if the Town will vote to amend Section 3.24.4 of the General Bylaws as follows:

(The language below is in the current bylaw. The changes are in ***bold italics)***

3.24.4 The fee to be charged by the Board of Health for recreational camp licenses and other facilities to be licensed by the Board of Health pursuant to section 32B of Chapter 140 of the General Laws of the Commonwealth shall be ***established by the Board of Health from time to time in accordance with G. L. Chapter 40, section 22F***.~~$50 (fifty dollars) for
an original application and $10 (ten dollars) for a renewal.~~ Or to take any other action related thereto. (BOARD OF HEALTH)

ARTICLE 18 – Professional Services - Council on Aging: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Board of Selectmen upon the recommendation of the Council on Aging for the purpose of Council on Aging professional services to aid the residents of Carlisle, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 19 – Appropriation for Board of Health: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Board of Health, in consultation with the Board of Selectmen, for the purpose of disease prevention, or to take any other action related thereto. (BOARD OF HEALTH)

ARTICLE 20 – Community Septic Management Program – Repayment of Debt: To see if the Town will vote to raise and appropriate or to transfer from available funds pursuant to any applicable statute the sum of $66,000 to repay to the Massachusetts Water Pollution Abatement Trust funds borrowed and spent by the Board of Health in connection with loans to homeowners for the design, construction, repair, replacement and/or upgrade of septic systems and other water-pollution abatement work and projects undertaken pursuant to G.L. Chapter 111, s. 127B1/2 and authorized pursuant to written agreements between the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of Massachusetts General Laws; or to take any action related thereto. (BOARD OF SELECTMEN)

ARTICLE 21 – Community Septic Management Program - Reauthorization: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow pursuant to any applicable statute from the Massachusetts Water Pollution Abatement Trust, or otherwise from any source, a sum or sums of money for the purposes of the Board of Health to expend directly or indirectly, pursuant to G.L. Chapter 111, s. 127B1/2 or any other applicable statute, as loans to homeowners for the design, construction, repair, replacement and/or upgrade of septic systems and any other work related to water-pollution abatement projects authorized pursuant to written agreements between the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of Massachusetts General Laws; or to take any action related thereto. (BOARD OF SELECTMEN/BOARD OF HEALTH)

ARTICLE 22 – CPA Annual Authorization: To see if the town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds and to authorize the Board of Selectmen to convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources, open space restriction to be in compliance with the requirements of Chapter 44B, section 12 of the General Laws of the Commonwealth, and to take any other action related thereto.

It is anticipated that the following motions will be made under this article:

Motion 1

That the following amounts be appropriated from the Fiscal Year 2013 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

a. Forty Five Thousand Five Hundred Dollars ($45,500) be appropriated to the Community Housing Reserve Fund.
b. Forty Five Thousand Five Hundred Dollars ($45,500) be appropriated to the Historic Reserve Fund.
c. One Hundred Forty-Nine Thousand Dollars ($149,000) be appropriated for Debt Service Principal Payment on Open Space Borrowings comprised of $45,500, which is the 10% designated to the Community Preservation Open Space Reserve Fund for fiscal year 2013 and $103,500 from unreserved fiscal year 2013 estimated revenues.
d. Five Thousand Nine Hundred Sixty Dollars ($5,960) be appropriated for Debt Service Interest Expense.
e. Two Thousand Dollars ($2,000) be appropriated for Administrative Expenses
f. Two Hundred Seven Thousand Forty Dollars ($207,040) be appropriated to the fiscal year 2013 Community Preservation Budget Reserve account.

Motion 2

That the residual unexpended balance of the appropriation authorized in Article 1, Motion 5 of the Special Town Meeting of March 23, 2004, to defray the expenses of master planning for Parcel A, shall not be further expended and shall be restored to the Community Preservation Fund (estimate: $2,766.23); and

That the residual unexpended balance of the appropriation authorized in Article 4 of the Special Town Meeting of December 6, 2004, for a Historic and Archeological Preliminary Survey Plan of the Town, shall not be further expended and shall be restored to the Community Preservation Historic Reserve Fund (estimate: $2,617.50); and

That the residual unexpended balance of the appropriation authorized in Article 20, Motion 8 of the Annual Town Meeting of May 23, 2005 and June 8, 2005, for professional services necessary relating to planning and seeking applicable permits in connection with implementation of the Benfield Task Force report for the Benfield, shall not be further expended and shall be restored to the Community Preservation Fund (estimate: $998.50); and

That the residual unexpended balance of the appropriation authorized in Article 20, Motion 10 of the Annual Town Meeting of May 23, 2005 and June 8, 2005, for professional services in the form of consulting fees to research and implement an accessory apartment component of an Affordable Housing Plan for the town, shall not be further expended and shall be restored to the Community Preservation Community Housing Reserve Fund (estimate: $24.50)

Motion 3

That Forty-Seven Thousand Dollars ($47,000) be appropriated, for the First Religious Society, with the approval of the Board of Selectmen, to expend to restore and preserve steeple of the church which houses the Town Clock, and to meeting this

appropriation that Forty-Seven Thousand Dollars ($47,000) be transferred from the Community Preservation Historic Reserve Fund balance, and further that after June 30, 2015, any residual unexpended funds be returned to the Community Preservation Historic Reserve Fund balance.

Motion 4

That One Hundred Fifty Thousand Dollars ($150,000) be appropriated, and authorize the Treasurer with the approval of the Board of Selectmen, to expend for the purpose of purchasing for conservation and passive recreation purposes, by negotiated purchase, a Conservation Restriction with Public Access in accordance the M.G.L. Chapter 184, on certain property known as "Lot 6" consisting of 8.98 acres, more or less and Parcel C. consisting of 2300 s.f. more or less, as shown on a plan entitled "Plan of Land in Carlisle Massachusetts for the Rachel Webster Elliott Trust – 2004" made by Stamski and McNary, Inc. dated March 21, 2011 that said Conservation Restriction on said land be conveyed to the Town of Carlisle under the provisions of Massachusetts General Laws, Chapter 40, Section 8C, and as it may hereafter be amended and other Massachusetts statutes relating to Conservation, to be managed and controlled by the Conservation Commission of the Town of Carlisle, and the Conservation Commission be authorized to file on behalf of the Town of Carlisle any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under Chapter 132A, Section 11 and/or any others in any way connected with the scope of the Article, the expenditure of said $150,000 to be contingent upon the receipt of such grants and/or reimbursement from the Commonwealth of Massachusetts, and the Town and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Carlisle to effect such purchase, and to meet this appropriation that One Hundred Fifty Thousand Dollars ($150,000) be transferred from the Community Preservation Undesignated Fund balance, and further that after June 30, 2014, any residual unexpended funds be returned to the Community Preservation Undesignated Fund balance.(BOARD OF SELECTMEN/COMMUNITY PRESERVATION COMMITTEE)

ARTICLE 23 – Elliott Preserve - Acquisition of Conservation Restriction: To see if the Town will vote to authorize the Conservation Commission to acquire by negotiated purchase and pursuant to M.G.L. Chapter 40, Section 8C a permanent Conservation Restriction with Public Access for conservation and public passive recreational purposes in accordance with M.G.L. Chapter 184 on two parcels of land located off Skelton Road adjacent to the Concord River and known as "Lot 6" consisting of 8.98 acres, more or less, and Parcel C consisting of 2,300 s.f. more or less, as shown on a plan entitled "Plan of Land in Carlisle, Massachusetts (Middlesex County) For: The Rachel Webster Elliott Trust – 2004," made by Stamski and McNary, Inc. and dated March 21, 2011, with all the conservation area to be under the care, custody and control of the Conservation Commission; to see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute or transfer from available funds a sum of money for such purposes, with the expenditure of such sum to be contingent upon approval by the Board of Selectmen; to authorize the Conservation Commission to file applications in the Town's

name for grants and/or reimbursements by the Commonwealth of Massachusetts under M.G.L. Chapter 132A, Section 11 and/or any other available grants or programs for which the Town may qualify for the purposes of this Article and as the Conservation Commission may deem necessary; or to take any actions related thereto. (BOARD OF SELECTMEN)

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to the Town Hall Building at 66 Westford Street in said Carlisle on Tuesday, the 8th day of May 2012 between the hours of seven o'clock forenoon and eight o'clock in the afternoon and there to vote on the following.

TOWN ELECTION – May 8, 2012
7:00 A.M. to 8:00 P.M.

ELECTION OF OFFICERS – To see if the Town will vote on the election of the following Town Officers:

Moderator	one for a term of one year
Town Clerk	one for a term of three years
Selectmen	two for a term of three years
Board of Assessors	one for a term on three years
Board of Health	two for a term of three years
Housing Authority	one for a term of five years
Library Trustee	one for a term of three years
Planning Board	two for a term of three years
School Committee	one for a term of three years

And you are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least seven days prior to the time of holding said meeting.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk at the time and place of holding the meeting aforesaid.

Given under our hands this 27th day of March in the Year of Our Lord 2012. BOARD OF SELECTMEN
Douglas A.G. Stevenson, Chairman
Peter Scavongelli, Vice Chairman
John Gorecki, Clerk
Timothy F. Hult, Member

A True Copy Attest:
John Fisher, Constable

Middlesex, ss

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said town at least seven (7) days before the date of the meeting, as within directed.

John Fisher, Constable of Carlisle

Date Posted: March 28, 2012

MINUTES
ANNUAL TOWN MEETING
April 30, 2012

The Annual Town Meeting was convened on April 30, 2012, at the Corey Building. A quorum of 150 voters being reached and the meeting called to order by Moderator Wayne H. Davis at 7:15 PM. There were a total of 192 voters present. The meeting was adjourned at 9:19 PM.

Before the warrant was opened, the Moderator explained how the meeting would be conducted, noted the Fire Escapes, and announced that if needed due to emergency, the meeting would be reconvened tomorrow, May 1, 2012.

Selectman Douglas A. G. Stevenson then thanked the many volunteers on Town Boards and Committees for their generous contributions of time and efforts in service to the Town during the past year. He also thanked Town employees who have departed, giving special recognition to Richard Metivier for his 53 years of service to the Town in the Fire Department, Police Department and the DPW.

Moderator Wayne Davis then described the Consent Agenda, rules of the Town Meeting and explained the declared 2/3 vote method. The warrant was then opened at 7:30. At that time the Moderator announced that he would have to recuse himself during Motion 4 of Article 23, and all of Article 24 of the Warrant. Michael E. Fitzgerald of 508 Autumn Lane was then nominated, approved by the Meeting, and sworn in by the Town Clerk as deputy Moderator for these two agenda items.

Article 1: - Consent Agenda

On motion of John Williams, it was voted by a declared unanimous vote that Articles 2 through 9, be considered in one motion, and that the motions for Articles 2 through 9 be hereby adopted as printed in the Motions Handout at the Town Meeting, and as indicated by a double asterisk (**), and recommended by the Finance Committee, be adopted as follows: at the call of the Consent Agenda, the Moderator shall call out the numbers of the Articles, one by one. If one or more voters objects to any particular Article being included in the Consent Agenda, they should say the work "Hold" in a loud voice when the Article number is called, at which point the Articles will then be removed automatically from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner; after the calling of the individual

Articles, the Moderator will then ask that all Articles for which no Hold was placed be passed as a unit with single vote by the voters.

Article 2* - Town Reports**:

At the call of the Consent Agenda, it was voted by a declared unanimous vote that the reports of the Town Officers, Boards, Committees, Commissioners and Trustees as published in the Town Report for the Year 2011 be accepted and placed in the permanent records of the Town, it being understood that such acceptance does not constitute a ratification of the contents of those reports.

Article 3 ** - Salaries of Elected Officials

At the call of the Consent Agenda, it was voted by a declared unanimous vote that the salaries of the elected officers of the Town be established as provided by Chapter 41, Section 108 of the General Laws, as amended, for the Fiscal Year 2013, beginning July 1, 2012, as follows:

Moderator		$50
Town Clerk		$54,713
Assessors:	Chairman	$100
	Second Member	$100
	Third Member	$100

Article 4* - Revaluation**

At the call of the Consent Agenda, it was voted by a declared unanimous vote that Five Thousand Dollars ($5,000) be raised and appropriated from the FY 2013 tax levy and other general revenues of the Town to be spent by the Board of Assessors for the purpose of professional services in connection with revaluation of real estate and personal property in the Town.

Article 5: - Actuarial Valuation of Post-Employment Benefits**

At the call of the Consent Agenda, it was voted by a declared unanimous vote that Four Thousand Dollars ($4,000) be raised and appropriated from the FY 2013 tax levy and other general revenues of the Town to be spent by the Board of Selectmen for the purpose of professional services in connection with GASB 45 actuarial valuation of post employment benefits obligations for the Town.

Article 6: ** - Department Revolving Funds Authorization**

At the call of the Consent Agenda, it was voted by a declared unanimous vote that the revolving funds for School Buses, Board of Health Inspections, Hazardous Wastes, Trails Committee, Conservation Foss Farm, Conservation Building Maintenance, Historical Commission, Youth Commission, Building Inspector, and Council on Aging be authorized or reauthorized, as the case may be, for FY 2013 pursuant to Chapter 44, Section 53 E1/2 with the revenue source, authority to spend, use of fund, and spending limit as designated below with the understanding that such Revolving Funds be credited with the balance remaining in such Revolving Fund at the end of FY 2012 as follows:

Revenue Funds	Revenue Source	Authority to Spend	Use of Fund	Spending Limit
School Buses	User Fees Collected by School	School Committee	To provide transportation for 7th and 8th grade students	$60,000
Board of Health Inspections	Board of Health Fees	Board of Health	Specific expert engineering and consulting services to review septic and well installations and repairs, sanitary inspections and other appropriate reimbursable expenses.	$50,000
Hazardous Wastes	Transfer Station User Fees & Grants Received	Board of Selectmen	Collection and disposal of household hazardous waste.	$40,000
Trails Committee	Sale of Trails in Carlisle Book	Board of Selectmen	Building, maintaining and enhancing recreation trails.	$5,000
Conservation Foss Farm	User Fees	Conservation Commission	Activities and maintenance associated with Foss Farm.	$2,500
Conservation Building Maintenance	Fees and/or Rent	Conservation Commission	Maintenance and repairs associated with the Buildings located on Conservation Commission Lands	$30,000
Historical Commission	Fees	Historical Commission	Reasonable expenses related to filings/applications.	$3,000
Youth Commission	Event Admission Fees	Board of Selectmen	To provide for dances and other events sponsored by the Youth Commission.	$10,000
Building Inspector	User Fees	Board of Selectmen	To cover inspectional services and administrative expenses.	$75,000
Council on Aging	User Fees	Council on Aging	To provide for events sponsored by the Council on Aging	$10,000

<u>Article 7:</u> - Real Estate Tax Exemption**

At the call of the Consent Agenda, it was voted by a declared unanimous vote that G. L. Chapter 59, Section 5 (clause 41 C) be hereby accepted to grant an additional real estate an additional real estate tax exemptions of up to one hundred (100%) percent.

<u>Article 8</u> - Fiscal Year 2013 Stabilization Account Transfer**

At the call of the Consent Agenda, it was voted by a declared unanimous vote that Fourteen Thousand Nine Hundred Forty Five Dollars ($14,945) be transferred from the Stabilization Fund to add to the line item as voted in the motion pursuant to Article 13 of this Warrant titled "Long Term Debt", thereby increasing the FY 2013 Long Term Debt line item as may hereafter be voted pursuant to Article 13 to a new total of $761,499; which sum so transferred is to be used to pay for principal and interest on a portion of the debt service in the town, so that the resulting FY 2013 budget, for informational purposes

only, would be as set forth in the column entitled "Article 8 " of the chart accompanying this motion.

Long Term Debt Service

		ARTICLE 13	ARTICLE 8
	FY 2012 Budget	FY 2013 Levy Limit Budget	FY 2013 Transfers Budget
Long Term Debt	**901,160**	**746,554**	**761,499**

Article 9 – Fiscal Year 2013 Free Cash Transfer to Stabilization Fund**

At the call of the Consent Agenda, it was voted by a declared unanimous vote that Seventy Five Thousand Dollars ($75,000) be transferred from Free Cash (Surplus Revenue) in the treasury of the Town to increase the Stabilization Fund in FY2013.

Article 10 - FY 2013Chapter 90 Authorization**

At the call of the Consent Agenda, it was voted by a declared unanimous vote that the Treasurer of the Town, with the approval of the Selectmen, be authorized to borrow Two Hundred Sixty Thousand Eight Hundred Thirteen Dollars ($260,813) to be expended by the Board of Selectmen for the reconstruction and improvement of public ways in the town as provided for pursuant to the provisions of Section 34(2) (a) of Chapter 90 of the General Laws, such borrowing to be in anticipation of reimbursement by the Commonwealth pursuant to said Chapter 90.

Article 11 – CCRSD Technology Stabilization Fund Transfer:

On motion of Louis Salemy, it was voted by a declared unanimous vote that the Concord-Carlisle Regional School District Treasurer be hereby authorized to appropriate the sum of $250,000 from the available year-end balance of June 30, 2011 and transfer said funds into the Stabilization Fund created July 1, 2010 pursuant to Massachusetts General Laws, Chapter 71, section 16G1/2, and Chapter 40, section 5B, for the purpose of reserving funds to lower future tax levy impacts of operating budgets for Concord-Carlisle Regional School District technology equipment replacements and networking service upgrades; said Stabilization Fund to be invested and to retain its own interest earnings as provided by law.

Article 12 – Fiscal Year 2012 Budget Transfers:

On motion of John Gorecki it was voted by a declared unanimous vote that Eighty-Five Thousand Four Hundred Eight Dollars ($85,408.00) be hereby transferred from the amounts voted under Article 11 of the May 9, 2011 Annual Town Meeting and other available funds to these FY2012 line items as follows:

1. Transfer the sum of $36,160.00 from the Ambulance Fund to Fire Department thereby increasing the FY2012 Fire Department appropriation to $317,172.

2. Transfer the sum of $8,748.00 from Blanket Insurance to Minuteman Regional High School thereby increasing the FY2012 Minuteman Regional High School appropriation to $130,177.

3. Transfer the sum of $7,500.00 from Blanket Insurance to General Expense thereby increasing the FY2012 General Expense appropriation to $457,486.

4. Transfer the sum of $33,000.00 from Group Insurance to Mitigation thereby increasing the FY2012 Mitigation appropriation to $33,000.00.

Article 13- Operating Budget:

On motion of Jerry Lerman it was voted by a declared unanimous vote that Twenty-Three Million Five Hundred Sixty-Six Thousand Three Hundred Twenty-Three Dollars ($23,566,323) be raised and appropriated from the FY 2013 tax levy and Forty-One Thousand Dollars ($41,000) be transferred from the Ambulance Fund in order to defray departmental and incidental expenses of the Town for FY 2013 as set forth in column entitled "Article 13" of the chart accompanying this motion.

		ARTICLE 13	ARTICLE 8
	FY 2012 Budget	FY 2013 Levy Limit Budget	FY 2013 Transfers Budget
General Government	1,002,227	1,037,142	1,037,142
Protection of Persons & Property	1,945,746	2,072,412	2,072,412
Board of Health	73,889	82,148	82,148
Public Works	1,067,233	1,080,862	1,080,862
Public Assistance	139,194	161,983	161,983
Education	15,744,393	15,722,876	15,722,876
Library	524,980	549,930	549,930
Recreation	119,897	121,187	121,187
Insurance & Benefits	1,316,000	1,228,240	1,228,240
Unclassified	151,645	151,645	151,645
Retirement	660,453	652,344	652,344
Long Term Debt	901,160	746,554	761,499
Total	**23,646,817**	**23,607,323**	**23,622,268**

General Government

	ARTICLE 13	ARTICLE 8
	FY 2013	FY 2013

	FY 2012 Budget	Levy Limit Budget	Transfers Budget
General Government			
General Expense	449,986	458,947	458,947
Citizen Recognition	175	175	175
Treasurer/Collector	132,719	137,477	137,477
Town Clerk	64,975	67,434	67,434
Registrars &Elections	10,176	12,102	12,102
Assessors	99,472	101,261	101,261
Town Hall	163,824	177,253	177,253
Planning Board	80,900	82,493	82,493
sub-total	**1,002,227**	**1,037,142**	**1,037,142**

Protection of Persons and Property

		ARTICLE 13	ARTICLE 8
	FY 2012 Budget	FY 2013 Levy Limit Budget	FY 2013 Transfers Budget
Protection of Persons & Property			
Police	1,240,500	1,275,536	1,275,536
Fire	281,012	334,548	334,548
Communications	292,657	309,019	309,019
Conservation	65,824	86,952	86,952
Dog & Animal Control	9,925	9,925	9,925
Inspectional Services	32,266	32,870	32,870
Street-Lighting	23,562	23,562	23,562
sub-total	**1,945,746**	**2,072,412**	**2,072,412**

Board of Health

		ARTICLE 13	ARTICLE 8
	FY 2012 Budget	FY 2013 Levy Limit Budget	FY 2013 Transfers Budget
Board of Health	**73,889**	**82,148**	**82,148**

Public Works

		ARTICLE 13	ARTICLE 8
		FY 2013	FY 2013

	FY 2012 Budget	Levy Limit Budget	Transfers Budget
Public Works			
DPW (incl. trees)	656,629	669,103	669,103
Snow & Ice	65,132	65,228	65,228
Transfer Station	257,056	258,115	258,115
Road Maintenance	88,416	88,416	88,416
sub-total	**1,067,233**	**1,080,862**	**1,080,862**

Public Assistance

		ARTICLE 13	ARTICLE 8
	FY 2012 Budget	FY 2013 Levy Limit Budget	FY 2013 Transfers Budget
Public Assistance			
Youth Commission	2,650	2,703	2,703
Council on Aging	117,469	140,205	140,205
Senior Tax Voucher Program	17,500	17,500	17,500
Veteran's Agent	1,575	1,575	1,575
sub-total	**139,194**	**161,983**	**161,983**

Education

		ARTICLE 13	ARTICLE 8
	FY 2012 Budget	FY 2013 Levy Limit Budget	FY 2013 Transfers Budget
Education			
Carlisle Public Schools	9,274,945	9,506,541	9,506,541
CCRSD	6,211,506	5,926,146	5,926,146
CCRSD debt service	136,513	99,958	99,958
MMRHS	121,429	190,231	190,231
sub-total	**15,744,393**	**15,722,876**	**15,722,876**

Library

		ARTICLE 13	ARTICLE 8
	FY 2012	FY 2013 Levy Limit	FY 2013 Transfers

	Budget	Budget	Budget
Library	**524,980**	**549,930**	**549,930**

Recreation

	FY 2012 Budget	ARTICLE 13 FY 2013 Levy Limit Budget	ARTICLE 8 FY 2013 Transfers Budget
Recreation	**119,897**	**121,187**	**121,187**

Insurance & Benefits

	FY 2012 Budget	ARTICLE 13 FY 2013 Levy Limit Budget	ARTICLE 8 FY 2013 Transfers Budget
Insurance & Benefits			
Blanket Insurance	160,000	160,000	160,000
Group Health Insurance	1,106,000	1,000,000	1,000,000
Mitigation	0	18,240	18,240
Unemployment Insurance	50,000	50,000	50,000
sub-total	**1,316,000**	**1,228,240**	**1,228,240**

Unclassified

	FY 2012 Budget	ARTICLE 13 FY 2013 Levy Limit Budget	ARTICLE 8 FY 2013 Transfers Budget
Unclassified			
Interest, fees, & costs	1,000	1,000	1,000
Public Celebrations	645	645	645
Reserve Fund Balance	150,000	150,000	150,000
sub-total	**151,645**	**151,645**	**151,645**

County Retirement

	FY 2012 Budget	ARTICLE 13 FY 2013 Levy Limit Budget	ARTICLE 8 FY 2013 Transfers Budget
County Retirement	**660,453**	**652,344**	**652,344**

Long Term Debt Service

	FY 2012 Budget	ARTICLE 13 FY 2013 Levy Limit Budget	ARTICLE 8 FY 2013 Transfers Budget
Long Term Debt	**901,160**	**746,554**	**761,499**

Note: The total in column three includes the additional amount proposed to be voted in Article 8 on the basis that the amount was so voted.

ARTICLE 14 – Capital Equipment:

On motion of Donald Rober, it was voted by a declared unanimous vote that Two Hundred Fifty Thousand Dollars ($250,000), be raised and appropriated from the FY 2013 tax levy and other general revenues of the town, to be spent by the Board of Selectmen, except for the items for the Carlisle Public Schools which sums are to be spent by the Carlisle School Committee, for the following capital purposes:

Long Term Capital Requirements
FY'13
Article 14

Carlisle Public Schools	Technology Replacement	80,000
Carlisle Public Schools	Annual Maintenance	25,000
Carlisle Public Schools	Stage Curtain Refurbishment	15,000
Police	Cruiser Replacement	41,000
Police	Computer Replacement	7,600
Communications	UPS Battery Replacement	4,588
Communications	Tower improvements	15,000
Finance	Upgrade MUNIS	15,000

Town Hall	IT Upgrades	13,412
Library	Small Capital Projects	8,400
Fire	Repave Parking Lot	25,000
		250,000

ARTICLE 15 - Capital Expenditure – DPW Dump Truck:

On motion of Peter Scavongelli, it was voted that the sum of $95,000 be hereby transferred from "Free Cash" (undesignated fund balance) in the Treasury of the town and appropriated to be expended by the Town Administrator with the approval of the Board of Selectmen to purchase a new Dump Truck for the Department of Public Works.

ARTICLE 16 - Capital Expenditure - Fire Dept. Pickup Truck:

On motion of Peter Scavongelli it was voted by a declared unanimous vote that the sum of $53,000 be hereby appropriated to be expended by the Town Administrator with the approval of the Board of Selectmen to purchase a new pickup truck for the Fire Department and to meet this appropriation, $53,000 be transferred from "Free Cash" (undesignated fund balance) in the Treasury of the town.

ARTICLE 17 - Procurement By-law amendment:

On motion of Tim Hult, it was voted by a declared unanimous vote that Article III of the General Bylaws of the Town be hereby amended by adding to Section 3.1.3 as follows:

(The language below is in the current bylaw. The language to be added is in ***bold italics)***

3.1.3 Unless otherwise provided by a vote of Town meeting, the Board of Selectmen is authorized to enter into any contract for the exercise of the Town's corporate powers, on such terms and conditions as are deemed appropriate. Within such authorization, the Board of Selectmen may delegate contracting authority to the Chief Procurement Officer designated pursuant to M.G. L. Ch. 30B.

Any Town officer or board authorized by the General Laws or the General Bylaws of the Town to enter into contracts for the procurement of goods or services is hereby authorized, pursuant to General Laws Chapter 30B, section 12, to enter into such contracts for terms not to exceed five (5) years, unless a longer term is specifically authorized by a vote of Town Meeting.

Notwithstanding the foregoing, neither the Board of Selectmen nor the Chief Procurement Officer shall contract for any purpose, on any terms, or under any conditions inconsistent with any applicable provision of any general or special law.

ARTICLE 18 – Bylaw Amendment re: Camp Fees (Section 3.24.4)

On motion of Jeff Brem, it was voted by a declared unanimous vote that Section 3.24.4 of the General Bylaws be hereby amended as follows:

(The language below is in the current bylaw. The changes are in ***bold italics*** and ~~strikethrough.~~*)*

3.24.4 The fee to be charged by the Board of Health for recreational camp licenses and other facilities to be licensed by the Board of Health pursuant to section 32B of Chapter 140 of the General Laws of the Commonwealth shall be ***established by the Board of Health from time to time in accordance with G. L. Chapter 40, section 22F***.~~$50 (fifty dollars) for an original application and $10 (ten dollars) for a renewal.~~

ARTICLE 19 – Professional Services - Council on Aging:

On motion of Peter Scavongelli, it was voted by a declared unanimous vote that Nine Thousand Eighty-Four Dollars ($9,084) be raised and appropriated from the FY 2013 tax levy and other general revenues of the town to be spent by the Town Administrator with the approval of the Board of Selectmen and upon the recommendation of the Council on Aging for the purpose of professional services for social service counseling.

ARTICLE 20 – Appropriation for Board of Health:

On motion of Jeff Brem, it was voted by a declared unanimous vote that Two Thousand Dollars ($2,000) be raised and appropriated from the FY 2013 tax levy and other general revenues of the town to be spent by the Board of Health, in consultation with the Board of Selectmen, for the purpose of disease prevention.

Article 21 – Community Septic Management Program – Repayment of Debt:

On motion of Timothy Hult, it was voted by a declared unanimous vote that $66,000, be hereby appropriated to repay to the Massachusetts Water Pollution Abatement Trust funds borrowed and spent by the Board of Health in connection with loans to homeowners for the design, construction, repair, replacement and/or upgrade of septic systems and other water-pollution abatement work and projects undertaken pursuant to G.L. Chapter 111, s. 127B1/2 and authorized pursuant to written agreements between the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of Massachusetts General Laws; and to meet this appropriation, $66,000 be hereby transferred from “Free Cash” (undesignated fund balance) in the Treasury of the town.

ARTICLE 22 – Septic Management Program - Reauthorization:

On motion of Jeff Brem, it was voted by a declared unanimous vote that the sum of $200,000 be hereby appropriated for the Board of Health to expend directly or indirectly, pursuant to G.L. Chapter 111, s. 127B1/2 or any other applicable statute, as loans to homeowners for the design, construction, repair, replacement and/or upgrade of septic systems and any other work related to water-pollution abatement projects authorized pursuant to written agreements between the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of Massachusetts General Laws; and to meet this appropriation, the Treasurer of the town, with the approval of the Board of Selectmen is authorized to borrow pursuant to any applicable statute from the Massachusetts Water Pollution

Abatement Trust, or otherwise $200,000 and to issue notes and bonds of the town therefore.

ARTICLE 23 – CPA Annual Authorization:

On motion of Luke Ascolillo it was votes by a declared unanimous vote that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Year 2013 be approved as follows

Motion 1: That the following amounts be appropriated from the Fiscal Year 2013 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

a. Forty Five Thousand Five Hundred Dollars ($45,500) be appropriated to the Community Housing Reserve Fund.
b. Forty Five Thousand Five Hundred Dollars ($45,500) be appropriated to the Historic Reserve Fund.
c. One Hundred Forty-Nine Thousand Dollars ($149,000) be appropriated for Debt Service Principal Payment on Open Space Borrowings comprised of $45,500, which is the 10% designated to the Community Preservation Open Space Reserve Fund for fiscal year 2013 and $103,500 from unreserved fiscal year 2013 estimated revenues.
d. Five Thousand Nine Hundred Sixty Dollars ($5,960) be appropriated for Debt Service Interest Expense.
e. Two Thousand Dollars ($2,000) be appropriated for Administrative Expenses
f. Two Hundred Seven Thousand Forty Dollars ($207,040) be appropriated to the fiscal year 2013 Community Preservation Budget Reserve account

Motion 2: That the residual unexpended balance of the appropriation authorized in Article 1, Motion 5 of the Special Town Meeting of March 23, 2004, concerning the acquisition and use of the Benfield Land, to defray the expenses of master planning for Parcel A, shall not be further expended and shall be restored to the Community Preservation Fund (estimate: $2,766.23); and

That the residual unexpended balance of the appropriation authorized in Article 4 of the Special Town Meeting of December 6, 2004, for a Historic and Archeological Preliminary Survey Plan of the Town, shall not be further expended and shall be restored to the Community Preservation Historic Reserve Fund (estimate: $2,617.50); and

That the residual unexpended balance of the appropriation authorized in Article 20, Motion 8 of the Annual Town Meeting of May 23, 2005 and June 8, 2005, for professional services necessary relating to planning and seeking applicable permits in connection with implementation of the Benfield Task Force report for the Benfield, shall not be further expended and shall be restored to the Community Preservation Fund (estimate: $998.50); and

That the residual unexpended balance of the appropriation authorized in Article 20, Motion 10 of the Annual Town Meeting of May 23, 2005 and June 8, 2005, for professional services in the form of consulting fees to research and implement an accessory apartment component of an Affordable Housing Plan for the town, shall not be further expended and shall be restored to the Community Preservation Community Housing Reserve Fund (estimate: $24.50)

Motion 3: That Forty-Seven Thousand Dollars ($47,000) be appropriated for the Board of Selectmen to expend to acquire and accept a historic preservation restriction from the First Religious Society in conjunction with a renovation project undertaken by the First Religious Society to restore and preserve the steeple of the church which houses the Town Clock, and to meet this appropriation that Forty-Seven Thousand Dollars ($47,000) be transferred from the Community Preservation Historic Reserve Fund balance, further that after June 30, 2015, any residual unexpended funds be returned to the Community Preservation Historic Reserve Fund balance.

Motion 4: That One Hundred Fifty Thousand Dollars ($150,000) be appropriated from the Community Preservation Fund, and authorize the Treasurer with the approval of the Board of Selectmen, to expend such appropriation for the purchase by the Conservation Commission of a permanent Conservation Restriction with Public Access in accordance with M.G.L. Chapter 184 on certain property known as "Lot 6" consisting of 8.98 acres, more or less and Parcel C. consisting of 2,300 s.f. more or less, as shown on a plan entitled "Plan of Land in Carlisle Massachusetts for the Rachel Webster Elliott Trust – 2004" made by Stamski and McNary, Inc. dated March 21, 2011; for conservation and passive recreational purposes, and further that after June 30, 2014, any residual unexpended portion of such sum be returned to the Community Preservation Undesignated Fund balance.

ARTICLE 24 – Elliott Preserve - Acquisition of Conservation Restriction:

On motion of John Williams, it was voted by a declared unanimous vote that the Town, acting by and through its Conservation Commission pursuant to M.G.L. Chapter 40, Section 8C, be authorized to purchase for the sum of $560,000 a permanent Conservation Restriction with public access for conservation and public passive recreational purposes in accordance with M.G.L. Chapter 184 on those two parcels of land located off Skelton Road adjacent to the Concord River, containing approximately 8.98 acres and 2,300 s.f. and shown as "Lot 6" and "Parcel C" on the plan entitled "Plan of Land in Carlisle, Massachusetts (Middlesex County) For: The Rachel Webster Elliott Trust – 2004," made by Stamski and McNary, Inc. and dated March 21, 2011, with such Conservation Restriction to be placed under the care, custody and control of the Conservation Commission; that the expenditure of said sum of $560,000 be contingent upon the receipt by the Town of funds totaling not less than $410,000 from grants or other reimbursements by the Commonwealth of Massachusetts or private or other sources for the purchase of said permanent Conservation Restriction, with the expenditure of such sum to be contingent upon approval by the Board of Selectmen; and that the Conservation Commission be authorized to file applications in the Town's name for grants and/or reimbursements by the Commonwealth of Massachusetts under M.G.L. Chapter 132A, Section 11 and/or any other available grants or programs for which the Town may qualify for such purposes, as the Conservation Commission deems necessary.

ANNUAL TOWN ELECTON
May 8, 2012

The Annual Town Election was held May 8, 2012, at the Town Hall. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were opened at 7:00 AM by the Warden, Kerri Piette, and were closed at 8:00 PM. A total of 701 votes were cast of which 26 were absentee ballots. After the ballots were counted and the vote recorded, the following results were announced at 10:03 PM.

Moderator – One or One Year

Wayne H. Davis	739 Concord St	616
Blank		85
Total		**701**

Town Clerk – One for Three Years

Charlene Michele Hinton	684 East St	515
Nancy B. DiRomualdo	169 Church St	179
Blank		7
Total		**701**

Board of Selectman – Two for Three Years

Peter M. Scavongelli	240 Hutchins Rd	374
Douglas A.G. Stevenson	271 Cross St	491
Edward G. Rolfe	916 Maple St	336
Blank		201
Total		**1402**

Board of Assessors – One for Three Years

Kenneth Patrick Mostello	30 Kimball Rd	561
Blank		140
Total		**701**

Board of Health – Two for Three Years

Donna Walker Margolies	166 Indian Hill	565
Vallabh Sarma	80 Elizabeth Ridge Rd	507
Blank		330
Total		**1402**

Housing Authority – One for Five Years

Alan P. Lehotsky	634 West St	521
Blank		178
Greg D. Peterson	63 Indian Hill	1
David A. Freedman	301 Hutchins Rd	1
Total		**701**

Planning Board – Two for Three Years

Nathan C. Brown	36 Russell St	556
Daniel Holzman	59 Blaisdell Dr	541
Blank		303
Robert B. West	201 Clark Farm – G	1
Thomas P. Lane	128 Bingham Rd	1
Total		**1402**

Library Trustee – One for Three Years

Larissa M. Shyjan	99 Davis Rd	574
Blank		126
Edward G. Rolfe	916 Maple St	1
Total		**701**

School Committee – Two for Three Years

Melissa S. McMorrow	301 Concord St	578
Blank		123
Total		**701**

STATE PRIMARY
September 6, 2012

The State Primary was held at the Town Hall on Thursday, September 6, 2012. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were declared open at 7:00 a.m. by the Deputy Warden of Elections, Rochelle Landon and were closed by the Warden of Elections, Kerri Piette, at 8:00 p.m. There were 624 Democratic Ballots cast of which 42 were absentee ballots. There were 346 Republican Ballots cast of which 23 were absentee ballots. There were no Green Rainbow Ballots cast. After the ballots were counted and the vote recorded, the following results were announced at 10:32 pm.

DEMOCRATIC PARTY BALLOT

Senator in Congress

Elizabeth A. Warren, 24 Linnaean St., Cambridge	589
Blank	35
Total	**624**

Representative in Congress

Nicola S. Tsongas, 52 Lawrence Dr., Lowell	574
Blank	50
Total	**624**

Councillor

Marilyn M. Petitto Devaney, 98 Westminster Ave., Watertown	282
Harry S. Margolis, 144 Clark Rd., Brookline	104

Charles N. Shapiro, 67 Walnut Hill Rd., Newton	87
Blank	151
Total	**624**
Senator in General Court	
Michael J. Barrett, 7 Augustus Rd., Lexington	206
Alexander E. Buck, 6 Livery Rd., Chelmsford	9
Mara Marie Dolan, 23 Hawthorne Vig. Concord	107
Joe Kearns Goodwin, 17 Nathan Pratt Dr., Concord	269
Joseph W. Mullin, 81 Merriam St. Weston	19
Blank	14
Total	**624**
Representative in General Court	
Cory Atkins, 1540 Monument St. Concord	554
Blank	70
Total	**624**
Clerk of Courts	
Michael A. Sullivan, 42 Huron Ave., Cambridge	485
Blank	139
Total	**624**
Register of Deeds	
Richard P. Howe, Jr., 130 Westview Rd., Lowell	486
Blank	138
Total	**624**
Sheriff	
Peter J. Koutoujian, 33 Harris St., Waltham	479
Blank	145
Total	**624**

REPUBLICAN PARTY BALLOT

Senator in Congress	
Scott P. Brown, 70 Hayden Woods, Wrentham	328
Blank	18
Total	**346**
Representative in Congress	
Jonathan A. Golnik, 347 Elizabeth Ridge Rd., Carlisle	316
Thomas J. M. Weaver, 5 Vose Hill Rd., Westford	21
Blank	9
Total	**346**
Councillor	
Blank	341
All Others	5
Total	**346**
Senator in General Court	
Gregory P. Howes, 23 South St., Concord	171
Sandi Martinez, 1 Carter Dr., Chelmsford	164

Blank	11
Total	**346**
Representative in General Court	
Michael J. Benn, 747 Old Marlboro Rd., Concord	288
Blank	58
Total	**346**
Clerk of Courts	
Blank	344
All Others	2
Total	**346**
Register of Deeds	
Blank	344
All Others	2
Total	**346**
Sheriff	
Blank	340
All Others	6
Total	**346**

GREEN RAINBOW PARTY BALLOT

There were no Green Rainbow Party Ballots cast.

STATE ELECTION
November 6, 2012

The State Election was held at the Town Hall on Tuesday, November 6, 2012. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were declared open at 6:15 AM by Election Warden Kerri Piette, and were closed at 8:00 PM by Deputy Election Warden Rochelle Landon. A total of 3374 ballots were cast of which 569 were absentee ballots. There were also a total of 11 were Federal write in ballots After the ballots were counted and the vote recorded, the following results were announced at 1:00 AM, Wednesday November 7, 2012. (FEDERAL?)

PRESIDENT AND VICE PRESIDENT

Johnson and Gray	Libertarian	32
Obama and Biden	Democratic	1972
Romney and Ryan	Republican	1318
Stein and Honkala	Green Rainbow	39
Blank		10
Other		3
Total		**3374**

SENATOR IN CONGRESS

Scott P. Brown	70 Hayden Woods, Wrentham	Republican	1543
Elizabeth A. Warren	24 Linnaean St, Cambridge	Democratic	1810
Blank			19
Other			2
Total			**3374**

REPRESENTATIVE IN CONGRESS

Nicola S. Tsongas	52 Lawrence Dry, Lowell	Democratic	1935
Jonathan A. Golnik	347 Elizabeth Ridge Rd, Carlisle	Republican	1360
Blank			79
Total			**3374**

COUNCILLOR

Marilyn M. Petitto Devaney	96 Westminster Ave, Watertown	Democratic	1875
Thomas Sheff	454 Dudley Rd, Newton	Unenrolled	864
Blank			634
Other			1
Total			**3374**

SENATOR IN GENERAL COURT

Michael J. Barrett	7 Augustus Rd, Lexington	Democratic	1867
Sandi Martinez	1 Carter Dr. Chelmsford	Republican	1275
Blank			231
Other			1
Total			**3374**

REPRESENTATIVE IN GENERAL COURT

Cory Atkins	25 Lang St, Concord	Democratic	1994
Michael J. Benn	747 Old Marlboro Rd, Concord	Republican	1201
Blank			179
Total			**3374**

CLERK OF COURTS

Michael A. Sullivan	42 Huron Ave, Cambridge	Democratic	2387
Blank			1987
	Total		**3374**

REGISTER OF DEEDS

Richard P. Howe, Jr.	130 Westview Rd, Lowell	Democratic	2338
Blank			1036
Total			**3374**

SHERIFF

Peter J. Koutoujian	33 Harris St, Waltham	Democratic	1860
Ernesto M. Petrone	19Waverly St, Everett	Unenrolled	789
Blank			725
Total			**3374**

Question 1
Law Proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY

This proposed law would prohibit any motor vehicle manufacturer, starting with model year 2015, from selling or leasing, either directly or through a dealer, a new motor vehicle without allowing the owner to have access to the same diagnostic and repair information made available to the manufacturer's dealers and in-state authorized repair facilities.

The manufacturer would have to allow the owner, or the owner's designated in-state independent repair facility (one not affiliated with a manufacturer or its authorized dealers), to obtain diagnostic, and repair information electronically, on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

The manufacturer would have to provide access to the information through a non-proprietary vehicle interface, using a standard applied in federal emission-control regulations. Such information would have to include the same content, and be in the same form and accessible in the same manner, as is provided to the manufacturer's dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014, the proposed law would require a manufacturer of motor vehicles sold in Massachusetts to make available for purchase, by vehicles owners and in-state independent repair facilities, the same diagnostic and repair information that the manufacturer makes available through an electronic system to its dealers and in-state authorized repair facilities. Manufacturers would have to make such information available in the same form and manner, and to the same extent, as they do for dealers and authorized repair facilities. The information would be available for purchase on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that no not unfairly favor dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014, the proposed law would also require manufactures to make available for purchase, by vehicle owners and in-state independent repair facilities, all diagnostic repair tools, incorporating the same diagnostic, repair and wireless capabilities as those available to dealers and authorized repair facilities. Such tools would have to be made available for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

For all years covered by the proposed law, the required diagnostic, and repair information would not include the information necessary to reset a vehicle immobilizer, an anti-theft device that prevents a vehicles from being started unless the correct key code

is present. Such information would have to be made available to dealers, repair facilities, and owners through a separate, secure data release system.

Any violation of the proposed law would be treated as a violation of existing state consumer protection and unfair trade-practices laws.

A YES VOTE would enact the proposed law requiring motor vehicle manufactures to allow vehicle owners and independent repair facilities in Massachusetts to have access to the same vehicle diagnostic and repair information made available to the manufactures' Massachusetts dealers and authorized repair facilities.

A NO VOTE would make no change in existing laws.

Yes	**2755**	**No**	**366**	**Blank**	**253**	**Total**	**3374**

Question 2
Law Proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY

This proposed law would allow a physician licensed in Massachusetts to prescribe medication, at a terminally ill patient's request, to end that patient's life. To qualify, a patient would have to be an adult resident who (1) is medically determined to be mentally capable of making and communicating health care decisions; (2) has been diagnosed by attending and consulting physicians as having an incurable, irreversible disease that will, within reasonable medical judgment, cause death within six months; and (3) voluntarily expresses a wish to die and has made an informed decision. The proposed law states that the patient would ingest the medicine in order to cause death in a humane and dignified manner.

The proposed law would require the patient, directly or through a person familiar with the patient's manner of communicating, to orally communicate to a physician on two occasions, 15 days apart, the patient's request for the medication. At the time of the second request, the physician would have to offer the patient an opportunity to rescind the request. The patient would also have to sign a standard form, in the presence of two witnesses, one of whom is not a relative, a beneficiary of the patient's estate, or an owner, operator, or employee of a health care facility where the patient receives treatment or lives.

The proposed law would require the attending physician to: (1) determine if the patient is qualified; (2) inform the patient of his or her medical diagnosis and prognosis, the potential risks and probable result of ingesting the medications, and the feasible alternatives, including comfort care, hospice care and pain control; (3) refer the patient to a consulting physician for a diagnosis and prognosis regarding the patient's disease, and confirmation in writing that the patient is capable, acting voluntarily, and making and informed decisions; (4) refer the patient for psychiatric or psychological consultation if the physician believes the patient may have a disorder causing impaired judgment; (5)

recommend that the patient notify next of kin of the patient's intention; (6) recommend that the patient have another person present when the patient ingests the medicine and to not take it in a public place; (7) inform the patient that he or she may rescind the request at any time; (8) write the prescription when the requirements of the law are met, including verifying that the patient is making an informed decision; and (9) arrange for the medicine to be dispensed directly to the patient, or the patient's agent, but not by mail or courier.

The proposed law would make it punishable by imprisonment and/or fines, for anyone to (1) coerce a patient to request medication, (2) forge a request, or (3) conceal a rescission of a request. The proposed law would not authorize ending a patient's life by lethal injection, active euthanasia, or mercy killing. The death certificate would list the underlying terminal disease as the cause of death.

Participation under the proposed law would be voluntary. An unwilling health care provider could prohibit or sanction another health care provider for participating while on the premises of, or while acting as an employee of or contractor for, the unwilling provider.

The proposed law states that no person would be civilly or criminally liable or subject to professional discipline for actions that comply with the law, including actions taken in good faith that substantially comply. It also states that it should not be interpreted to lower the applicable standard of care for any health care provider.

A person's decision to make or rescind a request could not be restricted by will or contract made on or after January 1, 2013, and could not be considered in issuing, or setting the rates for, insurance policies or annuities. Also, the proposed law would require the attending physician to report each case in which life-ending medication is dispensed to the state Department of Public Health. The Department would provide public access to statistical data compiled from the reports.

The proposed law states that if any of its parts was held invalid, the other parts would stay in effect.

A YES VOTE would enact the proposed law allowing a physician licensed in Massachusetts to prescribe medication, at the request of a terminally-ill patient meeting certain conditions, to end that person's life.

A NO VOTE would make no change in existing laws.

Yes	**2098**	**No**	**1176**	**Blank**	**100**	**Total**	**3374**

Question #3
Law Proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY

This proposed law would eliminate state criminal and civil penalties for the medical use of marijuana by qualifying patients. To qualify, a patient must have been diagnosed with a debilitating medical condition, such as cancer, glaucoma, HIV-positive status or AIDS, hepatitis C, Crohn's disease, Parkinson's disease, ALS, or multiple

sclerosis. The patient would also have to obtain a written certification, from a physician with whom the patient has a bona fide physician-patient relationship, that the patient has a specific debilitating medical condition and would likely obtain a net benefit from medical use of marijuana.

The proposed law would allow patients to possess up to a 60-day supply of marijuana for their personal medical use. The state department of Public Health (DPH) would decide what amount would be a 60-day supply. A patient could designate a personal caregiver, at least 21 years old, who could assist with the patient's medical use of marijuana but would be prohibited from consuming that marijuana. Patients and caregivers would have to register with DPH by submitting the physician's certification.

The proposed law would allow for non-profit medical marijuana treatment centers to grow, process and provide marijuana to patients or their caregivers. A treatment center would have to apply for a DPH registration by (1) paying a fee to offset DPH's administrative costs; (2) identifying its location and one additional location, if any, where marijuana would be grown; and (3) submitting operating procedures, consistent with rules to be issued by DPH, including cultivation and storage of marijuana only in enclosed, locked facilities.

A treatment center's personnel would have to register with DPH before working or volunteering at the center, be at least 21 years old, and have no felony drug convictions. In 2013, there could be no more than 35 treatment centers, with at least one but not more than five centers in each county. In later years, DPH could modify the number of centers.

The proposed law would require DPH to issue a cultivation registration to a qualifying patient whose access to a treatment center is limited by financial hardship, physical inability to access reasonable transportation, or distance. This would allow the patient or caregiver to grow only enough plants, in a closed, locked facility, for a 60-day supply of marijuana for the patient's own use.

DPH could revoke any registration for a willful violation of the proposed law. Fraudulent use of a DPH registration could be punished by up to six months in a house of correction or a fine of up to $500, and fraudulent use of a registration for the sale, distribution, or trafficking of marijuana for non-medical use for profit could be punished by up to five years in state prison or by two and one-half years in a house of correction.

The proposed law would (1) not give immunity under federal law or obstruct federal enforcement of federal law; (2) not supersede Massachusetts laws prohibiting possession, cultivation, or sale of marijuana for nonmedical purposes: (3) not allow the operation of a motor vehicle, boat, or aircraft while under the influence of marijuana: (4) not require any health insurer or government entity to reimburse for the costs of the medical use of marijuana; (5) not require any health care professional to authorize the medical use of marijuana; (6) not require any accommodation of the medical use of marijuana in any workplace, school bus or grounds, youth center, or correctional facility; and (7) not require any accommodation of smoking marijuana in any public place.

The proposed law would take effect January 1, 2013, and states that if any of its parts were declared invalid; the other parts would stay in effect.

A YES VOTE would enact the proposed law eliminating state criminal and civil penalties related to the medical use of marijuana, allowing patients meeting certain

conditions to obtain marijuana produced and distributed by new state-regulated centers or, in specific hardship cases, to grow marijuana for their own use.

A NO VOTE would make no change in existing laws.

Yes	**2210**	**No**	**1041**	**Blank**	**123**	**Total**	**3374**

Question #4
THIS QUESTION IS NOT BINDING

Shall the state senator from this district be instructed to vote in favor of a resolution calling upon Congress to propose an amendment to the U.S. constitution affirming that (1) corporations are not entitled to the constitutional rights of human beings, and (2) both Congress and the states may place limits on political contributions and political spending?

Yes	**2201**	**No**	**627**	**Blank**	**546**	**Total**	**3374**

WARRANT
SPECIAL TOWN MEETING
November 13, 2012
THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 150 Church Street in said Carlisle on Tuesday, the thirteenth of November next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

ARTICLE 1 – Acquisition of Moseley-Goff property

To see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute or transfer from available funds, or any combination thereof, the sum of Five Hundred Ninety Seven Thousand Dollars ($597,000) for the Town, upon terms and conditions acceptable to the Board of Selectmen, to give to the Carlisle Affordable Housing Trust for the Carlisle Affordable Housing Trust to acquire, by gift or purchase, for affordable housing purposes and other general municipal purposes, but in any case subject to the public trust deed restrictions set forth in Section 2.22 of that certain Purchase and Sale Agreement dated September 4, 2012 between said Trust as Purchaser and Phyllis E. Moseley Goff as Seller, an

approximately 5.0-acre portion of a certain parcel of land located at 338 Bedford Road, consisting of approximately 6.2 acres, more or less, owned by Phyllis E. Moseley Goff, known as Parcel 21 on Assessors' Map 14, and more particularly described in a deed recorded at the Middlesex North Registry of Deeds in Book 1765, Page 130, which property will be owned, managed and controlled by the Carlisle Affordable Housing Trust subject to the terms of the Declaration of Trust; all of which shall be contingent upon the successful passage of a Proposition 2½ debt-exclusion referendum on November 27, 2012 under Mass. General Laws Chapter 59, Section 21C(k) or to take any action related thereto.

WARRANT
SPECIAL ELECTION – NOVEMBER 27, 2012
THE COMMONWEALTH OF MASSACHUSETTS

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to the Town Hall Building at 66 Westford Street in said Carlisle on Tuesday, the 27th day of November, 2012 between the hours of seven o'clock forenoon and eight o'clock in the afternoon and there to vote on the following:

BALLOT QUESTION
TOWN ELECTION – NOVEMBER 27, 2012
7:00 A.M. TO 8:00 P.M.

DEBT EXCLUSION QUESTION
G.L. c. 59, s. 21C(k)

Question 1: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued to purchase a portion of the Moseley-Goff property, including the payment of all costs incidental or related thereto?

YES____ NO____

And you are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least fourteen days prior to the time of holding said meeting.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

Given under our hands this 23rd day of October in the Year of Our Lord 2012.

BOARD OF SELECTMEN

Peter Scavongelli
John Gorecki
John D. Williams
Timothy F. Hult
Douglas A. G. Stevenson

A True Copy. Attest:
John Fisher, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said town at least fourteen (14) days before the date of the meeting, as within directed.

John Fisher, Constable of Carlisle

Date Posted: October 30, 2012

MINUTES
SPECIAL TOWN MEETING

November 13, 2012

THE COMMONWEALTH OF MASSACHUSETTS

The Special Town Meeting was convened on November 13, 2012, at the Corey Building. A quorum of 150 voters being reached and the meeting called to order by Moderator Wayne H. Davis at 7:37 PM. There were a total of 158 voters present. The meeting was adjourned at 8:30 PM.

Before the warrant was opened, the Moderator explained how the meeting would be conducted, noted the Fire Escapes, and announced that if needed due to emergency, the meeting would be reconvened

Selectman Peter Scavongelli then thanked the storm emergency people for their efforts during the State declared emergency following Hurricane Sandy and the storm the following week.

ARTICLE 1 – Acquisition of Moseley-Goff property

On motion of Selectman John Williams, it was voted by a declared two thirds majority that: **(i)** $590,000 be appropriated for and provided to the Town of Carlisle Affordable Housing Trust for said Trust to acquire by purchase or gift, on such terms and conditions as said Trust may determine, the fee interest in a certain parcel of land located at 338 Bedford Road and shown as Lot A on a plan entitled "Plan of Land in Carlisle, Massachusetts (Middlesex County) For: Daniel Moseley," dated October 16, 2012,

signed and stamped by Joseph March, PLS on October 30, 2012, and endorsed Approval Not Required by the Carlisle Planning Board on November 5, 2012, said Lot A containing 5.0390 acres, more or less, according to said plan and being a division of the larger area of land at 338 Bedford Road, consisting of approximately 6.2 acres, more or less, owned by Phyllis E. Moseley (now known as Phyllis Moseley Goff), known as Parcel 21 on Assessors' Map 14, and more particularly described in a deed recorded at the Middlesex North Registry of Deeds in Book 1765, Page 130, which Lot A will be owned,
managed and controlled by the Carlisle Affordable Housing Trust, subject to the terms of its Declaration of Trust, for affordable housing purposes and other general municipal purposes, subject to such terms and conditions as the said Trust may determine; **(ii)** to meet this appropriation, $400,000 be raised by borrowing under and pursuant to Chapter 44, Section 7(3) of the General Laws and $190,000 be transferred from undesignated fund balance in the treasury of the Town ("Free Cash"); and **(iii)** such appropriation be contingent upon the successful passage of a Proposition 2½ debt-exclusion referendum on November 27, 2012 under Mass. General Laws Chapter 59, Section 21C(k).

MINUTES OF SPECIAL TOWN ELECTION
November 27, 2012

The Special Town Election was held November 27, 2012, at the Town Hall. The ballot box was examined and locked and the keys delivered to the police officer on duty.

The polls were opened at 7:00 AM by Warden, Lee Means, and were closed at 8:00 PM. A total of 246 votes were cast of which 16 were absentee ballots. After the ballots were counted and the vote recorded, the following results were announced at 8:16 PM.

DEBT EXCLUSION QUESTION

G.L. c. 59, s. 21C(k)

Question 1: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued to purchase a portion of the Moseley-Goff property, including the payment of all costs incidental or related thereto?

YES 198	NO 48	BLANKS 0	TOTAL 246

BOARD OF SELECTMEN

As the state, our country and world continue to face significant economic challenges, we, the Board of Selectmen, are pleased to submit to the residents of the Town of Carlisle its summary report for the year 2012 affirming that Carlisle remains relatively stable and a desirable place to live and raise a family. Nearly 30% of the land area in Carlisle is considered open space and is under some form of environmental protection. Recent surveys by Coldwell Banker and Yahoo Voices put Carlisle at the very top of the list of most desirable communities in which to live in Massachusetts. Our community, one of many outer suburbs of Boston, continues to thrive as a small New England town. Top quality schools, a stable financial system, a commitment to the environment and conservation remain high priority goals for the citizenry and the Board. We continue to attempt to achieve balance between maintaining a sensible tax rate and providing the services that residents have come to expect.

Financial Condition

Managing the town's finances remains a top priority for the Board of Selectmen. The property tax is the largest source of revenue for the Town budget comprising nearly 90% of the town's financial resources.

The Town's certified Free Cash balance as of July 1, 2012 was $2,577,531 more than $400k greater than FY2012. Our auditors presented a clean audit opinion for FY2011 and reported that the Town exhibited sound fiscal management. The FY2013 budget of $24.5M was established and adopted by Town Meeting in May 2012. This budget again reflected fiscal restraint coupled with a commitment to the core services desired by the community. The FY 2013 budget did not require a proposition 2 ½ override and for the first time in several years did not utilize Free Cash to support operating budgets. According to Moody's, Carlisle has maintained a Aa1 bond rating for the past several years

The Town was supportive of ongoing capital needs, voting $250,000 for numerous departmental items. The Selectmen reiterated their commitment to the work of the Special Committee for Structural Financial Planning and intend to monitor the tax rate with vigilance as the school projects progress. The Board continues to strive to offer the townspeople first rate services without creating an unbearable tax burden, especially for those long-term residents on fixed incomes.

Schools and Education

The Board of Selectmen worked closely with both the local and regional school committees in its continuing effort to promote the high quality education that the community desires. The Carlisle Public School addition/renovation was substantially completed and formally dedicated in June 2012. The CCHS building project experienced a setback in terms of schedule as the MSBA temporarily suspended the project funding but by year's end, due to a strong effort by the CCHS Building Committee, chaired by Carlisle resident Stan Durlacher, the MSBA's requirements and concerns were satisfied and funding the project funding agreement (PFA) was reinstated. The Selectmen

continue to take an active role in the discussions regarding a major capital project at Minuteman Regional High School. Although indicating strong support for the educational opportunities offered by this regional technical and vocational school, the board has expressed concerns about the equity in the funding formula for such a major project.

Housing and Zoning

The Board reiterated its support for affordable housing in the Town of Carlisle. Significant developments include the following:

- On May 9, 2012, NOAH, the Benfield Farms senior housing project developer, received $2.6 million in funding from DHCD, under DHCD's One-Stop program. This was NOAH's third-round application for funding for the project. The nearly $10 million project is to be developed with a ground lease on Lot 1 of the Benfield property, owned by the Carlisle Housing Authority.

- On November 13, 2013, Special Town Meeting appropriated $597,000 for the Trust to purchase the five-acre Mosely-Goff property (Assessor Map 14, Parcel 21) for affordable housing and other general municipal uses as allowed by the Trust – Mosely-Goff Purchase and Sale Agreement. On November 27, 2012, a Proposition 2 ½ debt-exclusion referendum passed to fund this appropriation.

- The Banta Davis Task Force, with representatives from the Board of Selectmen, Carlisle Affordable Housing Trust, Carlisle Housing Authority, Planning Board and Recreation Commission, made the determination that up to 79 bedrooms would be feasible on the Town-owned Banta Davis property. The BDTF also received a MassDEP guidance letter supporting this determination.

The Board will continue to seek opportunities to create housing options within our community, with an emphasis on exploring ways to help our long term residents and seniors remain in Carlisle.

Other

The Board of Selectmen promoted and supported numerous other initiatives during the year:

*Health Insurance Changes – Due to rising health insurance costs and a change in state law, the Selectmen were able to negotiate changes in our health insurance in terms of co-pays, deductibles and premiums with our Public Employee Committee/Insurance Advisory Committee. While the changes represent additional costs to our employees they are necessary if we are to continue to offer quality healthcare.

*Collins Center Organizational Study – The Board retained the Collins Center to conduct an organizational study of Town Government. The Study was completed in October 2012 and can be found on the Town web site: www.carlislema.gov . A series of

recommendations have been made for improving the efficiency of Town government and the Board has prioritized them for implementation.

*Elliott Preserve – The Annual Town meeting supported an appropriation of $560,000 to acquire a conservation restriction on the Elliott Preserve. Anticipated grant funding through the Commonwealth's LAND program did not materialize so it is expected that the acquisition will again be presented to the voters at the 2013 Annual Town Meeting.

*Green Community - The Energy Task Force continued to utilize Green Communities grant funds to develop energy efficiency projects for Town facilities including new HVAC controls and new parking lot lighting at the Town Hall.

*Technology - The Selectmen authorized retaining a private IT consultant to provide technical support and other technology services at Town Hall and amongst town departments.

*Employee Appreciation – The Board sponsored an employee appreciation luncheon at which long-term town employees were recognized for their service and commitment to the Town.

*Plowing of Private ways – After several months of public input and discussion the Selectmen voted to discontinue plowing any private ways in the Town of Carlisle effective July1, 2013. This implementation date will allow those effected to make other arrangements for plowing for next winter.

*Caroline Hill Scholarships – The Board made its annual scholarship awards (total $10,500.00) to several deserving Carlisle students.

Appreciations

The Board of Selectmen offers its sincere gratitude to our professional staff: Tim Goddard, our Town Administrator; Elizabeth Barnett, the Housing Coordinator; and Margaret Arena, Executive Assistant. These individuals continue to serve the Town of Carlisle with patience and integrity. Their support is invaluable.

Finally, the Selectmen extend thanks to all of the volunteers who serve our town on a daily basis. We acknowledge the remarkable energy and enthusiasm of all those who contribute to the community. Without their ongoing commitment, Carlisle would not be what it is today.

Respectfully Submitted,

Peter Scavongelli, Chairman
John Gorecki, Vice Chairman
John D. Williams, Clerk
Timothy F. Hult
Douglas A. G. Stevenson

TOWN COUNSEL

Carlisle Adv. Op. 198

1. Advice & Legal Documents. Numerous advisory opinions were rendered throughout the year to various Town officials and Boards relating to a variety of issues and subjects, including private way issues, affordable housing issues, and a number of land use issues. Ongoing attention was given to reviewing and/or drafting Bylaws, easements, public road documents, Warrants for Town meetings (both special and annual town meetings), ballot questions, compliance with State Ethics Act and the open meeting law, various Town bylaws, rules and regulations, including noise control regulations and, Green Communities issues including solar power zoning bylaw and other related issues, zoning questions including guest house requirements, and other legal documents. We worked with Department of Revenue, Massachusetts School Building Authority, Appellate Tax Board, Attorney General's office and Bond Counsel on a variety of legal and financial issues affecting the Town.

2. Contracting & Procurement. During the year, we reviewed contracts and agreements and procurement documents.

3. Projects. We assisted the Town in connection with Community Preservation Act matters, Carlisle Public Schools building project, Concord-Carlisle Regional High School building project, Highland Building stabilization project and various real estate projects, public records issues, naming of ways, title issues for Banta Davis land, Knobb Hill and Cutters Ridge subdivisions issues, Hanover Hills subdivision issues, and police department employment issues.

4. Litigation. As of December 31, 2012, the number of claims and lawsuits in which the Town is a party and in which we have been involved, total 3 as follows:

1 matter involving the Carlisle Board of Assessors:
GLW Kids LLC v. Board of Assessors of Carlisle, Appellate Tax Board, Docket No. F308220-10.

2 matters involving the Carlisle Police Department:
Police Officer Smith v. Town of Carlisle.
John Sullivan v. Town of Carlisle.

Our efforts on behalf of the Town have benefited from the participation of numerous Town officials and private citizen volunteers all working together for a better Carlisle, and we thank the Board of Selectmen, the Town Administrator, and all other Town officials and citizens for their cooperation and assistance.

Paul R. DeRensis
Town Counsel

TOWN ACCOUNTANT - FISCALYEAR 2012

GENERAL FUND
TREASURER'S RECEIPTS

Taxes (net of refunds)

Personal Property/Real Estate	21,419,192	
61A/61B	2,238	
Tax Title	44,700	
Motor Vehicle Excises	801,599	
Penalties & Interest - Property Tax	48,504	
Penalties & Interest – Excises	7,760	
		$22,323,993

Fees

Planning Board Fees	4,600	
Town Clerk Fees	3,290	
Dogs	7,810	
ConsCom	35	
Board of Appeals	550	
Selectmen	1,816	
Assessors	1,988	
Recreation	27,377	
		$47,466

Other Charges

Recycle	28,107	
Lien Certificates	5,325	
Field Driver	150	
Other	2,530	
		$36,112

Charges for Services

Police Reports	180	
Police Special Detail	8,451	
Medicaid AAC	8,892	
		$17,523

Licenses & Permits

Building Permits	72,517	
Wiring Permits	15,068	
Fire Alarm Permits	6,350	
Plumbing Permits	6,350	
BOH Licenses/Permits	5,250	
Gas Permits	4,193	
Gun Permits	1,250	
Marriage Licenses	900	
		$111,878

Revenues from the State

Additional Assistance	185,546	
State Owned Land	193,853	
Chapter 70	790,228	
Elderly	3,514	
Charter School Tuition Reimbursement	4,447	
MEMA Reimbursement	14,334	
		$1,191,922

Revenues from Other Governments

Court Fines/Other Fines	9,757	
FEMA Reimbursement	23,506	
		$33,263

Special Assessments			
	Burials	1,800	
			$1,800
Library			
	Fines & Fees	2,815	
			$2,815
Investments			
	Premiums/Interest from Sale of Bonds	103,292	
	Treasurer's Interest	58,998	
			$162,290
Other Miscellaneous Revenue			
	Wheelabrator Settlement	11,251	
	Rebate on Library Boiler	5,000	
			$16,251
	Subtotal		$23,945,313
Transfers (Net)		109,424	
Cash Balance July 1, 2011		4,045,143	
Warrants Payable FY 12		628,472	
			$4,783,039
	Total Receipts		$28,728,352

TREASURER'S EXPENDITURES

GENERAL GOVERNMENT

Town Counsel			
	Legal	79,087	
			$79,087
Historical Commission			
	Wages, Part-Time	1,626	
	Expenses		

		368	
			$1,994
Board of Appeals			
	Wages, Part –Time	4,231	
	Expenses	1,782	
			$6,013
Finance Committee			
	Expenses	173	
			$173
Moderator			
	Salary	50	
			$50
Selectmen			
	Secretary	44,932	
	Office Supplies	1,004	
	Dues & Subscriptions	2,280	
	Printing	120	
			$48,336
Copy Machine			
	Agreements	5,295	
	Supplies	3,132	
			$8,427
Town/Fincom Reports/Town Meeting			
	Printing	2,891	
	Expenses	3,152	
			$6,043
Flag & Clock Care			
	Wages, Part-Time	995	
	Other Supplies	4,769	
			$5,764
Printing & Postage			
	Postage	14,705	
	Miscellaneous		

	800	
Printing	563	
		$16,068

Town Administrator

Salary	107,744	
Training/Meetings	2,365	
Expenses	1,379	
Dues	611	
Insurance Premiums	374	
Other Supplies	82	
		$112,555

Housing Authority

Expenses	482	
		$482

Town Accountant

Salary	60,903	
Wages, Part-Time	13,953	
Consultant	1,050	
Education	1,362	
Office Supplies	630	
Dues	110	
		$78,008

Professional Services

Social Service Counseling	4,004	
Audit	30,000	
Manis Land Survey	6,000	
		$40,004

Assessors

Appraiser/Administrator	57,403	
Elected Officials	300	
Wages, Full-Time	32,072	
Computer-License & Support	6,225	
Supplies	1,129	
Mileage	645	
Dues	273	
		$98,047

Town Treasurer/Tax Collector

Salary	88,562	
Wages, Part-Time	21,148	
Equipment Service	1,376	
Payroll Expense	7,228	
Process Tax Bills	8,952	
Bond Expense	750	
Office Supplies	677	
Retention of Records	1,531	
Dues	90	
		$130,314

Tax Title Foreclosures

Tax Title Foreclosures	2,673	
		$2,673

Town Clerk

Elected Official	54,713	
Wages, Part-Time	8,280	
Assistant Town Clerk Stipend	1,200	
Training & Meetings	984	
Office Supplies	1,196	
		$66,373

Elections & Registration

Clerk	100	
Election Wages	8,153	
Registrars	75	
Street Lists/Computer	1,165	
Election Supplies	1,831	
		$11,324

Conservation Commission

ConsCom Officer	54,222	
Dues	533	
Repair & Maintenance	1,918	
Mileage	46	
		$56,719

Planning Board

Wages, Part-Time	21,521	
Planner	57,650	
Meeting & Site Visits	175	
Dues & Meetings	326	
Office Supplies	277	
		$79,949

Town Hall

Custodial	34,165	
Electricity	44,750	
Heat	11,630	
Contracts	36,538	
Water	449	
Computer Maintenance	9,074	
Telephone		

	14,685	
Building Maintenance	9,513	
Grounds	259	
Supplies	3,278	
		$164,341
Town Hall-Articles		
HVAC Repairs	11,193	
Technology Update	997	
		$12,190
TOTAL GENERAL GOVERNMENT		$1,024,934
EDUCATION		
District Administration		
Administrator	29,988	
		$29,988
School Committee		
Secretary	3,207	
Contracted Services	648	
Legal Expense	24,479	
Memberships	18,092	
Advertising	2,204	
		$48,630
School Administration		
Salaries	266,832	
Postage	408	
Professional Development	9,347	
Office Supplies	2,321	
Memberships	17,169	
Supt. Insurance	12,610	
Travel	3,335	

			$312,022
Business Office			
	Administration	88,577	
	Office Supplies	736	
			$89,313
Regular Education			
	Salaries - Substitutes	68,813	
	Office Support	198,287	
	Classroom Aides	77,463	
	Technology Support	116,543	
	Salaries - K-5	1,302,113	
	Salaries - M.S. (6-8)	1,694,332	
	Salaries - Phys. Ed	257,082	
	Salaries - Art	151,026	
	Salaries - Music	183,124	
	Salaries - Media	170,979	
	Salaries - ELL	37,102	
	Salaries - 504	21,954	
	Summer Curriculum	56,050	
	Professional Improvement	6,530	
	Specialists	143,312	
	Early Retirement	50,266	
	Contracted Services-Home/Hospital	5,400	
	General Supplies	6,386	
	Phys. Ed. Supplies	1,903	
	Art Supplies	4,038	
	Music Supplies	285	
	ELL Supplies	438	

Professional Development	29,350	
Stipends	53,602	
		$4,636,378

Student Services/SPED

Administration	97,920	
Special Education Salaries	1,281,112	
Clerical	49,193	
Aides	311,956	
Contracted Services	58,524	
Legal Expense	2,954	
Supplies	7,629	
SPED Technology	2,101	
		$1,811,389

Texts, Regular Education

Texts, Supplies - K-5	6,096	
Language Arts	36,166	
Math	13,331	
Social Studies	1,475	
Science	12,534	
Foreign Language	406	
Technology	127,185	
		$197,193

School Library

Supplies	2,365	
		$2,365

School Psychologist

Salary	214,978	
Supplies	219	
		$215,197

Health Services		
Nurse Salary	140,374	
Doctor's Stipend	750	
Supplies	463	
		$141,587
Student Activities		
Transportation	279,941	
		$279,941
SPED Transportation		
Contracted Services	68,503	
		$68,503
Education Equipment		
Education Equipment	23,621	
		$23,621
Student Activities		
Supplies	4,449	
		$4,449
Custodial		
Custodians	411,594	
Office Supplies	30,408	
Wastewater Treatment Facility	72,152	
Waste Disposal	6,414	
		$520,568
Heating of Buildings		
Gas Heat	44,819	
		$44,819
Utility Services		
Electricity	144,228	
Telephone	13,720	
Water		

	6,101	
		$164,049
Maintenance of Grounds		
Grounds	2,878	
		$2,878
Maintenance of Buildings		
Contracted Services	58,631	
		$58,631
Maintenance of Equipment		
Contracted Services	10,055	
		$10,055
Tuition to Mass. Schools		
Tuition	611,779	
		$611,779
School Articles		
Playground	1,596	
Annual Maintenance Projects	43,792	
Technology Maintenance	28,205	
Hot Water Heater-Corey	15,000	
Telephone System	1,431	
		$90,024
CCRHS		
Assessment	6,347,351	
		$6,347,351
Minuteman Regional		
Assessment	130,177	
		$130,177
TOTAL EDUCATION		$15,840,907

PROTECTION OF PERSONS & PROPERTY

Police Department			
	Salaries & Wages	1,108,444	
	Radio Repair	1,850	
	Consultant	832	
	Education	9,126	
	Printing	2,154	
	Cruiser Repair	14,159	
	Fuel/Mileage	30,736	
	Uniforms	20,175	
	Admin. Expense	861	
	Equipment	26,956	
			$1,215,293
Police Articles			
	Paint Police Station	387	
	Holsters	2,180	
	Police Cruiser	33,997	
			$36,564
Police Station			
	Electricity	17,122	
	Heat	2,065	
	Repair & Maintenance	18,310	
	Cleaning Supplies	535	
			$38,032
Fire Department			
	Salaries	84,250	
	Fire Wages	58,868	
	Fire Education & Training	18,792	
	Inspections	9,227	

Electricity-Station	6,238	
Heat	3,117	
Radio Repair	3,490	
Telephone	7,065	
Building Repair/Maintenance	5,905	
Equipment Maintenance	1,190	
Water Cisterns Repair	4,953	
Water Cisterns Electricity	1,899	
Vehicles Repairs	21,110	
Gasoline	5,821	
Protective Clothing/Uniforms	8,403	
Dues/Membership	1,974	
Miscellaneous	2,792	
Fire Chief Expenses	907	
Additional Equipment	3,828	
Hose	675	
Mun. Fire Alarm Maint.	4,703	
		$255,207
Fire Department Articles		
Cistern	15,966	
SBCA Air Bottles	17,585	
Repave Parking Lot	23,000	
		$56,551
Immunization		
Medical Supplies	577	
		$577
Ambulance		
Ambulance Wages	28,784	
EMT-Stipends	22,655	

Training	7,870	
Gas & Oil	2,062	
Repair	1,480	
Medical Supplies	2,840	
Ambulance Billing Charge	2,343	
		$68,034

Building Inspector

Secretary	18,635	
Education	1,359	
Telephone	608	
Office Supplies	4,636	
Mileage	4,885	
		$30,123

Dog Officer

Wages - Part Time	8,701	
Expenses	872	
		$9,573

Animal Control Office

Wages - Part Time	144	
		$144

Communication Department

Wages	256,891	
Service Contracts	5,261	
Teletype Maintenance	160	
Education	330	
Telephone	16,150	
Office Supplies	1,282	
Clothing	1,090	

Equipment/Maintenance/Repair	10,885	
		$292,049
Communication Articles		
Radio System Upgrade	13,168	
		$13,168
TOTAL PROTECTON OF PERSONS & PROPERTY		$2,015,315
DEPARTMENT OF PUBLIC WORKS		
DPW Administration		
Salaries & Wages	531,434	
		$531,434
Construction & Maintenance		
Lines	11,904	
Signs	2,413	
Road Maintenance	65,096	
		$79,413
Snow & Ice Removal		
Vehicular Supplies	11,692	
Salt	17,910	
Sand	11,464	
Miscellaneous	7,138	
		$48,204
Street Lighting		
Service Contract	19,394	
		$19,394
Other Highway		
Electricity	6,032	
Heat	6,187	

Telephone	787	
Gasoline	28,376	
Maint./Supplies	54,667	
Uniforms	4,910	
		$100,959

Transfer Station

Wages, Part-Time	52,967	
Electricity	1,061	
Dumping	147,593	
Gasoline	29,921	
Maint./Supplies	29,019	
		$260,561

Trees

Service Contracts	6,757	
		$6,757

DPW Articles

Transmitter	25,000	
		$25,000

TOTAL DPW	$1,071,722

HEALTH & SANITATION

Board of Health

Clerical	5,179
Agent	66,122
Animal Inspector	1,000
Nursing Care	531
Flu Clinic	482
Training & Meetings	154
	213

	Office Supplies		
	Dues & Subscriptions	100	
			$73,781
BOH Articles			
	Water & Sewer Plans-Expenses	2,250	
			$2,250
TOTAL HEALTH & SANITATION			$76,031
PUBLIC ASSISTANCE			
Council on Aging			
	Wages	80,931	
	COA Van Driver Wages	11,084	
	Office Operations	6,999	
	Program	9,984	
	Transportation	4,789	
	Newsletter	439	
			$114,226
Senior Voucher System			
	Senior Vouchers	17,500	
			$17,500
Youth Commission			
	Wages	1,872	
	Custodian	778	
			$2,650
Veteran's Agent			
	Wages	1,500	
			$1,500
TOTAL PUBLIC ASSISTANCE			$135,876

LIBRARY

Gleason Library

Wages	354,271	
Automation	27,614	
Training & Meetings	1,107	
Office Supplies	4,342	
Books	58,511	
Records & Visual	20,254	
Periodicals	8,073	
Additional Equipment	115	
		$474,287

Library Building

Custodial	28,883	
Repair & Maintenance	18,179	
Supplies	3,632	
		$50,694

Library Articles

Misc Maintenance Projects	2,100	
		$2,100

TOTAL LIBRARY	$527,081

RECREATION

Parks & Fields

Wages	64,492
Mowing	21,780
Sprinkler Maintenance	2,421
Electricity	2,517

Scheduled Maintenance	20,782	
Sanitation	1,636	
		$113,628
TOTAL RECREATION		$113,628

MISCELLANEOUS

Memorial Day		
Wages	198	
Miscellaneous	514	
		$712
State Assessments		
State & County Charges	49,500	
		$49,500
Encumbrances		
General Expenses-Legal	1,566	
Small Capital	193	
Assessors	3,738	
ConsCom	1,592	
Police	10,205	
Communications	1,246	
Council on Aging	494	
DPW	412	
Unemployment Insurance	13,000	
		$32,446
TOTAL MISCELLANEOUS		$82,658

INSURANCE & BENEFITS

Group Insurance	857,125	

Mitigation	34,900	
Blanket/Workmen's Comp	117,553	
Unemployment	21,670	
		$1,031,248
TOTAL INSURANCE & BENEFITS		$1,031,248
PENSIONS		
County Retirement	622,975	
		$622,975
TOTAL PENSIONS		$622,975
DEBT & INTEREST		
Retirement of Debt	676,000	
Interest on Long Term Debt	222,818	
		$898,818
TOTAL DEBT & INTEREST		$898,818
Subtotal		$23,441,193
Cash Balance June 30, 2012	4,785,244	
Warrants Payable FY 2011	501,915	
		$5,287,159
Total		$28,728,352

TAXES

TAX - 2004

Personal Property

Outstanding July 1, 2011	1,874	
		$1,874
Outstanding June 30, 2012	1,874	
		$1,874

TAX - 2005

Personal Property

Outstanding July 1, 2011	330	
		$330
Outstanding June 30, 2012	330	
		$330

TAX-2006

Personal Property

Outstanding July 1, 2011	256	
		$256
Outstanding June 30, 2012	256	
		$256

TAX-2007

Personal Property

Outstanding July 1, 2011	326	
		$326
Outstanding June 30, 2012	326	
		$326

TAX-2008

Personal Property

Outstanding July 1, 2011	257	
		$257
Payment to Treasurer		
Outstanding June 30, 2012	257	
		$257

TAX-2009

Personal Property

Outstanding July 1, 2011	244	
		$244
Outstanding June 30, 2012	244	
		$244

TAX-2010

Personal Property

Outstanding July 1, 2011	1,130	
		$1,130
Payments to Treasurer	760	
Outstanding June 30, 2012	370	
		$1,130

TAX-2011

Personal Property

Outstanding July 1, 2011	3,870	
		$3,870
Payments to Treasurer	3,576	
Outstanding June 30, 2012	294	
		$3,870

Real Estate

Outstanding July 1, 2011	95,776	
Written off by the Treasurer	2	
		$95,778
Payments to Treasurer	87,767	
Transferred to Tax Title	8,011	
Outstanding June 30, 2012	-	
		$95,778

TAX-2012

Personal Property

Commitments	269,068	
		$269,068
Payments to Treasurer	265,277	
Abatements/Exemptions/Deferrals	1,170	
Outstanding June 30, 2012		

	2,621	
		$269,068

Real Estate

Commitments	21,306,794	
		$21,306,794
Payments to Treasurer	21,061,812	
Abatements/Exemptions/Deferrals	66,913	
Written off by the Treasurer	8	
Transferred to Tax Title	26,541	
Outstanding June 30, 2012	151,520	
		$21,306,794

MOTOR VEHICLE EXCISE

TAX - 2004

Outstanding June 30, 2011	8,074	
		$8,074
Payments to Treasurer	71	
Outstanding June 30, 2012	8,003	
		$8,074

TAX - 2005

Outstanding June 30, 2011	2,220	
		$2,220
Outstanding June 30, 2012	2,220	
		$2,220

TAX - 2006

Outstanding June 30, 2011	4,723	
		$4,723
Outstanding June 30, 2012	4,723	
		$4,723

TAX - 2007

Outstanding June 30, 2011	3,806	
		$3,806
Outstanding June 30, 2012	3,806	
		$3,806

TAX - 2008

Outstanding June 30, 2011	1,763	
		$1,763
Payments to Treasurer	229	
Outstanding June 30, 2012	1,534	
		$1,763

TAX - 2009

Outstanding June 30, 2011	2,630	
		$2,630
Payments to Treasurer	1,657	
Written off by the Treasurer	33	
Refunds		
Outstanding June 30, 2012	940	
		$2,630

TAX - 2010

Outstanding June 30, 2011	4,776	
Commitments	98	
		$4,874
Payments to Treasurer	2,376	
Abatements	136	
Refunds	(136)	
Outstanding June 30, 2012	2,498	
		$4,874

TAX - 2011

Outstanding June 30, 2011	20,448

Written off by the Treasurer	4	
Commitments	89,101	
		$109,553
Payments to Treasurer	94,350	
Abatements	14,341	
Refunds	(7,062)	
Outstanding June 30, 2012	7,924	
		$109,553

TAX - 2012

Commitments	749,631	
Written off by the Treasurer	27	
		$749,658
Payments to Treasurer	715,313	
Abatements	8,250	
Refunds	(5,201)	
Outstanding June 30, 2012	31,296	
		$749,658

SPECIAL REVENUE - SCHOOL LUNCH
RECEIPTS

Cash Balance July 1, 2011	80,775	
Lunch Receipts	118,475	
State Reimbursements	16,009	
Warrants Payable FY 12	2,354	
		$217,613

EXPENDITURES

Salaries & Wages	101,027
Food & Supplies	43,332
Cash Balance June 30, 2012	

	69,288	
Warrants Payable FY 11	3,966	
		$217,613

COMMUNITY PRESERVATION ACT

CPA Surcharge - 2011

Outstanding July 1, 2011	1,541	
		$1,541
Payment to Treasurer	1,405	
Transferred to Tax Title	136	
Balance June 30, 2012	-	
		$1,541

CPA Surcharge - 2012

Commitments	363,165	
		$363,165
Payment to Treasurer	357,006	
Abatements/Exemptions	4,958	
Refund	(1,247)	
Transferred to Tax Title	458	
Balance June 30, 2012	1,990	
		$363,165

CPA Surcharge

Cash Balance July 1, 2011	492,904
Receipts (Net of Refunds)	357,849
State Receipt	93,610
Interest	2,283
FY 12 Expenses	(1,500)
Paid out for Debt Service	(204,410)
Transferred to CPA Capital Fund	(299,500)

Transferred from CPA Capital Fund	189,077	
Warrants Payable FY11	(739)	
CPA Balance June 30, 2012		$629,574
Cash Balance June 30, 2012	629,574	$629,574

CPA Capital Fund

Benfield Site Plan Review:		
Balance July 1, 2011	2,766	
FY12 Expenses for Benfield Site Plan Review	-	
Transferred to CPA Fund	(2,766)	
Balance June 30, 2012		$0
Historical Survey:		
Balance July 1, 2011	2,617	
FY12 Expenses for Historical Survey	-	
Transferred to CPA Fund	(2,617)	
Balance June 30, 2012		$0
FY06 Initiatives:		
Benfield-Professional Expenses:		
Balance July 1, 2011	999	
FY12 Expenses for Benfield-Professional Expenses	-	
Transferred to CPA Fund	(999)	
Balance June 30, 2012		$0
Benfield-Field Design:		
Balance July 1, 2011	25,000	
FY12 Expenses for Benfield-Field Design	-	
Balance June 30, 2012		$25,000
Benfield-Affordable Housing:		
Balance July 1, 2011		

	33,909	
FY12 Expenses for Benfield-Affordable Housing	(300)	
Balance June 30, 2012		$33,609
Accessory Apartments of Affordable Housing Plan:		
Balance July 1, 2011	25	
FY12 Expenses for Accessory Apartments	-	
Transferred to CPA Fund	(25)	
Balance June 30, 2012		$0
FY07 Initiatives:		
Bruce Freeman Trail:		
Balance July 1, 2011	5,888	
FY12 Expenses for Bruce Freeman Trail	-	
Balance June 30, 2012		$5,888
FY07 Initiatives:		
Conservation Signs:		
Balance July 1, 2011	2,608	
FY12 Expenses for Conservation Signs	(2,173)	
Transferred to CPA Fund	(435)	
Balance June 30, 2012		$0
Pathways:		
Balance July 1, 2011	11,729	
FY12 Expenses for Pathways	(5,586)	
Transferred to CPA Fund	(6,143)	
Balance June 30,2012		$0
FY09 Initiatives:		
Gleason Library-Preservation:		

Balance July 1, 2011	176,092	
FY12 Expenses for Gleason Library-Preservation	-	
Transferred to CPA Fund	(176,092)	
Balance June 30, 2012		$0
FY10 Initiatives:		
ConsCom Open Space & Recreation Plan:		
Balance July 1, 2011	16,610	
FY12 Expenses for ConsCom Open Space & Recreation Plan	-	
Balance June 30, 2012		$16,610
Highland Building Preservation:		
Balance July 1, 2011	233,661	
FY12 Expenses for Highland Building Preservation	(177,776)	
Balance June 30, 2012		$55,885
FY11 Initiatives:		
Restore Bog House:		
Balance July 1, 2011	164,994	
FY12 Expenses for Bog House	(132,229)	
Balance June 30, 2012		$32,765
Trails Improvements:		
Balance July 1, 2011	15,000	
FY12 Expenses for Trails Improvements		
Balance June 30, 2012		$15,000
FY12 Initiatives:		
Housing Coordinator:		
Transfer to CPA Fund	100,000	
FY12Expenses for Housing Coordinator	(50,000)	
Balance June 30, 2012		$50,000
Town Clerk-Preserve Historical Records:		

Transfer to CPA Fund	2,500	
FY12 Expenses for Town Clerk-Preserve Historical Records	-	
Balance June 30, 2012		$2,500
FY12 Initiatives:		
Restore and Preserve the Steeple at First Religious Society:		
Transfer to CPA Fund	47,000	
FY12 Expenses for Restore and Preserve the Steeple at FRS	-	
Balance June 30, 2012		$47,000
Conservation Restriction at Rachel Elliott Property		
Transfer to CPA Fund	150,000	
FY12 Expenses for Restore and Preserve the Steeple at FRS	-	
Balance June 30, 2012		$150,000
CPA Capital Balance June 30, 2011		$434,257
Warrants Payable FY12		$23,999
CPA Capital Balance June 30, 2012		$458,256
Cash Balance June 30, 2012	458,256	
		$458,256

Affordable Housing Trust Fund

FY07 Initiatives:		
Affordable Accessory Apartment Program:		
Balance July 1, 2011	90,000	
FY12 Expenses for Affordable Accessory Apartment Program	-	
Balance June 30, 2012		$90,000
Affordable Housing Trust-Community Housing		
Balance July 1, 2011	40,659	
FY12 Expenses for Affordable Housing Trust-Community Housing	(14,302)	
Balance June 30, 2012		$26,357

FY11 Initiatives:

Affordable Housing Trust-Benfield Infrastructure		
Balance July 1, 2011	425,000	
FY12 Expenses for Benfield Infrastructure	-	
Balance June 30, 2011		$425,000
Affordable Housing Trust Fund Balance June 30, 2012		$541,357
Earnings on Investments (Inception to Date)		$8,451
		$549,808
Cash Balance June 30, 2012	549,808	
		$549,808

Septic Loan Program

Cash Balance June 20, 2011	64,506	
Loans Received from the State	-	
Loans to Residents Repaid in Full	-	
Received from Residents-Betterment-Principal	6,451	
Received from Residents-Betterment-Interest	3,290	
Received from Residents-Penalties & Interest	25	
Monies Loaned out to Residents	-	
		$74,272
Cash Balance June 30, 2012	74,272	
		$74,272
History of Septic Loans: Inception to June 30, 2012		
Loans Received from the State	130,000	
Monies Loaned out to Residents	(112,447)	
Loans Paid Back in Full	39,191	
Monies Available to Loan		$56,744
Monies Available to Loan	56,744	
		$56,744

OTHER SPECIAL REVENUE

RECEIPTS

School Grants			
	Teacher Quality	8,017	
	IDEA	145,405	
	Title 1	16,232	
	Sped EC	8,816	
	Ed Jobs	35,733	
	Sped PI	7,416	
			$221,619
School Other			
	CEF	15,516	
	Educational Use of Bldgs	10,560	
	Library/Lost Books	662	
	Athletic Account	51,823	
	School Gifts	98,021	
	Music Account	27,452	
	C. S. A.	29,979	
	Preschool Gift	99,205	
	Transportation Fee	45,915	
	Circuit Breaker	124,033	
			$503,166
Miscellaneous			
	Polling Hours	1,137	
	COA State Grant	6,438	
	Library State Aid	4,801	
	Cultural Council	3,883	
	Veterans	469	
	Health 53E1/2	30,055	

ConsCom 53E ½	7,388
Stickers 53E ½	49,625
Recreation "D"	122,206
Planning Bd "G"	6,068
ConsCom Intents	1,530
Cemetery Lots	3,000
Conservation Gifts	100
Police Gifts	200
Fire Department Gifts	1,050
Recreation Gifts	560
Trail Maps	1,927
Roadway Reconstruction	81,546
Youth 53E ½	11,886
Ambulance	81,906
Pathways-Gifts	18
Town Gifts	88,213
Elderly/Dis Aid	3,842
Historical 53E ½	60
Foss Farm/Garden Plots 53E ½	1,060
Library-Mini Grant	3,200
Gov's Highway Safety Grant	1,800
FEMA - Snow & Ice Reimbursement	3,343
Building 53E ½	98,127
COA-Mini Grant	5,650
Federal Grant-Fire Dept-SCBA	103,075
COA 53E 1/2	14,588
Center Park Gifts	9,041
ConsCom 53G	7

911 Grants	18,991	
Honor Roll Gifts	25	
PHER Grant	3,166	
LRTA (Lowell Regional Transit Authority)	23,096	
Library Sunday Hours Gifts	4,850	
Carlisle Community Chorus Gifts	6,493	
Friends of COA Grant	18,650	
Federal Grant-Library-STEM	10,000	
Mass DEP-Small Initiative Grant	750	
Federal Grant-DEA Forfeiture	344	
Green Community Grant	69,650	
		$903,814
Warrants Payable FY 2012		$68,949
Cash Balance July 1, 2011		$915,121
Total		$2,612,669

EXPENDITURES

School Grants

DMA (Transfer to General Fund)	36,394	
ARRA IDEA	7,002	
Teacher Quality	8,017	
IDEA	145,405	
Title I	16,232	
Sped EC	8,816	
Sped PI	7,872	
Ed Jobs	30,460	
		$260,198

School Other

CEF	41,654	

Educational Use of Bldg	15,661	
Library/Lost Books	429	
Athletic Account	46,217	
School Gifts	84,124	
Music Acct	27,074	
CSA	28,907	
Preschool Gift	88,067	
Transportation	45,790	
Circuit Breaker	45,718	
		$423,641

Miscellaneous

Polling Hours	1,137
COA State Grant	6,438
Library State Aid	7,903
Arts Council	3,800
Health 53E1/2	36,270
ConsCom 53E ½	4,758
ConsCom 53E 1/2 (Transfer to General Fund)	10,824
Stickers 53E ½	41,726
Recreation "D"	106,925
Recreation "D" (Transfer to General Fund)	37,224
Planning Bd "G"	3,328
ConsCom Intents	2,214
Cemetery Lots	2,105
Community Policing	1,739
Police New Vest Grant	1,360
Library Gifts	6,711
Conservation Gifts	171
Fire Gifts	3,359

Recreation Gifts	967
Trail Maps	39
Roadway Reconstruction	319,926
Youth Commission	9,855
Ambulance Receipts (Transfer to General Fund)	36,160
Pathways-Gifts	200
Town Gifts	46,975
Aid to Elderly	2,109
Peer Assistant Grant	210
Historical 53E ½	60
Foss Farm/Garden Plots 53E ½	1,676
Library-Mini Grants	4,141
Governor's Safety Highway Grant	1,800
FEMA - Snow & Ice Reimbursement	3,343
Building 53E ½	87,070
COA-Mini-Grant	5,650
Federal Grant-Fire-SCBA	103,075
COA 53E ½	9,627
Center Park Gifts	8,863
911 Grants	18,749
Title 5 Grant	6,526
PHER Grant	4,065
LRTA (Lowell Regional Transit Authority)	23,096
Library Sunday Hours Gifts	4,452
Carlisle Community Chorus Gifts	5,562
Friends of COA Grant	15,033
Federal Grant-Library-STEM	4,166
Mass DEP-Small Initiative Grant	750
Green Community Grant	

	1,313	
		$1,003,450

Warrants Payable FY 2011	$67,667
Cash Balance June 30, 2012	$857,713
Total	$2,612,669

AGENCY FUNDS

RECEIPTS

Cash Balance July 1, 2011	40,676	
Sporting Licenses	295	
Police Special Detail	84,743	
Meals Tax	200	
Student Activity Account	5,065	
Firearm Licenses	3,750	
Warrants Payable FY 2012	4,923	
		$139,652

EXPENDITURES

Sporting Licenses	283	
Police Special Detail	77,024	
Meals Tax	184	
Student Activity Account	379	
Firearm Licenses	3,750	
Warrants Payable FY 2011	7,933	
Cash Balance June 30, 2012	50,099	
		$139,652

CAPITAL FUNDS

RECEIPTS

Cash Balance July 1, 2011	7,912,330	
Received from the State	3,847,830	
BANS Received	13,436,000	
Warrants Payable FY 2012	633,589	
		$25,829,749

EXPENDITURES

Warrants Payable FY2011	499,584	
BANS Paid	9,965,000	
Fire Engine 6 Replacement	410,000	
Sander Dump Truck	133,904	
School Bldg-Design & Construction	11,043,488	
Cash Balance June 30, 2012	3,777,773	
		$25,829,749

TRUST & INVESTMENT FUNDS

INVESTMENT FUNDS

STABILIZATION FUND

Balance July 1, 2011	998,134	
Transferred to Stabilization Fund from General Fund	75,000	
Interest & Investment	2,862	
		$1,075,996
Transferred to General Fund	14,945	
Balance June 30, 2012	1,061,051	
		$1,075,996

CONSERVATION FUND

Balance July 1, 2011	140,067	
Interest	385	
		$140,452
Expended	2,600	
Balance June 30, 2012	137,852	
		$140,452

PERPETUAL CARE FUND

Balance July 1, 2011	137,335	
Contributions Received	3,000	
Interest & Investment Income	772	
		$141,107
Balance June 30, 2012	141,107	
		$141,107

TRUST FUNDS

GLEASON SILENT POOR FUND

Balance July 1, 2011	9,529	
Interest	72	
		$9,601
Balance June 30, 2012	9,601	
		$9,601

SIMON BLOOD SCHOOL FUND

Balance July 1, 2011	3,481	
Interest	22	
		$3,503
Balance June 30, 2012	3,503	
		$3,503

GLEASON TOWN CLOCK FUND

Balance July 1, 2011	1,430	
Interest	9	
		$1,439
Balance June 30, 2012	1,439	
		$1,439

SELINA G. RICHARDSON LIBRARY FUND

Balance July 1, 2011	1,025	
Interest	6	
		$1,031
Balance June 30, 2012	1,031	
		$1,031

MARY A. HEALD WORTHY POOR FUND

Balance July 1, 2011	410	
Interest	3	
		$413
Balance June 30, 2012	413	
		$413

WILLIAM H. LITCHFIELD CEMETERY FUND

Balance July 1, 2011	2,600	
Interest	17	
		$2,617
Balance June 30, 2012	2,617	
		$2,617

THOMAS A. & MARY GREEN CEMETERY FUND

Balance July 1, 2011	5,158	
Interest	33	
		$5,191
Balance June 30, 2012	5,191	

		$5,191

THOMAS A. GREEN PUBLIC GROUNDS FUNDS

Balance July 1, 2011	2,065	
Interest	13	
		$2,078
Balance June 30, 2012	2,078	
		$2,078

THOMAS A. GREEN SIDEWALK & TREE FUND

Balance July 1, 2011	6,430	
Interest	41	
		$6,471
Balance June 30, 2012	6,471	
		$6,471

MARY A. GREEN LIBRARY FUND

Balance July 1, 2011	1,025	
Interest	6	
		$1,031
Balance June 30, 2012	1,031	
		$1,031

FRED E. & RUTH M. ROBBINS FUND

Balance July 1, 2011	47,932	
Interest	362	
		$48,294
Balance June 30, 2012	48,294	
		$48,294

CAROLINE E. HILL LEGACY

Balance July 1, 2011	208,578	

Interest & Investment Income	1,038	
		$209,616
Expended	12,350	
Balance June 30, 2012	197,266	
		$209,616

ALVIN R. TITUS SCHOLARSHIP FUND

Balance July 1, 2011	12,720	
Interest	82	
		$12,802
Balance June 30, 2012	12,802	
		$12,802

MELONE LIBRARY FUND

Balance July 1, 2011	258,421	
Interest & Investment Income	1,524	
		$259,945
Balance June 30, 2012	259,945	
		$259,945

DONALD A. LAPHAM SCHOLARSHIP FUND

Balance July 1, 2011	33,477	
Interest	253	
		$33,730
Balance June 30, 2012	33,730	
		$33,730

HOLLIS TRUST FUND

Balance July 1, 2011	140,327	
Interest & Investment Income	5,506	

		$145,833
Balance June 30, 2012	145,833	
		$145,833

VIVIAN CHAPUT MEMORIAL FUND

Balance July 1, 2011	2,508	
Interest	16	
		$2,524
Balance June 30, 2012	2,524	
		$2,524

TOWN OF CARLISLE
COMBINED BALANCE SHEET

JUNE 30, 2012

	Governmental Fund Types			Fiduciary Fund Types	Account Group	
ASSETS AND OTHER DEBITS	General	Special Revenue	Capital Projects	Trust and Agency	General Long-Term Obligations	Total
Cash and short-term investments	$4,785,244	$2,180,655	$4,236,029	$2,123,878	$0	$13,325,806
Receivables, net of allowance for uncollectible:						
Real estate and personal property taxes	158,091	0	0	0	0	158,091
Allowance for abatements	(120,230)	0	0	0	0	(120,230)
Tax title	56,810	766	0	0	0	57,577
Motor vehicle excise	62,943	0	0	0	0	62,943
Tax deferrals	47,917	0	0	0	0	47,917
Tax possessions	74,614	0	0	0	0	74,614
Betterments	0	62,878	0	0	0	62,878
Community preservation act	0	1,990	0	0	0	1,990
Police Special Duty Receivable	0	0	0	20,685		20,685
Amounts to be provided for retirement of long-term obligations	0	0	0	0	4,025,000	4,025,000
TOTAL ASSETS AND OTHER DEBITS	$5,065,389	$2,246,289	$4,236,029	$2,144,562	$4,025,000	$17,717,270

LIABILITIES AND FUND EQUITY

LIABILITIES:						
Warrants payable	782,734	71,303	657,589	4,924	0	1,516,550
BAN Payable	0	0	13,436,000	0	0	13,436,000
Accrued School Payroll & Expenses	503,521	0	0	0	0	503,521
Abandoned property	31,508	0	0	0	0	31,508
Liabilities due depositors	0	0	0	65,860	0	65,860
Deferred revenue	280,145	65,634	0	0	0	345,779
Bonds and notes payable	0	0	0	0	4,025,000	4,025,000
TOTAL LIABILITIES	$1,597,908	$136,937	$14,093,589	$70,783	$4,025,000	$19,924,217
FUND EQUITY:						
Fund balances:						
Reserved for:						
Encumbrances	51,796	0	0	0	0	51,796
Designated for continuing appropriations	421,196	0	0	0	0	421,196
Debt Service-MSBA	0	0	0	0	0	0
CPA Historical	0	2,599	0	0	0	2,599
CPA Community Housing	0	246,549	0	0	0	246,549
Unreserved:						
Designated for subsequent year's expenditures	141,000	0	0	0	0	141,000
Undesignated	2,853,489	1,860,204	(9,857,560)	2,073,779	0	(3,070,088)
TOTAL FUND EQUITY	$3,467,481	$2,109,352	($9,857,560)	$2,073,779	$0	($2,206,948)
TOTAL LIABILITIES AND FUND EQUITY	$5,065,389	$2,246,289	$4,236,029	$2,144,562	$4,025,000	$17,717,270

TOWN TREASURER

The following is a summary of the financial records and balances of the Town Treasurer for the Fiscal Year ending June 30, 2012:

CASH BALANCE

Cash Balance, June 30, 2011	$ 16,929,178.64
Receipts, July 1, 2011 - June 30, 2012	43,934,285.65
Disbursements, July 1, 2011 - June 30, 2012	(47,537,658.33)
Cash Balance, June 30, 2012	$ 13,325,805.96

ACCOUNT BALANCES

Interest Bearing Accounts:	
Eastern Bank	$ 1,759,619.50
Enterprise Bank and Trust Co.	5,589,267.18
UniBank for Savings	2,558,318.67
Mass. Municipal Depository Trust	282,045.30
Total Interest Bearing Accounts	$10,189,250.65
Combined Investments Funds:	
Eastern Bank	$ 507,501.35
Total Combined Investment Funds	$ 507,501.35
Trust Funds:	
Eastern Bank	$ 1,430,150.70
Mass. Municipal Depository Trust	1,198,903.26
Total Trust Funds	$ 2,629,053.96
TOTAL CASH AND INVESTMENTS	$13,325,805.96

TAX COLLECTOR
Schedule of Outstanding Receivables
As of June 30, 2012

Real Estate & CPA Taxes		
Levy of 2012, including CPA		$ 153,509.18
Levy of 2011, including CPA		00.0
Levy of 2010, including CPA		0.00
Levy of 2009, including CPA		0.00
Prior Years		0.00
Total Real Estate & CPA Taxes		$ 153,509.18
Personal Property Taxes		
Levy of 2012	$	2,620.50
Levy of 2011		293.64
Levy of 2010		369.63
Levy of 2009		243.67
Prior Years		3,043.47
Total Personal Property Taxes	$	6,570.91
Deferred Property Taxes	$	47,917.08
Taxes in Litigation	$	0.00
Motor Vehicle Excise Taxes		
Levy of 2012	$	31,296.01
Levy of 2011		7,924.20
Levy of 2010		2,497.78
Levy of 2009		940.17
Prior Years		20,285.11
Total Motor Vehicle Excise Taxes	$	62,943.27
Tax Liens / Tax Title		
Levy, including CPA	$	57,576.64
Total Liens / Tax Title	$	57,576.64
Tax Foreclosures / Tax Possessions	$	74,613.51

BOARD OF ASSESSORS

The Board of Assessors operates under the authority of Massachusetts General Laws and the Department of Revenue. In Carlisle, the Board of Assessors consists of three members who are elected to three-year terms. The Assessors' primary duty is to value all real estate and personal property in the town that is subject to taxation. The Board is to assess all properties at their full and fair market value as of January 1st, preceding each fiscal year.

Fiscal 2012 was a revaluation year for Carlisle to set the Fiscal 2013 values. All the values for real estate and personal property were adjusted to reflect current market conditions. The real estate market saw some devaluation since the last revaluation.

Assessors are required to submit these values to the Commonwealth of Massachusetts Department of Revenue for certification every three years. In the years between certifications, assessors must also maintain values. The assessors review sales and the market activity every year and thereby monitor values each year. This is done so that the property taxpayer pays his or her fair share of the cost of local government.

Under Proposition 2 ½, Massachusetts' cities and towns are limited in the total property taxes that can be collected from one year to the next. Tax revenues cannot exceed 2 ½ percent of the prior year's allowable levy, with exceptions for revenue derived from new construction (New Growth), and citizen override elections.

The Board reported $16,205,301 in new growth valuation to the Department of Revenue, which was certified during the fiscal year 2013 tax rate setting process. The tax rate in the Town increased from $17.14 to $17.68 for fiscal year 2013. The Town has a total assessed valuation of $ 1,298,440,411 which includes exempt properties.

Below is a chart listing the Fiscal Year 2013 breakdown by Property Class:

Property Class	**Parcel Count by Class**	**Total Value by Class**	**Tax Rate per $1,000**	**Total Tax by Class**	**% of Levy by Class**
Residential	1912	1,203,875,095.00	17.68	21,284,511.77	98.0476%
Commercial	86	6,840,594.00	17.68	120,941.63	0.5571%
Industrial	10	1,167,200.00	17.68	20,636.10	0.0951%
Personal Property	88	15,964,822.00	17.68	282,258.02	1.3002%
Exempt		70,592,700.00	0.00	0.00	0.00%
Totals:	**2096**	**$1,298,440,411.00**		**$21,708,347.52**	**100.00%**

The Board received 49 applications for abatement during the appeal period for FY 2012.

Assessors are elected (in Carlisle) or appointed locally in Massachusetts's cities and towns. Massachusetts State Law requires assessors to list and value all real and personal property. The valuations are subject to "ad valorem" basis for taxation, which means that all property should be taxed "according to value". Assessed values in Massachusetts are based on "full and fair cash value" or 100 percent of fair market value.

Assessors do not make the laws that affect property owners. Our Massachusetts Legislators enact tax laws. The Department of Revenue establishes various guidelines and regulations to implement the legislation. The assessors, in short, follow the procedures established by others to set the value of property. Market Value is actually set by buyers and sellers as they establish the worth of comparable properties through their transactions in the real estate marketplace. The Assessors also do not determine taxes. The Town itself determines the level of property taxation through its town meeting by voting on total spending for the Fiscal Year. Whether assessments increase or decrease, tax rates are adjusted annually to raise the revenue required to fund local government operations.

Members:
Michael Coscia, Chairman
Kenneth Mostello
James Marchant

PERSONNEL BOARD

During 2012, the Personnel Board undertook the review and grading of several positions. This included reviewing requests for changes in hours, job descriptions, and grades. The Board reviewed several current policies and began work on clarifying them.

The Board made a recommendation to the Board of Selectmen regarding adjustment for Town employee rates of pay for FY2014 based on a review of information from Carlisle and local comparable towns combined with the inflation rates at state and national level. Members also attended and contributed information to a variety of other Town Boards and Committees.

Our thanks go to the Town Administrator and all the Town employees who have helped with our projects during the year.

Members:
Diane Makovsky, Chair
Jo-Ann Driscoll
Mark Hersey

HEALTH
and
REGULATORY SERVICES

BOARD OF HEALTH

The Carlisle Board of Health is pleased to present this Annual Report to the community. With its mission to promote and protect public health, with a focus on prevention of illness and injury, the demands placed on local health boards have increased significantly over the last decade. This change has occurred simultaneous with decreasing levels in funding for essential public health services.

The Board of Health is a five member elected Board. Board members have considerable expertise in civil engineering and public health to help guide the Board in its activities. Current Board members are Jeff Brem, Chairman, Bill Risso, Vice-chairman, Cathy Galligan, Treasurer, Donna Margolies and newly elected Vallabh Sarma. The Board is also ably served by its Health Agent Linda Fantasia and Administrative Assistant Bobby Lyman. The Board employs a Well Inspector Ralph Metivier, two Animal Inspectors, Larry Sorli and Deb Toher, and is capably served by two subcommittees: Water Quality Subcommittee (WQS) including Steve Hinton, Tony Mariano Sr. and Tony Mariano, Jr.; and a newly formed Lyme Disease Subcommittee (LD) whose members include Donna Margolies, RN, Lincoln Pinsky, MD, Natalia Evgenov MD PhD, Jean Barry MD and Lee Tatistcheff, Conservation Commissioner. The Board contracts with Rob Frado (Technical Consulting Group) for engineering services, Randy Phelps (Phelps Food Services) for food inspections and Kevin Sweet (Public Protection Services) for sanitary inspections.

Under Massachusetts General Laws, Boards of Health serve as the local representative of the Department of Public Health (DPH) and the Department of Environmental Protection (DEP). The core responsibilities of the Board of Health comprise administering state and local regulations, public health issues, emergency preparedness, and public health financial planning in the community.

In its regulatory role, the Board began 2012 by investigating a pollution complaint about soot being emitted from the boiler smoke stack at the Middlesex School in Concord. Working jointly with the Concord Board of Health, the Board determined that the problem was the result of a mechanical failure. The Board continues to monitor the situation. A failed septic system at a Log Hill Road property required the Board's attention. The Board issued a number of Orders to Correct before the system was brought into compliance. In May the Board was advised that the state had ordered the closure of Great Brook Farm Ice Cream Stand due to permitting violations involving the renovated stand. Since the Board was only responsible for the food operation which did not have any issues, the Board was not involved in the enforcement action. Kimball's Ice Cream experienced problems with its soft serve equipment that were eventually resolved. The Board dealt with a nuisance complaint about a crowing rooster. The Board acted in an advisory capacity to the parties involved in an effort to find a mutually agreeable solution. The Animal Inspectors reported that the 74 barn inspections went very well and animals in Carlisle are healthy and well cared for. One property had issues with multiple animal escapes which were addressed. The Animal Inspectors work with Dog Officer Bob Dennison when quarantines are required.

Environmental issues required a significant amount of the Board's time in 2012. Although primarily a zoning issue, an application for a guest house at a River Road property prompted the Board to investigate the impacts of nitrogen loading when there are accessory dwellings on the same lot. A broken sewer line at the Gleason Library on a holiday weekend necessitated an emergency permit from the Board. Following the repair the Library explored its options which included replacing the tank, replacing the entire system or tying into the school's waste water treatment plant. The decision was to replace and relocate the tank since the leaching system is in good condition. Issuance of a well permit for the community gardens necessitated learning more about pesticide dispersal in soils and groundwater. With the assistance of its WQS, the Board was able to permit the new irrigation well.

Protection of groundwater continued to engage the Board during its permitting of the sewage disposal system for the town's 26-unit senior development Benfield Farms. The Board organized a work group which developed model criteria for addressing environmental and financial concerns. Starting in July the Board and its consultant reviewed a proposed design. A major revision was required when it was learned that the alternative technologies proposed were not certified for the intended use. The system required pressure dosing due to its size and additional treatment due to the location of a component within a nitrogen sensitive area. A revised plan which included two state approved alternative technologies was submitted. Nitrogen loading remained an issue due to the imposition of a maximum 5 mgl of total nitrogen at the property boundaries in order to ensure protection of groundwater. The Board determined that this would be achieved in the proposed design based on a groundwater flow model submitted by the applicant. Three compliance wells were required to monitor the conditions and the Board issued a permit for the 3900 GPD system in November. DEP approved the well as a Public Water Supply based on a pump test that showed it to be adequate for the demands. Construction has not yet begun on the project.

The Board held a round table discussion with its Water Quality Subcommittee (WQS), and asked the WQS to consider long term town water supply needs and the possibility of accessing the state's GIS database on private well information.

A number of public health issues came before the Board. Following a mild winter (2011-2012) the number of ticks increased dramatically. Residents expressed concern about contracting a tick borne illness. The Board agreed to make Lyme Disease prevention a focus of its efforts. Board members attended a workshop for health officials hosted by the Concord Board of Health with a presentation by Dr. Alfred DeMaria, state epidemiologist. The Board received a grant from Community Health Network Alliance funded by Lahey Clinic. The Board hosted a Population Health Clerkship consisting of four medical and one graduate nursing student from UMass Medical School. The students prepared a local survey on Lyme disease and created a town Lyme disease website and trail signs which included a QR Code for additional resources. The Board also recorded an informational segment on Lyme Disease for the Council on Aging cable TV and arranged for a presentation for seniors by a nurse from Emerson Home Care. In addition to Lyme Disease, the Board alerted residents to the increase in incidence of

Eastern Equine Encephalitis (EEE) and described appropriate precautions. Due to a new state ban on sharps disposal in rubbish which began July 1st, the Board initiated an educational campaign on alternative disposal methods and piloted an informational brochure for public distribution, which was later shared with other towns in the region. The Board also agreed to participate in a multi-town Tick Task Force and a local advisory group known as Public Health Initiates Together (PHIT). During the year, the Board sponsored a multi-town Rabies clinic with the assistance of resident veterinarian Tiffany Rule and staff from Countryside Veterinarian Hospital, a Food Certification course taught by Phelps Food Consultants for local non-profit food handlers, a booth at Old Home Day and a Hazardous Waste Day Collection conducted by Clean Harbors Inc. The Board joined with Concord and Acton on a Wellness Grant to devise ways of improving trail accessibility.

Emergency Preparedness continued to be at the forefront of the Board's activities throughout the year. The Board's Agent was elected to the Public Region 4A Executive Committee. The Board continues to pay for one half the cost of the town's emergency notification system, Blackboard Connect, through emergency preparedness funding. The Board secured a third HAM Radio for the town's Amateur Radio Subcommittee. The group sent out alerts during the October Storm in order to gather information on power outages. The Board hosted an Ice Cream Social for current and new Medical Reserve Corps members and sponsored a booth at Old Home Day for recruitment. The Senior Flu Clinic was operated as an Emergency Dispensing Site Drill in order to practice set up, organization, and clinical skills. Part of the drill tested a travelling vaccination team for homebound residents. The major activity was a real life event in October when the Board with the assistance of the School Department and Council on Aging organized a public shelter at the school. For three days, including one overnight, volunteers provided shelter, water, showers and a charging center for residents without power during the Halloween Storm. The Board was an active participant in the Local Emergency Planning Committee (LEPC) which proved to be a model of collaboration among the various municipal departments. The Board is very grateful to the many citizens who responded to the call for shelter volunteers.

Financial Planning for the Board consisted of managing its operating and revolving accounts, seeking grant opportunities, revising fees, and monitoring the septic loan program.

Summary of the Board of Health Finances FY12

The Carlisle Board of Health has been very successful throughout the years in maintaining a high level of service to the community at a very reasonable cost to the taxpayers ($38.99 per household in 2012).

Revenue

The Board's FY12 operating budget as voted was $73,889.00 which was less than the guideline budget of $80,647.00. The Board agreed to supplement the operating budget in the amount of $6758.00 from grant funds. At the end of FY 12 the Board was able to

return $108.12 to the General Fund. The Board also generated $5500.00 in licensing fees which were returned to the General Fund.

Expenses

The Board was able to meet its operating costs with a one-third reduction in hours for the administrative assistant for a half year and prudent use of its grant monies. The Assistant was able to fill a part time need for the Conservation Commission so there was no net loss in income for this period.

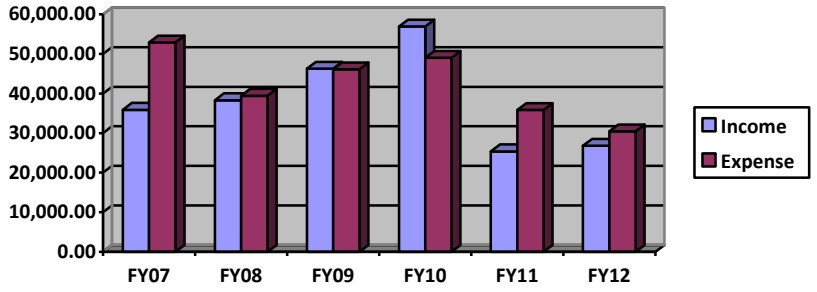
53 E ½ Revolving Account –

The purpose of the Revolving Account is to generate and hold permit fees to cover engineering and inspection costs so that they do not have an impact on the tax rate. The Board strives to keep fees consistent with costs and to ensure there are sufficient funds available to pay for old obligations. This fund has experienced a significant drop in revenue due to the economy, increasing engineering costs, and the 2012 Permit Extension Act which automatically extends the expiration date for an additional four years.

In November the Board began a comprehensive review of its fees and expenses to improve the operation of the revolving account. **Table A** provides a snapshot of income and expenses for the 53E½ account for the last six years.

Table A

53E 1/2	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012
Income	35,890.00	38,330.00	46,305.00	56,924.00	25,402.00	26,805.00
Expense	52,895.00	39,452.00	46,090.00	49,009.00	35,884.00	30,447.00



Prepaid Obligations

What **Table A** does not show is the liability associated with services paid for but not yet delivered. Currently there is $13,311 outstanding in old obligations as shown in **Table B**. This covers 54 approved permits that have prepaid engineering activity but have not started construction. The majority of these inspections and as-built reviews take one half hour at a cost of $49.30 based on the hourly engineering rate of $98.61 as shown in **Table B**. The hourly rate does not include engineering management or clerical costs. Delivery of the engineering services will take place over a number of coming years since

most of the permitted projects are not yet active. The engineering rate will increase in FY14 to $101.57.

Table B

54 Active Permits	**Prepaid Services**	**Current Costs of Engineering time only**
43 Permits	4 inspections	$8,480
	2 as-builts	$4,239
5 Permits	1 inspection	$247
1 Permits	2 inspections	$98
5 Permits	1 as-built	$247
Obligations		**$13,311**

In addition to engineering fees, the 53E½ account also holds well, barn and food establishment permit fees. Expenses paid out of the 53E½ account include seven hours per week of the Administrative Assistant's wages for managing the clerical and reporting duties associated with the inspections. In FY 12 $1850 was paid to the Animal Inspectors for Barn Inspections (74 @$25/insp). The Well Inspector receives $75 out of every $100 collected. Commercial Food Establishment fees cover the costs of semi-annual inspections but not all re-inspections. The Board does not charge local non-profit or municipal organizations. FY13 now has $360 in the Operating Account for this purpose.

Community Septic Loan Program (CSLP):
The Board administers the Community Septic Loan Program which is a state funded program intended to help homeowners with the cost of upgrading a failed septic system. The program has no impact on town finances. The Town borrowed $130,000 from the State Revolving Fund. Three loans were processed in 2009, one in 2010 and one in 2011. The balance in this account as of July 1st was $57,632.14. The original loan was repaid to the Water Pollution Abatement Trust in October, 2012. At the recommendation of the Board and with the support of the Selectmen the Town at the 2012 Annual Town Meeting authorized borrowing of a second loan of $200,000 to continue this program.

GRANT REVENUE

Septic Loan Program - Under the Community Septic Loan Program the Town was eligible to receive a $15,000.00 administrative grant. The Board used its share to cover wages for the Agent and Administrative Assistant in FY 11 and FY12 for their work on the program so there was no additional cost to the town for the program. The fund also covered legal and auditing expenses. The balance as of June 30th was $1516.00

Public Health Emergency Preparedness – The Board received $4800 in PHEP funding These funds were used to purchase supplies and equipment to support emergency preparedness planning including one-half the cost ($1500) for the town's emergency

notification system, Blackboard Connect. The Board also received $3000.00 to hire a consultant to complete a Municipal Management Inventory System, in which Board of Health and emergency response equipment was bar-coded and inventoried.

Community Network Health Alliance (CHNA) – the Board received $4956 to develop educational materials on the prevention of tick borne illnesses.

POTENTIAL BUDGET IMPACTS

Permit Extension Act of 2012 provides an additional four years beyond the original expiration date for any permit that was active between August 8 2008 and August 8, 2012. This has a significant potential impact on prepaid engineering activities since the services will be delivered at a higher hourly rate than provided for in the fee structure.

Delivery of Services –Focusing on prevention rather than treatment by promoting healthy behaviors is one of the goals of Healthy People 2020, a ten year agenda for improving the Nation's health. Encouraging healthy behaviors is difficult in the face of the fiscal challenges facing state and local governments. The Board of Health has been very successful in meeting this deliverable through efficiencies in time, efforts and outside resources such as grants and volunteer services that do not affect the tax rate.

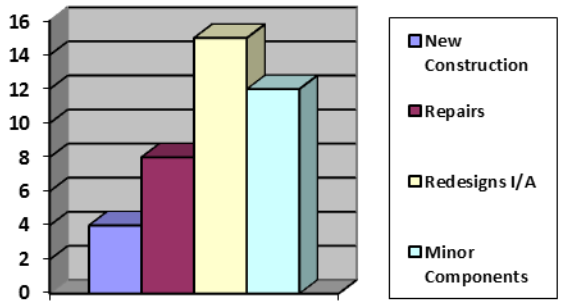
CONCLUSION

Improving the quality of life by reducing sickness, encouraging healthy behaviors, and promoting a safe and healthy environment is fundamental to the work of the Board of Health. As the challenges before the town increase, the Board of Health is extremely grateful for the dedication and resourcefulness of its staff, municipal officials and volunteers.

Members:
Jeffrey A. Brem, Chairman
William Risso, Vice-Chairman
Catherine Galligan, Treasurer
Donna Margolies
Vallabh Sarma

BOARD OF HEALTH
2012 ANNUAL STATISTICS

Septic Plan Allocations - 39 Septic Systems
4 New, 8 Repair, 15 Redesign, 12 Minor Components



Title 5 Inspections: 38 inspections, 92% pass rate
Pass-27, Conditional Pass–9, Failed-2

General Statistics

Licenses	44
Septage Haulers	13
Water System Installers	4
Septic System Installers	27
Hazardous Waste	100
Full Load	33
Half Load	67
Reportable Diseases	
Lyme –suspect & confirmed	16
Anaplasmosis (HCG)	1
Influenza	5
Cryptosporidiosis	1
Group B Strep	1
Hepatitis B, C	2
Salmonellosis	3
Shigellosis	1
Barn Inspections	74
Rabies Clinic (27 dogs/ 12 cats)	39
Flu Vaccinations	91
Well Permits	20
Ground Source Heat Pumps	1
Private Well Testing by Town	26
Wild Animal Rabies Tests	2

Food Establishments	10
School and Churches	4
Residential Kitchen	1
Farmers Market	2
Retail	1
Ice Cream	2
One Day Food Permits:	10
Strawberry Festival, Memorial Day Lunch Harvest Fair, Jakes BBQ, Old Home Day, Greens Sale Pancake Breakfast Fireman's Barbeque Boy Scout Troop 135 Lunch 6th Grade Spaghetti Supper	
Catering Requests	2

BUILDING COMMISSIONER

During the period January 1, 2012 through December 31, 2012, 163 building permits were issued as follows, and $168,111.60 collected in fees, which were turned over to the Town Treasurer. The Building Inspector addressed 12 zoning issues and complaints.

Number of Permits

10	New Dwellings
15	Additions
92	Alterations
0	Garages
0	Porches / Deck
1	Barns
4	Sheds
10	Woodstoves
1	Pools
0	Pool Houses
24	Roofs

INSPECTOR OF WIRES

During the period January 1, 2012 through December 31, 2012, 236 electrical permits were issued and $29,275.00 collected in fees and turned over the Town Treasurer.

PLUMBING INSPECTOR

During the period January 1, 2012 through December 31, 2012, 98 plumbing permits were issued and $11,940.00 collected in fees, which were turned over to the Town Treasurer.

GAS INSPECTOR

During the period January 1, 2012 through December 31, 2012, 139 gas permits were issued and $9,425.00 collected in fees, which were turned over to the Town Treasurer.

FIRE DEPARTMENT
PERMITS ISSUED

During the period January 1 to December 31, 2012
The following permits were issued:

Agricultural Burning	0
Blasting	1
Cistern	1
Cooking Fire	1
Dance Hall –MGL CH. 148 Sect.26G½	11
Explosives	1
Facility Inspection	8
Fire Alarm System	14
Fireworks	1
Fuel Tank Installation	10
Fuel Tank Removal	6
LP Gas Installation	29
Oil Burner Installation	8
Oil Line Upgrade	0
Open Burning	793
Smoke & CO Detector	73
Sprinkler System	0
Tentage	2
TOTAL	**959**

A total of $ 5,735.00 was collected and turned over to the Town Treasurer.

CARLISLE HOUSING AUTHORITY

Mission
The mission of the Carlisle Housing Authority is to develop and support affordable housing opportunities for Carlisle. The Housing Authority also works with other Town departments and boards to provide housing referrals and housing education to Carlisle residents.

Membership
The Carlisle Housing Authority has five members, four of whom are elected by the Town. The fifth member is appointed by the Governor on the nomination of the Board of Selectmen, pursuant to Massachusetts statute (M.G.L. c. 121B). Members serve for five-year terms. Carolyn Ing was appointed by the Governor in 2009; and reappointed in 2011; her term ends in 2016. Alan Lehotsky was reelected in 2012 and served as Chairman throughout the year. James Bohn served as Treasurer through June, when he was reelected by the Housing Authority Board ("Board"), and continued to serve through the end of the year. Carolyn Ing served as Secretary of the Board through June, and Steven Pearlman served as Secretary from July through the end of the year. The remaining Board member is W. Randall Brown, who was elected in 2011.

In addition to their service to the Board, members serve as liaisons on other Town boards and committees. James Bohn was appointed by the Board of Selectmen as the Housing Authority's representative member on the Town of Carlisle Affordable Housing Trust (the "Trust"), and served through June, when he retired after six years of dedicated service. In June 2012, Carolyn Ing was appointed by the Board of Selectmen as the Housing Authority's representative on the Trust and has served from July through the end of the year. Steven Pearlman represents the Housing Authority on the Community Preservation Act Committee, with W. Randall Brown as the Alternate. Mr. Brown served as the Planning Board liaison and the Board's representative on the Banta-Davis Task Force.

Affordable Housing Development - Year in Review
In 2011, the Housing Authority held 17 meetings, as a rule scheduled on the second Thursday and fourth Tuesday of each month. Highlights of these meetings follow.

January – February 2012:

– Ann Hartstein, Secretary of the Massachusetts Executive Office of Elder Affairs wrote a letter of support for the Housing Authority's selected ground lease developer, NOAH's Benfield Farms project. The Community Preservation Coalition highlighted the proposed NOAH Benfield Farms project as an exemplary example of mixed-land use. The Housing Authority continued to support its selected ground-lease developer, NOAH, in its third Benfield Farms Department of Housing and Community Development (DHCD) One-Stop application.

The Banta Davis Task Force met and received funding from the Affordable Housing Trust to conduct an engineering consulting site

evaluation. The Banta Davis Task Force was formed by the Board of Selectmen in 2011, to determine the feasibility of affordable housing on the 38-acre Town-owned Banta Davis parcel. It is made up of representatives from the Affordable Housing Trust, Board of Selectmen, the Carlisle Public Schools, the Planning Board, the Recreation Commission and the Housing Authority.

March- April 2012

In response to a request from the Carlisle Community Preservation Committee, the Carlisle Housing Authority worked with the Affordable Housing Trust to develop materials for a session on M.G.L. Chapter 40B and the 2010 Carlisle Housing Production Plan, This session was developed into an Affordable Housing Forum (see Policy and Program Development discussion, below).

The Banta Davis Task Force hired an engineering firm and began work on its site evaluation study and on seeking MassDEP guidance relative to the possibility of tying a Banta-Davis housing development into the existing Carlisle Public Schools wastewater treatment facility. The Task Force also requested an opinion from Town Counsel on the legal feasibility of developing affordable housing on the site.

May- June 2012

On May 9, 2012, NOAH, the Benfield Farms senior housing project developer, received $2.6 million in funding from DHCD, under DHCD's One-Stop program. This was NOAH's third-round application for funding for the project. The project is to be developed with a ground lease on Lot 1 of the Benfield property, owned by the Carlisle Housing Authority.

On June 12th, the Banta Davis Task Force gave a presentation on its findings. The Task Force found that up to 79 bedrooms/50 units of affordable non-age restricted and market-rate housing could be developed on the Banta Davis property. In addition to the engineering site evaluation studies, the Task Force also was able to obtain a guidance letter from MassDEP supporting the tie-in of the proposed development to the Carlisle Public Schools wastewater treatment facility.

On June 14th, the Housing Authority held a joint meeting with the Affordable Housing Trust to be briefed by NOAH on the funding timetable for the Benfield Farms development.

July- August 2012

The Housing Authority approved the Benfield Farms License Agreement. This document also was signed by the Board of Selectmen, the Conservation Commission, and NOAH, allowing NOAH access to the Benfield property for the development of a test well and to perform septic system analyses needed to be completed prior to financial closing.

The Housing Authority supported NOAH in its application to the Board of Health for septic system approval, and in appearances before the Conservation Commission regarding Benfield Farms MassDEP community water supply permitting matters.

The Housing Authority continued to support NOAH in its pre-closing activities, by participating in site walks and/or providing information to outside entities as required prior to financial closing on the NOAH Benfield Farms development.

September – October 2012

The Housing Authority received support from the Wampanoag Tribe of Gay Head (Aquinnah) and the Narragansett Tribes for the development of the NOAH Benfield Farms senior housing development on the Benfield property and its proposed plans. In order to conduct well testing and allow the passage of large motor vehicle equipment, NOAH rotated the large boulder located on the Benfield property agricultural path. The Housing Authority also supported NOAH in its response to an Army Corps of Engineers investigation to an abutter complaint.

MassDEP gave NOAH permission to begin the Benfield Farms well testing.

October – December 12

The NOAH Benfield Farms community water supply pump test was conducted. The Housing Authority continued to support NOAH in the Army Corps of Engineers abutter investigation, which was completed with the issuance of a permit (and non-finding) in November 2012.

The Housing Authority participated in a 338 Bedford Road site visit, together with members of the Affordable Housing Trust and representatives of the Massachusetts Department of Developmental Services, to discuss the prospect of developing a group home.

The Housing Authority approved and authorized Alan Lehotsky to execute the Benfield Property Acknowledgment of Location and Confirmation of Easement Rights Agreement.

The Board of Health issued septic permit for the NOAH Benfield Farms project.

The Housing Authority voted unanimously to support the Affordable Housing Trust's purchase of the 338 Bedford Road property, to be used for the development of up to a two-unit (ten-bedroom) home, for developmentally disabled adults, and other mixed community uses. The article passed at both the Special Town Election (11/13/2012) and General Election (11/27/2012).

Policy and Program Development

Throughout 2012, the Housing Authority, through the Housing Coordinator, received inquiries for housing referrals/education on a weekly basis, which included questions about resources for mortgage counseling, affordable housing opportunities, assistance for households under threat of foreclosure, assistance for home modification accessibility or assistance with other zoning by right options, which allow residents to remain in their homes.

On March 6th, the Housing Coordinator spoke at the Council on Aging program Conversations on *Looking Forward: By-right affordable housing options for staying in Carlisle* held at the Gleason Library. She invited Planning Administrator, George Mansfield to join her. He spoke on the Accessory Apartment program and the Town's by-right lot subdivision. On March 23rd, the Housing Coordinator spoke on the Council on Aging television program, on the subject of federally approved loan modification and other mortgage foreclosure prevention resources, available to homeowners facing financial difficulty.

In May 2012, Attorney Kathleen O'Donnell, Legal Services Consultant, reported on feedback from the Department of Housing and Community Development on the Town's proposed changes to the AAA Regulatory Agreement.

On June 2nd, in collaboration with the Carlisle Affordable Housing Trust, the Housing Authority participated in a well-attended all-Town Board Affordable Housing Forum. Alan Lehotsky, Chair, gave a presentation on the fundamentals of M.G.L. Chapter 40B. Greg Peterson, Chair of the Affordable Housing Trust, John Williams, Selectmen and Affordable Housing Trust Trustee, and Kent Gonzalez, former Zoning Board of Appeals and Planning Board member all spoke as well. Outside speakers included Mr. Leslie Fox, Selectman, Boxborough and Mr. Angus Jennings, Director of Land Use Management, Westford.

The Housing Coordinator was invited to speak on the Town's affordable housing progress at a statewide event sponsored by the Massachusetts Community Preservation Coalition, held in December 2012.

Financials – Fiscal Year 2011

Income and Salaries

Housing Coordinator - (also supports the Town of Carlisle Housing Affordable Trust)

July 1, 2011 to June 30, 2012 Town Meeting CPA Housing Coordinator Salary Appropriation	$50,000.00
July 1 2011 to June 30, 2012 Town Meeting Housing Authority Budget for office expenses, equipment and professional training.	$500.00

CPA Affordable Housing Development Appropriation Account Balances

Name	June 30, 2011	June 30, 2012
Benfield Affordable Housing	$11,752	$6,452.00

Expenses

2011- 2012 Town Meeting CPA Housing Coordinator Salary Appropriation (Town position, shared with Housing Trust)	$50,000.00

	July 1, 2012	June 30, 2012	Expenses
Housing Authority Town Budget	$500.00	$17.83	$482.17

Benfield CPA Affordable Housing Development Appropriation - Expenses

Benfield Farms Building Permit (appropriated)	$17, 250.00
October 2011 – Development expense	$300.00
June 2012 Carlisle Housing Authority Special Town Counsel, Benfield Farms (appropriated)	$5,000.00

In closing this report, the Housing Authority would like to recognize the contributions of many Town boards on various aspects of the Benfield Farms project, but in particular the Town of Carlisle Affordable Housing Trust members, Greg D. Peterson, Chair; John D. Williams; Douglas A.G. Stevenson; John Gorecki, Timothy Hult and Peter Scavongelli. The Housing Authority also would like to express gratitude to Jeffrey Brem and William Risso of the Carlisle Board of Health, and to Kelly Guarino, Chair of the Carlisle Conservation Commission. Numerous residents have called, written or stopped by Town Hall to offer suggestions and support for ideas for the next project. We are grateful for their input and encourage their continued suggestions.

Members:
Alan P. Lehotsky, Chairman
James Bohn, Treasurer
Steven Pearlman, Secretary
Carolyn Ing
W. Randall Brown
Steven Pearlman

TOWN OF CARLISLE
AFFORDABLE HOUSING TRUST

The Affordable Housing Trust Fund was established by a Declaration of Trust ("Declaration") made on October 24, 2006, by the Town of Carlisle, acting by and through its Board of Selectmen, as approved by vote of the 2006 Annual Town Meeting. The Affordable Housing Trust ("Trust") is administered by seven Trustees, appointed by the Board of Selectmen.

The purpose of the Trust is to provide for the preservation and creation of affordable housing in the Town of Carlisle. In furtherance of this purpose, the Declaration authorizes the Trustees to acquire, by gift, purchase or otherwise, in accordance with the procedures set forth in the Declaration, real estate and personal property, both tangible and intangible, of every sort and description, for the preservation and creation of affordable housing in the Town of Carlisle.

In June 2012, the Trust accepted the resignation of Trustee James Bohn, Carlisle Housing Authority board member, with regret and great appreciation for his service. Carolyn Ing, also a member of the board of the Carlisle Housing Authority, was appointed as Trustee by the Board of Selectmen.

During 2012, the Trustees held nine meetings in the months of February, June, September, October and November. These are briefly summarized with context as follows:

February 2012

The Trust met to discuss the benefit to the Town of acquiring the Moseley-Goff property at 338 Bedford Road (Assessors Map 14, Lot 21) for affordable housing and other uses. The proposed affordable housing discussed for this site was a two-unit (ten-bedroom) group home for developmentally disabled adults. The Moseley-Goff property abuts the Town-owned Banta Davis (mixed use) and Fox Hill (conservation) properties. The Trust voted unanimously to authorize representatives to negotiate a Purchase and Sale Agreement for the property and to appropriate funds for a deposit and for legal fees for Special Town Counsel, Kathleen O'Donnell.

Banta Davis Task Force. In December 2011, the Board of Selectmen formed the Banta Davis Task Force (Task Force), to determine whether a non-age restricted affordable rental housing development would be feasible on the Town-owned, 38-acre Banta Davis property. The Task Force also was charged with seeking guidance from MassDEP as to whether a tie-in to the Carlisle Public Schools wastewater treatment facility would be permissible.

The Selectmen appointed Greg Peterson to the Task Force as representative of the Trust. The Task Force also included representatives

from stakeholders in future development from the Carlisle Public Schools, the Carlisle Housing Authority, the Planning Board and the Recreation Commission and a public member at large and was Chaired by John Williams from the Board of Selectmen. The Task Force held its first meeting in January 2012.

The Task Force made a request to the Trust for funding for engineering and legal consulting services needed to conduct its work. The Trust voted to appropriate up to $17,500 to the Task Force to pay for engineering studies and legal analysis costs associated with a site evaluation feasibility study.

June 2012 **Affordable Housing Forum**. In response to a request from the Community Preservation Committee to provide education on Chapter 40B and the 2010 Carlisle Housing Production Plan, the Trust coordinated an Affordable Housing Forum on June 2nd. Alan Lehotsky, Chair of the Carlisle Housing Authority; John Williams, Trustee; Kent Gonzalez, former Zoning Board of Appeals and former Planning Board member; and Mr. Peterson, Chair of the Trust gave presentations. Topics for presentations were: Chapter 40B fundamentals; the economics of affordable housing; and a proposed strategic affordable housing plan. Guest speakers, Leslie Fox, Selectman, Town of Boxborough and Angus Jenning, Director of Land Use Management, Town of Westford, spoke on their communities' affordable housing experiences. Representatives from most Town boards attended the event.

Banta Davis Task Force. The Task Force made a presentation to the Board of Selectmen with its finding (5 – 1 vote) that up to 50 units (79 bedrooms) of non-age restricted rental housing with a tie-into the Carlisle Public Schools wastewater treatment facility, and a public water supply well with protected Zone 1, was feasible (as both a civil engineering and legal matter) using only limited portions of the Banta Davis property (approximately 5.7 acres, plus the public water supply well Zone 1 area), and without relocating any of the existing recreational fields or parking area and without using the large, multi-acre cleared area west of the upper parking area.

338 Bedford Road – Moseley-Goff property. The Trust voted to enter into a Purchase and Sale Agreement for 338 Bedford Road, with a closing date of April 2013. Douglas Stevenson, John Williams and Greg Peterson were authorized by the Trust to negotiate an agreement on behalf of the Trust with the owner and to take the lead for the Trust in conducting due diligence and seeking funding authorization from Town Meeting and Town voters.

NOAH Benfield Farms. In April 2012, the Department of Housing and

Community Development (DHCD) announced that the NOAH Benfield Farms project received One-Stop funding in the amount of $2.6 million. In June, the Trust supported the Housing Authority in the development of the Benfield property License Agreement, enabling NOAH to commence the well drilling, well testing, permitting, engineering and design and other tasks needed prior to the DHCD financial closing. The Trust also supported the Benfield Farms project via a Grant Agreement with NOAH, allowing the disbursal of the first tranche (up to $115,000) of the Community Preservation Act funds ($425,000 appropriated to the Trust by the 2008 Town Meeting), for development of senior housing on the Benfield property. Ultimately, NOAH brought the work funded by the Grant Agreement in under budget (expending approximately $85,000).

The Trust held a joint meeting with the Carlisle Housing Authority, to discuss the Affordable Housing Forum and a proposed 10-year strategic affordable housing plan.

September 2012

Greg Peterson, Chair, expressed gratitude to the Goff Family for allowing the Town to purchase land for a group home for developmentally disabled adults following the signing of the 338 Bedford Road Purchase and Sale Agreement. Following this announcement, the Trust met to discuss the due diligence needed before the Special November Town Meeting and Special General Election, and voted to appropriate additional funds to complete this work.

October 2012

The Trust met to discuss procurement and preparation for Special Town Meeting. In order to meet M.G.L. Chapter 30B requirements, it developed a Determination of Uniqueness for the 338 Bedford Road property. The Trust also received reports on the due diligence conducted for this transaction, i.e., well testing, septic testing; a Phase One Environmental Assessment and a Home Inspection.

Affordable Accessory Apartment Program. The Trust discussed an initiative to amend the Town's Affordable Accessory Bylaw for the purpose of clarification and to have the Bylaw conform to the Department of Housing and Community Development's Regulatory Agreement.

NOAH Benfield Farms: The Trust received reports that the Trust-funded test well had been drilled, on project permitting status, and that an Acknowledgment of Location and Confirmation of Easement Rights was being developed.

Strategic Plan. The Trust discussed a draft Chapter 40B Needs and Fulfillment Analysis, which had been developed by several of the

Trustees. This analysis included an estimate of the number of affordable housing units which need to be developed in the future in order to be in compliance with the 2010 Carlisle Housing Production Plan, and a timeline of the key events needed to develop these units. The Trust also discussed the rental housing data obtained from Concord by Staff person Elizabeth D. Barnett, showing that in Concord less than one child was added to the Concord and Concord-Carlisle public school systems for every three rental apartments added.

November 2012

The Trust held a joint meeting with the Board of Selectmen immediately prior to the Special Town Meeting. At this meeting, the five members of the Board of Selectmen voted unanimously to support the Special Town Meeting article to give the Trust $597,000 for the Trust to purchase the five-acre Moseley-Goff property (Assessor Map 14, Parcel 21) for affordable housing and other general municipal uses as allowed by the Trust – Moseley-Goff Purchase and Sale Agreement. Support for this article was subject to a Proposition 2 ½ debt-exclusion referendum to be held on November 27, 2012.

Special Town Meeting. John Williams, Selectman, made the motion and Douglas Stevenson seconded the motion for Article 1 to purchase the Moseley-Goff property. Greg Peterson gave brief presentation to Special Town Meeting on the proposed purchase which outlined the parameters the Purchase and Sale Agreement as well as how this purchase would assist the Town in implementing the 2010 Carlisle Housing Production Plan. The Purchase and Sale Agreement allowed up for: up to two units (ten bedrooms total) of an affordable housing group home; road access to the Banta Davis property and infrastructure connections; a community/senior center; and recreational uses. The Housing Production Plan is a Department of Housing and Community Development compliance agreement between the Town and state, which stipulates that in order receive Chapter 40B certification, allowing the Zoning Board of Appeals to exercise a "safe harbor;" the Town needs to produce nine affordable units a year. The Special Town meeting motion passed.

Special General Election. On November 27, 2012, under Massachusetts General Laws Chapter 59, Section 21C (k), the Town of Carlisle held a Proposition 2 ½ debt-exclusion referendum to give the Trust $597,000 to purchase the Moseley-Goff property. The referendum passed 198 yes to 48 no.

Policy and Program Development

Beginning in the Summer of 2012, Trust members Greg Peterson, Chair, and John D. Williams gave presentations to, and sought input regarding the draft proposal for a long-term affordable housing strategic plan from each of the Carlisle Public Schools, the

Conservation Commission, the Board of Health, the Finance Committee and the Planning Board.

Financials

Income

Appropriation of CPA funds for position of Housing Coordinator (also supports the Carlisle Housing Authority)

2011- 2012 Town Meeting CPA Housing Coordinator Salary Appropriation	$50,000.00

CPA Affordable Housing Development Appropriation Account Balances

Account	Balance as of	
	7/1/2011	6/30/2012
Community Housing	$40,659	$26,356.81
Affordable Accessory Apartment Program	$90,000	$90,000
Benfield senior housing infrastructure	$425,000	$425,000

Expenses

Salary –Housing Coordinator	$50,000

Fiscal Year 2012 CPA Affordable Housing Development Appropriation - Expenses

Community Housing	$14, 302.19*
Affordable Accessory Apartment Program	$0
Benfield senior housing infrastructure	$0

Members:
Greg D. Peterson, Chair, trustee
James Bohn, Carlisle Housing Authority, trustee (January 2012 to June 2012)
John Gorecki, Board of Selectmen, trustee
Timothy F. Hult, Board of Selectmen, trustee
Carolyn Ing, Carlisle Housing Authority, trustee (July 2012 to December 2012)
Peter Scavongelli, Board of Selectmen, trustee
Douglas A.G. Stevenson, Board of Selectmen, trustee
John D. Williams, trustee

COUNCIL ON AGING

The mission of the Council on Aging (COA) is to provide advocacy and support services to help Carlisle elders live dignified and independent lives. The COA strives to continually improve the quality of life for Carlisle's seniors, by identifying the needs of the population and matching available resources, both public and private, to meet those needs.

What is the Council on Aging?
The Council on Aging is both a department within the Town of Carlisle reporting to the Town Administrator and also a Board of Directors composed of volunteers appointed by Carlisle Selectmen. Councils on Aging were established under Massachusetts General Laws, Chapter 40, Section 8B to coordinate and carry out programs designated to meet concerns of the aging in coordination with programs of the Department of Elder Affairs and the Commission on Aging established under General Laws, Chapter 6, Section 73.

Carlisle's Council on Aging department consists of four office workers, including: a part-time Outreach Coordinator, a part-time Transportation Coordinator, a part-time Administrative Assistant, and beginning in July of 2012 a full-time Director. A fifth employee, a part-time Licensed Social Worker, works remotely on an as-needed basis (partially funded by a town warrant article and partially through a grant from the Concord Carlisle Community Chest). Several part-time van drivers are also employed by the COA.

Along with the policy direction, advice and support of the Council on Aging Board of Directors, the COA carries out a multitude of programs for the benefit of Carlisle seniors and other residents to provide for social interaction, intellectual and cultural stimulation and physical exercise. The COA also coordinates with other existing area organizations such as Minuteman Senior Services to address senior health and safety issues through outreach, referral and local presentations. The COA provides transportation assistance for both seniors (those age 60+) and adults with disabilities. As the Town's de facto social services organization, the COA also acts as a resource for food and fuel assistance for residents of all ages.

Who are we serving, and what is a senior anyway?
The definition of a "senior" varies widely. People often think of a senior as someone who has reached the prototypical mid-sixties, retirement age. In fact, that view is changing as some towns and cities in the Commonwealth use age 55 and up for their senior service barometer. Carlisle follows the guideline of the Executive Office of Elder Affairs for Massachusetts, which counts people age 60 and over as seniors.

Because so many people are living longer, it is not uncommon for the COA to be helping those in their 60s and 70s that are caregivers for parents who are in their 80s, 90s or even older. As of late 2012 Carlisle's senior population stood at about 1,280; an increase of almost 25% from the 2010 US Census figure of 1,030. Growing at a rate of about 10 over age 60 residents every month, Carlisle seniors now represent close to a quarter of the town's population.

How We Are Funded?
The Council on Aging is supported through the Carlisle Town budget, a departmental revolving fund, and a combination of organizations that provide grants, led by the *Friends of the Carlisle Council on Aging* (FCCOA), which is a 501c (3) non-profit organization devoted to helping Carlisle seniors. In 2012, grant support was also provided by the *Concord-Carlisle Community Chest* and the *Executive Office of Elder Affairs* through its State Formula Grant program. Lastly, the Carlisle COA also received a grant through the Town's affiliation with the Lowell Regional Transit Authority, known as the LRTA, which subsidizes a significant portion of our transportation program for seniors and adults with disabilities. The COA gratefully acknowledges the help and support of all of these organizations.

COA Staff:
Director - 35 hours per week
Outreach Coordinator - 30 hours per week
Licensed Social Worker - Up to 8 hours per week–Funding: Town and a CCCC* grant
Transportation Coordinator - 25 hours per week – Funding: Town and LRTA** grant
Administrative Assistant - 12 hours per week
Part-time drivers - 20 to 30 hours per week – Funding: Town and LRTA grant
Note* CCCC = Concord Carlisle Community Chest
Note **LRTA = Lowell Regional Transit Authority

Volunteers
Over 5,000 volunteer work hours each year are coordinated by and through COA staff. Over 100 people lend their time and efforts to help out with COA activities, programs and events. Some help other departments either/both as volunteers and as part of the Senior Tax Worker program. It is no exaggeration to say that Carlisle volunteers save the Town a lot of money. If volunteers were actually paid for their time at a minimum wage of $8 per hour these workers would save the Town over $40,000 and if performed by staff at even the Town's lowest salary grade category of $15.48 the town would incur $77,400 more in overhead. Our volunteers are a true blessing for Carlisle and those that they help!

Changes at the Council on Aging during 2012
Fiscal year 2012 saw a significant personnel transition for the Carlisle Council on Aging, with a turnover of three of our four office staff members. Former Director, Debi Siriani resigned in May after two and a half years working in Carlisle. We thank Debi for all her good work and wish her good luck in the future. The new COA Director, David Klein, became the department's first full-time employee in July. The hours of the new Transportation Coordinator, Deborah Farrell, were also increased, going from 19 to 25 hours weekly. New Administrative Assistant Marna Sorenson joined the COA late in the year. Marna replaced Bonnie Hanson Courtemanche who left in the fall. The expansion of the Transportation Coordinator role was subsidized in large part by a grant from the Lowell Regional Transport Authority, or LRTA. The LRTA also sold the Town a 10 passenger bus at very low cost to provide the Council on Aging a second transport vehicle with which to help seniors and disabled individuals in the Carlisle community.

This, in combination with our volunteer "Friendly Driver" program has given the department additional flexibility to help our senior clients with their medical and other transportation needs.

COA Accomplishments

Additional staff hours have helped us in trying to keep pace with the growing demand for all manner of senior services including many that are financial or social in nature. Our Senior Tax Worker program has been increased from 16 to 25 slots. By dividing slots whenever possible we were able to place 31 senior workers in positions to assist town departments. With the continued generosity of Gaining Ground we were able to help 21 families through the *Food for Families* program, a 40% increase from the 15 families in the prior year. Other accomplishments include:

Transportation–The Council on Aging transportation capacity continued to expand through our partnership with the Lowell Regional Transit Authority (LRTA), which helped us acquire a very low cost second COA van. During 2012, the COA provided or coordinated 1,252 rides (rides are defined by state transit authorities as one way trips). Most of the rides were provided on COA vans; however about 10% were done through Carlisle's "Friendly Driver" program, in which volunteers drove seniors to medical and other appointments. On Fridays the COA van takes Carlisle Seniors and adults with disabilities on a local shopping trip free of charge.

Outreach – Including telephone calls, and both incoming and outgoing face to face visits, the COA Outreach Coordinator had approximately 4,000 client contacts, or about 333 per month during 2012. This included about 230 calls or meetings helping Carlisle residents with either food or fuel assistance (note: almost 15% of the food or fuel assistance was for non-senior residents of Carlisle). It also included over 300 calls or meetings to coordinate volunteer efforts in town and about 50 cases of coordinating Medicare enrollments through the State's SHINE program (SHINE stands for Serving the Health Information Needs of Elders). COA Outreach also either made or coordinated over 300 calls or volunteer visits to Carlisle Seniors. The COA also lent out over 140 pieces of donated medical equipment during the year.

Senior Tax Worker Program - The Council on Aging coordinates the town's Senior Tax Worker Program, which places seniors in town departments where they can work to earn up to a $700 property tax break. The good news for the town is that when the Tax Workers finish their required hours they often continue to work volunteer hours in their assigned departments, creating a great win-win situation by saving the town from having to pay more in wages and benefits.

Meals on Wheels – This past year saw the Council on Aging volunteer MOW drivers deliver about 250 meals to homebound Carlisle seniors. The meals are obtained through Minuteman Senior Services and are delivered on Tuesdays and Thursdays.

Nutrition - Participation in Council on Aging nutrition programs continues to expand as more people are attending COA breakfast, coffee and lunch programs. The COA gained

a new sponsor for one of our monthly lunches, Chelmsford Crossing, who provided their own chef to create wonderful congregate meals that spurred a 33% increase in attendance from 45 to 60 people for that one lunch program alone (subsidized by Minuteman Senior Services). Several of our COA meals are subsidized by the Friends of the Carlisle Council on Aging and other meals are prepared and served at both Minuteman and Nashoba Valley Tech High Schools. We want to thank our wonderful COA lunch, breakfast and "coffee" volunteers who do such a great job month in and month out!

Exercise – The Council on Aging provides reasonably priced and in some cases, subsidized exercise classes (again through the Friends of the Carlisle COA) in everything from Cardio and Fitness to Intergenerational Tap Dancing and Yoga. The COA's Zumba and Senior Approach to Martial Arts classes were new in 2012 and we even have a Ballroom Dancing class, which is free, thanks to volunteer instructors Barry & Cynthia.

Health – The Council on Aging holds free blood pressure clinics several times per month and once every other month the COA sponsors a podiatry clinic for seniors, which is partially subsidized by the Friends of the Carlisle Council on Aging. Health related lectures are held at various times of the year at the library or alternative COA locations. Additionally, the COA works with other town departments, particularly the Health Department and the Housing department to aid in programs that have proved helpful to seniors and non-seniors alike. Minuteman Senior Services, CHNA 15, Community Teamwork, Inc. and the Salvation Army have been strong partners as well.

Technology - Towards the end of the year the COA purchased an automated tracking system called *My Senior Center*, which is used by many of the COAs and Senior Centers across the state. When used over an extended period, this system will more efficiently help us to compare program and even participation differences from month to month and year to year, which in turn will help evaluate the relevancy of our programming.

Travel– Travel coordination was once again provided by the Council's on Aging own Joanne Willens. During 2012 the COA sponsored local trips to places such as: The Peabody Museum, the Tall Ships in Boston, the Mapparium at the Christian Science Monitor, the Stoneham Theatre, the Fitchburg Art Museum, the Tower Hill Botanic Garden, Ogunquit, Maine, Newburyport, Massachusetts Outlets, and Portsmouth, New Hampshire and the American Textile Museum.

Cultural & Informational Programs – The Friends of the Carlisle Council on Aging and the Friends of the Gleason Public Library often times collaborate to fund community and cultural events. Those that came to fruition during 2012 both at the Library and at three of Carlisle's wonderful churches: St. Irene, Congregational, and First Religious Society included: "Community Reads" as well as seminars on Winemaking & Buying, Housing Options, Gardening, Education, History, Health and legal matters, such as health care proxies.

Communications – Without doubt, one of the strengths of the Carlisle Council on Aging is the strong mix of mediums of communication that are utilized, including:

- **COA Newsletter**–The Carlisle COA produces an eight page Newsletter called the *Carlisle Connection* that is delivered to about 800 senior residents each month. Once a year we produce a special issue that is delivered to every resident in Carlisle. The Connection strives to give topical and interesting information related to upcoming COA events, programs, and activities. Call the COA, if you would like to be added to our mailing list, or go to: http://seekandfind.com/directory/carlisle-council-on-aging to subscribe and receive email updates when an electronic version of the newsletter is available.

- **Cable Television** – The Council on Aging films a Carlisle COA cable show on a monthly basis via CCTV. The show, as many know is directed by longtime and estimable host, Bert Williams and produced by several Senior Tax Workers and at least one volunteer with technical assistance from Lindsay Alaimo and the folks at CCTV. During 2012 the COA's Outreach Coordinator lined up interesting guest speakers such as Police Chief Fisher, Housing Coordinator Elizabeth DeMille Barnett, Recreation Director Holly Mansfield, Librarian Martha Patten, Old Home Day coordinator Dave Reed, Acton Pharmacist Saad Dino and Board of Health Director Linda Fantasia. If there's something interesting and helpful that you would like to publicize to the rest of Carlisle, consider contacting the COA about appearing on our cable program.

- **COA Website** – The Council on Aging utilizes Carlisle's "Virtual Town Hall" website to store and relate information that seniors and their caregivers hopefully find useful. Included is a recently completed COA Resource Guild that may be found by going to: http://www.carlislema.gov/Pages/CarlisleMA_COA/index. Also check out the current and back issues of our Carlisle Connection Newsletter that are available on the site.

Finally, the Council on Aging is proud to participate in programs and activities that help out and inspire a wide range of Carlisle residents including an Intergenerational Poetry Program held at CCHS (with funding from the Concord Carlisle Community Chest) each spring and a newly augmented, strong and active partnership with Carlisle's Fire, Police, and Health Departments during emergency and disaster events. Twice over the past eighteen months, in conjunction with the Health department and the Local Emergency Planning Committee the COA has helped set up and organize volunteers to run a shelter for Carlisle residents at the public school. COA staff are also the first line of communication for residents that sign up for the Fire Department's "special needs" list to see if they need Police or other assistance during extreme weather events.

COA Board Members
Elizabeth Bishop, Chair
Abha Singhal, Vice Chair
Verna Gilbert, Treasurer
Elizabeth Aquaviva, Secretary

Associate Board Members
Jim Elgin
Natalie Ives
Sandy McIlhenny
Phyllis Goff

Mary Daigle
Peggy Hilton
Liz Thibeault
Jean Sain
Joanne Willens
Tom Dunkers
Lillian DeBenedictus

HISTORICAL COMMISSION

The main roles of the Carlisle Historical Commission (CHC) are to act as the Historic District Commission for the Carlisle Historic District, which primarily includes the town center, and to act as the Historical Commission for the town as a whole.

The Historic District was created to preserve and protect the distinctive characteristics and architecture of buildings and places that are significant in the history of Carlisle; to maintain and improve the settings for such buildings and places; and to encourage designs compatible therewith.

In its role as the Historic District Commission, the CHC receives, hears, and rules on applications for alterations to structures within the Historic District. During 2012, the CHC reviewed three new applications, and issued three Certificates of Appropriateness. The applications reviewed by the Commission were:

- Reviewed, modified and approved an application for fence, walkway and roof replacement for a Town Center residence.
- Reviewed, modified and approved an application for a first stage of extensive restoration of an historic Town Center home, the first phase including roof replacement, as needed and other stabilization measures.
- Reviewed, modified and approved an application for a screen porch and deck at the back of the parsonage of the First Religious Society

In addition to reviewing applications, the Commission also held informal discussions on several potential applications, providing guidance to residents of the Town and representatives of certain Town organizations. It provided input for the Town's update to Carlisle's Open Space and Recreation Plan, proposing that the Plan include the creation of an improvement and ongoing maintenance plan for the Town Common, and the Commission offered to lead in that effort. It also provided input from an historical perspective to a proposal before the Planning Board to construct a Conservation Cluster in one of the Town's earlier neighborhoods.

Later in 2012, the Commission also began planning an outreach program to all residents of the Historic District for the purposes of introducing them to the Historic Commission, explaining its role, jurisdiction, answering some common questions, and providing contact information to assist the residents. The outreach information is to be finalized and distributed in early 2013.

The Commission extends its sincere thanks and appreciation to all those who have worked diligently to preserve the historic character of Carlisle, and particularly to the residents of the Historic District for their appreciation of the historical importance of the Town Center.

Members: Nathan Brown, Chair, Geoffrey Freeman, Neal Emmer, Ken Grady & Jack O'Connor
Alternate Members: Duncan Grant & Annette Lee

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) heard and rendered decisions on six petitions as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40A (The Zoning Act), M.G.I. Chapter 40B (The Comprehensive Permit Act) and the Town's Zoning Bylaws.

The ZBA consists of three Full members that are appointed by the Board of Selectmen. Additionally, the Board of Selectmen may appoint up to four Associate members to serve on the ZBA. Associate members may attend all ZBA hearings and can serve as a Full member when a regular member or members can not sit for a particular hearing. All ZBA hearings are open to the public and are typically held the first Monday of the month at Town Hall when there is a petition to be heard. All hearings are advertised in the Concord Journal, Lowell Sun or Carlisle Mosquito for two consecutive weeks prior to the hearing. Additionally, the ZBA hearing is posted on the Town Clerk's Bulletin Board no less than fourteen days in advance of the scheduled hearing. *The Rules and Regulations of the Town of Carlisle Zoning Board of Appeals* and the *Town of Carlisle Zoning Bylaws* are available from the Office of the Town Clerk for a nominal fee. These documents are also available on the official Town of Carlisle website, www.carlislema.gov, under the "Boards and Committees" menu.

The ZBA is not charged with the enforcement of the Town's Zoning Bylaws. Rather, the Building Commissioner has the initial responsibility for interpreting and enforcing the zoning bylaws. This responsibility includes the duty to enforce the conditions of a variance or special permit issued by the ZBA. If a townsperson has reason to believe that the zoning bylaws or conditions directed under a special permit or variance are not being complied with, the appropriate process is to make a written request to the Building Commissioner to enforce the zoning bylaw or conditions in question. The Building Commissioner's decision is subject to review by the ZBA.

As of January 2012, the Board was comprised of Kevin T. Smith, Chair, and Ed Rolf with one Full member position vacant. The Associate Board members were Emmanuel Crespo, Lisa Davis Lewis and Martin Gilligan. In June of 2012 the Board of Selectman accepted the resignation of Ed Rolfe, and appointed Lisa Davis Lewis and Martin Galligan as Full members and Steven Hinton as an Associate member.

In 2012, the Board held a total of six hearings, addressing the matters listed in Table 1. Table 2 lists a brief summary of the outcomes of each petition heard by the Board. Table 3 lists all active special permits.

The Board would also like to offer our sincerest thanks and appreciation to the other Town departments, staff and Boards that have provided their guidance and leadership upon various occasions.

Looking forward, the Board, in its adjudicative role in support of land-use planning for Carlisle, will remain mindful of its responsibilities to be fair and equitable in the application and administration of local and State zoning ordinances.

Table 1: 2012 Petitions heard by the Zoning Board of Appeals

Petitions Heard by the Zoning Board of Appeals					
	Granted	**Denied**	**Withdrawn**	**Extended/Review**	**Active**
Petitions for Variance	1				
Applications for Special Permits	5		1		
Comprehensive Permits					
Comprehensive Permit Modifications					
Appeal of Administrative Decision					
Earth Moving					
Totals	**6**	**0**	**1**	**0**	**0**

Table 2: 2012 Hearings

Applicant or Petitioner	Date of Hearing	Date of Decision	ZBA Action	Expires
J.J. Supple	4/2/12	5/11/12	Grant of a special permit under zoning bylaws Sections 6.3 and 7.5 for the construction of a garage at 111 Sunset Rd.	
Kevin Stacey	4/2/12	5/14/12	Grant of a special permit under zoning bylaw Section 3.2.2.0 for the continued operation of a landscape business at 570 West St.	4/2/17
Charles H. Bradley	4/2/12	12/5/11	Withdrawn request for re-issuance of a special permit under zoning bylaw Section 3.2.2.7 to operate a 1-2 doctor animal hospital at 998 Bedford Rd.	
Scott Jenney	4/2/12	5/14/12	Grant of a special permit under zoning bylaw Section 3.2.2.9 for the continued operation of a landscape business at 303 Brook St.	4/1/15
David Kitrosser	4/2/12	5/11/12	Grant of a special permit and variance under zoning bylaws Sections 6.3 and 4.3 ton construct a garage at 778 Lowell Rd.	
Joe Fiedrich	6/4/12	7/10/12	Grant of a special permit under zoning bylaw Section 6.3 to construct an addition at 20 Red Pine Dr.	
Susan and Peter Blankenship	8/6/12	8/21/12	Grant of a variance under zoning bylaw Section4.3.2 to construct a garage at 233 Nowell Farme Rd.	

Table 3: Active Permits

Name	Location and Type of Permit	Expiration Date
Kevin Stacey	Landscaping Business 570 West Street Special Permit	4/2/17
Scott Jenney	Landscaping Business 303 Brook Street Special Permit	4/1/15 *11/11/13
The Red Balloon First Religious Society	Preschool 27 School Street Special Permit	4/1/14
Bonnie Jacobellis	Horse Stable and Boarding 164 Fiske Street Special Permit	12/6/16
Peter L. and Margit Morey Healthy Pet Co.	Animal Hospital 988 Bedford Road Modified Special permit	11/1/15
D-Kon Realty Trust Richard DeFelice Robert Koning	Building for U.S. Post Office 70 Bedford Rd Special Permit	6/30/18
Kathryn Dennison	Riding Academy and Stable 78 Sterns St. Special Permit	12/6/19
Red Magnolia Realty Trust William and Dean Luther Carlisle Auto Body	Automotive Body Repair Shop 673 Bedford Road Special Permit	11/1/17
Angelo and Lillian DeBenedictis	Day Care Center 3 Carleton Rd. Special Permit	6/1/13
H. LaRue Renfroe Assurance Technology	Professional Offices 84 South Street Special Permit	No date; review *2/6/14

*These permits require periodic review of conditions for adequacy, without which the permit expires prematurely. The first date is the expiration date for the permit; the asterisked dates are premature expiration dates if no review of conditions has been applied for.

Members:
Lisa Davis Lewis, Chair
Martin Galligan, Full member
Kevin Smith, Full member
Emmanuel Crespo, Associate member
Steven Hinton, Associate member

PUBLIC SERVICE
and
SAFETY

POLICE DEPARTMENT

To the citizens of Carlisle, I am honored to present this report detailing the work accomplishments and achievements of the Carlisle Police Department for the year 2012.

The Police Department utilizes traditional enforcement methods, Community Policing concepts, and Problem Solving strategies to combat crime in Carlisle. The Police Department employs ten (10) full time sworn officers and nine (9) part time sworn officers to deliver and exceptional level of law enforcement services to our community. From January to December 2012, the Police Department handled 10,035 calls for service.

Our mission remains: "To provide professional police service in partnership with the community through mutual respect and cooperation." Our department takes a proactive approach to solving crimes as well as deterring them before they happen.

We appreciate the support of our community partners including: the citizens of Carlisle, town departments, Communities for Restorative Justice (C4RJ), Domestic Violence Victim Assistance Program, and the Northeast Massachusetts Law Enforcement Council (NEMLEC).

Our Inspector continued to provide his expertise and training for any resident interested in the proper installation of a child seats. Over the past year, the inspector installed over 20 child seats. We also assisted other towns with this program.

Department members received important annual use-of-force and firearms training. Our sworn members attended a 4 day annual in-service training at the Lowell Police Academy. Some of the specialty training received by members included: 2 officers attended interviewing school, the Lieutenant and one Sergeant attended 2 week Leadership Schools at Roger Williams University, and 1 officer attended domestic violence prevention training.

There are over fifty cities and towns that make up the Northeast Massachusetts Law Enforcement Council (NEMLEC). Carlisle has been a member of the organization since 2003. Regional law enforcement councils provide an effective resource for towns and cities of all sizes. NEMLEC provides assistance to member communities with Special Weapons & Tactics (SWAT), Regional Response Team (RRT), School Threat Assessment Response System (STARS) and cybercrime investigation. Sergeant Stephen Mack is currently assigned to the Rapid Response Team (RRT) and Chief Fisher is currently assigned as the Assistant Control Chief for SWAT & RRT.

We stopped 594 more cars in 2012 than we did in 2011. Our officers issued over twice as many warnings (2108) than we did last year (1014) and almost twice as many citations, 172 compared to 89. Our citizens called in 155 more suspicious activity reports in 2012 compared to 2011. We had fewer residential breaking and entering reports and no reported thefts from motor vehicle complaints last year. Our residents are important

partners to preventing crimes in Carlisle and we appreciate their vigilance and commitment to watching out for their neighbors.
The accomplishments set forth in this report could not have been met without the extraordinary contributions of the police officers and civilian dispatchers at the Carlisle Police Department. I am very proud of the dedicated and compassionate work they perform each day.

We look forward to providing Carlisle residents and guests the highest level of professional law enforcement services. We will strive for crime reduction through proven techniques and approaches. Solving quality of life issues and working closely with the public is our goal. We sincerely appreciate the support we receive from our community. It is this cooperative effort that makes our community a special place to live and work.

STATISTICS

	2011	**2012**
Accidents	82	93
Alarms	389	324
Animal Complaints	318	283
Assault & Battery	2	0
Breaking & Entering:		
Residential	7	5
Vehicle	1	0
Court Activity:		
Arrests	13	14
Citations	89	172
Warnings	1,014	2,108
Restraining Orders	0	3
Court Hearings	133	141
Disturbance Calls	64	57
Domestic Disputes	16	13
Property Checks:		
House Checks	2,026	2,090
Business/town buildings	7,635	7,734
Larcenies:		
General	17	25
Motor Vehicle	0	0
Liquor Violations	43	1
Drug Violations	12	2

Log Entries	10,871	10,035
Missing Persons	2	4
Malicious Destruction	31	29
Motor Vehicle Stops	1,930	2524
Psychiatric Concerns	7	9
Suspicious Activity	403	558
Obscene/Harassing Phone Calls	15	17
Traffic Complaints	110	94

FIRE DEPARTMENT

Personnel

At year end our roster is at 25. We were very fortunate to have two new firefighters appointed during 2012; David Canavan of Pheasant Hill Lane and Eric Hedblom of Westford Street. These individuals have completed their emergency medical technician training and are a welcome addition to the staff. While David began training on the ambulance operation, Eric enrolled in the Massachusetts Firefighting Academy Call and Volunteer Recruit Training Program which provides the firefighter with over 130 hours of intensive education and training in basic firefighting skills. Eric graduated in December and we congratulate him on his accomplishment. In October, we said goodbye to Lieutenant Robert Trainor as he retired from the department with over 30 years of dedicated service. "Bobby" served first as an auxiliary in 1982 and then progressed to a regular firefighter in 1987, and was certified as an EMT in 1987. In 1995 Bobby was appointed to the position of lieutenant becoming an integral part of the command staff. His training continued and he became certified at the Firefighter I/II level in 2007. To fill the position I appointed Matthew Svatek of Sunset Road. Matthew has been a member of the fire department since 2005 and was clearly the most suited candidate for the position. Matthew is certified from the Massachusetts Firefighting Academy at the Fire Officer I & II levels. His responsibilities will be overseeing the self-contained breathing apparatus training and maintenance program as well as the training and maintenance on the thermal imaging camera and various hazardous gas detection meters. In October, we also welcomed the department's very first administrative assistant; Sandy Savage of Rutland Street. Sandy has quickly become an essential and welcoming support for the chief and deputy chief. In December we said goodbye to John D'Auria of Chelmsford. John served for five years and left for an opportunity in firefighting at a neighboring community. We thank John for his contribution and wish him well in his future endeavors.

This has been a difficult year for staffing. Several firefighters and EMT's have been on leave due to either injury, illness or other compelling personal matters. At times it was difficult to maintain our minimum staffing level and the department finds itself asking the remaining staff to be available and do more calls. I am pleased to report that with the outstanding dedication of the members, we have been able to cover all of the calls for this year. I wish to take this opportunity to thank those who have gone above and beyond the call of duty to cover the emergency response needs of our citizens over the past year. We have an active recruitment program and are currently seeking additional individuals who might have the time to commit to serving the community by becoming involved with us.

I have been working with the Personnel Board, Selectmen, and Finance Committee to review the compensation of the Deputy, Captain, Lieutenant's and EMS Coordinator's positions. The compensation of these positions is significantly out of line with like positions. The fire department is not part of the Town's wage and compensation plan and a comprehensive review of the positions, with regard to compensation has never been done

Apparatus
Our new Engine 6 was delivered on January 31st and was put into service after training and orientation was completed. Unfortunately it had to be taken out of service on several occasions for warranty work. Now back in full service, this four wheel drive vehicle has the ability to pump ample water over long distances to attack brush and wood land fires. In addition the truck carries foam for use on specific types of fires. We are fortunate to have the delivery of our new pick-up truck which replaced our 1997 vehicle. This new vehicle is used as a command and service vehicle.

Fire Prevention
It has been a very busy year in the fire prevention area, with the increase in inspections required in our public facilities and a number of other inspections required in the new State fire prevention regulations.

For fiscal year 2014, I am creating a part time fire prevention/inspection position. In December the job description for this new position was submitted to the personnel board for review and approval. This part time position is necessary due to the limited part-time hours of the Chief. In addition the State this year developed a training and credential program for individuals conducting fire prevention and inspection activities. As our community grows, especially with new housing, the area of inspections and fire prevention activities will increase. In addition to public facility inspections other areas requiring inspections include: oil burners and oil tanks, LP tanks, smoke and carbon monoxide detectors on real estate sales, fire alarm systems, sprinkler systems, blasting, and fuel oil tank removals.

Projects
While the school expansion and renovation project came to a close in the fall the department responded to a total of 18 false alarms from the construction during the summer months. With the completion of the school project we now have a source of water in the form of an on-site 80,000 gallon cistern. This is a huge fire protection benefit to the Town. The new Spalding building is fully fire sprinklered and is one of the safest buildings in town due to its construction and modern fire protection systems.

We met with the developer and engineer on the Benfield Farms Project and completed a preliminary review of the fire protection system requirements. In December, we reviewed a plan for a Conservation Cluster on Long Ridge Road and lastly; we are working on a project utilizing the help of our senior tax workers to map all of our water sources utilizing GIS.

In February, we received $103,000 worth of firefighter self-contained breathing apparatus. This equipment is state of the art, lighter, and uses the latest technology. We were awarded a grant from the Federal Emergency Management Administration (FEMA) to purchase this equipment which allowed us to replace our 15 year old equipment.

Emergency Management

We experienced Hurricane Sandy in October and Carlisle declared a State of Emergency. The Local Emergency Planning Committee (LEPC) met before the onset of the storm and each day to participate in a conference call with State officials who provided us with weather information and available resources. We worked very closely with the Massachusetts Emergency Management Agency, Region 1 in Tewksbury and our local resources. Blackboard Connect was used several times to update and advise residents via telephone, text and e-mail during the storm. N Star has a new on-line portal which is now used by the emergency management director to report power outages and wires down. The LEPC is headed by the fire chief as the director and includes, Douglas Stevenson, Board of Selectmen, Tim Goddard, Town Administrator, Chief Fisher, Carlisle Police Dept., John Luther, Building Commissioner, David Klein, COA Director, Linda Fantasia, Board of Health Agent, Gary Davis, Supt. of Public Works, and Alan Lewis (HAM Radio Officer). This dedicated group of individuals makes a very powerful team to assess the situation, plan and direct the Town's emergency responses. During the storm some lost power for a few hours while many lost it for much longer. The LEPC expressed its displeasure to the commissioner of the Department of Public Utilities regarding the utility companies' lack of response to the emergency conditions around town during the first 24 hours. We found this unacceptable and are continuing to work with the utility to improve their service to Carlisle.

Fire Alarm Codes

The fire alarm code system has been updated. The new listing can be found on our web page, at the Town web site www.carlislema.gov

Preventing False Fire Alarms

During the calendar year the department responded to 65 residential fire alarms. This is the second largest number of responses to calls for the department. Almost all of these alarms are preventable and we seek your help in reducing them.
The department would like to make the following suggestions in this effort:

Maintaining Your Fire Alarm System and Preventing false Alarms

- Be careful when cooking.
- Have contractors cover smoke detectors before works begins to prevent dust contamination
- Have your fire alarm system cleaned, inspected, and tested at least once each year
- Replace smoke detectors that are 10 years old
- Be sure that your alarm service contractor calls the fire department before working on/or testing your system

Don't forget to uncover the smoke detectors after the work is complete!

Always remember to call your alarm monitoring company before testing your system to prevent a false alarm and fire department response.

Calls & Statistics

We ended the calendar year with a total of 410 calls. The department responded to 228 fire calls and 182 emergency medicals. During Hurricane Sandy in October, the station was staffed around the clock. We responded to a total of 60 calls for assistance from our residents in a 24 hour period. On July 9th we had a two alarm structure fire on River Road and in December we fought a three alarm structure fire on Cross Street. At both of these fires we activated our Emergency Canteen Team to provide food and drink for the emergency personnel at the scene. We are very grateful to Captain Supple, Larry Bearfield and Robin Emerson of Fern's as well as Molly and Catherine Sorrows, and Liz Bishop for responding to our call. The service they provide is not only welcome, but so very much appreciated by everyone on the department.

We experienced several unforeseen expenses during the last six months of the year. These included a computer server crash, a hurricane, and two structure fires 18 responses to false alarms and the inspection time necessary to see the school project to completion was extraordinary. Finally the hours required to review the Benfield Farms Project has impacted the budget as well.

As the department grows in terms of vehicles and people we face cramped quarters and difficult conditions for conducting department business. In addition there is a severe lack of storage space within the building and the mechanical room cannot hold any more equipment. We experienced difficulty in trying to bring the new municipal fiber cable into the station this fall.

The Central Middlesex Emergency Rescue Authority's Advanced Life Support system is now in its third year. Procedures were implemented on July 1st in accordance with the new State Law requiring public safety answering points (PSAP's) to provide emergency medical instructions to the 911 caller when appropriate. This is called EMD or Emergency Medical Dispatch. The goal is to provide appropriate pre-arrival emergency medical instruction over the telephone to the individual calling. In many cases this instruction can be lifesaving prior to the arrival of emergency responders. Carlisle dispatchers answering 911 calls determine the nature of the call and then transfer the call to Pro-EMS. Pro-EMS provides the EMD as a service to the Town. The dispatcher may stay on the line with the caller while the EMT's, ambulance and police are dispatched.

EMT's received training on new regulations regarding Medical Orders for Life Sustaining Treatment (MOLST). These new regulations allow a person to have medical orders developed in conjunction with their physician that directs their care should they have a sudden illness or injury and need to be transported to the hospital in an emergency. More information may be found at http://molst-ma.org/about

Our annual Open House was held on October 20th thanks to the efforts and support of the Carlisle Firefighter's Relief Association. Many residents attended and took the opportunity to see the apparatus, equipment, and speak with the firefighters. The highlight of the afternoon was Peter Robinson from A.C. & M Fire Equipment of Acton who once again provided a spectacular and rare opportunity to learn about portable fire

extinguishers, their use and application. The demonstration included live fires and the use of the portable fire extinguisher. Refreshments were served and literature on various fire safety related topics was available. In addition, the department used this venue as an opportunity for individuals interested in becoming involved with the department to learn more. I'm happy to report that two individuals came forward and are currently going through the candidate selection process.

I have completed my tenth year as your fire chief. It is important to note that Deputy Chief White provides essential support to the chief's position during the year. I am very appreciative of his help and support in the daily operations of the department. Since we have no full time staff it is also important to note the work of the officers in assisting with the management of the department. Thanks need to also go to Captain Supple, Lieutenant Koning, Lieutenant Svatek and EMS Coordinator Rubenstein for their hard work and dedication to the smooth operation of the department. I am thankful too for each and every one of our firefighters and EMT's. Carlisle is truly blessed to have this group willing to be available to respond to their fire and emergency medical needs during the year.

David R. Flannery
Chief of the Fire Department

CARLISLE FIRE DEPARTMENT

2012 Cumulative Call Totals

TYPE OF CALL	YTD TOTAL	% OF GT
APPLIANCE FIRE	1	.2%
ASSIST AT MEDICAL EMERGENCY	1	1%
BRUSH / GRASS FIRE	0	0%
CARBON MONOXIDE ALARM	21	5%
CHIMNEY/WOODSTOVE FIRE	0	0%
ELECTRICAL FIRE / INSIDE	0	0%
FUEL SPILL / LEAK	2	.5%
GAS LEAK	2	.5%
HEATING / OIL BURNER PROBLEM	0	0%
INVESTIGATION	50	12%
MOTOR VEHICLE ACCIDENT	18	4%
MOTOR VEHICLE FIRE	3	.7%
MUTUAL AID TO OTHERS	5	1%
MUTUAL AID TO CARLISLE	4	.5%
RESCUE, WATER, ICE, ETC.	2	.5%
RESIDENTIAL ALARMS	65	16%
SMALL OUTSIDE FIRE	4	1%
SPECIAL SERVICE	4	1%
STRUCTURE FIRE	2	.5%
WATER PROBLEM	1	.2%
WIRE PROBLEM	43	10%
FIRE CALLS SUBTOTAL	**228**	**55.6%**
AMBULANCE CALLS SUBTOTAL	**182**	**44.4%**
GRAND TOTAL	**410**	**100%**

DEPARTMENT OF PUBLIC WORKS

The Department continued to perform its regular responsibilities which include tree maintenance, the care of the cemetery public grounds and the Transfer Station. This year Bingham Road and E. Riding were resurfaced along with sections of Westford Street.

During the year 2012 there were 19 interments**.**

ENVIRONMENT and RECREATION

CONSERVATION COMMISSION

The Carlisle Conservation Commission is a seven-member town board appointed by the Board of Selectmen for three-year terms. This year Lee Tatistcheff joined the Commission to fill the position left by the departure of Debra Kimbrell Anderson. Lee brings engineering experience as well as active gardening experience. The Commission continues to provide the town with experience in engineering, farming, environmental law and education, wildlife biology and habitat protection.

The Commission regularly meets in the Town Hall at 7:30 pm, year-round, generally on the second and fourth Thursdays of each month. In addition to its responsibility for management of Carlisle's conservation lands, the Commission's major time commitment involves the administration of the Massachusetts Wetlands Protection Act (MGL Ch 131 s 40), the Carlisle Wetlands Protection Bylaw, and their regulations. In 2012 the Commission members met 21 times for the purpose of permitting projects and for decisions regarding the management of Conservation lands. The Commission continues to receive and review filings for projects with increasing complexity due to development of land with sensitive areas such as wetlands and rare species. These projects can require multiple continuances, peer reviews and site visits to adequately address all of the relevant conservation, habitat and wetlands issues they present.

In 2012, the Commission had the following permitting activity:

ACTIVITIES	2010	2011	2012
Applications			
Notice of Intent/Order of Conditions	22	12	23
Amendments to OOC	2	0	5
Request for Determinations	8	12	10
Resource Area Delineation(ANRAD)	0	0	0
Order of Resource Area Delineation	0	0	0
Certificates of Compliance	18	24	13
Extensions to Orders of Conditions	4	0	0
Enforcement Orders	7	2	2
Emergency Certifications	5	5	6
Conservation Restriction Violation	0	2	2
Project denials or appeals	1	0	0
Conservation Land Use Permits	24	10	24
Camping Permits	0	0	1

Property owners proposing projects which will alter the area within the 100-foot Buffer Zone of a Bordering Vegetated Wetland or other wetland resource areas including within 200 feet of a perennial stream, must submit an application to the Conservation Commission for review prior to the start of work. Although sometimes not well understood by property owners, altering these areas includes tree and shrub removal. This law, bylaw and regulations were promulgated to provide a process to ensure protection of public water resources. Failure to apply to the Commission for a permit can lead to enforcement action, a potentially time-consuming activity for both the property owner and the Commission. This year, in addition to the usual projects involving new home construction or home additions, the Commission reviewed and permitted several projects for tree removal.

The Conservation Commission receives fees for wetland filings to help offset the expenses to the town of managing wetlands filings. In 2012 the Conservation Commission turned over to the General Fund over $10,000 received from the fees.

A priority land project during 2012 was working with the Carlisle Conservation Foundation (CCF) and the Sudbury Valley Trustees (SVT) to apply for funding from the Local Acquisitions for Natural Diversity Grant Program (LAND) to assist the town in purchasing a Conservation Restriction on 9.03 acres of land to be owned by SVT and located along the shores of the Concord River. This project was the culmination of several years of work on the part of many people. During the 2012 Spring Town Meeting the project received approval for $150,000 from the Community Preservation Act. Approximately $200,000 from other grants, donations and pledges have been received by CCF and SVT toward this effort and the Conservation Commission had voted to expend $45,000 from its Conservation Fund. In early December the town was informed that the project fell just below the funding cut off line; a great disappointment. By year's end, the Conservation Commission, CCF and SVT determined to work to make the project successful.

Land Management:
Another Conservation Commission major initiative this past year was addressing exotic invasive plants. The Commission developed a special Continuing Condition to be issued with wetlands permits to address invasive plant removal on private properties by their owners. They also funded a project to clear field edges on Foss Farm Conservation Land that were rife with many varieties of aggressive invasive plants and undertook a more intense mowing regime of Towle Field for that purpose as well as to attempt to control noxious poison ivy.

Cranberry Bog Conservation Land: This property, now owned by the town for 25 years, was the focus of much Conservation land management during 2012. Structural repairs of the Cranberry Bog House paid for with CPA funds authorized at the 2010 Spring Town Meeting were begun in 2011 and nearly completed by the end of 2012. Preservation of this 108-year-old historic structure is critical to the current and future management needs of the Cranberry Bog. This project was overseen by the Cranberry Bog Preservation Committee, with Land Stewards Warren Lyman and Debbie Geltner,

with important specialty volunteer expertise provided by both Larry Sorli and Alan Ankers, and support provided by Tim Goddard, Town Administrator and Sylvia Willard, Conservation Administrator. The project was sufficiently completed to be able to host the CCF Annual Meeting at the house in May.

This year representatives from both the Carlisle Conservation Commission and the Chelmsford Conservation Commission continued to meet for the purpose of developing better communication concerning management of our abutting conservation properties that share wetland ponds and waterways. Because the cranberry bog agricultural operation is dependent upon obtaining adequate water from upstream through its deeded water rights, Carlisle was particularly concerned when it was learned in late 2011 that the Chelmsford Water District was again applying to install public water supply wells on their land located off Barnes Terrace and abutting the Chelmsford Cranberry Bog Reservation. This subject took up much of the interaction between the two towns during 2012 and the Commission and the Carlisle Board of Selectmen were sufficiently concerned that special counsel was retained to represent Carlisle's interests. The wells proposal had previously been advanced and then temporarily withdrawn in 1999 and 2000. At this year's end Carlisle was notified that the Chelmsford Water District was again temporarily withdrawing their proposal.

A notable addition for trail users at the bog was provided by long-time Carlisle resident Janet Lovejoy who donated three large granite blocks for use as seats for rest and quiet contemplation along the trails at the bog. These have become a great asset to the bog trails and the Commission is grateful for her generous contribution.

Control of dogs being exercised by their owners or paid walkers has increasingly become a problem and the Conservation Commission continues to attempt to address this concern. Signs have been posted to encourage proper dog etiquette and it is hoped that this will help.

During an unseasonable late October 2011 storm event, a bog dike overtopped and failed which resulted in emptying the reservoir behind it. After failing to receive USDA funding, the lessee for the property, Mark Duffy, initiated the dike repair himself, and it was nearly complete by year-end with the reservoir behind it filling.

The 20-year agricultural lease agreement with Carlisle Cranberries is due to expire by June, 2015. In light of that, the Conservation Commission advertised for and received nine applicants volunteering to assist with crafting a new agricultural agreement for the bog operation.

Foss Farm Conservation Land: The Conservation Commission continued to provide community gardening at Foss Farm on over 100 plots. Revised rules, promulgated for the 2010 growing season continued to receive an annual review in order to insure that the Commission provides the best gardening experience possible for all who wish to garden in this agriculturally important soil. The gardens continued to be turned over by farmer Mark Duffy, and, again this year, ably managed by Jack O'Connor with assistance from

Ed Humm and Carol Foster. As result of the revision in 2010 of the Community Gardens Rules, a complaint filed with the Massachusetts Commission Against Discrimination (MCAD) by two community gardeners. Answering the complaint necessarily used a great deal of time on the part of the Conservation Commission, garden manager and staff during 2011 and early 2012. On July 5, 2012 the Conservation Commission received notification that the MCAD had dismissed both cases.

Projects to control invasive plants began during the summer and extended into the late fall. Land Steward Lynn Knight applied for and received a grant from the Cooperative Invasive Species Management Area program (CISMA) to assist with the expense of invasive species control. Volunteers cut an area of dense growth of European (aka glossy) Buckthorn followed by a licensed applicator from New England Wildflower Society immediately treating the stumps with an herbicide. As mentioned earlier, during the fall of 2012 the Conservation Commission funded a land-clearing firm to remove invasive plant growth from the perimeter of the field adjacent to Rt. 225, near the Concord River as well as near the Community Gardens. This significantly increased the area for farming, provides better visibility into the field from the roadway and allowed for installation of a new trail to better connect the two sections of Foss Farm for all users. Further invasive plant clearing took place east of the Community Gardens and along the edge of the access road to the Community Gardens.

Foss Farm Conservation Land is still one of the most frequently used conservation properties by individuals, by groups and for research activities. The winter of 2012 provided no snow for cross country skiing, but did continue to be used for dog training by several sled dog teams during cold weather, an activity begun on the property for more than twenty years prior to town ownership and still ably coordinated by Bob Dennison. The Old North Bridge Hounds Club was also given a permit to train at Foss Farm. The North Bridge Pony Club continues their planned youth-oriented equestrian training and events in the pony ring, dressage ring, open and trail areas. Their spring 2-Phase event is impressive to watch and their work to maintain the portion of the property they use is appreciated. Foss Farm again was the site of the annual spring evening Woodcock Walk organized and led by Conservation Commission member Tom Brownrigg and his wife D'Ann in order to see and hear the Woodcock's display. Other nature walks were held during the year as well. In November Carlisle Cub Scouts held their annual daylong rocket launch event. Again in 2012 the area near the dressage ring at Foss Farm was observed for bio-surveillance training. A resident colony of non-stinging, ground nesting wasps, Cerceris fumipennis, has been monitored for this purpose by the U.S. Forest Service and Massachusetts Division of Conservation and Recreation (DCR) for the past several years. The purpose is for early detection of the invasive insect the Emerald Ash Borer. It is interesting to note the wide-ranging activities and studies made possible by Carlisle's conservation lands.

Towle Field: Ground nesting bobolinks have been in decline over the past few years and again in 2012 there was no evidence of nesting. The Conservation Commission used this opportunity to allocate additional funds for more aggressive mowing of Towle Field for better control of invasive buckthorn and noxious poison ivy. Again in 2012 the sugar

maple trees planted on Towle Field many years ago by local Boy Scouts were tapped by Gaining Ground, Inc. a Concord based provider of fresh produce to needy families. Their buckets could be easily seen from Westford Street and added to the scenic rural vista along that roadway in late winter.

Greenough Conservation Land: Use of the Greenough Barn continues to be a puzzle that resists solution. Its presence consumes valuable time by both the DPW and the Police Department in order to keep the structure safe. A skating shed placed on the property many years ago was determined to be no longer useful at the site and was removed and repurposed by the DPW.
Two small agricultural fields on the property have returned to hay from corn by our licensed farmer.

Fox Hill Conservation Land: With cooperation from our Fox Hill farmers, the Carlisle Public Schools cross country team was given permission to train around the perimeter of Fox Hill, providing an off-road training opportunity for the young runners.

As noted in the chart above, the Commission issued 24 Conservation Land Use Permits for activities on conservation land. These activities included nature walks, star gazing, CCHS educational programs, Pony Club activities including lessons series and a Two-Phase event, Cub Scout rocket launching, rescue dog training, sled dog training, bird watching, public moonlight walks, a wedding at Greenough by the shore of Greenough Pond, and activities connected with scientific research at Foss Farm. This year the local Boy Scout troop received a permit to winter camp on Town Forest land after a five mile hike from Lowell Road. This was the first time the recently adopted camping regulations had been tried and the commission was pleased to provide the camping opportunity to the scouts. Land Use Permits have been and are a valuable resource for future reference by the Conservation Commission.

Town Forest: In October the Town Forest was significantly damaged by winds associated with Hurricane Sandy. Countless very large pine trees were blown over; cutting off trail use and causing damage that will be seen for many years to come. A herculean effort by volunteers organized by the Trails Committee cleared the trails for use, but a countless numbers of trees have been destroyed.

Benfield Conservation Land: Some activities associated with the proposed development of Benfield Farms are planned to take place on the Benfield Conservation Land. A public water supply well was installed. Planning and design was done for the leach field of the housing septic system, monitoring wells required by the Carlisle Board of Health and the conduits connecting the septic field and well with the housing complex near South Street. This placed the Conservation Commission in the sometimes challenging position of being the property holder as well as the permittee for applicants other than themselves. With a planned construction start date of as early in 2013, there were many meetings held during 2012 where the Benfield issues were addressed and site visits conducted.

Although not on the Conservation Land, a large boulder considered to be ceremonial by the Native American peoples and located within the cart path access to the Benfield Conservation Land, adjacent to a Certified Vernal Pool and Bordering Vegetated Wetland had to be moved aside in order to allow access by construction vehicles for the well drilling rig and for installation of the septic field for the housing. The activity required many visits to the site and careful planning by all the interested parties. In the end, wetland alterations did occur and wetland restoration was required.

The Conservation office, through its staff, Sylvia Willard, Administrator and Administrative Assistant, Mary Hopkins, continues to provide support for the members of the Conservation Commission as well as the public. The office is an important communication link between the Commission and the public, with project engineers, town boards and committees, with State and Federal agencies and with land trusts which have land or interests in land here in Carlisle. These include the Carlisle Trails Committee, the Conservation Restriction Advisory Committee (CRAC), MA Department of Environmental Protection (DEP), Department of Conservation and Recreation's (DCR) Great Brook Farm State Park, the Carlisle Conservation Foundation (CCF), The Trustees of Reservations (TTOR), Sudbury Valley Trustees (SVT), New England Forestry Foundation (NEFF), U.S. Fish and Wildlife Service, National Park Service, the U.S. Army Corps of Engineers, Carlisle Cranberries, Inc. and, of course its busy subcommittee, the Land Stewardship Committee. The staff also assists the Commission with the town's Site Plan Review process for non-residential property use. It also reviews proposed regulatory changes by state agencies, participates in advisory groups such as the Town Advisory Group established to review, in concert with other boards, development projects when requested to do so by any town department.

In addition to the above, the office is relied upon on a daily basis for wetlands or conservation restriction information on specific properties by area realtors and potential home-buyers and for information about conservation lands. Homeowners planning future projects review old files maintained by the office as far back as 1973 containing helpful information accrued from years of wetland filing activities.

In February the Commission conducted its annual interview with farmers with which it has agreements to work on Conservation lands. The Commission is grateful for our farmers' efforts to maintain the lands' agricultural value. John Bakewell and Kevin Brown, Mark Duffy, George Fraser, and Dick Shohet, all helped the commission to continue the town's desire to maintain its rural character by supporting, encouraging and promoting agriculture in Carlisle, as stated explicitly by a 1994 Town Meeting resolution. Also appreciated was the work done by Jack O'Connor to manage the land clearing project at Foss Farm and for organizing installation of an additional well at the Community Gardens.

The Commission sponsored public events during the year: an annual evening Woodcock walk on Foss Farm by Commission member Tom Brownrigg and the Riverfest Sunrise Canoe Trip on the Concord River in June which included a river visit to the river's edge

of the proposed Elliott Preserve. The visit was rewarded with long look at a juvenile Black-crowned Night-Heron, the first recorded observation of that bird in Carlisle.

The Commission continues the public Conservation Coffees on the second Tuesday of most months at 7:30 AM in Town Hall. During these coffees, interested residents and invited speakers meet informally to discuss a broad range of local environmental, wildlife and land use subjects. For these coffees we were again able to bring to Carlisle, professionals from state agencies and others to inform residents about their specific areas of expertise. We were fortunate to have this year: Pat Huckery of the Massachusetts Division of Fisheries and Wildlife on living with wildlife, resident geologists Tony Mariano Sr. and Jr. speaking about the geology of groundwater resources in Carlisle, Diana and Andrew Rodgers the new farmers in residence at the historic Clark Farm, members of the Massachusetts Canine Response Team who train on Carlisle lands, naturalist Kay Fairweather speaking about her just published book on Carlisle wildlife and a panel discussion on strategies for removing invasive plants in town.

Carlisle has many special wetland habitats called vernal pools and to date 70 vernal pools have been certified, giving these outstanding resources enhanced protection. This year 10 new pools were certified by the Natural Heritage and Endangered Species Program (NHESP) with observational documentation submitted by conservation commission member Tom Brownrigg, from Department of Conservation and Recreation (DCR) personnel at Great Brook Farm State Park and by Natural Heritage personnel on East Street. Most pools were on public land, but some were on private land and were certified at the request of the property owner.

On Old Home Day, the Conservation Commission presented the Annual Conservationist of the Year Award to Warren Lyman for his leadership of the Cranberry Bog House preservation project. In addition, this year the Commission presented a Junior Conservationist of the Year Award to Claire Brandhorst for her many years of effort to make road traffic aware of a significant turtle crossing near her home.

The Commission continues to be pleased with the outstanding efforts made by their subcommittee, the Land Stewardship Committee. Their work is outlined in detail in their own report located elsewhere in this 2012 Town Report.

Members:
Kelly Guarino, Chair
Luke Ascolillo, Vice-chair
Peter Burn
Tom Brownrigg
Jenifer Bush
Tom Brown
Lee Tatistcheff

CONSERVATION RESTRICTION ADVISORY COMMITTEE

The Conservation Restriction Advisory Committee (CRAC) advises the Town on the acceptance of new conservation restrictions (CRs) and monitors those conservation restrictions held by the Town. The committee strives to educate CR-holders and the general public regarding the benefits of conservation restrictions, namely, preservation of open space, scenic vistas and wildlife habitat.

As part of the committee's mission statement, the committee has as its goal to visit each Town-held CR every five years. It is also a goal of the committee to have in its membership designees from the Planning Board, Trails Committee and the Conservation Commission, which the committee currently has, but is still lacking in the elusive seventh member, as also strived for in the mission statement.

Violations of CRs are a continuing concern. A Violation found during inspections this year is currently being pursued to have corrected.

Inspections were completed on:

CR3	June 23
CR21 and 25	September 1
CR59	September 22
CR2	October 6

Members:
John Keating (chair)
Wayne Davis (secretary)
Ken Harte
Jenifer Bush (Conservation Commission Member)
Marc Lamere (Trails Committee and Planning Board Member)
Carolyn Kiely

The committee is grateful for the assistance of Sylvia Willard, Conservation Commission Administrator.

LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee (LSC) was created as a permanent sub-committee of the Conservation Commission (Cons Com) in December 2005. The charter of the LSC is to support Cons Com in managing Town-owned conservation land. LSC currently has seven members; three appointments were renewed in 2012 and two appointments are coming up for a three-year renewal in June 2013.

In keeping with the mandate to support Cons Com, LSC members have been involved in helping to produce an updated Open Space & Recreation Plan, the completion and approval of conservation land OPDMD (other power-driven mobility devices) regulations, the preservation of an historic structure on conservation land, the eradication of certain invasive species at Foss Farm, the completion of the conservation sign project, the analysis of some town parcels for conservation value, holding some public relations events, and helping to address various other land management issues.

In response to a new U.S. Department of Justice ruling, an LSC member worked with other Town committees to prepare rules for Town conservation land regarding OPDMDs. An OPDMD is any motorized vehicle or device that could provide access on trails for the disabled. The Town can define what kinds of OPDMDs are allowed based on five specific criteria. The overall goal is to provide a wide range of ways for the disabled to enjoy conservation lands while protecting the environment and other trail users. The Conservation Commission approved the OPDMD regulations for the Carlisle conservation lands on March 8, 2012.

Another stage of a major preservation and restoration project funded by CPA funds involving the 108-year-old Cranberry Bog House was completed this year. An *ad hoc* committee consisting of two LSC members, the Conservation Administrator, the Town of Carlisle Administrator and two Carlisle volunteer residents prepared bid invitation documents that were published in April 2011. A contractor was selected in June, and work by that contractor was essentially complete by the end of the year 2011. The work of this first stage included installing, upgrading, repairing, or replacing structural and other components of the building, including support posts, beams, joists, floors, sills, exits, roofing, gutters, windows and shingles. A second stage of work was initiated in 2012 to protect the work done on the Cranberry Bog House in the first stage. This work included upgrading the electrical system to reduce potential fire hazards, adding drywall to the storage room ceiling as a firebreak, installing a fire alarm system and fire extinguishers, and winterization of the plumbing system to avoid water damage. The second stage of the preservation effort was considered essential to protect the town's investment in the Cranberry Bog House and insure a safe environment for the residents of this dwelling. This preservation project is due to end in 2013.

The SuAsCo CISMA (Cooperative Invasive Species Management Area) is a partnership of organizations that intend to manage and control invasive species in the Sudbury, Assabet, and Concord (SuAsCo) watershed. The LSC participated in a proposal submitted by the SuAsCo CISMA to the National Fish and Wildlife Foundation for funds

to control invasive plant species on several parcels including Foss Farm. The proposed work at Foss Farm includes edge maintenance of the open areas targeting non-native invasive species including buckthorn, multi-flora rose, and oriental bittersweet. Funds were granted to Carlisle for a multi-year removal effort. The LSC partnered with the New England Wildflower Society (NEWFS) to produce a management plan for this project. The first phase of this project was completed in 2012 with assistance from the NEWFS. A second phase is scheduled for 2013. The LSC is also working with volunteers on several town conservation lands to control a variety of non-native invasive plants.

The LSC embarked on a five-year effort in 2007 using CPA funds to add conservation signs where needed, restore old signs already in place, and replace deteriorated signs. This effort was needed to identify the conservation parcels used by the public, to meet the signage requirements of funding agencies and post regulations on each parcel so those regulations could be legally enforced. This endeavor was completed in 2012 and all unused CPA funds were relinquished to the CPC.

At the request of the Conservation Commission, the LSC is currently evaluating several small Town-owned parcels for conservation value. Most of these parcels are too small, too wet, or too difficult to access to be used for other purposes.

A member of the LSC continues to participate in the Carlisle-Chelmsford Joint Cranberry Bog Committee. The purpose of this committee is to share common management concerns about the adjoining cranberry bog conservation lands in the two towns and to maintain a continuing dialog with our neighboring town's conservation committee. An LSC member, a Carlisle Conservation Committee member and the Carlisle Conservation Administrator serve on this committee.

In addition to supporting Cons Com, the LSC sponsored a joint conservation committee meeting with the Cons Com, the Trails Committee, the Conservation Restriction Advisory Committee (CRAC) and CCF to share information and discuss land management issues concerning all the various committees and the local land trust.

Land Stewardship Committee members:
Dwight DeMay
Tim Donohue (Co-Chair)
Elisabeth J. Carpenter
Debby Geltner (Co-Chair)
Lynn Knight
Elizabeth Loutrel
Warren Lyman

HOUSEHOLD RECYCLING COMMITTEE

Solid Waste / Recycling

Carlisle generated a total of 2,804 tons of solid waste in 2012. There were 1,818 tons of trash taken to the NESWC incinerator for disposal and 985 tons were recycled. This was a recycling rate of 35.1%.

The following is the list of recycled materials for 2012.

Recycled Item	Tons	Revenue($/Ton)*	Total Revenue ($)*
Newspaper	70.8	+ 20.00	+ 1,416
Mixed Paper	183.6	+ 20.00	+ 3,671
Cardboard	153.3	0	0
Wood (Construction Debris)	271.0	- 72.00	- 19,510
Metal	88.4	+ 80.00	+ 7,075
Clear Glass	47.8	0	0
Colored Glass	80.8	- 35.00	- 2,827
Mixed Plastic	65.6	0	0
Aluminum and Tin Cans	10.6	+ 50.00	+ 532
Tires	5.95	- 125.00	- 744
Freon Units	7.61	0	0
TOTAL	----	----	(year-end) (- 10,387)

* The amounts received and total revenues are the year-end figures.

Historical Summary (Tons)

Recycled Item	2005	2006	2007	2008	2009	2010	2011	2012
Newspaper	192	190	162	155	117	92	90	71
Mixed Paper	229	219	214	189	183	179	166	184
Cardboard	143	141	128	151	155	155	161	153
Wood	343	351	281	314	292	344	321	271
Metal	123	124	110	99	105	99	86	88
Clear Glass	42	40	34	43	44	44	46	48
Colored Glass	66	70	66	73	74	74	76	81
Milk Jugs	5	4	4.6	7.4	5.4	7.1	----	
Mixed Plastic	36	29	34	47	39	28	55	66
Aluminum/Tin Cans	9	11	9.5	11	12	13	16	11
Tires	16	14	9.6	11	10	10	10	6.0
Freon Units	11	13	12	11	12	11	11	7.6
Recycle Total	1,215	1,206	1,064	1,111	1,097	1,055	1,037	985
Trash Total	2,035	2,028	1,882	1,838	1,795	1,890	1,874	1,818
Total Material	3,250	3,234	2,946	2,949	2,892	2,945	2,911	2,804
% Recycled	37.4%	37.3%	36.1%	37.7%	38.0%	35.8%	35.6%	35.1%

Other Activities

• An on-line recycling survey was conducted. The results are in the process of being reviewed.

• New recycling signs were installed at the Transfer Station in early summer. The signs were purchased with money from a Municipal Outreach Grant of $750 received from the State in 2012. The traffic flow at the Transfer Station is much improved since the Highway Department had previously moved the Swap Shed and adjacent roll-off containers further back, which provided a wider parking area.

• A book recycling bin was placed next to the Swap Shed. The bin was supplied by More Than Words Bookstore and Café (Waltham, MA). The Highway Department staff now put the Swap Shed books into the bin for re-use instead of disposing of them with the recycled paper. The books are retrieved by the Bookstore staff and resold at their Bookstore/Café in Waltham.

• The new Styrofoam collection bin has proved to be very popular. The ReFoamIt Company from Framingham, MA continues to pick up the material when the bin is filled. We have continued to collect a large roll-off container full approximately once a month. The weight is not substantial but it has diverted a large volume of material from the trash containers which must be hauled to the incinerator for disposal.

Members:
Robert Peary, Chairman
Daniel Scholten
Robert Wallhagen
Launa Zimmaro
Gary Davis (DPW)

PLANNING BOARD

The Carlisle Planning Board is a seven-member elected board with two positions for appointed Associate Members, supported by a Planning Administrator and a part-time Administrative Assistant. Massachusetts state statutes and the Town's bylaws establish specific responsibilities and requirements for the Planning Board.

The Board reviews and approves the division of land under the Subdivision Control Law (MGL Ch. 41) and the Board's Subdivision Rules and Regulations. It also serves as the Special Permit Granting Authority as authorized by the state Zoning Act (MGL Ch. 40A) and the Carlisle Zoning Bylaws for various types of land use and development petitions, including those for common driveways, conservation clusters, senior residential open space community developments, personal wireless service facilities, and accessory apartments. Under MGL Ch. 40, the Planning Board also must give its consent before any alterations are made to trees and stone walls along the Town's Scenic Roads. Further, the Planning Board serves in an advisory capacity to the Board of Selectmen for site plan review of non-residential development and for the acceptance of Town ways, and to the Zoning Board of Appeals for Comprehensive Permits for affordable housing development under MGL Ch. 40B. The Zoning Act also requires the Board to guide the process of Zoning Bylaw amendments through Town Meeting.

Beyond these responsibilities, the Planning Board is also charged by state law (MGL Ch. 41) to "make careful studies and when necessary prepare plans of the resources, possibilities and needs of the town, and…submit to the Selectmen a report thereon, with its recommendations." This charge also includes the Board's responsibility to prepare, from time to time, a master plan or study plan of the town. Although the most recent study plan was adopted by Town Meeting in 1995, the Planning Board regularly works with other boards in the preparation of more focused and contemporary plans that are required by the Commonwealth. These include a Housing Production Plan approved by the state in 2010 and a comprehensive update of the Open Space and Recreation Plan undertaken this year and expected to be completed in 2013.

Mission

The Board's overall responsibility under state law is to protect the health, safety and welfare of Carlisle's residents. Guided by the General Laws of the Commonwealth, the Zoning Bylaws, the Study Plan, and citizens' comments and concerns, the Board strives to preserve and enhance the integrity of Carlisle's character through the use of its regulatory tools, while also safeguarding property owners' rights. To achieve these goals, the Board recommends and, as applicable, requires changes to development proposals through the permitting process. Board members and staff strive to work with project proponents, technical advisors, other Town officials, and citizens to shape development projects so as to preserve resources and minimize negative impacts upon the community.

2012 Development Overview

Consistent with the above mission, the Planning Board has long emphasized its attempts to manage residential growth in Carlisle, rather than simply permitting it in response to development applications. Increasingly, tracts proposed for development in Carlisle have been either large parcels that long-term owners have kept out of development for many years or parcels with serious constraints on development such as extensive ledge or wetlands, minimal upland, and/or access issues. The latter category of parcels proposed for development, those with serious constraints, requires increased coordination among the land use boards to address often interrelated issues of stormwater management, water supply, sewage disposal, and surface water and groundwater protection.

From 2006 - 2008, the Planning Board experienced extremely high levels of land development permitting. However, in the past three years, 2010 - 2012, development applications have decreased markedly and a total of only 24 building permits for new homes were issued over the 3-year period. Therefore, most of the new building lots created since 2006 remain unsold, and there is a potential of 60-65 new, as-of-right dwelling units to be built in the future in permitted developments, primarily in the sections of town south and west of the town center.

While in 2012 the Planning Board continued to oversee the buildout of roadways and other infrastructure at previously-approved developments at Hanover Hill, Greystone Crossing and Chestnut Estates (see table summarizing Carlisle's development status below), its focus this year was on several overarching development issues of importance to the town. These included:

- Mapping both current land use and historical development trends in an updatable GIS format (in conjunction with the Assessors and the Open Space and Recreation Plan Committee);
- Documenting and categorizing existing public and private ways and assisting in the determination of which Town services should be provided to homes on public and on private ways (in conjunction with the Selectmen);
- Appropriately controlling, consistent with the Towns' Bylaws, the use of accessory residential units and structures on single-family lots, including accessory apartments, guest houses, and employee dwellings (in conjunction with the Building Commissioner); and
- Authorizing uses and access roadways by special permit where the uses and/or ways are already in existence.

More specific reports on many of the above Planning Board efforts will follow below.

Affordable Housing

The Planning Board has continued to be active in the Town's efforts to create affordable housing while protecting the Town's residents from negative impacts from projects that could be developed under Chapter 40B of the Massachusetts Statutes ("Comprehensive

Permits"), which allow a developer to override Town bylaws or regulations. The Board undertook a major initiative from 2009 – 2011 to coordinate development regulations town-wide to achieve the above goals. This included the preparation and adoption of a set of development regulations to achieve "horizontal alignment" across the land use boards, as applicable, and resulted in (1) a set of common development standards, (2) guidelines for the use of interdisciplinary Town Advisory Groups (TAG's), and (3) a shared agreement for the reimbursement of project review expenses by all applicants. These three components were integrated into revised Comprehensive Permit regulations adopted by the Board of Appeals, and the Planning Board's drafts of the second and third components were each adopted by the Board of Health and the Conservation Commission.

The Planning Board also prepared similar but more comprehensive sets of amendments to its own Subdivision Rules and Regulations, and its rules and regulations governing special permits under which certain housing developments may also proceed, which include those for Conservation Clusters, Common Driveways and Senior Residential Open Space Communities (SROSC). In 2012, there were no new 40B applications and only one small Conservation Cluster application came before the Board—which was still pending at the end of December, so the revised regulations did not face any broad tests.

In other attempts to facilitate the development of affordable housing, the Board has continued to work this year with the Housing Authority and the Carlisle Affordable Housing Trust ("AHT") to create local regulations for affordable accessory apartments under deed restriction. Although this program in Carlisle was approved by the state near the end of 2008, the form of deed restriction and other details of the program acceptable to both the Planning Board and the Housing Authority were not approved in their final form by the state's DHCD. During 2012, a proposal from the AHT was put forth to amend the Zoning Bylaws to be consistent with DHCD's requirements, sufficient to get this program off the ground. The Planning Board expects to consult on such an amendment and shepherd it through the public hearing process for consideration at a future Town Meeting. To support another local initiative of the AHT, the Planning Board designated one of its members to serve on the Banta-Davis Task Force, which in May concluded it would be feasible to construct affordable housing on that Town land. Finally, in November, the Board endorsed an ANR Plan for the property at 338 Bedford Road to help facilitate the Town's acquisition of that parcel to be used in part for housing for handicapped DDS clients.

Planning with Partners

The Planning Board was again this year asked to support and/or take roles in several town-wide and regional initiatives that will benefit the residents of Carlisle. In January, at the Board of Health's request, the Planning Board agreed to be a collaborator in conjunction with the Concord-Carlisle League of Women Voters in securing and carrying out a Healthy Communities Planning Grant from the Northwest Suburban Health Alliance. This activity would have undertaken a community health assessment and planning process, but unfortunately Carlisle was not selected for funding this year. However, shortly thereafter the Board agreed to take a similar role in implementing a

MAPC/MDPH-sponsored Community Transformation Grant, a 3-town effort among Acton, Concord and Carlisle, overseeing a grant budget of $26,500 and a consultant team to produce a Regional Accessibility Plan to promote physical activity and wellness across the three towns. The final report and plan was published in November, and is an additional tool to guide the town's development. Another on-going effort, scheduled for completion in 2013 and overseen by the Conservation Commission, is a comprehensive update of the Town's Open Space and Recreation Plan. The Planning Board, particularly its Chair and staff, has had a substantial role in this effort, including updating from 2004 to the present the Town's GIS map database, as well as documenting the spatial development history of the town over time.

A wider planning process in which the Board's staff took a continuing role this year was Phase II of the 13-town MAGIC Suburban Mobility Transit Study. With significant assistance from the Council on Aging, the Board's staff conducted a town-wide transit survey among Carlisle residents and employees. The results of this survey as well as a report analyzing the potential opportunity of combining school and public transportation services in the MAGIC subregion to enhance suburban mobility were both published by MAPC in September. The planning process for the extension of the Bruce Freeman Rail Trail from its current terminus at Routes 225 and 27 in Westford through a short section in Carlisle and into Acton has also been proceeding this year. The acquisition of the right-of-way by Mass DOT is on a fast track, and the Board's staff and the Town Administrator have been working with neighboring towns to provide needed documentation for this action to take place. The Board looks forward to improved access for Carlisle's citizens to this alternative transportation resource in the near future.

Tracking Town Roadway History

A fundamental statutory responsibility of the Planning Board is to oversee the development of adequate roadways to permit access to land that then can be used for residential or non-residential development, as zoning bylaws may allow. Such roadways may eventually be public or private, but the process of "laying out" ways that may be accepted as public ways by the Town involves aspects of the Definitive Subdivision process administered by the Planning Board, specific actions of the Board of Selectmen who are also the Road Commissioners, and approval by Town Meeting, all pursuant to the General Bylaws. In the town of Carlisle, there are also a substantial number of lots accessed solely by private ways, many of which are common driveways created by easements and, in most cases since 1978, special permits issued by the Planning Board.

In 2012, a detailed examination of the status of the town's roadways was instigated by the Selectmen's reconsideration of its 1994 snow plowing and road sanding policy. In general, the Town plows and provides other services to public ways, but not to private ways. Nevertheless, a few private ways have been plowed regularly. The Planning Board had recommended over the years that this practice be halted, since the common driveways it has permitted and other private ways in town do not receive these Town services and there are equity, and possibly liability, issues to be considered. When the Selectmen agreed to address this issue this year, they began by asking the Planning Board to develop a comprehensive inventory of the town's ways, public and private. That effort

involved trying to match up the Board's list of roadways created by subdivision plans, the Board's common driveway database, the Town Clerk's street list, and the Massachusetts DOT inventory maintained by the DPW. Many of these sources were found to be out of date and/or incomplete, and, in the process, several previously undocumented "ways" were discovered. In August, the Board provided the Selectmen with a list of 97 public ways and 109 private ways, of which 89 of the latter are permitted common driveways. Staff has continued to refine this database, and it appears that there may be up to 10 additional private ways in existence.

The Selectmen formally voted in September to discontinue the plowing of all private ways effective July 1, 2013. They will continue into 2013 the development of a policy to formalize this decision. The Planning Board's staff assisted the residents of Cutters Ridge Road, one of the private ways which has been plowed by the Town, in their efforts to obtain future Town acceptance of their road as a public way, as that way may meet the requirements for acceptance set forth in the General Bylaws.

Construction Management

A substantial portion of the Planning Board's work involves the oversight of land development projects during the construction process until completion to ensure that each development is consistent with the Board's approval. In larger residential projects, this is an effort that may continue for 7–10 years, until construction of the homes in the development is completed. In 2012 the Planning Board received a request from the developer of the Hanover Hill subdivision for a final release of project security, and the Selectmen were asked to lay out two public ways in the subdivision for acceptance, when fewer than 10 of the 34 lots in the subdivision had been completed with homes. The Board advised the developer and the Selectmen that this was contrary to past practice and that subsequent construction damage to completed infrastructure could burden the Town with unforeseen costs. The developer, however, filed a formal request for release, which required the Board to prepare a formal response and, in consultation with Town Counsel, the Board denied the request. The Selectmen subsequently held a public hearing and voted not to lay out the ways.

The status of all current and proposed development, as of December 31, 2012, is summarized below:

Location	Lots	Name	Status
Subdivisions			
Westford St.	34 lots	Hanover Hill	Approved 2008; under construction
Special Permits - Common Driveways			
Off Cross Street	2 lots	#317 (no name)	Approved 1998; under construction
	2 lots	#129 & 131 (no name)	Approved 2007; under construction
Off Cross Street	4 lots	Trillium Way	Approved 2006, amended 2010; under construction
Off Rutland Street	4 lots 3 lots	Chestnut Lane Twin Beech Road	Approved 2007; under construction
Off Hanover Road (Westford Street)	5 lots 3 lots 2 lots	Sorli Way Gormley Way (no name)	Approved 2008; under construction
268 Fiske Street	2 lots	(no name)	Approved 2008, not built; permit extended to 2014
291 River Road	6 lots	Elliott Farms Way	Approved 2011, not built; permit extended to 2017
Special Permits - Conservation Clusters			
Cross Street	15 lots	Greystone Crossing	Approved 2006; under construction
Rutland Street	7 lots	Chestnut Estates	Approved 2007; under construction
Special Permits - Personal Wireless Service Facilities			
Sprint PCS			
27 School Street		Stealth installation within church steeple	Permit granted 2007, not built; permit expired
T-Mobile - Omnipoint			
886 Lowell Street		Stealth installation Within barn cupola	Permit granted 2007, not built; permit expired

Finances

Planning Board activities during 2012 generated a total income of $2,950 through application fees, all of which was paid to the General Fund. The Planning Board has no statutory mechanism to retain application fees, unlike many other Town boards, and is entirely reliant on Town Meeting appropriations to conduct planning activities.

Project review fees, which are held in special revenue accounts ("53G accounts") and limited to payment of the costs of technical review of submitted plans and project construction oversight by engineering consultants, were received in a total of $18,000 for 2012. Any funds remaining in this account allocated to a particular project are returned to the applicant once the development is completed or the approval lapses. As noted, none of these fees can be used for planning initiatives by the Town.

In 2010, the Planning Board had proposed a recurring warrant article to provide some funding previously covered under the Planning and Professional budget line item, eliminated in 2009 as part of budget cuts over the past several years. This article in the amount of $5,000 was approved at the 2010 Annual Town Meeting, and an equal amount was added at the 2011 Town Meeting. No additional funds were requested in 2012. These funds can be used for Board initiatives such as the need to review and revise local bylaws or regulations or to fund planning consultant services related to the needs of other boards. Examples of past projects of this nature are the development for the Selectmen of an RFP for Wireless Facilities on Town-owned land or rights of way, the revision to the Comprehensive Permit Rules and Regulations for the ZBA, and the preparation of LIP regulations for the Selectmen.

Overview of 2012 Board Activity

Traditional measures of Board activity in terms of permits granted, new lots or roadways created, development projects completed, or fee income derived do not reflect the majority of the business that the Planning Board normally undertakes. The following categorized summary gives a more accurate picture of that work, much of which was generated by initiatives taken by the Board itself to support its permitting functions and Planning Board services requested by and provided to other Town and regional agencies.

Applications to the Board: Approval Not Required (Subdivision) Plans

- **338 Bedford Road – 2 lots**

Other Applications to the Board

- **Common Driveway Special Permit, 362-366 River Road – 2 lots**
- **Common Driveway Special Permit, 871 Bedford Road – 2 lots**
- **Conservation Cluster Special Permit, 100 Long Ridge Road – 4 lots**
- **Accessory Apartment Special Permit, 54 Judy Farm Road (reauthorization)**

Public Hearing not Associated with Permit Applications

- **Scenic Road alterations – 38 Cross Street**

Planning Board Construction Oversight

- **Hanover Hill roadways, common driveways, footpaths, trails, and drainage infrastructure buildout**
- **Response to request for release of security and certification of completion of improvements at Hanover Hill subdivision**
- **Greystone Crossing Conservation cluster (off Cross Street), common drives, trail, footpath and drainage infrastructure buildout**
- **Chestnut Estates Conservation Cluster, common drives, trails and infrastructure buildout**
- **362-366 River Road, common driveway conversion and maintenance**

Planning Board Initiatives

- **Continued detailed review of input toward second phase of amendments to Subdivision Rules and Regulations**
- **Considered filing appeal to ZBA decision to uphold Building Permit issued for second dwelling alterations at 389 River Road**
- **Preparation and review of preliminary draft amendments to Zoning Bylaws re: guest house and other residential accessory uses**
- **Assisted residents of Cutters Ridge Road to prepare documentation for possible acceptance of approved subdivision road as a public way**
- **Continued review of 2010 Open Meeting Law amendments and implementation of PB compliance, including review and implementation of procedures for remote participation**
- **Staff attendance at seminars and training by American Planning Association, Citizen Planner Training Collaborative, and Mass. Association of Planning Directors**
- **Research and evaluation of potential grant support for general land use planning activities**

Planning Support Services Provided to Other Boards, Departments, Towns and Regional Entities

- **Revised, at Conservation Commission request, the Board's 5-yr. Action Plan initiatives for the revised 2013 Open Space & Recreation Plan**
- **Provided documentation of all approved map changes from 1/1/04 – 12/31/12 to OS&R Plan Committee to prepare for update of Town's GIS database**
- **Prepared documentation and mapping of history of Carlisle development over time for OS&R Plan**
- **Worked with Assessors to integrate GIS mapping and annual tax map updates**
- **Reviewed and provided to Building Commissioner PB file information regarding accessory dwelling units at properties at various locations**
- **Provided recommendations to the Selectmen for the public hearing regarding the laying out of Hanover and Johnson Roads**
- **Reviewed, compiled, and provided to the Selectmen PB file information regarding status of all Carlisle public and private ways**
- **Reviewed and commented upon the Selectmen's policy on plowing public and private ways**
- **At request of Affordable Housing Trust, considered their presentation regarding a plan to address 40B challenges to the town**
- **Provided support for the Town's acquisition of property at 338 Bedford Road, including support for debt exclusion override, for various purposes including affordable housing**
- **Reviewed, at request of Housing Authority, a revised draft of Affordable Accessory Apartment proposed deed restriction**
- **Offered to collaborate with Board of Health in applying for and implementing Healthy Communities Planning Grant (not funded)**
- **Served on advisory committee with Board of Health to oversee consultant assistance in carrying out activities under 3-town MAPC/MDPH Community Transformation Grant**
- **Provided a representative to assist the Town Administrator in reviewing proposals for Town Counsel services**
- **Served on a Steering Committee to advise UMass Collins Center Town Government Efficiency Study**

- **Made a CCTV presentation on Council on Aging's Community Bulletin Board**
- **Provided continued support through the Town Administrator and in conjunction with Westford and Acton for plans to extend the Bruce Freeman Rail Trial through Carlisle**
- **Reviewed and supported revised Mass. Land Use Reform legislation (CLURPA)**

Other Business

- **Annual budget analyses and projections at request of Finance Committee**
- **Technology management, including but not limited to upgrades of office software and hardware**
- **Staff and Board member certification of completion of State Ethics Law training**

Membership

In the 2012 annual elections, two 3-year positions were available. Long-time member Tom Lane decided not to run again, but Nathan Brown opted for a second term and Dan Holzman, who had served on the Board from 1998-2004, also announced his candidacy. With their uncontested elections, the Board's experience and expertise continued at a high level. Unfortunately, Dan's tenure on the Board this time was brief, as he accepted an out-of state position shortly after the election, but continued to participate in meetings by a remote speaker phone connection until October, when he realized his absence from town would not be temporary and so resigned. However, in September, a former Carlisle resident newly returned to town, Karen Andon, offered to fill one of the Board's two vacant Associate Member positions. She served in this role for a few weeks, but upon Dan's resignation, was appointed as a full member until the 2013 election. This has left the Board again without any Associate Members, which continues to be a concern for the Board and for some of its special permit applicants, since there is no back-up in case a regular member is forced to miss a session of a continuing public hearing. With the Board's 2012 reorganization, David Freedman was re-elected as Chair and also to serve as Clerk, Nathan Brown assumed the Vice Chair position, and Marc Lamere was re-elected as Treasurer.

Planning Board members continued to emphasize the importance of maintaining liaisons with other boards and committees. David Freedman serves as liaison to the Selectmen and to the Recreation Commission. Michael Epstein is liaison to the ZBA and to Town Counsel. Jonathan Stevens is liaison to the Board of Health and to the Housing Authority. Jeff Johnson is liaison to the Carlisle Energy Task Force, while Marc Lamere is liaison to the Conservation Commission and to the Trails Committee. Nathan Brown represents the Board as a member of the Historical Commission and of the Long Term Capital Requirements Committee, and Marc Lamere is a member of the Conservation Restriction Advisory Committee. David Freedman is a member of the Open Space and Recreation Plan Committee and Jeff Johnson is the Board's representative on the Community Preservation Act Committee. Johnson also represents the Board and the Town on the Minuteman Advisory Group on Interlocal Coordination (MAGIC).

Support

The Planning Board benefits from high quality professional assistance, with several engineering consultants with a broad range of expertise available to assist in the technical review of the plans brought before the Board, work that is paid out of restricted special

53G accounts funded by applicants (with any unused funds ultimately returned to them). The Board uses the services of Nitsch Engineering, Inc., of Boston, and LandTech Consultants, Inc., of Westford. The Board also relies on the expertise of Town Counsel, Deutsch Williams Brooks DeRensis and Holland, to help interpret zoning and subdivision law and to represent the Board in litigation. Currently, there is no outstanding litigation against the Board.

The Planning Board's staff has continued to provide excellent service throughout the year. Planning Administrator George Mansfield has completed his seventeenth year providing professional support to the Board, and Gretchen Caywood, appointed as part-time Administrative Assistant in 2005, gives the Board the resources it needs to carry out its many duties. Ms. Caywood has also continued this year to perform the complementary role as part-time Assistant Town Clerk and Secretary to the Historical Commission.

The Year Ahead

During 2013, the Board will continue to confront the challenges of the changing needs and resources of the town. The Board expects to complete the update of its Subdivision Rules and Regulations—including the revision of stormwater management guidelines—to reflect best engineering practices and sustainability in land development activities, as well as to provide a firm basis for the review of comprehensive permits, as described above. The Board also expects to continue to provide planning advice to others in their efforts to interpret and amend the Zoning and General Bylaws to meet the needs of the Town. While it is difficult to predict the level of new development activity even though the economy has shown signs of some improvement, with the Town's ongoing long-range planning efforts, and with the expectation of continuing applications for affordable housing development and the build-out of approved projects—including the Benfield Farms 40B project and potential development at 338 Bedford Road, 2013 is expected to be another busy year.

In all matters, the Planning Board will, as in the past, be working with the Town's other land development, public health, and environmental protection agencies. In this manner, the Board's goal is to achieve cost savings through better coordination, as well as to preserve open space and rurality, provide a diversity of housing choices through a managed process, safeguard water quality and quantity, and control the fiscal and other impacts of new development upon the town.

Planning Board Members:	Associate Members:
David Freedman, Chair/Clerk	Vacant (2 positions)
Nathan Brown, Vice Chair	
Karen Andon	
Michael Epstein	
Jeff Johnson	
Marc Lamere, Treasurer	
Jonathan Stevens	

RECREATION COMMISSION

The Recreation Commission continues to develop and deliver a selection of fee-based arts & crafts, life skills and fitness programs to residents of all age groups. During the year 2012 there were approximately 1150 enrollments in combined winter, spring, summer and fall programs, which stayed consistent with the 2011 enrollments.

Operations ran smooth through 2012 with a staff of one, Holly Mansfield (Director).

We would like to take this opportunity to thank Rick Amodei (Chair), Mark Spears Dave Moreau, Noreen Ma and Kevin Smith for their continued efforts and dedication in serving on the Recreation Commission here in Carlisle.

Need for Fields still exists

It has been evident for the past several years that in Concord and Carlisle there is a lack of adequate practice and game fields to meet the growing demand for safe and functional athletic fields. For many years, Carlisle has been able to capitalize on the goodwill of our neighbors and utilize fields in Concord. With the increasing ratio of Carlisle youth participants in the joint Concord/Carlisle a program, Carlisle is further out of balance in the number of fields contributed.

Banta Davis, Spalding and Benfield

All three of these locations remain possibilities to satisfy future recreational field needs. Below is an analysis of current field usage and future needs.

Existing Fields & Facilities

Currently the Recreation Commission schedules and maintains one 90 ft baseball diamond, two 60 ft baseball diamonds, two softball diamonds and two multi purpose fields. In addition, the Commission maintains an asphalt running track, two tennis courts, a tot lot playground, an outdoor winter skating rink and a fitness cluster. In the past year of a stressed fiscal budget, the existing field resources began to show signs of wear and ill repair. To correct this, the RECCOM graciously accepted donations amounting of $5,000 each from the Concord Carlisle Youth Baseball and Concord Carlisle Youth Soccer organizations. These moneys will be applied to restorative maintenance in the 2013 season.

Needed Fields & Facilities

It is projected that over the next six years there is a need for two additional 60 ft baseball diamonds, one additional softball diamond, three additional multi purpose fields, two additional tennis courts, two outdoor basketball courts, a cross country running course, two paddle tennis courts, a skateboard facility and a playground for ages 5 – 10 year olds. The Recreation Commission is also committed to increasing user and spectator ADA accessibility to all recreational facilities.

The Recreation Commission is also beginning to investigate alternate facilities for the growing community educational programs and workshops. The programs currently use

the Carlisle School, St. Irene's Church, Great Brook Farm and the Town Hall, and expansion over the next few years will likely require resources not currently available. One possibility in the near term will be the Highland Building that will provide excellent resource space for several classroom oriented programs.

A five-year plan for fields

The plan for additional fields could be significantly reduced including the cost to maintain and support through the installation of an artificial surface at Banta Davis with lighting. This would likely reduce the need for two additional multi purpose fields and possible a 60' baseball diamond. In addition, participants would enjoy a significantly expanded spring season (starting in early March) and fall season (through early December) along with a safer more comfortable playing surface.

NOTE: Existing facilities are in bold. (Proposed facilities are in parenthesis.)

	90' Baseball	60' Baseball	Softball Child/Adult	Multi Purpose	Tennis/ Basketball Courts	Track	Equestrian
Spalding	1	1	1 + (1)	1/2	2		
Banta Davis		1 + (2)	1	1 + (1)	(4)	1	
Foss/ Conant/ Town Forest				(2)			2
Benfield				(1)			
New							
TOTALS:	1	4	3	5 1/2	6	1	2

Multi Purpose includes soccer, field hockey, lacrosse, flag football, frisbee, etc.

Fields and Facilities Maintenance

The Recreation Commission administers the contract for field fertilization and pest management, which during 2012 continued the organic program. A three-year contract for field maintenance (mowing, trimming, field refurbishments and management) will be awarded in the spring 2013.

BANTA DAVIS: The Recreation Commission has responsibility for maintaining and scheduling the fields on the Banta Davis land. The Rory Bentley Fitness Cluster is also located at Banta Davis.

SPALDING: The Recreation Commission has responsibility for maintaining and scheduling the playing fields at Spalding. Careful coordination with the school sports and other youth group usage and maintenance of the fields at times required mowing at one end of Spalding while activities were ongoing at the other end. The Recreation Commission would like to thank all of the groups for their cooperation and patience.

DIMENT PARK: The tot lot is used as a place for children up to age 5 years old as one of the only venues in town to meet and socialize. A safety audit was recently complete and maintenance issues will be prioritized and addressed.

TENNIS COURTS: Tennis lessons for adults and children were offered for five weeks in the afternoons in spring and for five weeks in the mornings and afternoons in the fall. The summer program utilized the tennis courts from 9:00 AM to 3:00 PM Monday through Friday over a six-week period for children's lessons. Because of the failure of the Banta Davis Phase 2 project, the tennis courts will also need some repair in the near future.

BENFIELD: As part of the Community Preservation Act (CPA), a portion of the Benfield project is allocated to installation of a multi-purpose field for soccer, lacrosse, field hockey and other active and passive activities. Moneys were budgeted in prior years to design the fields; however, the design activities on Benfield were prioritized lower due to efforts to complete the Banta Davis Project. Our efforts in 2012 will include the renewed effort to complete the design efforts on Benfield.

Programs

Recreation programs included a variety of recreational opportunities to meet the needs of all segments of our community within the constraints of having no dedicated indoor Recreational facility in town. We offer a range of fitness, arts & crafts and life skills classes during the spring, summer, fall and winter seasons using the town hall and school facilities as well as some outside vendor locations. The Summer Fun Program for youth (age 4+) is offered for six weeks during the summer using the school facility and the outdoor recreation facilities. About 10 young people are employed during the summer as counselors and swim instructors. We offer a wide range of programs for residents in Carlisle to include all ages and interests. Programs include a variety of health and wellness, toddler, science, arts, sports, and educational classes. Ski programs for youth were offered at Nashoba Valley Ski Area in Westford. Basketball programs for adult and youth ran every night in the winter and on weekends in the Corey Gym at the Carlisle Public School. Adult evening badminton and basketball was also popular again this year.

Future Plans – Short Term

The Recreation Department continually assesses the need for programs and the ability to support a program in a small community like Carlisle. The need for a free and unstructured recreational outlet for youth in grades 5-8 on early release Tuesdays has become apparent and will continue. We have also discovered the need to expand this type of a program for the youth in grades 5-8 after school. As a result, we implemented the "Home Base" program on Wednesdays and Thursdays from 2:30-5:30. This program was a success in the 2011-2012 school years. As a result, we continued this program for the current school year and we hope to continue and grow the program in the future.

The Recreation Department will be seeking outside funding, possibly from CPA, to construct a bridge between the Spalding and Banta Davis facilities. This will provide an exceptional resource for the school that will allow access to the Banta Davis facility for

sports activities and will also become an enhancement to the community's path and trails resources.

In 2013 the RECCOM will investigate a partial expansion on the Banta Davis property. The immediate demand calls for tennis courts to be sited in an undeveloped portion adjacent to the cemetery, little league field and the WWT building. This premium class court will provide better access and utility than the run down facility at the Carlisle School that can then be converted to new or converted use. Then we will pursue a utility field on the upper portion of Banta Davis adjacent to the softball field in the partially cleared, undeveloped parcel. This could also be a potential turf field site. RECCOM discussion and planning will take place in the Spring with a goal of putting the activity in front of the Town in the Fall, with a project go-ahead in Spring 2014 upon approval.

Future Plans – Long Term

Program space continues to be a problem. We are grateful to have the use of Town Hall for most adult classes and several children's classes. We are grateful for the use of the school gym facility in the evenings and on weekends for both adult and youth programs. The Commission will continue to work collaboratively with the town and the school and other venues in planning and improving shared spaces.

At some time in the future, a Recreation Center or Community Center perhaps in league with a Senior Center would be a welcome addition to the community of Carlisle.

A focus area for the Recreation Commission in 2012 will be to evaluate the possible use of the Highland Building to support dual use activities of programs and a community center.

Giving back to the Community

The Recreation Commission's goal is to provide quality programs for all residents of Carlisle and to reinvest in our community. Every year the Recreation Commission gives back to the community from the excess fees generated from our programs and from gifts and grants received for recreation projects.

We are fortunate to have many teenagers and adults performing community service as chaperones, coaches and referees. Often their service means a program can run despite low enrollments or at a lower cost. Sometimes their service allows a child to continue taking swim lessons or participate in a seasonal program when they might otherwise need to forego such an opportunity due to financial circumstances.

The Recreation Commission is very happy and pleased to have senior citizens helping us as part of the Town of Carlisle Senior Work Program. These individuals have brought relief with enthusiasm and good humor to an otherwise over extended staff.

We are grateful for the support of the Concord Carlisle Community Chest and the donations to Carlisle Recreation from residents of Carlisle. These donations all contribute to the well being of our community.

CARLISLE TRAILS COMMITTEE

For the second year in a row, the Trails Committee and other volunteers spent the month of November cleaning up trails after a major storm, this time Super storm Sandy. While there was tree damage all over town, the Town Forest was devastated, with over 100 very large pine trees, some over 100 years old, uprooted or snapped off. This was the most concentrated damage the Trails Committee has ever seen. In several spots, huge tangles of downed trees made it almost impossible to locate the old trail. The Town Forest trails were finally made passable again in a marathon work day with 16 people and 8 chain saws. Other major casualties of the storm were a boardwalk on the Red Tail Trail in Great Meadows that was crushed by a falling tree and had to be rebuilt, and one of the most scenic trees in town, an ancient multi-trunked pine on the Otter Slide trail, that was pushed over by two other enormous pines. State and federal professional trail crews also cleared large numbers of downed trees in the State Park and Great Meadows.

The Trails Committee in 2012 pursued its five major goals: 1) public education, 2) maintaining existing trails on public land, 3) working to preserve trails on private land being developed, 4) creating new trails, and 5) advising the Selectmen on trails issues.

Public education –The committee led six public walks to familiarize townspeople with the trail network. A January full moon night hike at the Cranberry Bog drew 77 people on a perfectly clear, balmy 50-degree night. Two April walks to view the Elliot land, in advance of a Town Meeting vote on Pagey's Preserve, drew 11 people on a rainy day and 35 on a sunny day. On a nice June afternoon, as part of River fest, 32 people walked from the Spencer Brook reservation to the Benfield platform, returning for watermelon and lemonade. On Old Home Day in July, 30 walkers joined the 7-mile Double Sundae Sunday Saunter with stops at both of Carlisle's ice cream stands, finding relief from the hot weather. The annual post-Thanksgiving walk from Foss Farm to the Greenough Land and back was blessed with a glorious warm, sunny afternoon, and 38 people took the opportunity to walk off their stuffing.

Our guide book to the Town's conservation lands, "Trails in Carlisle", is available at the Town Hall and Ferns Country Store. Individual trail maps are available on the Trails Committee web site, carlisletrails.pbworks.com. The web site, linked to the Town's web site, also includes information on the Carlisle Trekker Award, notices for upcoming walks and work days, and a problem report form.

This was a record year for Trekker Awards, with 7 people earning the award for hiking all of Carlisle's trails: Jane Anderson and Marjorie Johnson in January, Helen and Roy Herold and Kim Schive in October, and Sylvia Willard and Dottie Hall in November. The total count is now 19.

Trail maintenance – In addition to committee members clearing trails throughout the year as problems were reported, we invited volunteers to help in 7 public work days:

June 9 (16 people): Chestnut Estates and Mannis Land
Aug. 5 (14 people): Elliott, O'Rourke, Two Rod, Sachs Greenway
Sep. 23 (16 people): Great Meadows, Towle, Two Rod
Sep. 30 (10 people): Great Meadows
Oct. 21 (23 people): Foss Farm
Nov. 11 (17 people): Carlisle Pines, Greenough, Town Forest, Conant, Otter Slide, Cutter's Ridge, Spalding to Banta Davis
Nov. 18 (16 people): Town Forest

Other maintenance projects included replacing a small bridge on the Blueberry Trail in Greenough, replacing numerous rotted boardwalk boards in Great Meadows, and chest wader work removing fallen trees from River Meadow Brook, where they had rerouted the flow and threatened to undercut the Otter Slide Trail. New beaver activity flooded the Mist Trail in Great Meadows; we are waiting another season to see how bad it gets before attempting a solution.

Preserving trails and new trails – New trails were laid out by the committee in Chestnut Estates and the Mannis Land, connecting to the Rangeway Trail. On a public work day in June, 16 volunteers cut the trails, named the Tupelo Trail and the Laurel Loop, adding 1.2 miles to the town's trail system. Boy Scout Matt Gorecki created a new trail at Foss Farm this year for his Eagle service project, connecting the Woods Loop to Bedford Road near the intersection with River Road. The committee put up trail markers and named it the Pitch Pine Trail. Also at Foss Farm, the Trails Committee received Cons Com approval to build a "Bridge to Nowhere Bypass" trail and bridge, connecting the parking lot to the South Field Loop. In an October public work day, 23 people helped remove the old concrete bumpers extending from the Bridge to Nowhere into the wetland, set 5 of them in the new bridge location, and cleared the trail. Bridge construction is scheduled for the spring of 2013. The two new trails at Foss will be part of a larger loop planned to connect to the new CCF Bose land by the Rte 225 bridge and to Pagey's Preserve on Skelton Road, when that becomes conservation land.

Interfacing with other boards and committees –We met with other town conservation boards in December, organized by the Land Stewardship Committee. Member Kevin Smith was part of the inter-board committee that drafted rules for use of Other Power-Driven Mobility Devices on trails in town conservation lands, adopted by Cons Com. Committee members Louise Hara and Kevin Smith were heavily involved all year in preparing the Town's new Open Space and Recreation Plan; Louise as Chair and Kevin as map maker. The Trails Committee contributed report sections on accomplishments and goals, and a list of unprotected trails in town. Louise met with representatives from Acton to coordinate future trail connections between the two towns. She also met with manager Steve Carlin at Great Brook Farm State Park to view the new trails west of Lowell Street, which can provide potential trail access to the town's Gage Woodlot. Committee member Marc Lamere, also of the Planning Board, was tasked with evaluating "Trails End" on Long Ridge Road as a Conservation Cluster with a potential trail network (later withdrawn). Also a member of the Conservation Restriction Advisory

Committee, Marc monitored four trail-containing CRs. The committee met with Alan French in February on possible layouts of the Bay Circuit Trail through Carlisle.
Finances – At year's end there was $9,020 in the Trail Maps revolving fund and $15,000 in the CPA account.

Acknowledgement - The Trails Committee would especially like to thank the many volunteers from the community who have helped in our trail projects through the year. We also wish to acknowledge the unnamed volunteers who quietly maintain trails in their neighborhoods without direct involvement of the Trails Committee. Without volunteers, the Town wouldn't have its wonderful trail system.

Kevin C. Smith stepped down from the committee this year. He will be sorely missed, but continues to provide expert digital mapping support. Two new members, Alan Ankers and Warren Spence, were enthusiastically welcomed to the committee.

Members:
Alan Ankers
Henry Cox, chair
George Fardy
Louise Hara
Marc Lamere, vice chair
Warren Spence
Steve Tobin
Bert Willard, secretary

CARLISLE YOUTH COMMISSION

The Carlisle Youth Commission continues to sponsor Friday Night Live (FNL) the first Friday evening of each month during the school year. At these events we offer dancing, games, and other activities for all Carlisle sixth, seventh, and eighth graders. During the 2011-2012 school year we hosted 1425 attendees, for an average of 158 per FNL. At these events we maintained a 17 to 1 student to chaperone ratio. Each of our chaperones must have an approved CORI form on file with the Carlisle Public School in order to chaperone. In addition to the monthly FNLs, the Commission hosted one dodge-ball tournament which was very well attended.

In 2012 Commission members Pliny Jewell and Phil Lotane completed their terms. Sara Smith and Michelle Small replaced them on the Commission. Mike McSweeney, our long-time director, retired and was replaced by Mike Dreesen.

The Commission, through the Carlisle Recreation Department, continued online registration for the 2012-2013 FNLs.

For 2012-2013, the Commission will have other board members certified as Crowd Managers, as required by the Carlisle Fire department, to be in attendance at each FNL. Ray Jiménez and Sara Smith have taken the online certification course and are the Commission's certified Crowd Managers.

Members
Ray Jiménez – Chairperson/Website Coordinator
Sara Smith – Secretary
Tom Ratcliffe – Treasurer
Dawn Hatch – Co-Chaperone Coordinator
Alexandra Walsh – Co-Chaperone Coordinator
Ray Jimenez – Website Coordinator
Michelle Small - Publicity
Nicole Pinard – Special Events Coordinator

LIBRARY
and
EDUCATION

GLEASON PUBLIC LIBRARY

Gleason Public Library Mission Statement
The mission of the Gleason Public Library (GPL) is to be an integral part of the Carlisle community by offering a wide variety of popular and reference materials in various formats to meet the recreational, informational, educational, and cultural needs of Carlisle's citizens. In addition to encouraging life-long learning for members of the community, the library serves as a supplemental resource for students of all ages and as a resource for community information.

New & Improved Services
In 2012, GPL continued to offer a wide-range of services, including access to over 65,000 locally held books, audio books, DVDs, magazines, and newspapers, as well as over three million titles via membership in the Merrimack Valley Library Consortium (MVLC); eBook services; computers, printing, and the internet; and online research databases. In addition, GPL improved upon or added the following services:
Computers: Six public-use computers and four catalog computers were replaced. All six public computers feature Microsoft Office 2010 (only two featured MS Office previously). These computers were purchased with long term capital funding provided by the Town of Carlisle. Additionally, the Friends of the Gleason Public Library (FOGPL) purchased two computers and two iPads for children's use, to be placed in the Curiosity Corner.
Curiosity Corner: In March, GPL celebrated the completion of the Curiosity Corner. This new space was created for children to discover the wonders of reading and explore technology. The Curiosity Corner was funded by the 2011 Gala, the Manton Foundation, the Gleason Public Library Endowment, and FOGPL. The room features a mural, designed by local artist Emily Stewart, of timeless children's book characters, as well as new furniture and technology. Since completion, the room has seen daily use and has clearly been appreciated by many, young and old.
Catalog: In October, MVLC unveiled a new and improved Evergreen catalog. The new catalog features include, among others, a cleaner, easier-to-navigate interface; improved search speed; text messaging for holds notification; and the ability for patrons to retain their checkout history.
Seismograph: In August, GPL acquired its very own EQ1 Educational Seismograph. The seismograph was provided by the Boston College Educational Seismography Project and supported by the Susan P. Zielinski Natural Science Fund, FOGPL, Gleason Public Library Endowment, and the STEM+Music project (federally funded with LSTA funds through the Massachusetts Board of Library Commissioners). The new seismograph has been recording a great deal of seismic activity since installation; it received a flurry of attention after an October earthquake originating in Maine was felt by Carlisle residents.
Wilkins Notebooks: GPL digitized the Wilkins Notebooks in 2012. The Wilkins Notebooks are twenty-five volumes written by Martha Fifield Wilkins, who lived in Carlisle from 1916 to 1945. These volumes document the history of Carlisle's oldest homes and families. The digital copy resides on the Internet Archive and was made possible by the Boston Public Library with federal funding from LSTA awarded by the Massachusetts Board of Library Commissioners.

Alexander Street's Music Online: Alexander Street's Music Online is the broadest and most comprehensive online music resource, including Classical Music, Contemporary World Music, American Song, Jazz Music, and Smithsonian Global Sound. Starting in November, residents were able to stream hundreds of thousands of recordings from their personal computers, tablets, or smartphones. GPL purchased access to this resource as part of the STEM+Music project (federally funded with LSTA funds through the Massachusetts Board of Library Commissioners).

Hours: GPL offered Sunday hours January through April. This service was made possible thanks to the financial support of private donors, FOGPL, and the Gleason Public Library Endowment. While Sunday hours are not anticipated for 2013, GPL has increased Saturday hours from 10 a.m. to 3 p.m. to 10 a.m. to 5 p.m. Saturday hours were financed with municipal funding.

VHS/DVD Converter: GPL acquired a new VHS conversion machine. This self-service machine allows patrons to convert old VHS tapes to DVD. The converter was purchased with funding from FOGPL.

Building & Grounds

Lawn Marquee: In late July, GPL unveiled a new marquee on the front lawn. The marquee was designed by Levi & Wong Design Associates Inc., constructed by Colonial Steel Corp., and donated in honor of Maybeth Fandel Sonn of Carlisle, by the Sonn Family. Maybeth, a Carlisle resident for 35 years, loved to read, especially to her grandchildren, and worked for many years as a librarian at GPL, from which she retired in 1998. The new marquee provides the Library with a means to advertise its many events and services attractively.

Art at the Gleason: As part of its mission to provide for the cultural needs of Carlisle's citizens, GPL offers space for art exhibits. These exhibits feature works in a wide variety of media and are curated entirely by volunteers with the support from FOGPL. The 2012 exhibits were coordinated by Amy Livens, Jean Barry, Emily Stewart, and Andrea Urban. There were five shows in 2012, showcasing work by David Kulik of Carlisle, CortniFrecha, Barbara Newell Jones, Carlisle School students (directed by Courtney Longaker and Rachel Levy), Michael Orzech, Betsy Constantine of Carlisle, Randi Siu of Carlisle, Evan McGlinn of Carlisle, Beth Brykman, and six art educators from CPS and CCHS. Receptions for the artists were coordinated by Elizabeth Parsons, Barbara Lewis, and Sarah Rolph.

Septic System: In March, routine maintenance to the septic system revealed a hole in the line running between the building and the septic tanks. Repair to the line revealed the need for a complete system review and potential overhaul. After reviewing several proposals, GPL contracted with Stamski and McNary, Inc. to inspect the current system and prepare a corresponding report; prepare recommendations, design, and oversight for short-term repairs of system; and prepare recommendations and preliminary program documentation for long-term septic needs including a timeline line and cost/benefit analysis of a system replacement versus connecting to the Carlisle Public Schools waste water treatment facility. Stamsky and McNary, Inc.'s final recommendation was to replace and relocate the septic tanks. Plans were made to pursue this plan of action with hopes of completing the project in 2013.

Door Counters: Door counters were installed in both GPL entryways in 2012. These counters will enable library staff to track daily traffic flows and the resulting data will inform future scheduling decisions.
Sidewalk Repair: In July, the sidewalk around the Library was repaired, resulting in a safer walkway for patrons.

Love of the Written Word
From story times, for young children to senior citizens' book clubs, GPL fosters a love of reading for all ages. In 2012, GPL, with support from FOGPL and others, was pleased to offer the following:
Story Times: Story Times were offered throughout the year for infants through children aged six. Each session consisted of age-appropriate stories, rhymes, and finger playsand crafts. Seventy-seven sessions were attended by a total of over twelve hundred children in 2012. These sessions were provided by Children's Librarian Marty Seneta and Library Assistant Seana Rabbito. In addition, Noah's Ark Preschool visited GPL monthly for a drop-in story time session.
Science Fiction/Fantasy Book Club: This group met monthly and was led by librarian Charles Schweppe. Selections ranged from classics such as Ray Bradbury's *The Martian Chronicles* to newer books like Greg Bear's *Darwin's Radio*.
Community Book Club: This club was co-sponsored by the Carlisle Council on Aging (COA). It met monthly and was led by community member Mary Zoll.
Children's Book Groups: During the school year, GPL offered three book club options for children: a 1st and 2nd grade fiction book club, a 1st and 2nd grade non-fiction book club, and a 3rd and 4th grade book club. The younger groups were led by Children's Librarian Marty Seneta; the older group was led by Teen Librarians Jennifer Petro-Roy in the spring and Tahleen Shamlian in the fall.
Author Talks: GPL was pleased to host a variety of authors in 2012, including talks from Matthew Pearl, Lucia Greenhouse, Andre Dubus III (FOGPL Annual Meeting Guest Speaker), and Carlisle's own Melissa Weiksnar and Kay Fairweather.
Reading Poetry Anew: This group met monthly and was led by Mary Zoll. Each session included poetry readings and response as well as discussions of the forms and techniques used in the poems.
The Poetry Group at Gleason: This group of local poets was led by Sarah Rolph and met monthly to share poems.
Read to a Dog: Children were able to improve their reading skills by reading a favorite book to a specially trained "listening" dog. Six sessions were held.
Book Social for Adults: This event, held in early June, was an opportunity for residents to learn about new summer titles and share their favorite recent reads.
Poetry Contest: GPL held its second Annual Poetry Contest. The winners were Gene Stamell (ages 19-109), with honorable mention to Parkman Howe; Sarah Means (ages 14-18); Hunter Kendig and James Grant (tie for ages 9-13), with honorable mention to Isabel Parker; Hawk Hamor (ages 8 and younger), with honorable mention to Charlie Moreau. Prizes were donated by FOGPL. Winning poets were invited to record their poems for the library's website.

Children's Programs & Events

In addition to regular story times, crafts, and book discussions, the Children's Department offered the following special events in 2012. All events were sponsored by FOGPL unless otherwise noted.

Special Events: Movin' and Groovin' Singalong with Scott Kepnes, Having Fun with Fossils and Dinosaurs (sponsored by the Nichols Fund), Pumpernickel Puppets (co-sponsored by the Carlisle Cultural Council), Singalong with Liz Buchanan (2 sessions), Introduction to Seismographs, and a visit to the Carlisle Farmer's Market.

29th Annual Pumpkin Spectacle: In 2012, this popular annual event was expanded to include children in grades K-4 (previously grades K-3). The event featured storytelling at the Corey Auditorium by Tony Toledo, followed by a contest of carved, decorated, and decorated and carved pumpkins at the Library. Fifty-five pumpkins were entered.

Summer Reading: The theme for Summer Reading 2012 was "Dream Big: READ!" Over 150 children participated in this year's event. Summer Reading included the following special events: a Kickoff Party for grades 1-8; a performance by magician Scott Jameson; *The Wizard of Oz* play presented by the Hampstead Players; a Birds of Prey nature show;and End of Summer Reading Parties for all grades. Craft workshops included woven fish mobiles for grades 1-2, string art for grades 3-4, and tie-dye for grades 5-6. Five read aloud sessions were led by library page Hannah Merryweather.

Teen Programs & Events

GPL offered a variety of regularly scheduled and special events for Carlisle teens and tweens. All events were sponsored by FOGPL.

TOGA: Teens of Gleason Advisors met on the first Friday of each month during the school year. The group discussed and planned upcoming events, submitted feedback to the Teen Librarian about the Teen Department, and participated in a short, fun activity. The group was led by Teen Librarians Jennifer Petro-Roy in the spring and Tahleen Shamlian in the fall.

Early Release Movies: Each month on the Carlisle School's early release day, GPL screened a movie for students in grades 5-8.

Special Events: Afternoon of Sweets: Cupcakes & Candy!, Beading Workshop with Sharon Colvin, Duct Tape Crafts with Sharon Colvin (2 sessions), "Minute to Win It" Game Show Challenge, Scavenger Hunt, and Library Karaoke.

Adult Programs & Events

GPL offered a wide-variety of educational and entertaining events for adults throughout the year. All events were sponsored by FOGPL unless otherwise noted.

Carlisle Reads: In partnership with FOGPL and COA, GPL hosted its fourth annual Carlisle Reads in January. The 2012 book was *The Immortal Life of Henrietta Lacks* by Rebecca Skloot. Events for the 2012 series included book discussions, films on related topics, a memoir writing workshop presented by Leslie Huber, a LEGO DNA workshop, a panel discussion on the ethics of medical innovation, a medical history lecture by Dr. David Jones, and a lecture by Professor Keith Mitchell of UMass-Lowell on the social context of the book. Special thanks to the members of the 2012 Carlisle Reads Planning Committee: Estelle Keast, Ann Rosas, Jenn Albanese, Martha Patten, Angela Mollet, Nancy Pierce, Steve Golson, Marilyn Harte, and Susannah Vazehgoo.

Community Conversations: Co-sponsored by FOGPL and COA, the Community Conversations were held twice each month and featured a variety of topics and local speakers. 2012 topics included winemaking and buying, WIQH and CCTV, cheese making, housing in Carlisle, sewing, Jin Shin Jyutsu, financing long-term care, fall prevention, container gardening, massage, tick-borne illnesses, prescription medications, and "meet and greets" with Angela Smith and Police Chief Fisher.

Summer Reading: In 2012, GPL offered its first full-fledged summer reading program for adults. Participants were invited to revisit two classic detective novels: *The Hound of the Baskervilles* and *Daughter of Time*. Special events included book discussions; film showings; Cracking the Case: Secrets of the Great Detective Stories, a presentation by Priscilla Stevens; and a talk on today's detective reasoning presented by Police Chief John Fisher.

History Programs: Gary Hylander returned to GPL, presenting two historical lecture series: "Masters of Enterprise" and "Presidential Elections" (co-sponsored by COA/Rose Pullara Fund). A lecture on lightships was presented in partnership with the Carlisle Historical Society.

Art & Music Programs: Jane Blair returned to present a lecture series on art, music, and dance (co-sponsored by COA/Lee Milliken Fund). John Tischio presented a lecture series on opera (co-sponsored by COA). The Carlisle Historical Society presented Popular Music of the Gaslight Era. And a concert on the lawn was provided by Jumpin' Juba.

Nature & Science Programs: Skywatchers viewed the planets and the transit of Venus from the Library's lawn. Other nature and science program topics included Massachusetts's Land and Wildlife, Deer and Forests, Seismographs and Earthquakes, Kilimanjaro (funded by a Carlisle Cultural Council grant), and ANTS (co-sponsored by the Carlisle Garden Club).

Health & Wellness Programs: GPL partnered with the COA to offer a variety of health and wellness programs in 2012, including Your Eyes and Their Care As We Age; Healthy Eating and Exercise; and Preventative Health and Healthcare Screenings. Former CCHS teacher and coach, and popular local lecturer, Elliot Lilien presented a two-part series on coaching.

Harvest Moon Celebration: On Saturday, November 3, over one hundred and fifty guests attended GPL's Harvest Moon Celebration. This event featured live music by Second Wind and The FRS Jazz Group; fine hors d'oeuvres and beverages; and a raffle of goods and services from local businesses and artisans. Over six thousand dollars were raised in support of the Library's planned study room through ticket and raffle sales. Special thanks go to this year's event committee, which orchestrated a tremendously successful event in the interim before a new director was appointed for GPL. The committee included Lisa Chaffin, Emily Stewart, Amy Livens, Carren Panico, Jean Barry, Timm Brandhorst, Kathryn Untermeyer, and Library Trustee Larissa Shyjan. Additional thanks go to all library staff, particularly Martha Patten and Dan Brainard.

Saying Goodbye &New Beginnings

Library Director: After nine years of service, Library Director Angela Mollet submitted her resignation to the Gleason Library Trustees on Monday, June 11, 2012. Her last day of work in Carlisle was July 13. Angela brought warmth, a sense of humor, a strong work

ethic, and a fierce intellect to GPL. She will be missed by all.

Faced with the challenge of replacing Angela, Library Trustees formed a search committee which included Trustees Larissa Shyjan, Steve Golson, and Priscilla Stevens; Assistant Library Director Marty Seneta; Head of Circulation Linda Dodge; Personnel Board member Joanne Driscoll; and Ann Quenin, president of FOGPL. After reviewing twenty-two applications and interviewing four candidates, the Library Trustees hired Katie Huffman, formerly the Head of Adult Services at Wilmington Memorial Library. Katie officially joined GPL on October 1.

Interim Directors: Special thanks go to Marty Seneta and Martha Patten for stepping in as interim directors from July to the end of September. Despite two vacancies in the full-time staff, they kept the library running smoothly and hosted a full roster of summer activities for children and adults.

Assistant to the Director: Kathryn Untermeyer began work at GPL in May. Kathryn is the first staff member to hold the position of Assistant to the Director. This new position is funded for eight hours each week.

Children's and Teen Services: Jennifer Petro-Roy, Children's and Teen Services Librarian, tendered her resignation in July. Interim Directors Marty Seneta and Martha Patten hired Tahleen Shamlian, a recent graduate of Simmons College and former part-time library technician at the Cary Memorial Library in Lexington, to fill the vacancy. Tahleen began work on October 23.

Support & Collaboration

GPL could not offer the range and quality of services we do without ongoing support from the community as a whole. The library staff is greatly indebted to the following:

Friends of the Library: FOGPL continue to support GPL by providing funds for special events and services. In 2012, they made possible a variety of museum passes, many special events, technology enhancements, and opportunities for professional development for the library staff. Their 2012 Book Sale on Old Home Day was the second biggest sale ever, netting over six thousand dollars in support for the library.

Volunteers &Senior Tax Program: Volunteerism and the involvement of Senior Tax Workers keep GPL rolling by helping with shelving, cleaning, displays, programs, landscaping, marketing, and completion of special projects. Additionally, the Library Trustees and other committees and groups donate countless hours of time to keep GPL operating.

Library Statistics

Hours open per week	January—April:	56
	April—August:	52
	September—December:	55

Items owned by GPL	73,045 (digital and in library)
Items provided by other libraries	16,443
Items provided to other libraries	27,178
Carlisle patrons	4,352
Total circulation	112,003

Digital circulation	1,631
Number of visitors	83,000+
Number of programs / attendees	265 / 5,150

Circulation and Holdings data is based on FY2012 (July 2011-June 2012) as reported to the Massachusetts Board of Library Commissioners.

Library Staff
Director: Angela Mollet (January-July)
Interim Directors: Martha Seneta and Martha Patten (July-September)
Director: Katie Huffman (October-present)
Assistant to the Director: Kathryn Untermeyer
Assistant Director/Head of Children's: Martha Seneta
Senior Librarian: Reference & Technology: Martha Patten
Children's and Teen Librarian: Tahleen Shamlian
Reference Librarians: Kay Edelberg, Charles Schweppe, Janet Hentschel
Head of Circulation: Linda Dodge
Library Assistants: Jean Forman, Joan Hoffman, Kelly McMaster, Seana Rabbito, Sukie Reed, Deena Scaperotta, Shoba Ramapriya (substitute)
Custodians: Dan Brainard, George Collins

Board of Trustees

Priscilla Stevens, Chair	Term expires 2013
Steven Golson, Treasurer	Term expires 2014
Larissa Shyjan, Secretary	Term expires 2015

CARLISLE CULTURAL COUNCIL

The Massachusetts Cultural Local Cultural Council (LCC) Program is the largest grassroots cultural funding network in the nation supporting thousands of community-based projects in the arts, humanities, and sciences annually. Each year, local councils award more than $2million in grants to more than 5,000 cultural programs statewide. The program promotes the availability of rich cultural experiences for every Massachusetts citizen.

The Carlisle Cultural Council, which is under the new leadership of Karen Shaver, is the local cultural council for our town. This eight member group determines grant awards each year according to a predefined set of guidelines. The purpose of the council is to bring cultural programs into our town in order to enhance our experience in the arts and culture.

This year, we were awarded $3,870 to distribute for local events. We successfully granted 12 recipients funds to carry out a variety of cultural programs from sculpturing to singing to orchestral performances. In March, we will honor our grant recipients in a local reception and describe their cultural endeavors to our town in an effort to foster the arts in our community.

During the summer, we will be taking a survey to determine the wishes of our community for certain cultural events that may be of specific interest to Carlisle residents. This survey will take place at the Farmer's Market during the summer.

Members:
Karen Shaver, Chair
Susan Blevins
Beth Galston
Dan Pierce
Cynthia Sorn
Liz Thibeault
Sara Vuckovic
Jennifer Woodward

CARLISLE PUBLIC SCHOOLS

The School Committee and Superintendent are pleased to report to the town on a productive year for the Carlisle Public School. The opening of the new Spalding Building must come first in this year's report, as this was definitely the highlight of 2012 and the culmination of many years' work by countless citizens. After April vacation, teachers and students in kindergarten through grade two moved into bright new classrooms while workers were still making final adjustments. Teachers did an exceptional job of welcoming students with special bags, T-shirts, and new school supplies. Not only is the building beautiful, but it also provides updated space configurations and enhanced learning environments. We are very grateful to the town for supporting the project and to the many individuals who worked tirelessly toward its completion. Students gave tours of the building before the spring Town Meeting, and a formal ribbon-cutting ceremony took place on a crisp morning in October. Under a brilliant blue sky, local and state dignitaries shared our pride in our new campus with students, parents, citizens, and present and former building and school committee members.

In other building-related news, much work was done during the summer to replace heating systems, and complete the music, community, and engineering rooms. By the end of December these areas were just about ready for use. Choral music classes moved to their new area, and the engineering room, supported by grant funds from the Carlisle Education Foundation (CEF), began to be used for science classes. The community room will soon be available for use by town groups. A side benefit to the summer work came as a result of water damage to the gym floor during Corey roof work. The floor was replaced during the fall, and as the year ended a shining new wood floor was in place in the gym. Physical education classes were held temporarily in the community room during floor repairs, but this inconvenience was quickly forgotten once the beautiful new floor was unveiled. In December, the school community was saddened and alarmed by the tragic shooting at the Sandy Hook School in Connecticut, and a re-examination of security measures took place. Middle school art classes, which had previously met in the separate Brick Building, were moved into a room in the Spalding Building. This kept all students within the integrated set of buildings for the entire school day and allowed us to lock all but one main door.

In spite of ongoing construction activities and the classroom and office moves that occurred across the school, in most other ways 2012 followed the usual rhythm of the school year. The students, guided by competent and caring teachers, excelled in academics, athletics, and the arts. In academics, work continued in the area of English Language Arts through the development of a phonics curriculum for the elementary grades, and the elementary reading curriculum was reviewed and aligned with the Massachusetts State Frameworks. Several English teachers, both elementary and middle school, attended the National Council of Teachers of English conference in Las Vegas. They returned full of new ideas and resources, which they shared with fellow teachers. A Davida Fox-Melanson grant administered through the CEF funded their attendance. Sixteen students were recognized in the Globe Scholastic Writing Contest with gold and

silver awards, and two of our young writers earned recognition on the national level. This along with top MCAS scores in language arts demonstrated the strength of our English language arts program.

Science teachers worked on curriculum and other projects during 2012. Know Atom science kits were purchased through CEF funding and teachers at all levels attended training sessions on the use of this new program. The Science Review Team met regularly to both review state standards and plan for the use of the new engineering room. The highly successful annual science fair was held in the spring with Carlisle residents from science and engineering career fields serving as judges. Judges and parents were impressed with the quality of the work done by our 8th graders. This year Daniel Lu went on to participate in the Broadcomm Masters national science competition. Daniel won an award in the competition and the school received a check for $1000 to be used to purchase science materials. At the end of the year a new temporary position, funded by the CEF, was added to the staff to work with science teachers as they began to incorporate more engineering into their classes.

In the area of math, the curriculum has been significantly strengthened through enhancements to the Everyday Math program. Teachers have reviewed and modified specific lessons to free up time for other topics required by state standards. Nationally known math consultant Andrew Chen presented a daylong workshop for teachers on how to enhance lessons so that students at all levels are challenged. The use of the ALEKS software program for mathematics was expanded to additional grade levels and provided teachers with better ways to assess their students' understanding of key concepts. In June our eighth grade Continental Math League team received a certificate for finishing in first place in the Euclidean division as a result of their outstanding problem solving in math league meets. Our math MCAS scores were excellent particularly in the 8th grade and reflect the accumulated math knowledge our students have by the time they leave the Carlisle School.

During the spring term, two different groups participated in highly successful pilot projects involving the use of iPads. Special educators focused their professional development activities around iPad use and found numerous applications that enhanced learning for students with special needs in reading, writing, math, speech & language, and motor skills. Student and parent feedback on the range of benefits for special education students from the use of iPads was universally positive. In the seventh grade, all students had a chance to use iPads for the third term on a rotating basis in their social studies, English, and science classes. The seventh grade team had researched applications, and the students read and annotated a novel using the iPad, used the iPad to replace paper agendas and organize their work, and performed analytical data analysis in science class through iPad applications. At the end of the pilot, surveys were given to evaluate the project, and in the fall of 2012 all seventh grade students were provided with iPads to use throughout the school year. One of the goals of our district is to use technology to enhance learning, and the iPad projects have been an important part of meeting that goal.

The Carlisle School has always been known for it arts program, and in the spring students were recognized on the state level for their artistic and musical talents. Both the Symphonic Band and the Middle School Choir won medals at the yearly MICCA festival featuring bands and choruses from across the state. What impresses the MICCA judges is the consistency of our music programs as year after year our band and chorus perform at the highest middle school level. Fourteen of our young artists received awards in the Globe Scholastic Art contest. Locally, the Gleason Library was filled with artwork from classes at all levels for the annual student art show. Collages, self-portraits, pottery, and sculpture demonstrated the wide array of visual arts taught in the Carlisle School. Artwork was displayed on the school's bulletin boards, and visitors who toured the school from other towns invariably commented on the high quality of the work.

Our athletic teams competed with other local teams in several sports for both boys and girls on the varsity and sometimes on the junior varsity level. Coaches stressed teamwork and good sportsmanship along with teaching the skills required for each sport. In the fall the cross-country team, with over 100 members, had all home meets at Great Brook Park. The highlight of the season was the Carlisle Cross-Country Invitational, which involved hundreds of students from many middle schools in eastern Massachusetts. The student/faculty basketball game, held at the high school, featured the boys' and girls' varsity playing against faculty men and women. A favorite event for both elementary and middle school is the physical education field day held in June. This year the weather cooperated and students enjoyed a variety of physical activities including a quarter mile run, three-legged race, long jump, and many others.

There were several special events that marked the year, some traditional annual events, and other new ones. In the winter, kindergarten classes performed their usual mitten play in their classrooms, but in the spring, after many years of the Rainforest Play, a new tradition was born. Kindergarten students presented "Everything You Need to Know You Learn in Kindergarten" on the big stage in the auditorium to the delight of parents and friends. In April, for the first time, the Symphonic Band put together a special show called "Carlisle's Got Talent," featuring many Carlisle musicians, to raise money for the band program. Seventh grade students presented "Over the Moon" as their seventh grade play in March, and Carlisle citizens enjoyed the sixth grade spaghetti supper in October. At the end of April the Book Fair returned to the library with author visits and book sales, after a year's absence due to the construction on campus. There were a number of enrichment programs generously funded by the Carlisle School Association including a visit by a Senegalese dance group, a Shakespeare workshop, presentations by representatives from Plimoth Plantation, and an owl program.

Each year our school experiences 'comings and goings' by both students and staff. After serving as elementary principal for six years, Patrice Hurley moved on to a new position, and third grade teacher Gene Stamell retired after teaching in Carlisle for over thirty-five years. We wish them well. In June seventy-five eighth graders graduated in a ceremony held in the auditorium, as the plaza was still fenced for lingering construction activities. In September, we welcomed fifty kindergartners, our new elementary principal, Dennet Sidell, and new first and third grade teachers.

The Carlisle Public School benefits from the strong support it receives from Carlisle citizens, town boards, and parent support groups like the Carlisle School Association, Carlisle Education Foundation, and Special Education Parent Advisory Committee. The primary role of the School Committee is to provide oversight for the school through policy development and establishment of a yearly budget. During 2012 the Committee reviewed a number of existing policies and approved a newly written policy regarding the handling of athletic concussions, developed jointly by the school health and athletic departments. The Committee worked closely with the Finance Committee and other town boards to establish a budget that supported the excellent educational programs offered while remaining within established guidelines. Parent groups provided funding for teacher grants, special programs, and equipment. Beyond that, they helped the school immeasurably through their presence at lunch, on the plaza at recess, and in the classrooms, when they volunteered their time. We appreciate all their efforts on our behalf as well as the unwavering support of the citizens of Carlisle.

Members:
Joyce Mehaffey, Ph.D., Superintendent/Principal
William Fink, Chair
Joshua Kablotsky
Melissa McMorrow
Louis Salemy
Mary Storrs

CARLISLE SCHOOL BUILDING COMMITTEE

The Carlisle School Building Committee (SBC) continued to oversee execution of the construction phase of the school building project in 2012.

Activities of the Committee and its members include: monitoring construction progress; coordinating construction issues with the Carlisle Public Schools (CPS) Administration; monitoring the performance of the contractor, subcontractors, and consultants; evaluating proposed project changes to determine if they warranted implementation and provided fair value to the town; reviewing and approving project invoices; and updating the Board of Selectmen and the public regarding the project status.

The project achieved several significant milestones over the past year. Over April vacation the kindergarten and first grade classes were moved from the old Spalding building into the new Spalding building and the second grade classrooms were moved from the Robbins building into the new Spalding building. Following April vacation students in Kindergarten through second grade returned to school with classes in the new Spalding building. Over the summer, the pre-kindergarten class was subsequently relocated from the Robbins building to the new Spalding building.

During the spring and summer, the existing Spalding building was demolished to make way for the new plaza play area. Also over the summer the majority of the remaining renovations to the existing buildings were performed. Some of the more significant renovation activities included converting the three existing second grade classrooms into the new elementary music/community use space; converting the existing pre-kindergarten classroom in Robbins into the new science and technology class room; and converting the nurses, psychology and general office areas in Robbins into the CPS Administration's offices.

When students returned in the fall for the 2012-2013 school year the majority of the renovation work had been completed with work on the elementary music/community use room, the science and technology and administration spaces continuing into the fall.

A ribbon cutting for the project was held on October 13, 2012. The ceremony was well attended by townspeople and other interested parties, including State Senator Susan Fargo, State Representative Cory Atkins, and MSBA Executive Director Jack McCarthy.

As of the end of the year, construction was substantially complete with approximately $276,000 in outstanding incomplete and deficient work items remaining on the original $15,000,000 construction project.

The SBC will continue to monitor and oversee the completion of any outstanding work items and close out the project as well as establish the final eligible cost for the project with the Massachusetts School Building Authority.

Members:

Lee Storrs, Chair

Larry Barton	Bob Pauplis
Janne Corneil	Bill Risso
Bill Fink	Douglas Stevenson
David Flannery	Ingo Szegvari
Tim Goddard	Linda Vanaria
Joyce Mehaffey	Robert Wiggins

Carlisle Public Schools
Enrollment by Grade
December 31, 2012

Grade	Boys	Girls	Total
Pre-Kindergarten	11	5	16
Kindergarten	34	15	49
Grade 1	32	29	61
Grade 2	36	32	68
Grade 3	38	36	74
Grade 4	37	29	66
Grade 5	31	44	75
Grade 6	42	37	79
Grade 7	33	35	68
Grade 8	46	51	97
Out of District or Services Only	10	3	13
Total	**337**	**314**	**651**

Carlisle Public Schools
Administration and Faculty List
Years of Service 2012– 2013

Name	**Education**	**Position**	**Began Service**
Barbara Arnold	Smith College, B.A. Wheelock College, M.Ed	Kindergarten	2004
Nicole Baker	University of Massachusetts, B.A. Cambridge College, M.A	French/Spanish	1992
Joan Beauchamp	Fitchburg State College, B.S. Simmons College, M.S.	Special Educator	2002
Susan Bober	Framingham State, B.S. Lesley College, M.Ed.	Literacy Specialist	1996
Bethany Boglarski	Fitchburg State, B.A. Simmons College, M.S.	Special Educator	2003
Susan Brinner	Kalamazoo College, B.A. Lesley College, M.Ed.	Mathematics	1991
Tara Callahan	Florida State University, B.A.	Music	2011
Lynne Carmel	Castleton State College, B.S. Cambridge College, M.Ed.	Physical Education	1999
Amy Caron	Boston College, B.A. Fitchburg State College, M.Ed.	Grade 2	2003
Miriam Chandler	University of New Hampshire, B.S. Lesley College, M.Ed.	Kindergarten	1999
Leanne Christmas	Syracuse University, B.S., M.S.	Speech & Language	2001
Donna Clapp	Salem State College, B.A. Rivier College, M.Ed.	Second Grade	1993
April Colson	Quinnipiac College, B.S. Florida International, M.S	Occupational Therapist	2005

Name	Education	Position	Began Service
Patricia Comeau	Marist College, B.A. S.U.N.Y., Binghamton, M.S.	Special Educator	1991
Bradford Cranston	Bates College, B.A. Johns Hopkins, M.A.	Science	2006
Peter Darasz	Central Connecticut State, B.S. Eastern Connecticut State, M.S.	Reading Specialist	1994
Christine Denaro	Bentley College, B.S. Lesley College, M.Ed.	Grade 3	2004
David Flannery	Middlesex Community College	Supervisor, Buildings & Grounds	1975
William Gale, Jr.	Springfield College, B.S. Lesley College, M. Ed.	Mathematics	1997
Vanessa Gerade	University Of Massachusetts, B.A. Lesley University, M.A.	Grade 1	2004
Mimi Gleason	Middlebury College, B.A. Harvard University, M.Ed.	Grade 5	2008
Elizabeth Grady	University of Michigan, B.A, M.A.	Grade 3	2012
Cassandra Graham	St. Lawrence University, M.S. Boston College, M.Ed.	Grade 1	2000
Elizabeth Gray	Boston University, B.S. Penn State University, M.Ed.	English Language Arts	1998
Elizabeth Hamlet	Univ. of New Hampshire, B.A. Emerson College, M.S	Speech & Language	2000
Michaela Hardimon	Middlebury College, B.A. Antioch New England, M.Ed.	Early Childhood	1998
Kristy Hartono	Lesley University, B.S. Eastern Nazarene, M.Ed.	English Language Learner	2010

Name	Education	Position	Began Service
Cheryl Hay	University of Massachusetts, B.S. Fitchburg State, M.Ed.	English Language Arts	2006
Margaret Heigl	University of Massachusetts, B.S. Cambridge College, M.A.	Physical Education	1993
Kathleen Horan, RN	Lowell State College, B.S.N. Cambridge College, M.Ed.	School Nurse	1993
Shawna Horgan	Westfield State College, B.S. Fitchburg State College, M.Ed.	Grade 1	1999
Chiao Bin Huang	Chinese Cultural University, B.A. Emerson College, M.A.	Chinese	2005
Daniel Hunt	Bridgewater State College, B.A.	Physical Education	2006
Lori Jackson	Northeastern University, B.A. Northeastern University, M.S.	School Psychologist	2007
Kendra Katz	Eastern Nazarene, B.A. Mid-America Nazarene M.Ed.	Grade 5	2006
Sandra Kelly	Framingham State College, B.S. Fitchburg State College, M.Ed.	Library/Media Specialist	1999
Emily King	Boston University, B.S. Lesley College, M.Ed.	Grade 5	2004
Amanda Langton	University of New Hampshire, B.A. Lesley University, M.Ed.	Grade 1	2012
Rachel Levy	Institute of Art, B.A. State University of NY, M.A.	Art	2005
Courtney Longaker	University of Massachusetts, B.A. Simmons College, M.S.	Art	1997
Kevin Maier	Manhattanville College, B.A., M.Ed.	Music	2009
Tracy Malone	Assumption College, B.A. Framingham State College, M.Ed.	Special Educator	2003

Name	Education	Position	Began Service
Kathryn Marsh	University of Wisconsin, B.S. University of California, Ph.D.	Science	2004
Caryl McCabe	University of Massachusetts, B.A. Rivier College, M.Ed.	Grade 2	2008
Cynthia McCann	University of Maryland, B.S. Lesley University, M.Ed.	Technology	2003
Constance McGrath	Boston State, B.S. Lesley University, M.Ed.	Special Educator	2007
Joyce Mehaffey	Rider College, B.A. Trenton State, M.A.T. UMass, M.Ed. & Ph.D.	Superintendent/ Principal	2008
Michael Miller	Bowdoin College, B.A. Boston University, M.A.T.	Social Studies	1994
Angela Monke	Univ. of Massachusetts, B.A, M.A.	Music	1998
Cynthia Morris	Stonehill College, B.A. Lesley University, M.Ed.	Grade 3	2000
Jason Naroff	Boston University, B.S. Lesley University, M.Ed.	Grade 4	2008
Aria Niemierko	UMass, B.A, M.Ed.	Grade 3	2010
Steven Peck	Xavier University, B.A. Boston College, M.Ed.	Special Educator	2004
Elizabeth Perry	Brandeis University, B.A. Potsdam State University, M.S.	Grade 5	1983
Michele Petteruti	Brown University B.A. Tufts, M.A.	Psychologist	2010
Marcella Pixley	Vassar College, A.B. University of Tennessee, M.A.	English Language Arts	2004
Jennifer Pray	Bridgewater State, B.S. Bridgewater State, M. Ed.	Special Educator	2007

Name	**Education**	**Position**	**Began Service**
Susan Pray	Framingham State, B.S.	Business Manager	1991
Jennifer Putnam	Mount Holyoke College, A.B. Simmons College, M.A.	Grade 5	1995
Hubertus Quaden	Katholieke Pedagogische, B.A. Lesley College, M.Ed.	Mathematics	1981
Kimberly Reid	State University of New York, B.A. Northeastern University, M.Ed.	School Psychologist	1995
Erin Rooney	Assumption College, B.A. Simmons College, M.S.	Social Studies	2003
Susan Ross	Ohio State University, B.S. University of Southern Cal., M.A	Occupational Therapist	1998
Jennifer Rowland	Stonehill College, B.S. Simmons College, M.Ed.	Special Educator	1999
Kathleen Rupprecht	Miami University, B.A. Northeastern, M.S.	School Psychologist	2009
Cynthia Samuels	Colorado State University, B.S. Emerson College, M.S.	Special Educator	1995
Suzanne Severy	University of Massachusetts, B.A. Lesley College, M.Ed.	Kindergarten	2000
Dennet Sidell	Gordon College, B.A. Lesley University, M.Ed. Nova Southeastern University, Ed.D	Elementary Principal	2012
Karen Slack	Cedarcrest College, B.A. Keene State College, M.Ed.	Student Services Dir./Principal	2006
Wendy Stack	Muhlenberg College, B.S. Lesley College, M. Ed. Univ. of New Hampshire, M.S.	Science	1997
Andrea Steffek	University of Colorado, B.A.	Spanish	2001

Name	**Education**	**Position**	**Began Service**
	Tufts University, M.A.T.		
Linda Vanaria	Lesley University, B.A., M.Ed.	Grade 2	2007
Heather White	Northwestern University, B.A. Syracuse University, M.S.	Speech & Language	1999
Claire Wilcox	Connecticut College, B.A.	Assistant to the Superintendent	2005
David Zuckerman	Occidental College, B.A. Tufts University, M.A.T.	Social Studies	1999

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

Concord-Carlisle High School has made excellent progress during 2012 due to the investment of many: students committed to learning at high levels, educators dedicated to effectively teaching students and to pursuing scholarship in their academic disciplines, parents invested in the life of the school, and community members demonstrating support through personal connections and fiscal resources. We are so grateful for these contributions that foster excellence in the high school. Student enrollment for 2012-13 is 1224 students, fourteen students more than 2011-12.

During the 2012 year, Concord-Carlisle High School continued to set high expectations for all students and reinforced its commitment to motivate young people to expand their knowledge and to develop intellectual, analytical, and social skills daily. 100% of the Class of 2012 received a Competency Determination as a result of passing the English Language Arts, Math and Science MCAS Tests.

- 98% of 10th grade students scored proficient or advanced on the ELA MCAS.
- 92% of 10th grade students scored proficient or advanced on the Math MCAS.
- 95% of 10th grade students passed one of the Science MCAS tests.

The median SAT score for the Class of 2012 was 1850 (with 1529 as the state average). Five (5) students in the Class of 2012 qualified as National Merit Scholar Finalists. From 2004-2012, 94.6% of AP Exams taken by CCHS students received a passing score (3 or higher). In 2012, 97% of students received a passing score and 85% of received scores of 4 or 5.

At Concord-Carlisle High School, (CCHS) new courses developed this year include Advanced Java Programming and the Musical. The new Rivers & Revolutions program, a truly interdisciplinary endeavor, was launched for those fifty students each semester. English, social studies, and special education teachers worked together to develop and implement common assessments. Honors programs in English were offered for freshmen, sophomores and juniors. At the beginning of the school year, all freshmen participated in a technology orientation course to become familiar with their First Class, X2, and Moodle accounts. Three hundred students and teachers use the Moodle site on a daily basis. Students use digital tools to access online course work, check email conference folders for class and school information, contribute to wiki forum discussions, and work with a variety of web-based platforms. Information literacy classes taught by the library media specialist instructed all students in advanced web searches, source evaluation, citation and web-based tools for collaborating, synthesizing and sharing work. Twenty-five students participated in Virtual High School classes. Thirty Biology students participated in the Environmental Field Studies project to protect Blanding's turtles. The Robotics Team built an amazing robot to successfully compete for the first time at the national level in the FIRST competition in St. Louis. The CCHS Meteorology students and teacher presented at an American Meteorological Society conference.

The school continued its longstanding tradition of encouraging students to be contributing and caring members of the school, of the larger community, and of the world beyond. As a testament to this, students demonstrated their commitment to social responsibility through participation in numerous activities, raising funds for global efforts to aid relief efforts in numerous countries, and participating in the Ecuador and Turkmenistan Exchanges. In the summer of 2012, students traveled to Tanzania to perform community service in rural areas; in 2013 students will be going to Bolivia. Locally, our students committed over 25,000 hours of service to the surrounding communities during the 2011-12 school year. The volunteer work and community service done by the young people of Carlisle, Concord, and Boston are evidence that students have internalized the core values of the district and CCHS.

The teachers of Concord-Carlisle High School believe in the continuous improvement of both their instructional practices and the methods by which they assess students. This year, CCHS teachers and administrators are implementing the state's new system for supervision & evaluation, and as part of the process they are utilizing protocols for looking at student work. This work is exciting in that it brings teams of teachers together to look out student learning outcomes on common, locally-developed assessments. Teachers can them adjust their practice to meet the needs of students by differentiating the instruction.

Over the past year, the faculty has been broadening the ways in which digital tools can transform the way that students learn and "show what they know." Technological teaching tools are revolutionizing the way student's access information and how teachers present concepts. New wireless hubs have been added throughout the building to meet the growing need for laptops and web appliances. Students and teachers in each classroom enjoy use of Active-Boards in storing and retrieving information and accessing websites. During the summer of 2012, CCHS technology teacher-leaders presented several weeklong Active-Board courses for many of their colleagues.

This year eight new teachers joined the high school professional staff because of the vacancies created by retirements, resignations, and leaves. To ensure that new staff members swiftly and substantively become part of the learning community at Concord-Carlisle High School, the district invested considerable resources in a mentoring program.

The bullets which follow provide a sampling of the work, activities, and accomplishments of students and staff—all of which contribute to making Concord-Carlisle High School a community where academic excellence, achievement, social commitment, public service, and involvement in the arts, athletics and other extracurricular activities are greatly valued.

- The average number of CCHS graduates planning to continue their education in postsecondary placements was 95%. In a survey of graduating seniors, 85% of seniors reported that they were admitted to their 1st or 2nd choice college. 94% of seniors reported that they were admitted to their 1st, 2nd, or 3rd choice college.

- CCHS students continue to be successful in the college admissions process. From 2007-2012, 35% of students, who were planning to go on to college, matriculated at very selective institutions (colleges that admit 40% or fewer applicants) and 44% matriculated at selective institutions (colleges that admit 41-70% of applicants).
- The CCHS Repertory and Concert Bands earned gold medals at the prestigious Massachusetts Instrumental and Choral Conductors Association (MICCA) State Concert Festival. Six students were nominated and accepted into the MENC All-Eastern Honors Ensembles, representing one of the highest numbers of CCHS students selected in many years.
- Students participated in the Boston Globe Scholastic Art Awards regional exhibit and earned gold and silver keys. Students participated locally in the Lexington Arts and Crafts Society Show for art majors and the year-end awards and retrospective at Concord Art Association.
- In the fall of 2011, over 50 students worked together to build sets, coordinate lighting and sound for the production, and perform in the play The Lion in Winter. In the winter of 2012, over 150 students performed as actors or musicians, created technical designs, built sets/props, implemented theatrical lighting and sound, and served as stage crew for the musical, A Little Night Music. In May 2012, over 30 students performed on stage and were involved as technical crew for Shakespeare's Romeo & Juliet.
- The CCHS Student Senate sponsored a freshman orientation program that brought all of the incoming ninth grade students together for an informative and fun-filled day before school started. Additionally, the Senate has implemented an expanded Advisory program for both freshmen and sophomores. The Senate is also working many projects focused on student life managing student stress, enhancing communication among all members of the school community, and increasing green initiatives.
- Over 300 students participated in Challenge Day, a unique program designed to enhance a positive school climate and communicate that individuals can make a difference.
- 2012 Athletic Teams
    - State Qualified teams: Boys basketball, Girls basketball, Girls ice hockey, Boys & Girls Track
    - Girls basketball North sectional semi finals
    - Boys and Girls Nordic and Alpine Ski Teams Qualified for All State finals and won league championships boys second place in state
    - State Champions in Diving: Sean O'Brien and Megan O’Brien
    - State Swim Champion: Drew Andre
    - Boys Basketball for the North Sectional Tournament
    - DCL Champions Spring: Boys Lacrosse, Girls Lacrosse, Boys Track, Girls Tennis
    - State Champions Boys Lacrosse and Girls Tennis
    - DCL Champions Fall: Boys Soccer, Girls Soccer, Boys Cross Country
    - Girls cross country emass second place qualified for All State Meet
    - North Sectional Finalist: Boys Soccer

- Golf Div. 2 North Sectionals Champions All State Golf 4th

Diana F. Rigby, Superintendent
Peter Badalament, Principal

CONCORD-CARLISLE
REGIONAL SCHOOL COMMITTEE

We are deeply saddened by the passing of former School Committee chair and member Jan McGinn. Jan was a leader committed to public education. Under her leadership in its early years, the Concord Education Fund grew from an idea to an organization that has granted over $1.1 million to projects in our schools. From there Jan moved on to School Committee, where she served for six years as an active leader on many initiatives. We are grateful for having known Jan and for her contributions to our community.

Our high school continues to benefit from the tireless commitment of educators, staff, parents, community members and students. Together in 2012, we successfully pursued our mission of educating all students to become lifelong learners, creative thinkers, caring citizens, and responsible contributors in our global society.

Much of our work--and healthy debate—this year centered on our new high school building project. In the summer of 2011, the Massachusetts School Building Authority (MSBA) announced that it would grant $28 million towards a new Concord-Carlisle high school and in the fall of 2011 Town Meeting overwhelming approved the $92.5 million project and that vote was confirmed with 84% support at the polls a week later. But as the design process moved forward, our project management was not as disciplined as it should have been. Though well-intended, too many costly features were added to the building design. As a result, the MSBA determined that our project had gotten out of compliance with our Project Funding Agreement and suspended our funding in June 2012.

The MSBA was correct in both its assessment and its action. As disappointing as the funding suspension was, our response to this setback was thorough and swift. The MSBA outlined numerous requirements that we would have to achieve for it to consider reinstating our funding. We made several changes in process and structure to meet these requirements, with the most important being that Stan Durlacher took over the leadership of the Building Committee. Over the next few months, Stan and the Building Committee, as well as the administration and School Committee, worked diligently to meet all the MSBA's requirements, and in October the MSBA announced that the project was back in compliance and our funding will be reinstated.

While we deserved the criticism we received for letting the project get out of compliance in the first place, it was inspiring to see our cooperative and successful response to this crisis. As with any complex building project, there are still issues to be resolved, including a long-term plan for transportation. I am confident that the same drive and teamwork we demonstrated in responding to the MSBA funding suspension, as well as continued cooperation across town departments and committees, will allow us to develop effective solutions to these issues. We now have a building project and a process that are both stronger than they were before, and we look forward to moving into a beautiful new high school in the fall of 2015.

Ultimately though, it is what goes on inside the building that matters. As in previous years, in 2012 our faculty, administrators and students combined to create a public high school that ranks at the highest levels in the state and in the nation across all areas, and makes our mission a reality.

The numbers, though only part of the story, are compelling. 98% of 10th grade students scored proficient or advanced on the ELA MCAS and 92% percent scored proficient or advanced on the Math MCAS. 95% of 10th grade students passed one of the Science MCAS exams. 100% of the CCHS class of 2012 received a Competency Determination as a result of passing both the ELA and Math MCAS. The median SAT score for CCHS Class 2012 was 1850 (compared to the state average of 1529). Five students in the Class of 2012 qualified as National Merit Scholar Finalists. CCHS students achieved a passing score on 97% of Advanced Placement (AP) exams they took, with a score of 4 or 5 (the highest score) on 85% of these AP exams. Over 95% of CCHS graduates continued their education in post-secondary placements. In a survey of graduating seniors, 85% reported they were admitted to their first or second college choice, and 94% were admitted to at least one of their top three college choices.

Beyond the numbers, the CCHS community embodies curiosity, creativity, rigor, and energy in the pursuit of student learning. Examples abound. Under the leadership of Peter Badalament, Michael Goodwin and a dedicated team of teachers across subject areas, we launched a new interdisciplinary program, *Rivers and Revolutions*, for fifty juniors and seniors each semester. The feedback from the first class has been enthusiastically positive. We also introduced Advanced Java Programming and the Musical as new courses, and twenty-five students enrolled in new offerings through virtual high school classes.

Further afield, the CCHS Robotics team built a robot and competed successfully in the "FIRST" (For Inspiration and Recognition of Science and Technology) national competition in St. Louis, Missouri, and the CCHS Meteorology students in Jeff Yuhas' class presented at the American Meteorological Society conference in New Orleans, Louisiana.

The arts continue to flourish at CCHS. The CCHS Repertory and Concert Bands earned gold medals at the prestigious Massachusetts Instrumental and Choral Conductors Association (MICCA) State Concert Festival. Six CCHS student musicians—the most in many years--were nominated and accepted into the MENC All-eastern Honors Ensembles. Student artists participated in the Boston Globe Scholastic Art awards regional exhibit and earned gold and silver keys. Student artists also participated locally in the Lexington Arts and Crafts Society Show for art majors as well as the Concord Art Association's year-end awards and retrospective show. Throughout the year, many students worked together on three theater productions. They built sets, coordinated lighting and sound, and performed in *The Lion in Winter* (50+ students), *A Little Night Music* (150+ students), and *Romeo & Juliet* (30+ students).

CCHS students continued to demonstrate their commitment to social responsibility through participation in numerous activities, raising funds to aid relief efforts in several countries, and participating in the Ecuador, France, and Turkmenistan exchanges. In the summer of 2012, students traveled to Tanzania to perform community service in rural areas, and another group of students is planning a similar service trip to Bolivia in 2013. Collectively, our students contributed more than 25,000 hours of service in the surrounding communities during the 2011-12 school year. CCHS students are required to perform 40 hours of community service prior to graduation, but most students contribute far more than this minimum requirement. Our students are well on their way to being responsible contributors in our society.

These exceptional results would not be possible without our outstanding faculty, staff, and administrators. Together, they create and nurture the learning environment that propels our students to achieve at extraordinary levels. In 2012, the teachers and administrators also worked together to implement the new teacher supervision and evaluation system that complies with new state regulations. In addition, the administration, faculty and School Committee are working together to address shortcomings in the school environment that were identified in the first TELL Mass teacher survey completed in the spring of 2012. While we need to address these shortcomings, we continue to attract and retain a great faculty. Our teacher retention rate at CCHS is 99% and we had a 100% acceptance rate on offers to new teachers and staff.

Most of these new CCHS teachers and staff filled vacancies created by our 2012 retirees: Al Dentino, 32 years, music teacher at CCHS; Beatrice De Loges, 5 years, Spanish teacher at CCHS; Barbara Goodman, 8 years, special education teacher at CCHS; Joe Leone, 39 years, math teacher at CCHS; Alan Weinstein, 9 years, Assistant Principal at CCHS; Bob Blazewicz, 10 years, information technology specialist at CCHS; David Woodward, 14 years, bus driver; and Donald Foss, 27 years, maintenance. We thank our retirees for their years of service and wish them well in their new adventures.

We recognize that we are fortunate to live in a community that generously supports high-quality public education. At the same time, we recognize our fiscal responsibility to our community, and we work to develop budgets that strike the appropriate balance. We have not required an override for our CCHS operating budget since 2007, and the current school-year (2012-13) budget for CCHS represents a 1.8% increase over the prior year. The recently completed budget for the next school year (2013-14) represents a 1.2% increase over the current year. In addition, we were able to add $500,000 to the CCHS Technology Stabilization Fund in 2012 through the successful closing of the 2011-12 fiscal year. These budgets have all been below the levy limits and have matched the guidelines developed by the Finance Committee.

As independent evidence of the effectiveness of our fiscal management, we continue to carry an AAA bond rating (Moody's highest rating) and in December 2012 we completed a $9 million Bond Anticipatory (BAN) sale at a 0.2041% interest rate.

Our school also benefits from the generosity of citizen-run non-profit organizations, including the Concord Education Fund, the CCHS Parents' Association, the Concord-Carlisle Community Chest, and individuals in both Concord and Carlisle. The Concord Education Fund has been particularly supportive in new technology and science initiatives, including the STEM (Science, Technology, Engineering and Mathematics) program and the Digital Recording Studio. We are grateful for these donations that allow us to enhance our students' educational experience.

Our community's generosity reached a new level in December 2012 when we were pleasantly surprised by an email from John Boynton, a private citizen, advising that a group of private citizens is forming to raise money to enhance the outdoor facilities at CCHS, including adding new tennis courts, improving the lower fields, installing artificial turf on the football field, and building an outdoor amphitheater. This was great news at the end of 2012, and we look forward to hearing more about these plans and working with this group of citizens in 2013.

We thank all the citizens of Concord for their continued active support of our students and our high school. We can all take great pride in the learning environment and the new high school campus that we are building together.

Members:
Fabian Fondriest, Chair
Louis Salemy, Vice-Chair
Phil Benincasa
Pamela Gannon
Melissa McMorrow
Jennifer Munn
Maureen Spada

CONCORD-CARLISLE HIGH SCHOOL BUILDING COMMITTEE

Following a multi-year public process, the Concord-Carlisle High School Building Committee developed a feasibility study and design approach for a new high school building. The Committee's project plan was approved with near unanimous support at both the Concord and Carlisle town meetings as well as 84% majority votes at the polls in both towns. These approvals led to a commitment from the Massachusetts School Building Authority to reimbursement the communities for 35% of the eligible costs of the project, reducing local costs by approximately $28 million.

The Building Committee has hired a project team to develop the shared vision. The project team includes OMR Architects, Inc. to guide the design process, KV Associates to serve as the Owners Project Manager, and Turner Construction is the general contractor. The Building Committee and project team work with the school administration, user groups, residents, town agencies and the State to develop a project that not only meets the needs of the school and the community, but also maximizes the reimbursement from the MSBA.

The new building will be built into the hill behind the existing "H" building. With a new loop road, the new building will unify and link all other components of the campus including fields, parking, and the Beede Center. The building is designed to provide flexibility and adaptability so that the school can change over time to meet changing educational needs. Specific design elements to meet the needs of 21st century learning include a learning commons with social, technical, and quiet learning spaces, labs and workshops for hands on learning, and collaborative space for teachers and students.

Energy efficiency has been central to the planning process. The building is oriented on an east/west axis so that all classrooms receive natural day lighting from the north or the south and reduces the need for artificial lighting. The exterior envelope of the building (walls, windows, and roofs) will meet and surpass the requirements of MA-CHPS; the Massachusetts Collaborative for High Performing Schools, significantly saving the communities on heating and cooling costs.

During 2012, The Building Committee worked closely with MSBA to ensure the project design, scope, budget, and schedule remained consistent with the Project Funding Agreement executed between MSBA and The Regional School District.

Design and Construction documents will be completed in early 2013 and site work is expected to begin in March. A 31-month construction period is anticipated with the new building opening in September 2015.

Members of The Building Committee want to express their gratitude to the community for their overwhelming support as they continue to advance this important investment in the future of Concord and Carlisle. Interested individuals can stay informed of progress by visiting the Building Committee's website at www.cchsbuilding.org.

CONCORD-CARLISLE REGIONAL
SCHOOL DISTRICT ENROLLMENT
OCTOBER 1, 2011

RESIDENT STUDENTS	**9**	**10**	**11**	**12**	**Total**
Concord	217	204	210	201	832
Carlisle	77	70	72	91	310
NON-RESIDENT STUDENTS					
METCO	12	18	19	15	64
Tuition Waived	3	3	1	4	10
State Wards	0	0	0	0	0
Total Non-Resident	15	21	20	19	75
Total Enrollment	**309**	**295**	**302**	**310**	**1216**
Out of Dist. Special Education					**40**
GRAND TOTAL	**-**				**1256**

Human Resources - 2012

At the end of the 2012 calendar year the following people retired from the Concord-Carlisle Regional School District.

Administration	**Years in Concord-Carlisle**
Alan Weinstein	9
Instructional Staff	
Al Dentino	32
Beatriz DesLoges	5
Barbara Goodman	8
Joseph Leone	39
Non-instructional Staff	
Bob Blazewicz	10

At the end of the 2012 calendar year the following people retired from the Concord Public Schools and the Concord-Carlisle Regional School District.

Instructional Staff	**Years in Concord and Concord-Carlisle**
Donnie Foss	27
David Woodward	14

Employees – 25 Years or More of Service

Concord-Carlisle High School

Teachers	**Non-Instructional**
Jerry Moss	Claudia Dellovo

Carlisle Public/Concord-Carlisle High School

Teachers	**Non-Instructional**
	Court Booth
	Susan Dunn
	Rocky Griffin
	Ann Pike
	Gary Reed
	Linda Robbins
	Bud Sheridan
	Liz Tencati
	Bob Wheeler

CONCORD CARLISLE SCHOLARSHIP FUND

The Concord Carlisle Scholarship Fund (CCSF) was established in 1966 to provide need-based grants to deserving young men and women from Concord or Carlisle to obtain additional educational opportunities after secondary school. The Fund is a tax-exempt charitable trust. Recipients must either live in or have attended school in either town.

The Fund is administered by an18-member volunteer board of trustees. Scholarships are financed through an annual appeal, a student-staffed phone-a-thon, and by income generated from memorial gifts, bequests, and named funds. For more information about the CCSF, please see the website: www.ccscholarshipfund.org.

Words from one scholarship recipient: "As a first-generation college student, I greatly appreciated the help and support of the CCSF. It was very meaningful to me and to my family that the Scholarship recognized my hard work in high school and helped make it possible for me to attend a small liberal arts college. Wellesley provided the perfect steppingstone to grad school (my undergrad adviser still writes letters for me all the time). I graduated in May 2010 on an accelerated schedule after receiving an invitation to go to Harvard to be a post-doctoral teaching fellow."

Since the Fund began, it has assisted more than 1,000 students. In 2012, the trustees awarded almost $155,000 to 89 high school and college students, while the Fund's affiliated organizations supplemented this amount with over $52,000, bringing the combined total awarded to $202,850 and the combined number of students awarded scholarship assistance in 2012 to 108.

Traditionally, the Trustees host a brunch at the start of the new calendar year in appreciation of the Named Fund Scholarship benefactors. The annual CCSF phone-a-thon takes place over two nights using space donated by Fenn School; it is staffed by Concord-Carlisle High School (CCHS) students who are candidates for the National Honor Society. The board also supports the annual Adrian A. Martinez Road Race in June which generates additional funds for the scholarship that memorializes Adrian, CCHS Class of 2002.

Another recipient writes, "The Concord Carlisle Scholarship Fund helped ease the burden of tuition on myself and my parents. Where other Mount Holyoke friends left school with seemingly unbearable amounts of student loan debt, I was able to leave school with minimal loans that I am easily able to make payments on now."

Six new named funds were created during 2012:

The Mary F. McHugh Memorial Scholarship Fund
The Maura Roberts Memorial Scholarship Fund
The Eleanor Winstanley Childs Memorial Scholarship Fund
The Sally Lanagan Memorial Scholarship Fund
The Janet Babb Memorial Scholarship Fund
The Guido S. D'Asti Memorial Scholarship Fund

These six scholarships will be awarded for the first time in 2013.

The David Prifti Memorial Scholarship Fund, created in 2011 in memory of the much beloved CCHS art teacher, was awarded for the first time in 2012 to Robert Hitchner, CCHS Class of 2012.

2012 scholarships recipients are listed below.

The Acton Toyota of Littleton Scholarship
Kristin Shinney

The William W. Anderson Memorial Scholarship*
Mark Grande

The Bean Family Scholarship*
Dionna Morales

The Trudy Biernson Memorial Scholarship*
Carmen Piedad

The Carlisle Garden Club Debbie Wright Scholarship
Alexander Doig
Lauren Tierney

The Carlisle Old Home Day Scholarship
Drew Andre
Caitlin Petersen

The Concord Firefighters' Relief Association
Johannah Morrison

The Concord High School/Concord-Carlisle High School Alumni Scholarship Fund*
Kijanna Beckles

The Concord Carlisle Scholarship Fund
Breanna Andrade
Kijanna Beckles
Dylan Benkley
Kwaku Bosomprah Bonsu
Destinee Brodie
Maree Budris
Yamiley Cayemitte
Randy Chin
Will Coffey
David Corbie
Wyatt Davis
Avital DeSharone
Richard Fadden
Philip Fiorentini
Matthew Gray
Jana Herman
Alexander Horvath
Sarah Ganek
Sasja Jackson
Christopher Jordan
Tamara Jordan
Juliana Kulik
Marcus Kulik
Andrew Lavrennikov
Joseph Mallen
Dillon Mariano
Melissa Mariano
Jamie Maslowski
Victoria Moniz
Jeffrey Moran
Isabel Morgan
Gina Murphy
Melissa Nelms
John Nevins
Donna Pioli
Amanda Prifti
Ryan Ruiz
Thornton Ritz
Ryan Robinson
Erica Schaefer
Tatjana Sena
Ashley Silva
Carl Sundquist
Helen Tichener
Amelia Vierstra
VictoriaVierstra
Chloe Vilain
Margaret Waterman
Michaela Zucker

The Concord Carlisle Scholarship Fund Trustees' Scholarship*
Kijanna Beckles

The Concord Children's Center Scholarship
Carmen Piedad

The Concord Women's Club – Ruth Bullerwell Scholarship*
Kara Fadden

The Mary Connorton Memorial Scholarship
Jonah Lovy

The Clair Day Memorial Scholarship*
Margaret Wilcox

The Elaine DiCicco Scholarship*
Olasubomi Madamidol

Charles Evans Scholarship*
Rachel Grande

The John B. Finigan Memorial Scholarship*
Yasmine Raddassi

The Wilson Flight Scholarship*
Mathew Driscoll

The Bobby Gray Memorial Scholarship*
Jabari Coy-Gooding

The Margaret Haggerty Scholarship*
Ashley Campbell
Nathaniel Kelly
Nathaniel Lamkin
Kathryn Nichols
Oyinlola Ogundipe
Maximilliano Villarreal

The Wells A. Hall Memorial Scholarship*
Yasmine Raddassi

The Anthony Halls-Keenan Smith Scholarship*
Jabari Coy-Gooding

The Christopher Hentchel-WIQH Scholarship*
James Carty

The Anna M. Holland Fund#1**
Stephanie Allen
Brandon Mosca

The Seitaro & Shina Ishihara Memorial Scholarship *
Jabari Coy-Gooding

The Tama Ishihara Memorial Scholarship *
Kara Fadden

The Vinod Jalan Memorial Scholarship*

Olasubomi Madamidola

The Casper C. Jenney & Eleanor M. Jenney Memorial Scholarship *
Kijanna Beckles
James Carty
Kelly Fadden
Dionna Morales

The Diane Kenneally Memorial Scholarship *
Paris Marsh

The Knights of Columbus Scholarship *
Christina Erne

The Norton Levy Scholarship *
William Hutchinson

The Charles E. Manion, Jr. Memorial Scholarship*
Jabari Coy-Gooding

The Adrian A. Martinez Memorial Scholarship*
Katherine Driscoll
Wesley Palmer

The Elizabeth A. Mattison Memorial Scholarship*
Kelly Fadden

The Dr. Barbara Schips Miller Scholarship
Janiece Dottin

The Janet Gates Peckham Memorial Scholarship*
Coleman Craddock-Willis

The Albert L. & June B. Powers Scholarship*
Lauren Tierney

The David Prifti Memorial Scholarship*
Robert Hitchner

The Marguerite Purcell Memorial Scholarship*
Paris Mars

The Nick Ressler Memorial Scholarship*
Kendra Lisenby

The Rivercrest – Deaconess – Newbury Court Award
Alexander Horvath

The Al Robichaud Scholarship*
Kara Fadden
William Moss

Anthony Perugini
Jennifer Robinson
Christian Wesselhoef

The Rotary Club of Concord William L. Eaton Memorial Scholarship
Jonah Lovy

The Rotary Club of Concord Thomas R. Huckins Memorial Scholarship
Kendra Lisenby

The James E. Shepherd Memorial Scholarship*
Mark Grande

The Farnham W. Smith Memorial Scholarship
James Carty
Sean O'Brien
Anthony Perugini
Christiaan Pfeifer

The David S. Soleau Memorial Scholarship*
Rachel Grande

The Mark Teverovsky Memorial Scholarship*
Kara Fadden

The Jeanne A. Toombs Memorial Scholarship*
Janiece Dottin

The United Women's Club of Concord Scholarship
Daniel Dowd
Thomas Goulet
Hannah Kilcoyne
Anthony West

The Video Revolution, Ralph & Ellie Grossi Scholarship*
Christopher Elwood

The Walden Woods Project Scholarship
Alexander Doig

The Williams Fund
Nicholas Ruhlmann
Graham Peck
Edward Pioli
Matthew Solomon

The Doug White Memorial Scholarship*
Jennifer Robinson
Anthony West

The Charles K. Yeremian Scholarship*
Lilli Samma

The Tameji & Chiyo Yoshimura Memorial Scholarship*
Dionna Morales

NOTE: Scholarships marked with an asterisk are managed by the CCSF. One scholarship is managed by the Trustees of Town Donations of the Town of Concord. All other scholarships are managed by the named affiliate organization, listed below.

CCSF Affiliates:
Acton Toyota of Littleton
The Carlisle Garden Club
The Carlisle Old Home Day Association
The Concord Children's Center
The Concord Firefighters' Relief Association
The Newbury Court-Rivercrest-Deaconess Association
The Rotary Club of Concord
The Town of Concord
The United Women's Club of Concord
The Walden Woods Project
The Williams Fund

The Concord Carlisle Scholarship Fund trustees are indebted to the citizens of Concord and Carlisle and friends from other towns, as well as to the Concord-Carlisle Community Chest, whose generosity has enabled the Fund to provide scholarships to all of these deserving students. We wish all of our scholarship recipients well in their post- secondary educational pursuits.

Lucy V. Miller, Chair
Lindsay Smith Kafka, Assistant Chair
Dorrie Bean, Recording Secretary
Kenneth Anderson
Molly Eberle
Teri Hale
Rebecca Britten LoPrete
Edward Sonn
Travis Minor, Associate Trustee
David Gould, Emeritus Trustee
Paul Ressler, Past Chair
Albert Powers, Treasurer
Elaine DiCicco, Secretary
Jeanne DeTemple
Barbara Fivek
Betsy Levinson
John F. Mee
Priscilla White Sturges
Tom Rutledge, Associate Trustee

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
Adult & Community Education

Mission

Concord Carlisle Adult & Community Education (CCACE) provides opportunities for lifelong learning to the citizens of the school district and surrounding towns.

Collaborating with citizens and organizations, CCACE responds to community needs and interests with our communities' talents and resources, calling upon local people to develop and coordinate programs and services for children, adolescents and adults throughout the year.

We make schools available for extended-day educational use for citizens in Carlisle and Concord. We promote and support School and Town projects that cannot be funded or presented in traditional ways. CCACE is both a program of classes and educational events and a process that connects local citizens with each other and their public schools in ways that are creative, educational and cost effective.

FY 2012 Summary of Activities

1,725 enrollments in fee-based continuing education classes
296 group, individual and online courses were conducted
340 students enrolled in instrumental music lessons (32-40 sessions each)
145 new students enrolled in driver education training
2,000+ participants in walk-in programs and events (no registration or fee required)

Year in Review

CCACE provided a comprehensive program of non-credit, fee-based learning opportunities for local residents. One hundred and seventy-eight community educators contributed to the program during Fiscal Year (FY) 2012, teaching one or more courses.

The department completed its eighth consecutive year of self-funded activity in FY2012, recovering 100% of the costs for teachers, administrative and management salaries, non-salary expenses and capital investments. Department costs were $623,069, and revenues $644,124. The balance of $21,055 restored the most of the operating deficit of the prior fiscal year. A grant from the Concord Carlisle Community Chest provided financial aid to more than 200 local families and individuals, and no one was turned away because of an inability to pay a course fee.

Children and adults of all ages participated in community education programs throughout the year. Most of the K-12 participants enrolled in before-school, after-school, weekend and summer classes. Adults were active in daytime and evening classes. Instrumental music lessons were held throughout the year, helping young students enrich their school-day music education. The CCHS driver education welcomed 145 new students for classroom learning, and provided on-road training for more than 350 days throughout the year. Over 10,000 individual lessons were held during the year. The Village University, a program for mature citizens who seek advanced studies similar to a graduate seminar,

conducted its ninth successful year of classes with its volunteer faculty. The CCACE Advisory Committee worked with the staff, faculty and was in communication with the administration and School Committee. It strives to represent the interests of both towns and advocate for community access to public schools after hours for continuing education. Advisory Committee members are appointed by the Regional School Committee for three-year terms. They ensure that the department is sensitive to community needs and manages its limited resources to best advantage. Citizens are urged to contact Committee members, share ideas and volunteer, so that the Adult & Community Education program may respond to community needs, further enrich the towns, and achieve our shared educational goals.

Courtland Booth, Director

Advisory Committee:

Jennifer Albanese, Chairperson
Paul Anagnostopoulos, Susan Cannon, Susan Frey, Meg Gaudet, Estelle Keast and Michael Rudd; Phil Benincasa, School Committee Liaison
Courtland Booth, Director

Concord-Carlisle Adult & Community Education

~a school service for the community since 1954~
500 Walden St, Concord 318-1432 ace@colonial.net www.ace.colonial.net

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

About Minuteman

Minuteman is a four-year public high school in Lexington, Massachusetts founded in the Career and Technical Education tradition. Minuteman serves the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston and teaches more than 700 diverse young men and women from local communities across eastern Massachusetts. Minuteman is a REVOLUTION IN LEARNING, preparing every student for success in college, industry and life.

Carlisle Enrollment

As of October 1, 2012, nine (9) high school students were enrolled at Minuteman providing a full time equivalent (FTE) of nine (9) residents of Carlisle.

While attending Minuteman, these students receive a number of benefits:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that's Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college and the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as "just another student" at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as whom they once were.

Concord-Carlisle Regional High School and Minuteman Half Day Program

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Concord-Carlisle Regional High School and receive a competency certificate from Minuteman. Currently, no Carlisle students participate.

Minuteman offers technical training programs to adults who are looking for rewarding jobs in high demand careers. Adults may apply to the Minuteman Technical Institute programs to hone skills in a technical area, retrain for new employment, or learn new technical skills for the first time.

2012 Carlisle Graduates and Awards

Daniel Morin, Automotive Technology Anthony Perugini, Engineering Technology

At the 2012 graduation, Anthony Perugini received Acton Toyota Scholarship Award.

This award is given to students of superior academic achievement and significant participation in school or community activities.

Class of 2012 Graduate Achievement Highlights

- 66% college bound or advanced Technical Training, 27% career bound and 3% military.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care Infant/Toddler and Preschool graduates achieved Teacher Certification.
- 100% of Cosmetology graduates passed State Board examinations.
- 100% of Health Occupation graduates achieved college acceptance or career placement.
- 100% of Environmental Technology graduates were certified in OSHA 40-Hour HAZWOPER training, and confined-space entry training. 62% passed either the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License exam or the Massachusetts Drinking-Water Treatment Plant Grade 1 Operator License Exam.
- Valedictorian James Cardillo, Electrical Wiring graduate from Peabody attending Florida Atlantic University in Boca Raton Fl. Salutatorian Daniel Dangora, Robotics graduate from Medford attending UMass, Lowell to pursue electrical engineering.

Capital Projects

- MSBA Update: Minuteman moves forward in the "pipeline" of the MSBA Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. On December 3, 2012 Minuteman was approved by MSBA to hire SKANSKA as the Owner's Project Manager (OPM) for the Feasibility Study. The OPM and School Building Committee will work together to review various models of enrollment as stated in the Request For Service for the OPM. In January of 2013 a link to the School Building Project will keep all towns informed of our progress.

Curriculum and Instruction

- Since 2008, all 9th grade students to have English and Math every day, rather than a "week-on-week-off" schedule, thus providing more consistent and concentrated instruction as well as project-based learning. Minuteman is rated a Level 1 school

by the DESE. The first-time pass rates on MCAS remain high across all disciplines including a 100% passing rate in ELA in 2012.

- As part of our Revolution in Learning, we want every Minuteman student to fully explore their interests and discover their passion. Minuteman offers more than twenty different majors categorized into three clusters: Bio-Science/Engineering, Human & Commercial Services, and Trades & Transportation. The Educational Program planning process has identified potential new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science, Entertainment Engineering, Advanced Computer Manufacturing, and Medical Equipment Repair.
- Each student graduates with the OSHA 10 Safety Certification. In addition, during the CTE week, juniors and seniors participate in an Entrepreneur Class. Prior to commencement, seniors are required to produce a comprehensive Business Plan related to their career major.

Professional Development

Minuteman teachers continue to control much of the context for their professional development. Teachers pursue academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices and common summative assessments. Teachers meet to review student work and adjust the curriculum and instruction as needed. Teacher-to-teacher peer observations are conducted at least twice per year according to protocols derived from the National School Reform Faculty model. More and more, Executive Function strategies and techniques are being adopted toward the development of a specific Minuteman approach to: note-taking, unit organization, and study skills. Academic-Career and Technical curriculum integration results in lessons and student work that feature the application of academic skills in the CTE context and vice versa. That integration lends itself to students' developing and practicing 21st century skills (speaking, listening, collaborating, researching, and presenting). The integration of technology to enhance student learning is an on-going commitment. Finally, this year professional development has also been focused on the new DESE model teacher evaluation system, which requires the development of individual and team goals following the SMART model (Specific and Strategic; Measurable; Action-oriented; Rigorous, Realistic, and Results oriented; and Timed).

Student Access, Participation and Support

- An Executive Function initiative was launched in 2010. Led by our reading specialist, we have expanded our efforts to include study skills, pre-reading strategies, and unit re-organization to help students with resources to develop habits and techniques to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education Department continuously develops individualized programs and provides services so that all our students succeed. We focus on teaching students about the nature of their disability and their Individualized Education Program. The Special Education department successfully implemented

the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college. The SLC also supports the transition to college, by following a model of service delivery that is popular among most colleges and universities in the United States.

- The Music and Art department continues to grow. Most recently, two students were accepted to the Massachusetts Music Educator's Association Northeast District Chorus; one of whom also received an All State Chorus recommendation. The Visual Arts Department offers 8 different elective courses including traditional studio courses and Digital Photography to over 200 students. Student work has been displayed in various communities including Lexington, Carlisle, Arlington and Watertown. Recent graduates have been accepted at MassArt, Savannah College of Art and Design, Lesley University, New Hampshire Institute of Art and Art Institutes of Boston. The program continues to grow as student interest and enthusiasm is high.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 12 years the number of participants has doubled in many of the sports offered. The athletic department is also looking to expand to include a track team. Students are offered more than 20 clubs and activities. Success of the Athletic teams has been outstanding within the past few years as students are winning awards and competitions. Minuteman has been participating in the Vocational and MIAA State tournaments. This past Fall season Cross Country runners qualified for the Vocational tournament, the golf team competed in the individual Vocational tournament, the Girls Soccer team qualified and competed in the Vocational tournament (losing in the Quarterfinals) and also competed in the MIAA State tournament, and the Minuteman Football team competed and was runner-up in the Vocational Superbowl.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the Grant-a-Wish program supports numerous initiatives and incentives for student achievement.