



# Town of Carlisle

MASSACHUSETTS 01741

Office of

**PLANNING BOARD**

P.O. BOX 827  
CARLISLE, MA 01741  
(978) 369-9702

**MINUTES**  
**March 11, 2002**

**Report from Selectmen's Meeting: 3/6/02**

**Upcoming Meeting Schedule**

**Continued Public Hearing: Common Driveway Special Permit, 138 East Street, Map 22, Parcels 62B & 63D,  
Theodore Treibick, applicant**

**FY03 Budget**

**Community Development Plan Task Force**

**Discussion of proposed amendments to Subdivision Rules and Regulations**

Vice Chair Michael Epstein called the meeting to order at 7:35 p.m. in the Clark Room at Town Hall. Board Members Dan Holzman, Tom Lane (Treasurer) and Kate Reid were present. Michael Abend (Chair), Louise Hara (Clerk) and Phyllis Zinicola were not present this evening. Planning Administrator George Mansfield and Administrative Assistant Anja Stam were present.

Lane moved and Holzman seconded a motion to accept the minutes of February 25, 2002 as drafted. The motion carried 3-0-1 with Epstein abstaining. Lane then moved to accept the minutes of the executive session of February 25, 2002 as drafted. Holzman seconded the motion and it carried 3-0-1 with Epstein abstaining.

Bills were circulated and it was again noted that no communication had been received from Earth Tech regarding itemization of their bill. Epstein asked the PA to contact Dale MacKinnon to inquire about the status of work on the High Woods development.

### **Report from Selectmen's Meeting: 3/6/02**

Epstein was present at this well-attended meeting and reported that FinCom presented options for addressing a budget override. FinCom recommended a graded optional override ranging from 5.9% to 10.2%. Epstein noted that the FY03 PB budget was listed as having a 2.5% increase, but he learned that this was a mistake and FinCom has made the correction to indicate a 2.2% increase. Epstein also explained that according to the DPW, their department's budget increase is largely due to costs associated with increased tree cutting and drainage maintenance. Reid suggested that the Board continue to encourage DPW Superintendent Gary Davis to attend a Planning Board meeting to discuss these issues as they relate to Planning Board regulations. Epstein stated that the Selectmen have asked for comments on the budget to be submitted to them within the next week.

Mansfield also noted that the FinCom has recommended a reduction of funding for the Community Preservation Act from 2% to 1%, and possible use of a portion of the Town's Conservation Fund to offset tax increases. Epstein was not aware of these recommendations. He suggested that the Planning Board draft a letter to the Selectmen restating the Board's support for the Community Preservation Act. Reid stated that she is in favor of keeping CPA funding at 2% to maintain the current level of state matching funds. She noted that taxes are deductible for individuals, while user fees are not. Lane asked if the Community Preservation Committee has decided how the money will be used. Reid stated that the committee is scheduled to meet at the end of the month to discuss this. Lane was in favor of supporting the 2% funding level since it is a small amount. Holzman was concerned that an override would be more difficult to pass this year, but he supported maintaining funding of the CPA at 2%. Reid agreed to work with the PA to draft a memo to the Board of Selectmen stating the Board's preference for funding the CPA at 2%.

### **Upcoming Meeting Schedule**

Mansfield noted that the Board's next scheduled meeting on March 25<sup>th</sup> would coincide with the Town Caucus to be held in the Heald Room at 7:00 p.m. that night. Reid suggested that the Board start its meeting at 8:00 p.m. rather than 7:30 p.m. to allow Board members time to attend the caucus, but Epstein preferred to begin at the usual time. He asked if Abend is

considering reelection or if there are other candidates for the Planning Board. No one was able to answer. The Board agreed to hold the meeting at 7:30 as scheduled and to offer to exchange the Clark Room for the Heald Room.

The Board also scheduled meetings through early June on the following Mondays: April 8, April 22, May 13 (Heald Room) and June 10. There will be no meeting on May 27, Memorial Day.

**Continued Public Hearing: Common Driveway Special Permit, 138 East Street, Map 22, Parcels 62B & 63D, Theodore Treibick, applicant**

Epstein opened the continued hearing at 8:50 p.m. The following members of the public were present: M. Lawrence Barton of 160 Elizabeth Ridge Road, Fred Lewis of 141 Bedford Road, Bill Tice of 38 Audubon Lane, Tarik Samman of 148 Fifty Acre Way and Carolyn Kiely of 132 Hartwell Road.

Mansfield stated that he received a fax from the applicant today, requesting that no testimony be taken and that the public hearing be continued to March 25, 2002. Lane moved to continue the Public Hearing to March 25, 2002 at 7:45 p.m. Holzman seconded the motion and it carried 4-0.

**FY03 Budget**

Mansfield reported that he received an e-mail from Board member Phyllis Zinicola stating that the class and step increases will be funded as promised with implementation of the Wage and Classification Study, but merit increases will not be recommended for the FY03 budget. Epstein offered to draft a letter to the Selectmen reiterating the Planning Board's support for fully funding merit increases for Town Hall staff.

**Community Development Plan Task Force**

Lane reported that he spoke with planners in Bedford and Concord. They seemed interested in pursuing EO418 and were planning to submit equivalent plans for review, but neither town is in need of a partner town. Stam reported that she had spoken with planning staff from Acton who informed her that Acton is indeed pursuing the Community Development Plan. Lane asked Stam to send him planning contacts for Acton, Billerica, Chelmsford and Westford.

**Discussion of proposed amendments to Subdivision Rules and Regulations**

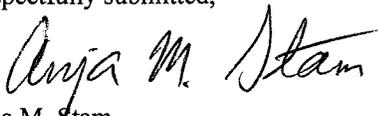
Epstein reported that he received an opinion from Town Counsel, but did not distribute it to the Board because he had some questions regarding the advice. Rather than an opinion on what the Board cannot do, Epstein asked Hucksam to provide the Board with creative solutions toward achieving specific Planning Board goals. Epstein is planning a conference call with both Paul DeRensis and Rich Hucksam. Epstein also noted that Hucksam did not comment on the new section in the rules and regulations regarding the bike path fund. Epstein requested that a future agenda include a Board discussion on action the Board should take regarding Town Counsel services.

**Stormwater Runoff**

Holzman noted that in light of the current drought conditions the Board should consider development methods that recapture 90% of stormwater runoff. He recommended the use of infiltration trenches and roof drain drywells as opposed to detention basins. The AA was asked to add this to the Board's to-do list. The PA was directed to inquire of the Town Administrator who would be authorized to issue and enforce a water ban in Carlisle.

At 8:45 p.m. the Board unanimously adjourned the meeting.

Respectfully submitted,



Anja M. Stam  
Administrative Assistant