



Town of Carlisle

MASSACHUSETTS 01741

Office of

PLANNING BOARD

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MINUTES

November 7, 2002

Pictometry

Interview of engineers in response to RFP for Consultant Services to identify and evaluate potential sites for Wireless Communications Facilities

Chair Kate Reid called the meeting to order at 8:00 p.m. in the Nickles Room at Town Hall. Board Members David Freedman, Dan Holzman, Tom Lane (Treasurer) and Phyllis Zinicola were present. Abend arrived at 8:25 p.m. and Louise Hara (Vice Chair/Clerk) was unable to attend this evening. Planning Administrator George Mansfield and Administrative Assistant Anja Stam were also present.

Pictometry

Mansfield reported on his visit to Amesbury to view their pictometry system. He learned that the system is capable of accurate measurements to within two inches. He reported that Amesbury is very pleased with the system and has been able to utilize the program to bring the Town additional revenues. Mansfield noted that the forest floor could not be seen in areas where there is a dense evergreen coverage, but roads, driveway and paths through such wooded areas are visible. The Board asked if other Town boards had made a decision on the purchase of this technology and the PA reported that most are still undecided. Lane suggested that the Town acquire the free software at this time and consider upgrading in the future.

Interview of engineers in response to RFP for Consultant Services to identify and evaluate potential sites for Wireless Communications Facilities

Cal Goldsmith and Laura Chan of Goldsmith, Prest & Ringwall, Inc. (GPR) and David Maxson of Broadcast Signal Lab (BSL) were present.

Maxson explained that his firm would study Carlisle's RF requirements, while GPR would review zoning and other regulatory and development issues. Maxson stated that he has worked with the Town of Concord on wireless applications, litigation and bylaw review and is well acquainted with the six wireless providers. He suggested that the Town focus on its needs and preferred sites, rather than general formulas.

Goldsmith stated that although he is not an RF engineer, he is familiar with the wireless industry. As engineering consultant to the Town of Maynard for the past six years, he has drafted their wireless bylaw and reviewed numerous applications. Goldsmith explained that his area of expertise is the understanding of the permitting process along with grading, wetland and easement issues. He will be able to advise the Town of alternative sites, their suitability for wireless facilities and required variances.

(Abend arrived at 8:25 p.m.)

The Board then explained that they would like to have the study done in time to include potential bylaw changes on the spring town meeting warrant if necessary. Both Maxson and Goldsmith estimated that the study would take approximately three months, which should be sufficient.

In response to a question from Mansfield, Maxson explained that the comparative visual impact analysis of potential sites of high value referenced in his proposal would be presented in the form of a visual impact map of the site or sites.

Goldsmith asked if there is a problem with identifying privately owned land as potential wireless sites. Abend noted that the Town has prioritized the value of its open space parcels and this study could provide a list of sites for potential wireless facilities in a similar manner. He thought this would not be a problem.

At 9:00, the Board thanked the engineers and explained that after the PB makes its decision, the Town Administrator will draw up a consulting contract. Maxson explained that BSL proposes to be the general contractor, with GPR as subcontractor.

Mansfield told the Board that he is expecting, but had not received a response from Town Counsel regarding the RFP. Abend offered to call BOS chairman Doug Stevenson, and explain that the PB would like to draw up a contract with BSL and GPR as soon as possible in case bylaw changes are necessary. The Board also wanted input from the BOS regarding specific goals they may have for location of wireless facilities in Carlisle, so that these may be considered in the analysis.

Mansfield told the Board that he had checked references for Maxson and Goldsmith. He noted that Burlington, Scituate and Concord were all very pleased with Maxson's services. Concord's PB administrator reported that their town has recently contracted with Maxson to do a similar study there. Maynard's Planning Board chair gave a very favorable reference for Cal Goldsmith.

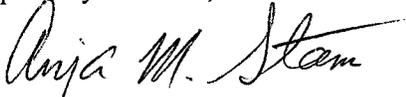
Freedman moved that the Town enter into a contract with Broadcast Signal Lab and Goldsmith, Prest and Ringwall, Inc. consistent with the terms and conditions of the Planning Board's Request for Proposals and the Scope of Work submitted by Broadcast Signal Lab. Abend seconded the motion and it carried 6-0.

The Board directed the PA to begin processing this contract and to have it ready to be executed within two weeks.

Discussion of PB goals and objectives will be continued at the next meeting.

At 9:25 p.m. the Board unanimously adjourned the meeting.

Respectfully submitted,



Anja M. Stam
Administrative Assistant