

# Town of Carlisle



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2013

## ANNUAL TOWN MEETING MOTIONS

**Annual Town Meeting**  
Monday, April 29, 2013  
Corey Auditorium, 7:00 p.m.

**Town Elections**  
Tuesday, May 7, 2013  
Town Hall  
Polls Open 7:00 a.m. to 8:00 p.m.

Town of Carlisle

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**MOTIONS**  
**ANNUAL TOWN MEETING – APRIL 29, 2013**  
**THE COMMONWEALTH OF MASSACHUSETTS**

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**ARTICLE 1 – Consent Agenda:****Peter Scavongelli**

I move 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 Town Meeting, as indicated by a double asterisk (\*\*), and recommended by the Finance Committee.

***Board of Selectmen Recommendation:** The Selectmen have voted unanimously to support Article 1, the Consent Calendar procedure, inclusive of the main motions under Articles 2 through 9.*

***Finance Committee Recommendation:** The Finance Committee also unanimously recommends approval of Article 1, the Consent Calendar procedure, inclusive of the main motions under Articles 2 through 9.*

**MAJORITY VOTE****ARTICLE 2 - Town Reports\*\*:****Peter Scavongelli**

I move that the reports of the Town Officers, Boards, Committees, Commissioners and Trustees as published in the Town Report for the Year 2012 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.

**MAJORITY VOTE****ARTICLE 3 - Salaries of Elected Officials \*\*:****Doug Stevenson**

I move 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 2014, beginning July 1, 2013, as follows:

|            | <u>Voted FY'12</u> | <u>Voted FY'13</u> | <u>Recommended FY'14</u> |
|------------|--------------------|--------------------|--------------------------|
| Moderator  | \$50               | \$50               | \$50                     |
| Town Clerk | \$54,713           | \$55,807           | \$57,063                 |

|             |               |       |       |       |
|-------------|---------------|-------|-------|-------|
| Assessors - | Chairman      | \$100 | \$100 | \$100 |
|             | Second Member | \$100 | \$100 | \$100 |
|             | Third Member  | \$100 | \$100 | \$100 |

***Finance Committee Recommendation:*** *The Finance Committee recommends approval of Article 3.*

**ARTICLE 4 – Revaluation \*\*:**

**John Gorecki**

I move that Five Thousand Dollars (\$5,000) be raised and appropriated from the FY 2014 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.

**MAJORITY VOTE**

***Finance Committee Recommendation:*** *The Finance Committee recommends approval of Article 4 for \$5,000 to be spent by the Board of Assessors for professional services connected with revaluation. The intent of this article is to plan for and budget a portion of the cost for the revaluation that must be done every three years by the Assessors, in each of the years leading up to the revaluation.*

**ARTICLE 5 – Actuarial Valuation of Post-Employment Benefits \*\*: Peter Scavongelli**

I move that Four Thousand Dollars (\$4,000) be raised and appropriated from the FY 2014 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.

**MAJORITY VOTE**

***Finance Committee Recommendation:*** *The Finance Committee recommends approval of Article 5 for \$4,000 to be spent by the Board of Selectmen for professional services connected with the Actuarial Valuation. The intent of this article is to plan for and budget a portion of the cost for the actuarial valuation that must be done every two years by the Treasurer.*

**ARTICLE 6 - Department Revolving Funds Authorization \*\*:**

**John Gorecki**

I move 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 Department, and Council on Aging be authorized or reauthorized, as the case may be, for FY 2014 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 2013 as follows:

| <b>Revenue Funds</b>              | <b>Revenue Source</b>                        | <b>Authority to Spend</b> | <b>Use of Fund</b>   | <b>Spending Limit</b> |
|-----------------------------------|--|---------------------------|--|-----------------------|
| School Buses                      | User Fees Collected by School                | School Committee          | To provide transportation for 7 <sup>th</sup> and 8 <sup>th</sup> 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 <i>Trails in Carlisle</i> 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 Department               | User Fees                                    | Board of Selectmen        | To cover inspectional services and administrative expenses.  | \$100,000             |
| Council on Aging                  | User Fees                                    | Council on Aging          | To provide for expenses for activities, programs and events sponsored by the Council on Aging.   | \$25,000              |

### **MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee recommends approval of Article 6.*

**ARTICLE 7 – Real Estate Tax Exemption\*\*:**

**Peter Scavongelli**

I move that G.L. Chapter 59, Section 5 (clause 41C) be hereby accepted to grant an additional real estate tax exemptions of up to one hundred (100%) percent.

**MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee recommends approval of Article 7.*

**ARTICLE 8 - Fiscal Year 2014 Stabilization Account Transfer \*\*: John Gorecki**

I move 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 16 of this Warrant titled “Long Term Debt”, thereby increasing the FY 2014 Long Term Debt line item as may hereafter be voted pursuant to Article 16 to a new total of \$1,771, 508; 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 2014 budget, for informational purposes only, would be as set forth in the column entitled “Article 8, 15 ” of the chart accompanying this motion.

**Long Term Debt Service**

|                       | <u>ARTICLE 16</u> | <u>ARTICLES 8, 15</u> |
|-----------------------|-------------------|-----------------------|
|                       | <b>FY 2014</b>    | <b>FY 2014</b>        |
| <b>FY 2013</b>        | <b>Levy Limit</b> | <b>Transfers</b>      |
| <b>Budget</b>         | <b>Budget</b>     | <b>Budget</b>         |
| <b>Long Term Debt</b> | <b>761,499</b>    | <b>1,756,563</b>      |
|                       | <b>1,771,508</b>  | <b>1,771,508</b>      |

**TWO-THIRDS VOTE**

*Finance Committee Recommendation: The Finance Committee recommends approval of Article 8 to transfer from the Stabilization Fund a sum of \$14,945 to be used to repay the principal and interest on a portion of the debt service for the Wang Coombs land purchase.*

**ARTICLE 9 - FY 2014 Chapter 90 Authorization \*\*: Peter Scavongelli**

I move that the Treasurer of the Town, with the approval of the Selectmen, be authorized to borrow Three Hundred Eighty-Nine Thousand Seven Hundred Thirty-eight Dollars (\$389,738) 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, and conditioned upon, reimbursement by the Commonwealth pursuant to said Chapter 90.

**TWO-THIRDS VOTE**

*Finance Committee Recommendation: The Finance Committee recommends approval of Article 9 to fund road reconstruction and improvement of public ways. Under the General Laws, the Commonwealth of Massachusetts will reimburse the Town for these monies.*

**ARTICLE 10 – Fiscal Year 2014 Free Cash Transfer to Stabilization Fund: John Gorecki**

I move 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 FY2014.

**TWO-THIRDS VOTE**

*Finance Committee Recommendation: The Finance Committee recommends the transfer of \$75,000 from Free Cash to the Stabilization Fund as described in Article 10.*

**ARTICLE 11 – Fiscal Year 2013 Budget Transfers: Peter Scavongelli**

**This Article will not be moved at Town Meeting.**

**ARTICLE 12 – Transfers from Overlay Accounts: John Gorecki**

I move that the sum of \$19,780.98 be transferred from Fund Balance Reserved for Overlay released by the Assessors for Expenditures (Overlay Surplus) and reallocated as follows:

\$13,692.58 to FY2009 Overlay Account

\$ 6,088.40 to FY2013 Operating Budget, Unclassified – Short Term Interest

**MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee recommends the transfer of \$19,780.98 from Overlay Surplus to the FY09 Overlay Account and the FY13 Short Term Interest Account as described in Article 12.*

**ARTICLE 13 – Approve/Fund Collective Bargaining Agreements: Doug Stevenson**

I move that the Town vote to approve the sum of \$29,588.31 for the purpose of funding the incremental costs of a successor collective bargaining agreement between the Town and Massachusetts Coalition of Police, Local 201, said sum having been included in the Police Department Line Item total of \$1,324,433.00 in the FY2014 Operating Budget (Article 16) as voted and recommended by the Finance Committee.

#### **MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee will make its recommendation at Town Meeting.*

#### **ARTICLE 14 – FY14 Transfer of Free Cash to Support Debt Service: Peter Scavongelli**

I move that Three Hundred Ninety Thousand Dollars (\$390,000) be transferred from Free Cash (Surplus Revenue) in the treasury of the Town to offset the increase in long term debt service in the FY2014 operating budget.

#### **MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee recommends the transfer of \$390,000 from Free Cash to mitigate the significant increase in the Excluded Debt Levy in FY14 due primarily to borrowings previously authorized by Town Meeting for the Carlisle School renovation/addition and the new Concord-Carlisle High School projects.*

#### **ARTICLE 15 – FY14 Transfer from Ambulance Receipts: John Gorecki**

I move to transfer the sum of \$41,000.00 from Ambulance Receipts to the Fire Department thereby increasing the FY2014 Fire Department appropriation to \$377,225.

#### **MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee recommends the transfer of \$41,000 from Ambulance Receipts to defray the operating expenses of the Carlisle Fire Department as described in Article 15.*

#### **ARTICLE 16 – FY14 Operating Budget: Jerry Lerman**

I move that Twenty-Five Million Four Hundred Forty-Four Thousand Seven Hundred Fifty-eight Dollars (\$25,444,758) be raised and appropriated from the FY 2014 tax levy in order to defray departmental and incidental expenses of the Town for FY 2014 as set forth in column entitled "Article 16" of the chart accompanying this motion.

## MAJORITY VOTE

**Finance Committee Recommendation:** *The Finance Committee recommends approval of Article 16, in the total amount of \$25,444,758 as further detailed below:*

### FY2014 Operating Budget Summary

|                                  | FY 2013<br>Budget | ARTICLE 16<br>FY 2014<br>Levy Limit<br>Budget | ARTICLES 8, 15<br>FY 2014<br>Transfers<br>Budget |
|----------------------------------|-------------------|---|--|
| General Government               | 1,037,142         | 1,109,761                                     | 1,109,761  |
| Protection of Persons & Property | 2,072,412         | 2,135,040                                     | 2,176,040  |
| Board of Health                  | 82,148            | 86,620  | 86,620   |
| Public Works                     | 1,080,862         | 1,097,099                                     | 1,097,099  |
| Public Assistance                | 161,983           | 192,994                                       | 192,994  |
| Education                        | 15,722,876        | 16,304,867                                    | 16,304,867                                       |
| Library                          | 549,930           | 560,005                                       | 560,005  |
| Recreation                       | 121,187           | 145,189                                       | 145,189  |
| Insurance & Benefits             | 1,228,240         | 1,221,500                                     | 1,221,500  |
| Unclassified                     | 151,645           | 152,000                                       | 152,000  |
| Retirement & Tax Title           | 652,344           | 683,120                                       | 683,120  |
| Long Term Debt                   | 761,499           | 1,756,563                                     | 1,771,508  |
| <b>Total</b>                     | <b>23,622,268</b> | <b>25,444,758</b>                             | <b>25,500,703</b>                                |

### General Government

|                           | FY 2013<br>Budget | ARTICLE 16<br>FY 2014<br>Levy Limit<br>Budget | ARTICLES 8, 15<br>FY 2014<br>Transfers<br>Budget |
|---------------------------|-------------------|---|--|
| <b>General Government</b> |                   |   |  |
| General Expense           | 458,947           | 520,008                                       | 520,008  |
| Citizen Recognition       | 175               | 250   | 250  |
| Treasurer/Collector       | 137,477           | 140,497                                       | 140,497  |

|                        |                  |                  |                  |
|------------------------|------------------|------------------|------------------|
| Town Clerk             | 67,434           | 69,062           | 69,062           |
| Registrars & Elections | 12,102           | 13,457           | 13,457           |
| Assessors              | 101,261          | 103,564          | 103,564          |
| Town Hall              | 177,253          | 178,609          | 178,609          |
| Planning Board         | 82,493           | 84,314           | 84,314           |
| <b>sub-total</b>       | <b>1,037,142</b> | <b>1,109,761</b> | <b>1,109,761</b> |

**General Expenses:** *The Finance Committee recommends a balanced budget appropriation of \$520,008 for this budget item.*

**Citizen Recognition:** *The Finance Committee recommends a balanced budget appropriation of \$250 for this budget item.*

**Treasurer/Tax Collector:** *The Finance Committee recommends a balanced budget appropriation of \$140,497 for this budget item.*

**Town Clerk:** *The Finance Committee recommends a balanced budget appropriation of \$69,062 for this budget item.*

**Registrars and Elections:** *The Finance Committee recommends a balanced budget appropriation of \$13,457 for this budget item.*

**Assessors:** *The Finance Committee recommends a balanced budget appropriation of \$103,564 for this budget item.*

**Town Hall:** *The Finance Committee recommends a balanced budget appropriation of \$178,609 for this budget item.*

**Planning Board:** *The Finance Committee recommends a balanced budget appropriation of \$84,314 for this budget item.*

**Protection of Persons and Property**

|   | FY 2013<br>Budget | ARTICLE 16<br>FY 2014<br>Levy Limit<br>Budget | ARTICLES 8, 15<br>FY 2014<br>Transfers<br>Budget |
|---|-------------------|---|--|
| <b>Protection of Persons &amp; Property</b> |                   |   |  |
| Police                                      | 1,275,536         | 1,324,433                                     | 1,324,433  |
| Fire  | 334,548           | 336,225                                       | 377,225  |
| Communications                              | 309,019           | 315,955                                       | 315,955  |
| Conservation                                | 86,952            | 91,145  | 91,145   |
| Dog & Animal Control                        | 9,925             | 10,099  | 10,099   |
| Inspectional Services                       | 32,870            | 33,621  | 33,621   |

|                  |                  |                  |                  |
|------------------|------------------|------------------|------------------|
| Street-Lighting  | 23,562           | 23,562           | 23,562           |
| <b>sub-total</b> | <b>2,072,412</b> | <b>2,135,040</b> | <b>2,176,040</b> |

**Police:** *The Finance Committee recommends a balanced budget appropriation of \$1,324,433 for this budget item.*

**Fire:** *The Finance Committee recommends a balanced budget appropriation of \$377,225 for this budget item, with \$336,225 to be raised from taxation or other available funds of the town and \$41,000 to be transferred from the Ambulance Fund per Article 15.*

**Communications:** *The Finance Committee recommends a balanced budget appropriation of \$315,955 for this budget item.*

**Conservation:** *The Finance Committee recommends a balanced budget appropriation of \$91,145 for this budget item.*

**Dog & Animal Control:** *The Finance Committee recommends a balanced budget appropriation of \$10,099 for this budget item.*

**Inspectional Services:** *The Finance Committee recommends a balanced budget appropriation of \$33,621 for this budget item.*

**Street Lighting:** *The Finance Committee recommends a balanced budget appropriation of \$23,562 for this budget item.*

**Board of Health**

|                        | <u>ARTICLE 16</u> | <u>ARTICLES 8, 15</u> |
|------------------------|-------------------|-----------------------|
|                        | FY 2014           | FY 2014               |
| <u>FY 2013</u>         | <u>Levy Limit</u> | <u>Transfers</u>      |
| <u>Budget</u>          | <u>Budget</u>     | <u>Budget</u>         |
| <b>Board of Health</b> | <b>86,620</b>     | <b>86,620</b>         |

**Board of Health:** *The Finance Committee recommends a balanced budget appropriation of \$86,620 for this budget item.*

**Public Works**

|  | <u>ARTICLE 16</u> | <u>ARTICLES 8, 15</u> |
|--|-------------------|-----------------------|
|  | FY 2014           | FY 2014               |

|                     | <b>FY 2013</b>   | <b>Levy Limit</b> | <b>Transfers</b> |
|---------------------|------------------|-------------------|------------------|
|                     | <b>Budget</b>    | <b>Budget</b>     | <b>Budget</b>    |
| <b>Public Works</b> |                  |                   |                  |
| DPW (incl. trees)   | 669,103          | 683,919           | 683,919          |
| Snow & Ice          | 65,228           | 65,340            | 65,340           |
| Transfer Station    | 258,115          | 259,424,          | 259,424          |
| Road Maintenance    | 88,416           | 88,416            | 88,416           |
| <b>sub-total</b>    | <b>1,080,862</b> | <b>1,097,099</b>  | <b>1,097,099</b> |

***DPW:** The Finance Committee recommends a balanced budget appropriation of \$683,919 for this budget item.*

***Snow & Ice:** The Finance Committee recommends a balanced budget appropriation of \$65,340 for this budget item.*

***Transfer Station:** The Finance Committee recommends a balanced budget appropriation of \$259,424 for this budget item.*

***Road Maintenance:** The Finance Committee recommends a balanced budget appropriation of \$88,416 for this budget item.*

### Public Assistance

|                            | <b>FY 2013</b> | <b>ARTICLE 16</b> | <b>ARTICLES 8, 15</b> |
|----------------------------|----------------|-------------------|-----------------------|
|                            | <b>Budget</b>  | <b>FY 2014</b>    | <b>FY 2014</b>        |
|                            |                | <b>Levy Limit</b> | <b>Transfers</b>      |
|                            | <b>Budget</b>  | <b>Budget</b>     | <b>Budget</b>         |
| <b>Public Assistance</b>   |                |                   |                       |
| Youth Commission           | 2,703          | 2,751             | 2,751                 |
| Council on Aging           | 140,205        | 171,168           | 171,168               |
| Senior Tax Voucher Program | 17,500         | 17,500            | 17,500                |
| Veteran's Agent            | 1,575          | 1,575             | 1,575                 |
| <b>sub-total</b>           | <b>161,983</b> | <b>192,994</b>    | <b>192,994</b>        |

***Youth Commission:** The Finance Committee recommends a balanced budget appropriation of \$2,751 for this budget item.*

***Council on Aging:** The Finance Committee recommends a balanced budget appropriation of \$171,168 for this budget item.*

**Senior Tax Voucher Program:** *The Finance Committee recommends a balanced budget appropriation of \$17,500 for this budget item.*

**Veteran’s Agent:** *The Finance Committee recommends a balanced budget appropriation of \$1,575 for this budget item.*

**Education**

|                         | FY 2013<br>Budget | ARTICLE 16<br>FY 2014<br>Levy Limit<br>Budget | ARTICLES 8, 15<br>FY 2014<br>Transfers<br>Budget |
|-------------------------|-------------------|---|--|
| <b>Education</b>        |                   |   |  |
| Carlisle Public Schools | 9,506,541         | 9,744,311                                     | 9,744,311  |
| CCRS                    | 5,926,146         | 5,736,057                                     | 5,736,057  |
| CCRS debt service       | 99,958            | 578,346                                       | 578,346  |
| MMRHS                   | 190,231           | 246,153                                       | 246,153  |
| <b>sub-total</b>        | <b>15,722,876</b> | <b>16,304,867</b>                             | <b>16,304,867</b>                                |

**Carlisle Public Schools:** *The Finance Committee recommends a balanced budget appropriation of \$9,744,311 for this budget item.*

**Concord Carlisle Regional High School:** *The Finance Committee recommends a balanced budget appropriation of \$5,736,057 for this budget item.*

**Concord Carlisle Regional High School Debt Service:** *The Finance Committee recommends a balanced budget appropriation of \$578,346 for this budget item.*

**Minuteman Regional High School:** *The Finance Committee recommends a balanced budget appropriation of \$246,153 for this budget item.*

**Library**

|                | FY 2013<br>Budget | ARTICLE 16<br>FY 2014<br>Levy Limit<br>Budget | ARTICLES 8, 15<br>FY 2014<br>Transfers<br>Budget |
|----------------|-------------------|---|--|
| <b>Library</b> | <b>549,930</b>    | <b>560,005</b>                                | <b>560,005</b>                                   |

**Library:** *The Finance Committee recommends a balanced budget appropriation of \$560,005 for this budget item.*

### Recreation

|                   | <u>ARTICLE 16</u> | <u>ARTICLES 8, 15</u> |
|-------------------|-------------------|-----------------------|
|                   | <u>FY 2014</u>    | <u>FY 2014</u>        |
|                   | <u>Levy Limit</u> | <u>Transfers</u>      |
| <u>FY 2013</u>    | <u>Budget</u>     | <u>Budget</u>         |
| <u>Budget</u>     | <u>Budget</u>     | <u>Budget</u>         |
| <b>Recreation</b> | <b>121,187</b>    | <b>145,189</b>        |

**Recreation:** *The Finance Committee recommends a balanced budget appropriation of \$145,189 for this budget item.*

### Insurance & Benefits

|                                 | <u>ARTICLE 16</u> | <u>ARTICLES 8, 15</u> |
|---------------------------------|-------------------|-----------------------|
|                                 | <u>FY 2014</u>    | <u>FY 2014</u>        |
|                                 | <u>Levy Limit</u> | <u>Transfers</u>      |
| <u>FY 2013</u>                  | <u>Budget</u>     | <u>Budget</u>         |
| <u>Budget</u>                   | <u>Budget</u>     | <u>Budget</u>         |
| <b>Insurance &amp; Benefits</b> |                   |                       |
| Blanket Insurance               | 160,000           | 160,000               |
| Group Insurance and Mitigation  | 1,018,240         | 1,011,500             |
| Unemployment Insurance          | 50,000            | 50,000                |
| <b>sub-total</b>                | <b>1,228,240</b>  | <b>1,221,500</b>      |

**Blanket Insurance:** *The Finance Committee recommends a balanced budget appropriation of \$160,000 for this budget item.*

**Group Insurance & Mitigation:** *The Finance Committee recommends a balanced budget appropriation of \$1,011,500 for this budget item.*

**Unemployment Insurance:** *The Finance Committee recommends a balanced budget appropriation of \$50,000.*

**Unclassified**

|                         | <b>FY 2013<br/>Budget</b> | <b>ARTICLE 16<br/>FY 2014<br/>Levy Limit<br/>Budget</b> | <b>ARTICLES 8, 15<br/>FY 2014<br/>Transfers<br/>Budget</b> |
|-------------------------|---------------------------|---|--|
| <b>Unclassified</b>     |                           |   |  |
| Interest, fees, & costs | 1,000                     | 1,000   | 1,000  |
| Public Celebrations     | 645                       | 1,000   | 1,000  |
| Reserve Fund Balance    | 150,000                   | 150,000   | 150,000  |
| <b>sub-total</b>        | <b>151,645</b>            | <b>152,000</b>  | <b>152,000</b>   |

*Interest, Fees, & Costs: The Finance Committee recommends a balanced budget appropriation of \$1,000 for this budget item.*

*Public Celebrations: The Finance Committee recommends a balanced budget appropriation of \$1,000 for this budget item.*

*Reserve Fund: The Finance Committee recommends a balanced budget appropriation of \$150,000 for this budget item.*

**County Retirement**

|                          | <b>FY 2013<br/>Budget</b> | <b>ARTICLE 16<br/>FY 2043<br/>Levy Limit<br/>Budget</b> | <b>ARTICLES 8, 15<br/>FY 2014<br/>Transfers<br/>Budget</b> |
|--------------------------|---------------------------|---|--|
| <b>County Retirement</b> | <b>652,344</b>            | <b>683,120</b>  | <b>683,120</b>   |

*County Retirement: The Finance Committee recommends a balanced budget appropriation of \$683,120 for this budget item.*

**Long Term Debt Service**

|                       | <u>ARTICLE 16</u> | <u>ARTICLES 8, 15</u> |
|-----------------------|-------------------|-----------------------|
|                       | <b>FY 2014</b>    | <b>FY 2014</b>        |
| <b>FY 2013</b>        | <b>Levy Limit</b> | <b>Transfers</b>      |
| <b>Budget</b>         | <b>Budget</b>     | <b>Budget</b>         |
| <b>Long Term Debt</b> | <b>1,756,563</b>  | <b>1,771,508</b>      |

*Long Term Debt: The Finance Committee recommends a balanced budget appropriation of \$1,771,508 for this budget item.*

**ARTICLE 17– Additional Appropriations for Professional Services: John Gorecki**

I move that the Town raise and appropriate from the FY14 tax levy, the sum of \$32,825 to be expended by the Board of Selectmen for the purpose of retaining consultants to provide professional services to the following departments:

| <u>Department</u>        | <u>Amount</u> | <u>Purpose</u>                     |
|--------------------------|---------------|------------------------------------|
| Town Administrator Study | \$20,000      | Update Compensation/Classification |
| Accountant               | \$3,000       | Financial Consulting services      |
| Council on Aging         | \$6,500       | Social Worker                      |
| Assessors                | \$3,325       | Updates to GIS Maps                |

**MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee recommends the appropriation of \$32,825 for professional services as described in Article 17.*

**ARTICLE 18 – Capital Equipment:**

**Don Rober**

I move that Two Hundred Thirty-three Thousand Dollars (\$233,000), be raised and appropriated from the FY 2014 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'14  
Article 18**

|         |                                |         |
|---------|--------------------------------|---------|
| CPS     | Technology Replacement         | 80,000  |
| CPS     | Annual Maintenance             | 25,000  |
| CPS     | Auditorium Seats Refurbishment | 13,000  |
| Police  | Cruiser Replacement            | 37,000  |
| Fire    | Generator Replacement          | 35,000  |
| Fire    | Misc. Building Projects        | 5,000   |
| Fire    | Municipal Fire Alarm System    | 30,000  |
| Library | Misc. Maintenance Projects     | 5,600   |
| Library | Chairs                         | 2,400   |
|         |                                | 233,000 |

**MAJORITY VOTE**

*Combined Finance Committee and Long Term Capital Requirements Committee  
Recommendations: Both Committees recommend approval of the preceding amounts for the items described under Article 18 for \$233,000.*

**ARTICLE 19 – Library Septic System:**

**Tim Hult**

I move that the Town transfer the sum of \$34,000 from “Free Cash” (undesignated fund balance) in the Treasury of the town to be spent by the Board of Selectmen upon the recommendation of the Library Trustees for the purpose of repair or replacement of the septic system for the Gleason Library.

**MAJORITY VOTE**

*Combined Finance Committee and Long Term Capital Requirements Committee  
Recommendations: Both Committees recommend the transfer of \$34,000 from Free Cash to support this appropriation.*

**ARTICLE 20 – Police Dept. – Records Management System: John Williams**

I move that the Town transfer the sum of \$76,105 from “Free Cash” (undesignated fund balance) in the Treasury of the town to be spent by the Board of Selectmen upon the recommendation of the Chief of Police for the purpose of purchasing and installing a records management system for the Carlisle Police Department.

**MAJORITY VOTE**

*Combined Finance Committee and Long Term Capital Requirements Committee Recommendations: Both Committees recommend the transfer of \$76,105 from Free Cash to support this appropriation.*

**ARTICLE 21 – Approve PEG Access Provider contract term: John Gorecki**

I move that the Town vote to authorize the Board of Selectmen to enter into a contract not to exceed a term of ten years with the most qualified respondent to a request for proposals (RFP) for public, educational, and government (PEG) access services issued by the Town’s Chief Procurement Officer, pursuant to the provisions of MGL Ch. 30B.

**MAJORITY VOTE**

**ARTICLE 22 – CPA Annual Authorization:**

**John Williams**

I move that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Years 2013 and 2014 be approved as follows:

Motion 1:

That the following amounts be appropriated from the Fiscal Year 2014 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Forty Six Thousand Nine Hundred Nine Dollars (\$46,909) be appropriated to the Community Housing Reserve Fund.
- b. Forty Six Thousand Nine Hundred Nine Dollars (\$46,909) be appropriated to the Historic Reserve Fund.
- c. Forty Six Thousand Nine Hundred Nine Dollars (\$46,909) be appropriated to the Open Space Reserve Fund.
- d. Two Thousand Dollars (\$2,000) be appropriated for Administrative Expenses
- e. Three Hundred Twenty-Six Thousand Three Hundred Sixty-One Dollars (\$326,361) be appropriated to the fiscal year 2014 Community Preservation Budget Reserve account.

## Motion 2:

That the appropriation made by the Annual Town Meeting of May 4, 2009, appropriating \$445,000 for the Board of Selectmen to expend for the preservation of the Highland Building, which appropriation provided that any portion of such appropriation which is unexpended by June 30, 2013 shall revert to the Community Preservation Fund, be amended by extending the date for expenditure for such purpose to and including December 31, 2013 and by providing that any portion of such appropriation which remains unexpended after that date shall revert to the Community Preservation Fund.

## Motion 3:

That the appropriation made by the Annual Town Meeting of May 10, 2010, appropriating \$5,000 for the Board of Selectmen to expend for the Bruce Freeman Rail Trail, which appropriation provided that any portion of such appropriation which is unexpended by June 30, 2013 shall revert to the Community Preservation Fund, be amended by extending the date for expenditure for such purpose to and including December 31, 2017 and by providing that any portion of such appropriation which remains unexpended after that date shall revert to the Community Preservation Fund.

## Motion 4:

In addition to the appropriation made in Motion 4 of Article 22, approved at the Annual Town Meeting on April 30, 2012, that One Hundred Fifty Thousand Dollars (\$150,000) be appropriated from the Community Preservation Undesignated Fund balance, and authorize the Treasurer with the approval of the Board of Selectmen, to expend 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 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; 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.

## Motion 5:

That One Hundred Fifty Two Thousand Dollars (\$152,000) be appropriated, for the Recreation Committee, for the fees, engineering, design, and construction of a raised boardwalk connecting Spaulding Field to the Banta Trail and to meet this appropriation that One Hundred Fifty Two Thousand Dollars (\$152,000) be transferred from the Community Preservation Undesignated Fund balance and further that after December 31, 2015 any residual unexpended funds be returned to the Community Preservation Undesignated Fund balance.

## Motion 6:

That Ten Thousand Dollars (\$10,000) be appropriated, for the Board of Selectmen, to expend beginning, July 1, 2013 to make only capital improvements at Center Park including pathways, parking, and other capital improvements deemed necessary and appropriate by the Board of Selectmen, (funds will not be used for maintenance of any kind), and to meet this appropriation that Ten Thousand Dollars (\$10,000) be transferred from the Community Preservation Undesignated Fund balance, and further that after June 30, 2017, any residual unexpended funds be returned to the Community Preservation Undesignated Fund balance.

## Motion 7:

That Sixty Seven Thousand Five Hundred Dollars (\$67,500) be appropriated, for the Carlisle Housing Trust, for the following purposes on the Goff land; for proposals for management/stabilization expenses, to analyze and compare using a tie-in to the wastewater treatment facility versus a Title V septic system, for a traffic study at the Goff property, for administrative expenses including procurement, and to fund the search for and evaluation of parcels other than Banta-Davis which may be suitable for affordable housing, and to meet this appropriation that Sixty Seven Thousand Five Hundred (\$67,500) be transferred from the Community Preservation Community Housing Reserve Fund; and further that after December 31, 2016, any residual unexpended portion of such sums shall be returned to the Community Preservation Community Housing Reserve Fund balance.

## Motion 8:

That Twenty Seven Thousand Five Hundred (\$27,500) be appropriated, for the Carlisle Housing Trust, for the following purposes on the Banta-Davis land: for consulting services and evaluations regarding the possible tie-in for the Banta-Davis property to the wastewater treatment facility, contingent upon the approval of the Carlisle School Committee or if the Carlisle School Committee votes to allow a portion of the Banta-Davis property to be made available for housing, for a traffic study at Banta-Davis, contingent upon the approval of the Carlisle School Committee, and, for administrative expenses including procurement, oversight and approvals; and to meet this appropriation that Twenty Seven Thousand Five Hundred (\$27,500) be transferred from the Community Preservation Community Housing Reserve Fund; and further that after December 31, 2016, any residual unexpended portion of such sums shall be returned to the Community Preservation Community Housing Reserve Fund balance.”

**MAJORITY VOTE**

***Finance Committee Recommendation:*** *The Finance Committee will make its recommendation at Town Meeting.*

**ARTICLE 23 - Elliott Preserve - Acquisition of Conservation Restriction: Tim Hult**

I move that Town Meeting authorize the Town, acting by and through its Conservation Commission pursuant to M.G.L. Chapter 40, Section 8C, to purchase for the sum of Five Hundred Sixty Thousand (\$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 two parcels of land located off Skelton Road adjacent to the Concord River, containing approximately 8.98 acres and 2,300 square feet 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 held by and such conservation area to be under the care, custody and control of the Conservation Commission; to make the expenditure of said sum of \$560,000 for the purchase of such Conservation Restriction contingent upon the receipt by the Town from the Town’s Community Preservation Fund a total of \$300,000 toward the purchase of the Conservation Restriction and funds totaling not less than \$260,000 from grants or other reimbursements by the Commonwealth of Massachusetts or from private or other sources and 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; to see if the Town will vote to appropriate, borrow pursuant to any applicable statute or transfer from available funds, a sum of money for such purposes.

**MAJORITY VOTE**

***Finance Committee Recommendation:*** *The Finance Committee will make its recommendation at Town Meeting.*

**ARTICLE 24 – General By-law Amendment re: Town Meetings: Peter Scavongelli**

I move that the Town vote to amend Article II, Section 2, of the Town Code, “Town Meetings”, as follows:

(Changes are underlined and *italicized*)

ARTICLE II

2. TOWN MEETINGS

- 2.1 The warrant for the annual town meeting shall be directed to the Constables who shall post attested copies thereof at least seven (7) days, and in the case of a special town meeting, at least fourteen (14) days, before the meeting in two or more public places in the town, one of which shall be the post office, and the Selectmen shall send notice of any and all special town meetings by mail to every household.
- 2.2 The Selectmen shall insert in the warrant for the annual town meeting articles requested in writing by ten (10) or more registered voters, and for special town meetings, articles requested in writing by one hundred (100) or more registered voters.
- 2.3 One hundred and fifty (150) of the registered voters shall constitute a quorum.
- 2.4 The polls for all elections will be opened at 7:00 o'clock A.M. and will close at 8:00 o'clock P.M. unless an earlier opening of the polls between 5:45 o'clock A.M. and 7:00 o'clock A.M. is authorized by the Selectmen consistent with the provisions of the Massachusetts General Laws and the rules and regulations of the Elections Division of the Office of the Secretary of the Commonwealth.
- 2.5 Whenever a two-thirds vote is required by statute for adoption of any action by a town meeting, such vote may be declared as such by the moderator without a count and to be recorded as such by the Clerk upon such declaration provided, however, that seven or more voters at a town meeting may challenge such declaration, all as provided by Chapter 39, Section 15 of the general laws at which time a count shall be held.

## **MAJORITY VOTE**

### **ARTICLE 25 – General Bylaw Amendment re: Long Term Capital Requirements Committee: Doug Stevenson**

I move that the Town vote to amend Section 3.10 of the General Bylaws regarding the Long Term Capital Requirements Committee by deleting Section 3.10.3 in its entirety and replacing it with the following:

#### 3.10 Long-Term Capital Requirements Committee

- 3.10.1 The Long-Term Capital Requirements Committee was established under Article 20 of the warrant for the annual town meeting held March 14, 1966, and further amended under Article 38 of the warrant for the annual town meeting held March 8, 1971.

3.10.2 There shall be a committee known as the Long-Term Capital Requirements Committee, the function of which shall be to evaluate the long-term capital requirements of the town and to make recommendations on the same at each annual town meetings. A capital requirements program for the next five (5) years shall be presented at each annual town meeting. Every anticipated capital outlay of more than \$10,000 for any item having a useful life of more than three (3) years shall be considered by the committee in preparation of their recommendations.

~~3.10.3 The committee shall consist of seven (7) members, four (4) appointed by the Board of Selectmen one (1) appointed by the Finance Committee, one (1) appointed by the Planning Board, and one (1) appointed by the Carlisle School Committee. Members of the committee appointed by the Board of Selectmen shall be registered voters of the Town who do not hold elective office in the town and who are otherwise eligible for membership on the committee. Within thirty (30) days after the final adjournment of each annual town meeting, the Board of Selectmen shall appoint two (2) members in the first year and one (1) member in each of the next two years to serve for a three (3) year term which expires on the final adjournment of the annual town meeting held for the third year ensuing after the date of such appointment. In addition to the four members so appointed, the Finance Committee, Planning Board, and Carlisle School Committee shall as soon as may be after each annual town meeting appoint one of their members to the Committee for a term of one (1) year.~~

**3.10.3 The committee shall consist of seven (7) members. One (1) shall be appointed by the Board of Selectmen; three (3) shall be appointed by the Finance Committee; one (1) shall be appointed by the Carlisle School Committee; one (1) shall be appointed by the Finance Director; and one (1) shall be appointed by the Town Administrator. Upon expiration of the terms of persons who are currently members of the committee at the time of adoption of this amendment, the member appointed by the Board of Selectmen, one (1) member appointed by the Finance Committee, and the member appointed by the Finance Director shall be appointed for a term of one (1) year. One (1) member appointed by the Finance Committee and the member appointed by the School Committee shall be appointed for a term of two (2) years. One (1) member appointed by the Finance Committee and the member appointed by the Town Administrator shall be appointed for a term of three (3) years. Thereafter, all appointments shall be for a term of three (3) years, except that in the case of a vacancy prior to expiration of a term that position shall be appointed by the respective appointing authority for the remainder of the unexpired term.**

**MAJORITY VOTE**

*Finance Committee Recommendation: The Finance Committee supports the proposed general bylaw amendment which changes the composition of the Long Term Capital Requirements Committee.*

**ARTICLE 26 – Zoning Bylaw Amendment – Section 5.6, Accessory Apartments:  
Doug Stevenson**

I move that the Town vote to amend Section 5.6 of the Zoning By-laws as follows:

Amend the existing Section 5.6.9.2 of the Carlisle Zoning Bylaw which currently reads as follows:

**“The Agreement will terminate upon sale of the property,”**

by deleting such existing language in its entirety and substituting the following therefor:

**“The Agreement will terminate upon sale of the property, provided, however, that the new owner may elect to keep the Agreement in force and effect by executing a notice to that effect, provided that said new owner applies for and is or has been granted reapproval of the special permit in accordance with the provisions of Section 5.6.10. Such re-approval of the special permit shall be recorded with the Registry of Deeds simultaneously with the above notice. Absent such reapproval of the special permit by the Planning Board pursuant to an application by the new owner or owners, the apartment must be removed.”**

Amend the existing Section 5.6.9.4 of the Carlisle Zoning Bylaw, which currently reads as follows:

**“Upon termination of this Agreement, additional restrictions shall apply regarding repayment to the Town of any funds received from the Town pursuant to a grant or loan agreement,”**

by deleting such existing language in its entirety and substituting the following therefor:

**“Upon termination of this Agreement, additional restrictions may apply regarding repayment to the Town of any funds received from the Town pursuant to a grant or loan agreement,”**

**TWO-THIRDS MAJORITY VOTE**

**ARTICLE 27 – Establish Agricultural Commission: Citizens’ Petition**

“I move that the Town vote to establish an Agricultural Commission to represent the interests of the agricultural/farming community, including hobby farming, in Carlisle.

Said Commission shall serve as facilitators for encouraging the continued pursuit of agriculture in Carlisle, preserving agricultural lands and promoting agriculturally-based economic opportunities in Town.

The Board of Selectmen shall be the appointing authority for the Agricultural Commission, which shall consist of five members all of whom shall be residents of Carlisle. At least three members of the Commission shall be actively engaged in farming and all members shall be persons who have demonstrated an interest in farming issues, as determined by the Board of Selectmen.

The initial terms of service shall be: one member appointed for a term of one year, two members appointed for terms of two years, and two members appointed for terms of three years, with all terms being for three years thereafter. Any vacancy shall be filled by the Board of Selectmen for the remainder of the unexpired term. When making any appointment to the Agricultural Commission after the initial appointments hereunder or when filling a vacancy, the Board of Selectmen shall seek and consider recommendations of candidates from the Agricultural Commission.”

## **MAJORITY VOTE**

### **ARTICLE 28 – Zoning Bylaw Amendment–Medical Marijuana: Tim Hult**

"I move that the Town vote to adopt a new section 3.5 in the Zoning By-Laws, as follows:

#### **3.5 INTERIM REGULATIONS FOR MEDICAL MARIJUANA USES**

##### **3.5.1 Purpose:**

This section is intended to provide restrictions that will allow the Town adequate time to consider whether to allow facilities associated with the medical use of marijuana, to the extent that such facilities are permitted under state laws and regulations, and, if so, where and under what conditions. Given that a law permitting the medical use of marijuana in the Commonwealth of Massachusetts is in effect beginning January 1, 2013, and that the Massachusetts Department of Public Health has yet to promulgate the regulations by which facilities that produce or dispense medical marijuana shall be registered and administered, a restriction on the establishment of such facilities in the Town shall provide the opportunity to study their potential impacts on adjacent uses and on general public health, safety and welfare, and to develop zoning and other applicable regulations that appropriately address these considerations consistent with the statewide regulations and permitting procedures.

##### **3.5.2 Definition:**

A Medical Marijuana Treatment Center shall mean any medical marijuana treatment center, as defined under state law as a Massachusetts not-for-profit entity that

acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers, which is properly licensed and registered by the Massachusetts Department of Public Health pursuant to all applicable state laws and regulations.

### 3.5.3 Exclusion of Other Marijuana Uses:

Any establishment that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers shall not be permitted if such establishment has not been properly registered and licensed in accordance with applicable state and local laws and regulations, or is not operated as a not-for-profit entity, or otherwise fails to meet the definition of a Medical Marijuana Treatment Center.

### 3.5.4 Exclusion of Accessory Uses:

In no case shall the acquisition, cultivation, possession, processing, transference, transportation, sale, distribution, dispensing, or administration of marijuana, products containing or derived from marijuana, or related products, be considered accessory to any use.

### 3.5.5 Interim Restrictions:

Medical Marijuana Treatment Centers shall not be permitted in any zoning district in the Town so long as this Section 3.5 is effective, as set forth in Section 3.5.6 below. Use variances shall be strictly prohibited.

### 3.5.6 Expiration:

This Section 3.5 shall be in effect through June 30, 2014.

### 3.5.7 Study Committee:

The Board of Selectmen, Planning Board, Board of Health, and Board of Zoning Appeals, each acting through a member designated by the respective board, and the Chief of Police shall constitute a study committee to monitor developments in the regulation of Medical Marijuana Treatment Centers by the Commonwealth of Massachusetts and to assess the potential impacts of locating any such centers in the Town. The study committee shall submit a public report stating its conclusions to the respective boards no later than three (3) months in advance of the expiration date of this Section 3.5.

## **TWO-THIRDS MAJORITY VOTE**

**ARTICLE 29 – Zoning Bylaw Amendment – Section 3.3, Business Uses:**

**This Article will not be moved at Town Meeting.**