

BOARD OF SELECTMEN

December 18, 2012

Minutes

The Board of Selectmen met on Tuesday, December 18, 2012 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen Peter Scavongelli, John Gorecki, John D. Williams, Timothy F. Hult, and Douglas A. G. Stevenson. Town Administrator Timothy D. Goddard was also present.

Mr. Scavongelli spoke briefly about the tragic event that occurred at the Sandy Hook Elementary School in Connecticut last Friday. He said our hearts go out to the children, the families, and the staff and facility at the School. Mr. Scavongelli asked Town Administrator Tim Goddard to post a link on the Town website that would bring folks to an appropriate location where some type of action could be taken, such as sending donations.

Town Administrator Report

1. Mr. Goddard said a proclamation been prepared recognizing Ben Phillippo for his two years of service at CCTV broadcasting our Selectmen's meeting over the local access network. Ben informed the Board that tonight would be the last time he would broadcast the Selectmen's meeting and to show appreciation for his service a proclamation was prepared. Ben has taken a position with WGBH. (Proclamation attached hereto.) In response to Mr. Scavongelli, Ben said Sam Kruger will be his replacement.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to approve the Proclamation prepared and presented to Ben Phillippo tonight.

2. Mr. Goddard said in regard to the Board's discussion at our last meeting relative to the Police Officers contract expiring on June 30, 2013, a letter has been sent to formally notify Local 201 of the Board's intention to bargain a successor agreement. Mr. Goddard said tonight the Board should appoint a bargaining team consisting of two Selectmen, a member of the Personnel Board and the Town Administrator. Mr. Gorecki noted that the liaisons to the Police Department are Mr. Stevenson and Mr. Williams. Mr. Stevenson said he was willing to participate in the negotiations; however he believed this is a good opportunity and experience for other Board members to take part in.

On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to appoint Mr. Stevenson and Mr. Williams and Personnel Board Chair Diane Makovsky and Town Administrator Tim Goddard to represent the Board in the negotiations with the Police officers union.

3. Mr. Goddard informed everyone that if there are any residents who wish to file for FY13 property tax abatements or simply learn more about the process, they are encouraged to contact the Board of Assessors at (978)369-0392 during the month of January 2013. Mr. Goddard noted that all abatements must be filed no later than January 31st. In response to Mr. Stevenson, Mr. Goddard said he was not sure if the abatement information was available on the website, however he would find out.

4. Attached to this report was a letter (attached hereto) from the MSBA regarding the status of Change Orders Nos. 1-16 on the Carlisle Public School Building Project. Mr. Goddard noted that MSBA has approved reimbursement on approximately 44% of the change orders on the project which represented 3.65% of total project costs. He said he spoke with Finance Director Larry Barton regarding these reimbursements and he believes an amended funding agreement will be forthcoming.

5. Mr. Goddard said the State Ethics Commission has issued new training requirements regarding conflict of interest law. He said all municipal employees, which includes board members and volunteers who did not complete this training in 2012 will have to complete the new training which can be accessed online at: www.muniprogram.eth.state.ma.us.

6. Mr. Goddard brought the Boards attention to upcoming meetings in January, 2013. He noted that he moved up the budget process meeting with the Finance Committee to the first meeting in January.

7. Mr. Goddard said that the Board has been informed that the State Land Grant program did not fund our application for funding the Elliott Preserve Project. Mr. Goddard suggested the Board may wish to make this a future agenda item for discussion with the appropriate boards/committees. Mr. Scavongelli said he heard a few possible options that may be considered for this matter. He said we could re-apply for a state land grant and/or use Community Preservation funds in the interim.

Mr. Hult said he attended a meeting with CCF and Sudbury Land Trustees and our Conservation Commission representatives. He said they all agreed that this is a valuable project. They also determined that this was either the first or second project that was not funded. Mr. Hult said it is very important for them to keep in communication with the State Land Grant department because it is the history that of all the projects that are funded, many do not move forward. Mr. Hult said we need to consider the merit of the project, because there is the restriction date. He said there could be additional contributions from individuals, but we have to keep in mind there is a time restriction.

In response to Mr. Williams, Mr. Hult said the grants/awards are given annually.

8. Mr. Goddard said the Northeast Bicycle Club has donated \$300.00 to the Carlisle Education Foundation in appreciation for the Town of Carlisle hosting their bicycle time trial race series last summer. Mr. Goddard said he will forward the check to the CEF.

9. Mr. Goddard presented a preservation restriction and easement on the property located at 27 School Street, First Religious Society, for the Selectmen to sign pursuant to the vote taken at the 2012 Annual Town Meeting [Art. 23].

On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was unanimously **VOTED** to accept from the First Religious Society of Carlisle, a preservation restriction and easement on the property located at 27 School Street, pursuant to the vote by the Town of Carlisle on Article 23 of the 2012 Annual Town Meeting, and to acknowledge acceptance by executing said Preservation Restriction and Agreement.

Mr. Goddard asked the Board to sign the Retail Package Goods Store /License for Carlisle Center Ventures, LLC. He explained that the Board approved the License at a previous meeting and we are waiting for final approval from the ABCC, at which time this license will be given to Larry Bearfield. Mr. Goddard said this final approval is expected within a few days.

Liaison Reports

Mr. Gorecki said the Land Use Boards met last week and they had a very productive discussion. He said the Trails Committee held a clean-up effort in the Town Forest.

Mr. Hult said the Regional High School Building Committee met last Wednesday, Dec.12th and discussed the interior of the proposed new building. Mr. Hult added that the drawings that they reviewed could be seen at the Gleason Public Library. Mr. Hult said he believed they were 'on schedule' and that things are in good shape. He said the Regional School Committee made the determination to move forward with the professional design of the building before MSBA reinstated the formal funding. He said approximately \$4million has been expended on paying professionals.

Mr. Hult spoke briefly about the Jeff Brem matter and the Conservation Cluster issue on Long Ridge Road. He said Jeff Brem is proposing to develop his eleven acres and apply for a conservation cluster. Mr. Hult said that is now being considered by the Planning Board. He said at the Planning Board's last meeting they heard a considerable amount of comment from neighbors and then the public hearing was continued to a meeting in January. It will be in late January or February before there is a conclusion. The Planning Board will also hear reports from the Trails Committee, Historic Commission and Conservation Commission before a decision is made.

Minutes

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to approve the Minutes to the December 4, 2012 Board of Selectmen meeting with one amendment.

Community Input

There was no community input this evening.

Annual Town Meeting Warrant/Timeline

Mr. Goddard prepared an Annual Town Meeting Timeline for 2013 for the Board to review. The annual Town Meeting was tentatively scheduled on April 29th and the Town Election on May 7th. Mr. Goddard said he discussed this proposed timeline with the Town Clerk and the Town Moderator. He said Town Moderator Wayne Davis assured him that the dates presented were fine. Mr. Goddard said he would like to move up the first coordination meeting with the Finance Committee from January 22nd to January 8th. He said the Finance Committee has agreed to this change.

On a motion made by Mr. Gorecki and seconded by Mr. Stevenson, it was unanimously **VOTED** to open the warrant for the submission of articles for the 2013 Annual Town Meeting which shall be held on Monday, April 29, 2013 at 7:00 p.m. in the Corey Building Auditorium and further move that the Annual Town Election be set on May 7, 2013.

Greenough Barn: Discussion of Committee

Mr. Gorecki prepared a draft Greenough Barn Committee Mission Statement for the Board to review. He said while attending a Land Use Boards meeting, he proposed putting together a committee that would recommend ways to use, or address the non-use of the Greenough Barn. He said the purpose of the Committee is to find a long term solution for the barn.

Mr. Scavongelli thanked Mr. Gorecki for his work on this matter. He said the Greenough Barn has a few similarities to the Highland Building. He suggested taking the Mission Statement under advisement until the Board meets in January.

Highland Committee – Update

John Ballantine, chairman of the Highland Committee was present with Randy Brown and Priscilla Stevens to talk to the Board about the Highland Building. John explained that they have been following their mission statement and looking for occupancy and use by qualified tenants. He said they gathered a lot of information about uses and will present that tonight. He said the three options they did not consider were: 1) tear-down; 2) private enterprise; and, 3) the suggestion made by the Collins Study of Town Hall to move offices into Highland.

John said the Committee discussed three possible options: affordable housing, DDS day center, and a community/cultural center. Of the three options, John said, the community center seemed to make the most sense.

Randy Brown spoke about the Highland Building with potential tenants. He said there could be 8 or 9 rental units, with 3 units listed as affordable. Randy said most of the capital costs would be covered by the housing developer and the developer would provide facility and tenant management. He said the down-side for this option is the strong resistance from the school.

Randy also talked about the DDS day center. He said this is also known as an adult day program. It includes other area Towns. The services provided at these types of centers are sometimes focused on seniors; others are focused on individual with more complex disabilities. Randy said there is more to learn about this type of facility.

Priscilla Stevens spoke about the Community/Cultural center. Priscilla said a community cultural center was proposed as an option because the voters in Carlisle voted to save the Highland Building. She said it would serve the most people in Carlisle however it is not the cheapest option. Priscilla said we would have to ask for CPA funding, private funding and search for grants to refurbish the building plus request some Town funds.

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Approved: 1/8/13

Priscilla explained that it would be necessary to hire a facility or program manager who would oversee fundraising, encourage tenancy, do programming and write grants. The operation of the building would be fully funded without being any burden on the Town. Priscilla said these are initial thoughts.

John said Matt Hamor another member of their committee, has been working on site use and parking. He will review his plans with David Flannery on January 3rd. John added that they have several things to finish up in January; but they will have a report for the Board of Selectmen.

Mr. Stevenson asked if the 'extended day' for children were still interested in the Highland Building. Randy replied that there interest was limited.

Bylaw Study Group

Mr. Scavongelli said there are a few bylaws that the Board has considered for amendments. He said most recently the Board discussed the revision of the Long Term Capital Requirements Committee composition. Mr. Scavongelli said tonight we should but some thought to the organization a bylaw study group to review these bylaws and then consider any amendments. Planning Board chair David Freedman was present for this discussion. He said earlier on it began with the guest house bylaw.

David said the General bylaws and Zoning bylaws are very different in regard to amendments. In the General Bylaws you do not have to hold a public hearing, as in the membership and Long Term Caps. However, the Town Clerk bylaw change would require the Town to vote and it would take a simple majority with a public hearing.

Mr. Gorecki, Mr. Hult and David Freedman and Michael Epstein will focus on the zoning bylaws. In terms of the General By-laws, there were three issues to work on. Mr. Stevenson said he would assist the Town Administrator with the General By-laws.

The meeting adjourned at 9:10 p.m.

Respectfully submitted by Margaret Arena