

Board of Selectmen -Special Meeting
Thursday, April 9, 2020
Remote participation: Zoom Meeting
<https://zoom.us/j/801371923>

Meeting ID: 801 371 923

The Board of Selectmen met on Thursday, April 9, 2020 at 7:00 p.m. by remote participation via Zoom Meeting: <https://zoom.us/j/801371923> (Meeting ID# 801 371 923). Those present were Chair Kate Reid, Alan Lewis, Barney Arnold and Luke Ascolillo. Not in attendance was Nathan Brown.

*This meeting was live streamed and video recording is available online at:
<https://www.youtube.com/channel/UCUk6r-j8hFwin1lwht-RViA>

Note: In accordance with Massachusetts Open Meeting Law Remote Participation 940 CMR 29.10 all votes taken by the Board of Selectmen will take by Roll Call Vote.

Public Information Session - Coronavirus (COVID-19):

Police Chief John Fisher - Town of Carlisle continues to be not greatly impacted by COVID-19. LEPC has a solid plan in place should conditions worsen over the next few weeks. Residents are asked to continue safe distance protocols and to continue to check in on neighbors. Chief Fisher thanked the Carlisle School, Council on Aging (COA), the Carlisle Neighborhood Response Team and Carlisle Phone Pals for their exceptional support for town employees and residents.

Town of Carlisle Health Agent Linda Fantasia reported that there have been no new cases reported in Carlisle, so the current total of confirmed cases remains at five.

The Carlisle Neighborhood Response Team received their first request and representative Lauree Eckler urged others who might need assistance to reach out.

COA Outreach and Program Manager Angela Smith reminded seniors to call the COA if they need assistance of any kind.

Christine Lear from Carlisle Phone Pals said a music teacher from the Carlisle School has several students who want to sing for residents, so they have set up the first sing-along for April 8 with a second to be scheduled soon.

Kate Reid added that the Trustees of Reservations plans to reopen some of the properties they have closed statewide that do not require staffing. The organization requests that residents only use the sites in their respective towns. Carlisle's Malcolm Preserve, jointly owned by the Trustees and the Carlisle Conservation Foundation (CCF), is open for walking and dogs on leashes, reversing a recent temporary closure.

CCF and the Conservation Commission have announced that their trails remain open to the public, under new use guidelines during the COVID-19 crisis.

Carlisle School Supt Jim O'Shea reported that the school has moved into Phase 2 of their distance-learning plan with greater emphasis on curriculum. He welcomes feedback from parents if they would like to give it. O'Shea also said that the school has additional technology available if town employees need equipment for working from home.

The Board of Selectmen agreed to hold only one weekly public information session going forward unless there is a significant change in Carlisle's COVID-19 cases. Carlisle residents they can submit questions via email at TownHall@carlislema.gov.

Joint discussion w/Finance Committee - Fiscal impacts of COVID-19:

The Board of Selectmen met with members of the Carlisle Finance Committee to discuss the financial impact of COVID-19 on the town.

Chair Victor Lange briefed the selectmen on the April 6th Finance Committee meeting discussion and recommendations to the Board of Selectmen in effort to mitigate cost impacts from COVID-19.

- Defer spending for the remainder of FY20, including requesting that all town departments put a hold on discretionary spending.
- FY20 Hiring Freeze

The Finance Committee recommends that FY21 budget be reduced by \$1 million. All town departments are being asked to submit a reduce 5%. The Finance Committee will meet each town departments to determine if 5% budget reduction is feasible.

Finance Director Kane expects that the town will receive the last state aid payment and some additional excise tax dollars before the end of the quarter for FY20

Luke Ascolillo questioned the possibility of delayed spending on public facilities or long-term capital projects to free up additional cash.

Kimberly Kane explained that many residents pay real estate taxes through escrow, so it is likely those payments will come in on time. April 1st Property tax bills have been mailed and are due May 1st.

The Board of Selectmen briefly discussed the deferral of the May 1st Tax Payment however it was agreed not to take any further action at this time.

Rescheduling of Annual Town Meeting/Town Election dates:

Town Moderator Wayne Davis joined the meeting to discuss the new laws on the rescheduling of Town Meeting.

A. Power of Boards of Selectmen and Town Councils to Delay Annual Town Meeting

The Board of Selectmen by vote, could delay the annual town meeting as long as the town meeting completed its business on or before June 30th.

Section 1 adds the following exception to the June 30th deadline “in the event of an emergency that poses an immediate threat to the health or safety of persons or property that prevents the completion of the business of the delayed town meeting on or before June 30 if the governor has declared a state of emergency with respect to such emergency.” This exception is available, if necessary, to towns that must delay their town meetings beyond June 30, 2020 due to the COVID-19 outbreak and the declaration of a state of emergency by the governor.

This exception is available, if necessary, to towns that must delay their town meetings beyond June 30, 2020 due to the COVID-19 outbreak and the declaration of a state of emergency by the governor. Towns are advised to consult with their local counsel regarding the form of vote.

B. Power of Moderator to Continue Scheduled Town Meetings in Event of Public Health Emergency (Application to Districts)

Sections 2 through 4 of the Act - These sections amend G.L. c. 39, § 10A by adding “public health” emergencies as a reason for a moderator to recess and continue town meetings already scheduled by warrant. Prior to the amendment, section 10A applied to weather-related and public safety emergencies. Under the amended section 10A, during and for a period of five days after a weather-related, public safety or public health emergency, a town moderator may, in consultation with public safety or public health officials and the board of selectmen, declare a recess and continuance of the town meeting to another time, date and place certain; however, the continuance is limited to a period of 30 days. There are notice, posting and other requirements regarding the time, date and place of the recessed and continued meeting. Additionally, within 10 days after the initial declaration by the moderator of recess and continuance, a local public safety or public health official designated by the board of selectmen must submit a report to the Attorney General providing the justification for the moderation’s continuance.

II. Emergency Liabilities in Excess of Appropriation if the COVID-19 Emergency Prevents the Adoption of an Annual Budget

Section 5 of the Act - Under G.L. c. 44, § 31, no department financed by municipal revenue, or in whole or in part by taxation, of any city, town or special purpose district, except Boston, may incur liabilities in excess of appropriation “except in cases of major disaster, including, but not limited to, flood, drought, fire, hurricane, earthquake, storm or other catastrophe, whether natural or otherwise, which poses an immediate threat to the health or safety of persons or property, and then only upon a declaration by the governor of a state of emergency with respect to the disaster”

On March 10, 2020, the Governor declared a state of emergency regarding COVID-19. As a result, cities, towns and special purpose districts may, with the approval of the Director of Accounts (director) of the Division of Local Services (DLS), expend from any available funds in the treasury in relation to the emergency without an appropriation by following the procedure described in Bulletin 2020-1.

Section 5 amends G.L. c. 44, § 31 by inserting the following:

If the declared emergency prevents the adoption of an annual budget by a town or district by the June 30 preceding the start of the fiscal year, the board of selectmen, town council or district commissioners shall notify the director and the director may approve expenditures, from any appropriate fund or account, of an amount sufficient for the operations of the town or district during the month of July not less than 1/12 of the total budget approved by the town or district in the most recent fiscal year pursuant to a plan approved by the board of selectmen, town council or district commissioners and such authority shall continue for each successive month while the emergency continues to prevent the adoption of a budget. The director may promulgate and revise rules or regulations regarding the approval of emergency expenditures described in this section and accounting with regard to such expenditures.

This amendment will allow deficit spending, with the approval of the director, on a month-to-month basis in fiscal year 2021 if the town or district was prevented from adopting a budget for fiscal year 2021 due to Governor Baker's Declaration of Emergency issued on March 10, 2020. Additional guidance will be issued by the director, like that contained in Bulletin 2020-01, that will explain the procedure to follow to obtain the director's approval to deficit spend under this provision.

Town of Concord has rescheduled its Town Meeting for June 22, 2020.

Town Moderator recommends that the Town Meeting be scheduled to June 23rd and Town Election be rescheduled to June 30th.

On the motion made by Alan Lewis and seconded by Barney Arnold, it was unanimously **VOTED** to reschedule the 2020 Annual Town Meeting to Tuesday, June 23, 2020 at 7:00 PM at the Corey Building, 83 School Street and Benfield Farms located at 575 South Street, Carlisle, MA.

ROLL CALL VOTE: L. Ascolillo-Aye, B. Arnold-Aye, A. Lewis-Aye and K. Reid-Aye.

On the motion made by Alan Lewis and seconded by Barney Arnold, it was unanimously **VOTED** to reschedule the 2020 Annual Town Election to Tuesday, June 30, 2020 between the hours of 7:00 AM and 8:00 PM at the Town Hall, 66 Westford Street, Carlisle, MA

ROLL CALL VOTE: L. Ascolillo-Aye, B. Arnold-Aye, A. Lewis-Aye and K. Reid-Aye

Liaison Reports:

Barney Arnold asked the Board of Selectmen to consider a request to place signs on the Town Common to bring cheer to Carlisle residents. Carlisle Recreation Director Holly Mansfield will be reaching out to families of young children through the Carlisle Parents Connection to get signs that are funny and decorated by the children. There was no objection from the board and request was approved. Barney Arnold agreed to contact the Carlisle Historical Commission next.

Kate Reid – The Planning Board will be seeking an amendment to their special permit to install the Carlisle School Solar Canopy project.

On the motion made by Alan Lewis and seconded by Barney Arnold, it was unanimously **VOTED** to adjourn the meeting,

ROLL CALL VOTE: L. Ascolillo-Aye, B. Arnold-Aye, A. Lewis-Aye and K. Reid-Aye

MEETING ADJOURNED.