

Board of Selectmen - Special Meeting
Tuesday, April 14, 2020
Remote participation: Zoom Meeting
[https://us02web.zoom.us/j/Meeting ID: 801 371 923](https://us02web.zoom.us/j/MeetingID:801371923)

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The Board of Selectmen met on Tuesday, April 14, 2020 at 7:00 p.m. by remote participation via Zoom Meeting: <https://zoom.us/j/> Meeting ID: 801 371 923 (Meeting ID: 801 371 923). Those present were Chair Kate Reid, Alan Lewis, Barney Arnold, Nathan Brown and Luke Ascolillo.

This meeting was live streamed and recorded <https://www.youtube.com/watch?v=Gwvzvs59zww>

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 with Board of Selectmen/Board of Health/School Committee re: Coronavirus (COVID-19)

Police Chief John Fisher reported on the April 13th storm damage. All town roads are now open and currently 129 households are still without power. All power to restored by noontime tomorrow.

COVID-19 response update

The Local Emergency Planning Committee (LEPC) has a robust infrastructure and is prepared to help those most vulnerable in town, as well as to keep emergency responders as safe as possible. The LEPC to begin planning efforts on partially reopening the town in order to get back to more normal operations.

Board of Health Agent Linda Fantasia said that the number of confirmed lab-tested cases in Carlisle remains at five. The Board of Health will meet on April 16th to discuss recovery planning as the town begins to emerge from the COVID-19 pandemic.

Council on Aging (COA) Outreach and Program Manager Angela Smith reported that COA classes are now online, including all exercise classes, book club, French group, poetry class, and Senior Moments. She would like to encourage more seniors to take advantage of the volunteer services now provided in town and COVID-19 resources through the Carlisle Neighborhood Response Team.

Great Brook State Park - Parking Restrictions

Chief Fisher reminded residents that two of the parking lots at Great Brook Farm State Park have been closed. A number of cars have been parking along North Road and has become a safety issue, making it difficult for emergency vehicles to travel on the narrow road. Chief Fisher requested the permission of selectmen to post emergency "No Parking" signs on North Road from Lowell Street to Rutland Street until further notice.

On the motion made by Nathan Brown and seconded by Barney Arnold, it was **VOTED** to authorize the Chief of Police to make these types of emergency decision as needed with a report back the Board of Selectmen.

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

Interview/Appointment of new Council on Aging Director

Also present were members of the Council on Aging Director Search Committee. Search committee chair Verna Gilbert stated there were eleven applications received by the town. A search matrix was created by the committee resulting in the number of applicants being reduced to five. Due to COVID-19 restrictions, the search committee conducted three rounds of video-conference interviews.

The Search Team recommends the appointment of Joan Ingersoll as the new Director of the Carlisle Council on Aging. Final interview team consisted of Town Administrator Timothy Goddard, COA Outreach and Program Manager Angela Smith, and Library Director Martha Feeney-Patten.

Joan Ingersoll is currently the Assistant Director of the COA in Lincoln and she has served as vice president of disability services for the Jewish Family and Children's Service in Waltham, CEO of the Mental Health Association in Springfield and Vice president of the Corporation for Independent Living in Hartford, Connecticut.

On the motion made by Alan Lewis and seconded by Barney Arnold, the Board of Selectmen **VOTED** to accept the Council on Aging's recommendation to offer Joan Ingersoll the Director of the Council of Aging position pending successful negotiations.

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

Finance Committee FY20-21 Fiscal Recommendations

The Finance Committee has recommended both a hiring freeze and freeze on discretionary spending for all town departments until the end of FY20. The Board of Selectmen continues to review the proposed FY21 Operating Budget and look for possible areas where expenses could be trimmed.

Town Administrator Timothy Goddard reported that all departments have been advised of the freeze on discretionary spending for the remainder of FY20, and have been asked to look for ways to trim 5% from their FY21 budgets per the request of the Finance Committee. Revised budgets will be completed and a revised FY21 budget will be ready for Town Meeting in June.

Council on Aging chair Abha Singhal asked that the Board of Selectmen to consider including the new social worker position. She explained that the need for this type of service is more important than ever since seniors are so isolated now due to COVID-19. The Council on Aging has applied to the Concord-Carlisle Community Chest for funding for this position, but the amount of that funding will not be known until May.

Police Chief John Fisher has requested the hiring of a new Police Officer. There is one vacancy in the Police Department due to a retirement.

It was agreed by the board to postponed voting on the FY21 funding requests to fill the COA Social Worker and Police Officer positions pending further discussion at its next meeting.

Luke Ascolillo suggested that the Complete Streets project remain on the Town Meeting Warrant. Mr. Ascolillo explained that the state is covering much of the cost and that it needs to be approved in this fiscal year or the town will have to reapply at a future date.

Town Administrator Timothy Goddard reminded the Board of Selectmen that the contract has already been awarded to Allied Paving which would need to be renegotiated if the project is postponed.

The Board of Selectmen agreed to consult with the Finance Committee before making a final decision on whether to put this article on the Town Meeting Warrant.

The Board of Selectmen to finalize the Annual Town Meeting at its first regular meeting in May.

Town Administrator's Report

1-Town Caucus

The Town Caucus is now scheduled for Monday, May 18, at 7 p.m. with a rain date of May 20th. - Caucus to be held outdoors. The Board of Selectmen will be asked to sign the legal posting as soon as the Town Clerk presents it to the Board. The required quorum is 25 residents

2-Town Meeting Warrant:

The Board of Selectmen received a draft copy of the Annual Town Meeting Warrant for review. A Fall Special Town Meeting is being planned. Town Administrator Timothy Goddard requested that the Board of Selectmen reopening the Annual Town Meeting Warrant for the purpose of deferring certain articles that are less time-sensitive to the Fall Special Town Meeting.

Town Administrator has suggested the following articles be deferred until the upcoming Fall Special Town Meeting:

- Article 12 – Funding for CoA Outreach position
- Article 14 – Bond premiums
- Article 15 – CCRSD Parking lot (delete)
- Article 19 – Capital Stabilization fund
- Article 22 – Cranberry Bog funding - \$5K
- Article 23 – Senior Tax Deferral limits
- Article 24 – Appointed Town Clerk
- Article 25 – Moderator – 3 year term
- Article 26, 27 – Change the name Board of Selectmen to Selectboard throughout Bylaws

3-Meeting Schedule:

April 21, 2020 - Regular BoS meeting

April 28, 2020 – Regular BoS Meeting

May 18, 2020 - Town Caucus

Liaison Reports:

Municipal Facilities Committee

Kate Reid reported that the Municipal Facilities Committee has considered the Finance Committee's request to avoid discretionary spending. The committee agreed to delay lower priority maintenance projects.

On the motion made by Alan Lewis and seconded by Barney Arnold, the Board of Selectmen **VOTED** to adjourn.

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

List of documents discussed during the meeting:

- 4-14-2020 BOS Meeting Packet