

Board of Selectmen Meeting
Tuesday, August 11, 2020
Remote participation: Zoom Meeting

Meeting ID: 845 6804 9270

The Board of Selectmen met on Tuesday, August 11, 2020 at 6:30 p.m. by remote participation via Zoom Meeting (Meeting ID: 845 6804 9270). Those present were Chair Alan Lewis, Barney Arnold, Kate Reid, Luke Ascolillo and David Model.

*This meeting was live streamed and recorded <https://www.youtube.com/watch?v=Gwvzvs59zwk>

In accordance with Massachusetts Open Meeting Law Remote Participation 940 CMR 29.10 all votes shall be by roll call.

At 6:30p.m. Chair Alan Lewis called the meeting to order.

Executive Session – Collective Bargaining Issue (Police)

On the motion made by Kate Reid and seconded by David Model, it was **VOTED** to enter into executive session pursuant to MGL Ch. 30A, §21(a) paragraphs (2) and (3) to discuss collective bargaining and strategy with respect to potential litigation as an open meeting may have a detrimental effect on the Town's and litigating positions and that afterwards the Board will return to open session.

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

Community Input:

There were no requests.

LEPC Update:

Police Chief John Fisher reported that he had no significant updates. Reported COVID cases in Carlisle remain low. The LEPC continues to meet and is committed to keeping residents safe. The Carlisle Neighborhood Response Team is still active assisting seniors and residents.

Carlisle residents are asked to continue to follow the guidelines of health officials such as social distancing, wearing masks when in public and staying home if sick.

Alan Lewis noted that the Carlisle's Health Agent Linda Fantasia concerned that the youth soccer events have been downgraded from a "high" to a "mild" risk activity. Now up to 100 people may be allowed on the field with 20 players actively engaged.

Appointments - New Employees

Full-time Police Officer

On the motion made by Kate Reid and seconded by Barney Arnold, it was **VOTED**, to appoint Kerry Baxter (Nashua, NH), as a full-time Police Officer for the Town of Carlisle Police Department subject to the completion of the following; 1) background check, a pre-employment physical examination and Mass Police recertification.

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

Part-time COA Social Worker

On the motion made Kate Reid and seconded by Luke Ascolillo, it was **VOTED** to appoint Carol Grueneich (Chelmsford, MA) to the part-time Council on Aging Social Worker for the Town of Carlisle.

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

Review of Draft Fall Special Town Meeting Warrant

Also present was Finance Committee chair, Victor Liang. The Finance Committee will be meeting on July 13th to reorganize for the purpose of selecting a new chair and resume the FY21 Budget Planning process.

Mr. Liang updated the Board of Selectmen on the status of tax collections to date:

Tax Collections Update as of 6/30/2020:

For FY20 approximately \$360K that remains uncollected (47.7%)

For FY19 approximately \$260K was uncollected (48.8%)

1% (\$156K) difference compared to last year at this time.

Alan Lewis will reach out to the Finance Committee to schedule FY21 Budget Coordination Meetings.

The Board of Selectmen reviewed the draft Special Town Meeting (STM) Warrant. Town Administrator has suggested that the Special Town Meeting be held on Saturday, October 10, 2020 based on input from Town Moderator and the Town Clerk.

The draft list of STM warrant articles to be considered at the Special Town Meeting included:

ART 1 – Prior Year Bills:

ART 2 – Adjustments to FY2021 Operating Budget:
ART 3 – Special Appropriations:
ART 4 – Application of Bond Premiums:
ART 5 – Capital Equipment:
ART 6 – Municipal Facilities:
ART 7 – CPA Annual Recommendations:
ART 8 – Funding for Cranberry Bog Maintenance Project
ART 9 – Home Rule Petition for Appointed Town Clerk:
ART 10 – Amend the Carlisle General Bylaws – Selectmen to Select Board:
ART 11 – Amend the Carlisle Zoning Bylaws – Selectmen to Select Board:
ART 12 – Amendments to Personnel Bylaw

Kate Reid and Barney Arnold volunteered to work with the Town Administrator and Town Counsel to finalize the warrant article for the amendments to the Personnel Bylaw.

Other warrant articles that may be deferred to spring Town Meeting:

- Revisions to Zoning Bylaw Sec. 5.11 re: Complete Ban on Commercial Marijuana Sales
- New Zoning Bylaw pertaining to Adult Use and Medical Marijuana Establishments
- Designation of Scenic Road (Church St)
- Wetlands bylaw (amendments)
- Easement for DPW septic system

Municipal Facilities Committee – Highland Building

Also present was Jerome Lerman on behalf of the Municipal Facilities Committee for a discussion regarding the Highland Building. The Building Commissioner Jon Metivier inspected the building on July 7th and has recommended that both the north and south stairs with access to the basement and ground level to the first floor no longer be used and the access to the basement be restricted to the two rear doors.

Mr. Lerman reviewed other public safety issues including air quality and overall deterioration of the building. The permitted access to the building has also resulted in windows being left open by mistake. The Facilities Committee further recommends that the top two floors no longer be used for storage until the necessary upgrades have been done.

Kate Reid confirmed that the Board of Selectmen voted on July 28th to approve to secure access of the Highland Building.

It was agreed by the board to authorize the Municipal Facilities Committee 1.) Re-key the locks on the Highland Building to secure access; 2.) Purchase a dehumidifier to address the air quality issues, and 3.) Restrict storage to the basement by departments currently authorized by the Board of Selectmen to store items in the building.

The board discussed bringing a warrant article to a future town meeting to decide the future of the Highland Building. The building is located on school property and parking is also an issue. The Master Plan Steering Committee has reviewed potential uses of the Highland Building but the renovation costs outweigh the uses for the building.

Also discussed was the establishment of an adhoc committee to make recommendations regarding the Highland Building property.

Alan Lewis volunteered to draft the committee charge.

Mr. Lerman agreed to have the Municipal Facilities Committee gather quotes for building demolition.

FY21 Board of Selectmen Liaison Assignments:

<u>Departments</u>	<u>Liaison</u>
Communications Center	Luke
Council on Aging	Alan
Dept. of Public Works	Barney
Fire Department	Luke
Library	Barney
Police Department	Kate

Note: BOS chair and vice-chair will attend bi-weekly Finance Management Team meetings to receive department updates from the Town Accountant, Finance Director, Board of Assessors, Town Clerk and School Dept.

Boards & Commissions

Agriculture Commission	Alan
Board of Appeals	Alan
Board of Health	David
Carlisle Public Schools	David
CCHS	David
Conservation Commission	Luke
Historical Commission	Alan
Personnel Board	Kate/Barney
Planning Board	Kate
Master Plan Steering Committee	Barney (member)
Recreation Commission	Luke

Appointed Committees

Audit Committee	David
Conservation Restriction Adv.	Luke
Community Preservation Act Committee	Luke (member)

Deer Committee	Barney
Energy Task Force	Barney
Finance Committee	Alan
Household Recycling Committee	Barney
Insurance Advisory Committee	Alan
Land Stewardship Committee	Luke
Long Term Caps Requirements	Kate (member)
Minuteman Media Network	Alan
Municipal Facilities Committee	Kate (member)
Traffic & Pedestrian Safety Committee	Luke

Working Groups

Finance Team	Alan/Barney
Technology Working Group	Alan
Senior Advisory Tax Committee	Alan

The FY21 Goals setting has been continued to the next regular meeting on August 25, 2020.

Town Administrator's Report:

Proclamation Re: 100th Anniversary of Women's suffrage

On Tuesday, August 18th, 2020, 5:00-6:00 pm, women and men, girls and boys of Carlisle, are invited to line the roads coming into the town rotary, to show our gratitude for the sacrifices and determination of the women who refused to give up their fight for enfranchisement. At 6:00 pm there will be a march to the Town Green and stand socially distanced for a photo, so that future generations will know that the Carlisle community values the power of voting.

On the motion made by Kate Reid and seconded by Barney Arnold, it was unanimously **VOTED** to issue a proclamation to celebrating the 100th anniversary of the 19th Amendment and to declare Tuesday, August 18, 2020 as: 100th Anniversary Day of a Women's Right to Vote.

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

Barney Arnold read the Proclamation to be issued by the Board of Selectmen on August 11, 2020 as follows:

TOWN OF CARLISLE
PROCLAMATION

WHEREAS: The 19th Amendment to the US Constitution was ratified 100 years ago on August 18, 1920;

WHEREAS: The 19th Amendment guarantees that in our democracy, no one shall be denied the right to vote based on gender;

WHEREAS: Courageous women suffered and fought hard for many years to secure the passage of the 19th Amendment;

WHEREAS: Today there are many eligible voters, particularly people of color and low-income people, who are denied their right to vote freely and without restrictions;

WHEREAS: Suffrage100 Carlisle, Suffrage100 MA, Carlisle Historical Society, and the Concord Carlisle League of Women Voters are sponsoring a Celebration of the 100th Anniversary of a Woman’s Right to Vote in Carlisle, exactly 100 years since the passage of the 19th Amendment;

WHEREAS: This celebration is a way for women and men, girls and boys in Carlisle to honor the sacrifices and determination of those who fought for women’s suffrage;

WHEREAS: This celebration is a time to recognize our own civic responsibility to exercise our right to vote;

WHEREAS: The celebration is also a time to share our belief that no one should be denied their right to vote and that everyone should have the freedom to vote and participate in our democracy;

NOW, THEREFORE, We, the Board of Selectmen of the Town of Carlisle, Massachusetts do hereby proclaim Tuesday, August 18, 2020 as:

100th Anniversary Day of a Women’s Right to Vote.

Conservation Commission Request for use of Intents Account

The Conservation Commission has requested that the Board of Selectmen approve the use of \$4,424.16 from the Wetlands Protection Aid, “Intents” account for the purpose of funding 3 hours for the Conservation Commission Administrative Assistant. The funds in this account accrue from the filing fees paid by applicants to the Conservation Commission under the Massachusetts Wetland Protection Act

On the motion made by Kate Reid and seconded by Barney Arnold, it was unanimously VOTED to approve the use of \$4,424.16 from the Wetlands Protection Aid, “Intents” account for the purpose of funding wages for three hours per week for the Conservation Commission Administrative Assistant.

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

Clean Harbors report –Waste Oil Contamination

The Town received a report from Clean Harbors regarding the July contamination of the Town's waste oil receptacle at the Transfer Station. The cost to dispose of the contaminated oil was \$89K to be paid out of the Hazardous Waste Fund.

DPW Supt Gary Davis has shut down the collection facility at the Transfer Station and recommends that residents take advantage of regional hazardous waste collection events or return used motor oil to the point of purchase.

The board discussed the possibility of continuing the waste oil collection program at Transfer Station and questioned what the cost would be to test the oil before to collecting or sending it away.

Alan Lewis volunteered to research the cost to test the waste oil for contaminants.

Small Bridge Grant Award - Improvements at Curve/Maple Street bridges

The Town has been awarded \$100K in grant funding for design services by MassDOT to address deficiencies at the Curve/Maple Street bridges. The Town applied for this funding approximately two years ago to make traffic safety improvements at both bridges, Curve St. over River Meadow Brook and Maple St. over Page Brook. According to MassDOT 2016 inspection reports, both bridges rated "2-critical" on a 0-9 rating scale. The partial \$100,000 award will cover design and permitting cost o keep momentum on improving safety at both locations. TEC Engineering will be submitting a proposal for design services for the Curve Street Bridge. The grant is for design only. The Commonwealth expects to fund construction of these projects from a forthcoming bond bill.

Eversource – Grant of location application (Church Street)

Eversource has withdrawn their application/petition for a grant of location on Church Street.

Meeting Schedule

- Tuesday, August 25th
- Tuesday, September 9th
- Tuesday, September 22nd

Approval of Minutes

On the motion made by Kate Reid and seconded by Barney Arnold, it was **VOTED** to approve the minutes of July 28, 2020 as amended.

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

Liaison Reports:

Kate Reid – Municipal Facilities Committee reviewed soil test results for generator site at the Fire Department. The tests came back clean.

Barney Arnold – Master Plan Steering Committee would like to hire the consultant that worked on the Carlisle’s Municipal Vulnerability Grant Application to coordinate the key elements on the Master Plan Update. The Master Planning Committee is expected to update the Board of Selectmen at its next upcoming meeting.

David Model - Carlisle Back to School Task Force is scheduled to meet tomorrow to work on the final plans for re-opening the school. The state's education department directed school districts to prepare plans for three different reopening models: in-person, remote or a mix of the two. Several districts have already opted for online-only or hybrid versions of in-person and remote learning. The deadline for schools in Massachusetts to submit plans for is this Friday.

It was agreed to request a joint meeting with the Board of Health and School Committee to gain consensus about the conditions under which we as a community can support in-person school in September. David Model volunteered to contact the BOH and School Committee to request meeting.

8/11/2020 Action Items:

Chair Alan Lewis reviewed the following list of action items and the board member assignments as discussed tonight:

- | | |
|-------------------------------------|---------------|
| 1. Meet with FINCOM Chair | Alan |
| 2. Propose Highland Task Group | Alan |
| 3. Update Liaison List | Alan |
| 4. LT. Crowe Eval/Contract | Luke / Kate |
| 5. Tech Group Report | Alan / Tim |
| 6. Board of Health Coordination | Luke / David |
| 7. Warrant Article Personnel By-law | Kate / Barney |
| 8. Sign police hiring document | Alan |
| 9. Investigate Oil Test Costs | Alan |

On the motion made by Barney Arnold and seconded by Kate Reid, it was unanimously **VOTED** to adjourn the meeting.

List of documents discussed at meeting

- BOS Meeting Packet Material