

## Middlesex County

The Town of Carlisle was incorporated as a District on April 19, 1754 and as a Town on February 18, 1805.

**Miles of Road: 55**

**Area: 15.4 square miles**

Population				Registered Voters 2019	
1950	876	2013	5,396	Democrat	1,171
1960	1,488	2014	5,195	Green Rainbow	5
1970	2,2871	2015	5,166	Inter 3rd Party	3
1980	3,306	2016	5,356	Libertarian	8
1990	4,379	2017	5,424	MA Independent Party	2
2000	4,923	2018	5,279	Pizza Party	1
2010	5,602	2019	5,370	Republican	396
2011	5,602	2020	5,396	Twelve Visions	2
2012	5,282			Unenrolled	2,471
				United Independent Party	7
				We the People	1
				TOTAL:	4,070
				American Term Limits	0

### Senators in Congress

Edward J. Markey (D)

Elizabeth A. Warren (D)

### Representative in Congress: *3<sup>rd</sup> Congressional District*

Lori L. Trahan (D)

### State Senator *3<sup>rd</sup> Middlesex District*

Michael J. Barrett (D)

### State Representative *14<sup>th</sup> Middlesex District*

Tami L. Gouveia (D)

Governor Charles D. Baker (R)



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# ELECTED TOWN OFFICIALS

Moderator

1-yr. term  
Wayne Davis 2021

Library Trustees

3 members/3-yr. terms  
Christine Stevens 2021  
Dale Joachim 2022  
Karen Gettings 2023

Town Clerk

3-yr. term  
Margaret "Peggy" Wang 2021

Planning Board

7 members/3-yr.terms  
Adelaide Grady 2021  
Peter Yelle 2021  
Edward Rolfe 2022  
Edwin "Rob" Misek 2022  
Jason Walsh 2022  
Madeleine Blake 2023  
Sara Cassidy Smith 2021  
Richard Terry, Associate 2022  
Tom Lane, Associate 2022

Select Board

5 members/3-yr. terms  
Alan Laird Lewis 2021  
Luke Ascolillo 2022  
Barbara "Barney" Arnold 2022  
Seth "David" Model 2023  
Kate Reid 2023

Board of Assessors

3 members/3-yr. terms  
Kenneth Mostello 2021  
Teresa P. Kvietkauskas 2022  
David Boardman 2023

Carlisle School Committee

5 members/3-yr. terms  
Christine Lear 2021  
Sara Wilson 2022  
Eva Mostoufi 2022  
Amanda Comperchio 2023  
Johnston Huntress 2023

Board of Health

5 members/3-yr. terms  
Todd Thorsen 2021  
Donna Margolies 2021  
Cathy Galligan 2022  
Anthony Mariano 2022  
Jean Barry 2023

# APPOINTED BOARDS & COMMITTEES

## Appointed Boards, Commissions, Committees and other Groups

### ADA Task Force

Timothy D. Goddard  
 Fire Chief Bryan Sorrows  
 Building Commissioner Jon Metivier

### Celebrations Committee

Scott Evans, Chair [2021]  
 Douglas A. G. Stevenson [2021]  
 Laura Mullins [2021]  
 Heidi Haring [2021]

### Affordable Housing Trust

Luke Ascolillo [2021]  
 Alan Lewis [2021]  
 Barney Arnold [2021]  
 Seth D. Model [2021]  
 Maureen Cosgrove-Deery [2021]  
 George Payne [2021]

### Community Preservation Committee

Luke Ascolillo (Selectmen) [2021]  
 Kathy Keller (Historical) [2022]  
 Samantha Rottenberg (Citizen) [2020]  
 Mark Spears (Rec Com) [2021]  
 Angela Verge (ConsCom) [2022]  
 Peter Yelle (Planning Board) [2020]  
 David Freedman (Housing) [2020]

### Agricultural Commission

Peter Mastromarino, Chair [2023]  
 David Ely [2023]  
 Andrew Rodgers [2022]  
 Steven Huberman [2022]  
 Meredith Peirce [2022]  
 Desirée Ball [2021]  
 John Lee [2021]

### Conservation Commission

Angela Verge [2022]  
 Navneet Hundal, [2021]  
 Kenneth Belitz [2023]  
 Alex Parra [2023]  
 Lee Tatistcheff, Chair [2021]  
 Daniel L. Wells [2023]  
 Helen Young [2022]

### Audit Committee

Kevin Perkins [2023]  
 Michael Bishop [2022]  
 Benjamin Taylor [2023]

### Conservation Restriction Advisory Committee (CRAC)

J. Thomas Brownrigg [2021]  
 Nancy Cowan [2021]  
 Wayne Davis [2021]  
 Vacant [2021]  
 Marc Lamere [2021]  
 Melinda Lindquist [2021]  
 Madeleine Blake Stevens [2021]

### Board of Registrars

Peggy Wang [2021]  
 Ann Gibbs [2021]  
 Kay Hurley [2022]  
 Vacant [2022]

Cranberry Bog Working Group

Luke Ascolillo [2020]  
Kenneth Belitz [2020]  
Melinda Lindquist [2020]  
Helen Young [2020]  
Susan Provenzano [2020]  
Alex Para [2020]  
Dan Wells [2020]  
Sylvia Willard, Associate Member

Energy Task Force

Robert Zogg, Chair [2021]  
Launa Zimmaro [2021]  
Adelaide Grady [2021]  
Brian Mottshead [2021]

Hanscom Feild Advisory Committee

Lars Benard [2021]

Council on Aging

Ann Quenin, Chair [2023]  
Ann James, Vice Chair [2021]  
Verna Gilbert [2021]  
Jerome Lerman [2022]  
Abha Singhal [2022]  
Maxine Crowther [2022]  
John Ballantine [2021]  
Elisabeth Bojarski [2023]  
Sally Hayen [2023]  
Wendy Barrow (Associate) [2021]  
Donna McMullan (Associate) [2021]  
Walter Hickman (Associate) [2021]

Finance Committee

Victor Liang [2023]  
Scott Triola [2023]  
James Darr, Chair [2022]  
Lynne Lipinsky [2021]  
James Catacchio [2021]  
Melissa McMorrow [2023]  
Aaron D'Elia [2022]

Historical Commission

Annette Lee, co-Chair [2023]  
Kathyl Keller, co-Chair [2022]  
Eric Adams [2021]  
Geoffrey Freeman [2022]  
Ed Rolfe [2023]  
Jack O'Connor (Alt.) [2021]  
Chip Dewing (Alt.) [2023]

Cultural Council

Jennifer Sagalyn, Co-chair [2022]  
Mark Levitan, Co-chair [2022]  
Alain Bojarski [2023]  
Abby Zimmerman [2021]  
Dan Lennon [2023]  
Jennifer Albanese [2023]  
Karin Kliger [2023]

Household Recycling Committee

Rob Peary, Chair [2023]  
Daniel Scholten [2021]  
Robert Wallhagen [2021]  
Launa Zimmaro [2022]  
Gary Davis, DPW

Deer Control Committee

John Keating, Chair [2021]  
Alex Para, Vice-chair [2021]  
Todd Thorsen. [2021]  
Barney Arnold [2021]  
Stephen Keele, Deer Agent  
George Michalik, Citizen at Large

Insurance Advisory Committee

Kimberly Kane, Finance Dir. [2021]  
Timothy Goddard, TA [2021]  
Steve Mack, (Police) [2021]  
Kirk Bishop (Dispatch) [2021]  
Linda Vanaria, (Teacher's) [2021]

*Non-union*

Anush Coates (Town Hall) [2021]  
Chris Sireen (DPW) [2021]  
Jennifer Pike (Library) [2021]  
Nancy Harvey Carlisle Retiree [2021]  
James Darr, Fincom [2021]  
Alan Lewis, Select Board [2021]

Land Stewardship Committee

Debbie Geltner, Chair [2023]  
J Thomas Brownrigg [2023]  
Dwight DeMay [2023]  
Warren Lyman [2021]  
Andrew Wilmot [2021]  
Rhonda Michaud [2022]

Local Emergency Planning Committee

John Fisher, Police Chief  
Bryan Sorrows, Fire Chief  
Alan Lewis, BoS/HAM Radio Officer  
Timothy Goddard, Town Administrator  
Jon Metivier, Bldg Commissioner  
Joan Ingersoll, COA Director  
Linda Fantasia, Health Agent  
Gary Davis, Supt. of Public Works  
Kate Reid (Select Board)  
Martha Feeney-Patten, Library Director

Long-Term Capital Requirements

Committee

Scott Triola, Chair [2022]  
Sara Wilson [2021]  
Jerome Lerman [2023]  
Kimberley Kane [2022]  
Jim Darr [2023]  
Kate Reid [2023]  
Priscilla Dumka [2021]

MAPC Representatives

Madeline Blake [2021]  
Kate Reid [2021]

Municipal Facilities Committee

Jerome Lerman, Chair [2021]  
John Lavery [2021]  
Steve Hinton [2021]  
Kate Reid, SB [2022]  
Scott Simpson [2023]  
Christine Lear [2022]  
Stephen Bastek, Town Facilities Mgr  
Rob Fortado, School Facilities Mgr

Personnel Board

Vanessa Brown, Chair [2022]  
Kacy Hurley [2021]  
Snehal Patel [2022]  
Ben Perry [2021]  
Tim Goddard, Ex-Officio

Open Space & Recreation Plan Committee

David Freedman, Chair [2022]  
Debbie Geltner [2022]  
Steve Hinton [2022]  
Rhonda Michaud [2022]  
Amy Smack [2022]  
Sally Zielinski [2022]  
Mary Zoll [2022]  
Marc Lamere [2022]

Recreation Commission

Andrew McMorro, Chair [2022]  
Lynette Kelleher [2022]  
Amy Smack [2023]  
Mark F. Spears [2021]  
Courtney Miles Bittelari [2021]

Scholarship Advisory Committee

Diane Powers, Chair [2021]  
Frank Krimowski [2021]

Senior Tax Advisory Committee

Kimberly Kane, Finance Dir [2021]  
Melissa Stamp, Assessor [2021]  
Angela Smith, COA Outreach [2021]  
Joan Ingersoll, COA Director [2021]  
Rueben Klickstein, Citizen [2021]  
Barbara Culkins, Citizen [2021]

Traffic & Pedestrian Safety Committee

Timothy D. Goddard [2022]  
Luke Ascolillo, Select Board [2022]  
Chief of Police, John Fisher [2022]  
Dep Fire Chief, Burt Rubenstein [2022]  
Lee Storrs, Citizen at Large [2022]  
Janne Corneil (non-voting) [2022]

Trails Committee

Steve Tobin, Chair [2022]  
Alan Ankers, Secretary [2022]  
Robert "Roy" Herold [2023]  
Marc Lamere, Treasurer [2021]  
Warren Spence [2021]  
Charlene Hinton [2023]  
Alan Blevins [2021]  
Helen Young (Assoc.) [2021]  
Christian Hedlund (Assoc.) [2021]  
Christopher Chiapella (Assoc.) [2021]

Veterans Committee

Timothy Nickerson [2021]  
Greg Fairbank [2021]  
Christopher Eisenbies [2021]

Youth Commission

Lauree Cameron Eckler [2023]  
Stefani Keene [2022]  
Durairaj Babu [2022]  
Kathy MacDonald [2022]  
Amy Smack [2022]  
Cady Audette [2022]

Zoning Board of Appeals

Travis Snell, Chair [2023]  
Emanuel Crespo, Clerk [2023]  
Steven Hinton [2021]  
Eric Adams (assoc.) [2023]  
Gretchen Anderegg (assoc.) [2021]  
W. Jay Lee (assoc.) [2023]

# TOWN CLERK

There are 73 chapters and 451 statutes of the Massachusetts General Law and this year the Acts of 2020 added further legislation to direct the Town Clerk's duties. The Town Clerk interacts with all of Carlisle's town boards, committees, task forces, and working groups as well as several state agencies on a regular basis. The Town Clerk is also the Chief Elections Officer for the Town of Carlisle and a member of the Board of Registrars of Voters.

2020 was a busy election year. The Town Clerk's Office facilitated two Primary Elections, two Elections, one Caucus, and two Town Meetings. All but the March 3, 2020 Presidential Primary took place under the new legislation, restrictions, and guidelines in response to the global COVID-19 pandemic. The Town Clerk's Office worked with Town fire and police departments, Select Board, Moderator, and Board of Health to ensure safe and fair elections and meetings. Safety measures included moving the Town Caucus, Annual Town Meeting, and Special Town Meeting outdoors while maintaining social distancing, masking, and sanitation procedures during early voting and polling hours, only possible with the assistance of emergency services and volunteers.

New legislation in the Acts of 2020 included extended voter registration and nomination deadlines, made it possible to postpone Annual Town Election and Town Meetings, and expanded Early Voting In-Person and opportunities for voters to vote by mail. Special legislation was passed to allow municipalities to postpone Town Meetings and Elections to June 30, 2020 and to allow for expanded voting by mail in the Town Election. Early Voting In-Person was expanded to a total of 28 days, 7 days for each of the Primary Elections and 14 days for the November 3, 2020 Election. Vote by Mail was further expanded for the September 1, 2020 State Primary and November 3, 2020 Election by the legislature and fulfilled through the Elections Division of the Secretary of the Commonwealth and the Town Clerk's Office. The Elections Division mailed a Vote by Mail application postcard to every registered voter for the September 1, 2020 State Primary and November 3, 2020 Elections and covered the voter's postage to return their ballot. The Town Clerk's Office then tracked all applications and mailed out a total of 1,667 ballots in the State Primary and 2,230 ballots in the November 3, 2020 Election. The Town Caucus in May, the Annual Town Meeting in June, and the Special Town Meeting in October were all overseen by the Town Clerk, ensuring compliance with existing and new legislation and accurate record keeping. The Town Clerk's Office worked diligently to comply with all legislation, communicate changes to voters and Carlisle public bodies, and assist the Select Board and other public bodies in compliance. The primary method of communication to the public is the town website, but the Office used as many methods of communication as possible. Statements were included in the Mosquito, the COA Minuteman Media Network Carlisle Community Forum show, direct mailings (facilitated by the Secretary of the Commonwealth), and social media sites Nextdoor and Facebook.

The Town Clerk's Office was only able to facilitate Elections and Meetings in 2020 with the assistance of over 60 volunteers who graciously and tirelessly donated their time to serve the Town of Carlisle. This was the first time many of these volunteers had assisted with elections. So many in this community stepped up to help when they heard volunteers were needed to replace former volunteers who are at higher risk for complications of COVID-19. In particular, the mailing of ballots for the September 1, 2020 Primary and November 3, 2020 Election would not have been possible without hundreds of volunteer hours. The Town Clerk and Assistant Town Clerk express their heartfelt gratitude to all those who volunteered to make safe and fair elections possible this year. In addition to community volunteers, the Elections and Meetings would not have been possible without assistance from EMS, the Fire Department, and the Police Department. The Office extends thanks to Fire Chief Sorrows, Police Chief Fisher, and their staffs for their assistance in planning and executing procedures for Town Meetings and election polling hours.

In addition to elections and meetings activities, the Town Clerk's office is responsible for dog licensing, maintaining vital records (births, marriages, and deaths), business certificates, raffle permits, administering the oath office to all elected and appointed officials, Certification of Planning Board and Zoning Board of Appeals Decisions, Annual Town Census, and collection of various fines.

The Town Clerk's office is also responsible for compliance with and record keeping of Open Meeting Law and Ethics Law requirements. This includes posting correctly submitted Agendas and Minutes and keeping records of all versions. Every municipal employee, volunteer, and official must receive a summary of the Ethics Law annually and provide the Clerk with documentation that he/she has received the summary. Every other year municipal employees and officials must take an online educational training and provide a certificate of completion to the Town Clerk. In 2020, the Town Clerk's Office worked to improve the electronic versions of these records, only possible with the assistance and cooperation of all Town Hall departments and public bodies. The Office also facilitated and disseminated information regarding changes to Open Meeting Law in response to the pandemic and assisted public bodies in the various challenges inherent in moving all public meetings to remote (online) participation.

The Office of the Town Clerk was open to the public during Town Hall's open hours, reduced to Mondays through Thursdays 10am to 2pm and Fridays 10am to 1pm for most of 2020 in response to the COVID-19 pandemic. The Town Clerk is also available by appointment. The office is staffed with the full time Town Clerk and the part time Assistant Town Clerk. In 2020, Margaret "Peggy" Wang continued to serve as Acting Town Clerk until the Annual Town Election, where the Town of Carlisle elected her to the position of Town Clerk fulfilling the term resigned by Mary de Alderete (2021). In February, Gretchen Gallimore was hired to serve as the Assistant Town Clerk.

The Office of the Town Clerk continues to be an office that strives to serve the residents of Carlisle in a friendly and professional manner. It is our goal to improve service as we meet the needs of the community and comply with the laws of the Commonwealth.

## **TOWN RECORDS 2020**

### **LIST OF THOSE SWORN INTO OFFICE**

January 15, 2020      Chip Dewing was sworn in as an alternate member of the Historical Commission, term to expire June 30, 2023

January 31, 2020      Jennifer Pike was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 5, 2020      Kirk Bishop was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 5, 2020      Anush Coates was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 7, 2020      Nancy Harvey was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 13, 2020     Timothy Goddard was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 13, 2020     Kimberly Kane was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 13, 2020     Steve Mack was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 13, 2020     James Darr was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 13, 2020     Alan Lewis was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 13, 2020     Chris Sireen was sworn in as a member of the Insurance Advisory Committee, term to expire June 30, 2021

February 24, 2020     Kathleen MacDonald was sworn in as a member of the Youth Commission, term to expire June 30, 2022

February 27, 2020     Phyllis Kanki was sworn in as a member of the Lyme Disease Subcommittee, term to expire June 30, 2023

March 3, 2020 Morgen Bearsse tendered resignation from the Cultural Council effective immediately.

March 6, 2020 Taylor Benjamin was sworn in as a member of the Audit Committee, term to expire June 30, 2023

May 5, 2020 Christopher Peach was sworn in as a Carlisle Police Officer

June 5, 2020 Michael Fauteux was sworn in as a Carlisle Police Officer

June 10, 2020 Marc Lamere was sworn in as a member of the Open Space and Recreation Planning Committee to expire June 20, 2022

June 10, 2020 Dejan Bojanic resigned as a member of the Deer Control Committee

June 10, 2020 Detective Andrew Corwin resigned as a member of the Deer Control Committee

July 2, 2020 Jean Jasaitis Barry was sworn in as an Elected member of the Board of Health term to end May 2021

July 2, 2020 Amanda M. Comperchio was sworn in as an Elected member of the School Committee term to end May 2023

July 3, 2020 Margaret Wang was sworn in as Town Clerk term to end May 2021

July 6, 2020 Seth D Model was sworn in as an Elected Member of the Board of Selectmen term to end May 2023

July 7, 2020 Johnston J Huntress was sworn in as an Elected Member of the School Committee term to end May 2023

July 7, 2020 Jonathan Lee DeKock was sworn in as an Elected Member of the Planning Board term to end May 2023

July 7, 2020 David Boardman was sworn in as an Elected Member of the Board of Assessors term to end May 2023

July 8, 2020 Karen Gettings was sworn in as an Elected Member of the Library Trustee term to end May 2023

July 13, 2020 Madeleine Blake was sworn in as an Elected Member of the Planning Board term to end June 30, 2023

July 13, 2020 Katherine T Reid was sworn in as an Elected Member of the Board of Selectmen term to end June 30, 2023

July 13, 2020 Christine M Lear was sworn in as an Elected Member of the School Committee term to end June 30, 2021

July 15, 2020 Todd Thorsen was sworn in as an Appointed Member of the Deer Control Committee term to end June 2021

July 15, 2020 Adelaide Grady was sworn in as an Elected Member of the Planning Board term to end June 30, 2021

July 16, 2020 Alain Bojarski was sworn in as an Appointed Member of the Cultural Council term to end June 30, 2023

July 17, 2020 Karin Kliger was sworn in as an Appointed Member of the Cultural Council term to end June 30, 2023

July 17, 2020 Jonathan DeKock resigned as an Elected Member of the Planning Board effective immediately

July 17, 2020 Jonathan DeKock resigned as an Appointed Member of the Deer Control Committee effective immediately

July 17, 2020 Jonathan DeKock resigned as an Appointed Member of the Carlisle Energy Task Force effective immediately

July 17, 2020 Jonathan DeKock resigned as an Appointed Associate Member of the Trails Committee effective immediately

July 17, 2020 John Keating was sworn in as an Appointed Member of the Deer Control Committee term to end June 30, 2021

July 20, 2020 Alex Parra was sworn in as an Appointed Member of the Deer Control Committee term to end June 30, 2021

July 20, 2020 Barbara Arnold was sworn in as an Appointed Member of the Deer Control Committee term to end June 30, 2021

July 23, 2020 Wayne Davis was sworn in as Moderator term to end June 30, 2021

July 28, 2020 Dan Lennon was sworn in as an Appointed Member of the Cultural Council term to end June 30, 2023

August 3, 2020 Travis Snell was sworn in as an Appointed Member of the Zoning Board of Appeals term to end 6/30/2023

August 3, 2020 Manuel Crespo was sworn in as an Appointed Member of the Zoning Board of Appeals term to end 6/30/2023

August 7, 2020 J Thomas Brownrigg was sworn in as an Appointed Member of the Land Stewardship Committee term to end June 30, 2023

August 7, 2020 Dwight DeMay was sworn in as an Appointed Member of the Land Stewardship Committee term to end June 30, 2023

August 7, 2020 Debbie Geltner was sworn in as an Appointed Member of the Land Stewardship Committee term to end June 30, 2023

August 11, 2020 Melissa Stamp was sworn in as an Appointed Member of the Senior Tax Advisory Committee term to end June 30, 2021

August 13, 2020 Joan Ingersoll was sworn in as an Appointed Member of the Senior Tax Advisory Committee term to end June 30, 2021

August 13, 2020 Angela Smith was sworn in as an Appointed Member of the Senior Tax Advisory Committee term to end June 30, 2021

August 13, 2020 Jill Henderson was sworn in as an Appointed Member of the Cultural Council term to end June 30, 2023

August 14, 2020 Anne Quenin was sworn in as an Appointed Member of the Council on Aging term to end June 30, 2023

August 14, 2020 Wendy Barrow was sworn in as an Appointed Member of the Council on Aging term to end June 30, 2021

August 17, 2020 Elisabeth Bojarski was sworn in as an Appointed Member of the Council on Aging term to end June 30, 2021

August 18, 2020 Kimberley Kane was sworn in as an Appointed Member of the Senior Tax Advisory Committee term to end June 30, 2021

August 20, 2020 Barbara Culkins was sworn in as an Appointed Member of the Senior Tax Advisory Committee term to end June 30, 2021

August 27, 2020 Robert Zogg was sworn in as an Appointed Member of the Energy Task Force term to end June 30, 2021

August 27, 2020 Jean Barry was sworn in as an Appointed Member of the COVID Task Force term to end June 30, 2021

August 27, 2020 Melissa McMorrow was sworn in as an Appointed Member of the Finance Committee term to end June 30, 2023

August 28, 2020 George Michalik was sworn in as an Appointed Member of the Deer Control Committee term to end June 30, 2021

August 28, 2020 Scott Triola was sworn in as an Appointed Member of the Finance Committee term to end June 30, 2023

August 28, 2020 Todd Thorsen was sworn in as an Appointed Member of the COVID Task Force term to end June 30, 2021

August 31, 2020 Reuben Klickstein was sworn in as an Appointed Member of the Senior Tax Advisory Board term end June 30, 2021

August 31, 2020 Christine Lear was sworn in as an Appointed Member of the COVID Task Force term to end June 30, 2021

August 31, 2020 Jennifer Derkazarian was sworn in as an Appointed Member of the COVID Task Force term to end June 30, 2021

August 31, 2020 Amy Molten was sworn in as an Appointed Member of the COVID Task Force term to end June 30, 2021

September 8, 2020 Launa Zimmaro was sworn in as an Appointed Member of the Energy Task Force term to end June 30, 2021

September 8, 2020 Charlene Hinton was sworn in as an Appointed Member of the Trails Committee term to end June 30, 2023

September 8, 2020 Kate Reid was sworn in as an Appointed Member of the Affordable Housing Trust term to end June 30, 2021

September 8, 2020 Kate Reid was sworn in as an Appointed Member of the Long-Term Capital Requirements Committee term to end June 30, 2023

September 9, 2020 Dave Model was sworn in as an Appointed Member of the Affordable Housing Trust term to end June 30, 2021

September 9, 2020 Adelaide Grady was sworn in as an Appointed Member of the Energy Task Force term to end June 30, 2021

September 9, 2020 Maureen Cosgrove-Deery was sworn in as an Appointed Member of the Affordable Housing Trust term to end June 30, 2021

September 10, 2020 Brian Mottshhead was sworn in as an Appointed Member of the Energy Task Force term to end June 30, 2021

September 10, 2020 George Payne was sworn in as an Appointed Member of the Affordable Housing Trust term to end June 30, 2021

September 10, 2020 Christopher Eisenbies was sworn in as an Appointed Member of the Veterans Committee term to end June 30, 2021

September 10, 2020 Roy Herold was sworn in as an Appointed Member of the Trails Committee term to end June 30, 2023

September 10, 2020 Alex Parra was sworn in as an Appointed Member of the Conservation Commission term to end June 30, 2023

September 11, 2020 Helen Young was sworn in as an Appointed Member of the Trails Committee term to end June 30, 2021

September 11, 2020 Christopher Chiapella was sworn in as an Appointed Member of the Trails Committee term to end June 30, 2021

September 11, 2020 Daniel L Wells was sworn in as an Appointed Member of the Conservation Commission term to end June 30, 2023

September 11, 2020 Alan Blevins was sworn in as an Appointed Member of the Trails Committee term to end June 30, 2021

September 11, 2020 Sara Cassidy Smith was sworn in as an Appointed Member of the Planning Board term to end May, 2021

September 14, 2020 Victor Liang was sworn in as an Appointed Member of the Finance Committee term to end June 30, 2023

September 14, 2020 Kelly A Baxter was sworn in as a Carlisle Police Officer  
September 18, 2020 Eva Moustouf was sworn in as an Appointed Member of the COVID Task Force term to end June 30,2021

September 24, 2020 Maureen Cosgrove-Deery was sworn in as an Appointed Member of the Community Preservation Committee term to end June 30,2021

September 24, 2020 Jessica Nierenberg resigned as a Member of the Master Plan Steering Committee affective immediately

September 24, 2020 Jason Molten resigned as a Member of the Master Plan Steering Committee affective immediately

September 29, 2020 Barbara Arnold was sworn in as an Appointed Member of the Affordable Housing Trust term to end June 30, 2021

September 30, 2020 Tatyanna White resigned as a Member of the Master Plan Steering Committee affective immediately

October 15, 2020 Sally Hayen was sworn in as an Appointed Member of the Council on Aging term to end June 30, 2023

October 27, 2020 Eva Mostoufi resigned as a Member of the Master Plan Steering Committee affective immediately

October 28, 2020 Lynne Lipinsky resigned as a Member of the Master Plan Steering Committee affective immediately

October 29, 2020 Kenneth Selcer was sworn in as an Appointed Member of the Cultural Council term to end June 30, 2023

November 3, 2020 Mary-Lynn Bohn was sworn in as an Appointed Member of the Master Plan Steering Committee term to end when the project is completed

November 3, 2020 Joseph Topol was sworn in as a Constable for the Town of Carlisle term to end June 30, 2020

November 3, 2020 Madeleine Blake resigned as a Member of the Master Plan Steering Committee effective immediately

November 5, 2020 Angela Verge resigned as a Member of the Master Plan Steering Committee effective immediately

November 13, 2020 Katherine Reid was sworn in as an Appointed Member of the Master Plan Steering Committee term to end when the project is completed

November 13, 2020 Christine Lear was sworn in as an Appointed Member of the Master Plan Steering Committee term to end when the project is completed

November 16, 2020 John Troast was sworn in as an Appointed Member of the Master Plan Steering Committee term to end when the project is completed

November 16, 2020 John Troast was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

November 23, 2020 Kathy Keller was sworn in as an Appointed Member of the Highland Building Committee term to end June 20, 2021

November 23, 2020 Annette Lee was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

November 30, 2020 Christine Lear was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

December 1, 2020 Marilyn Harte was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

December 3, 2020 Bryan Sorrows was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

December 3, 2020 John Ballantine was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

December 3, 2020 Jerome Lerman was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

December 4, 2020 Walter Hickman was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

December 4, 2020 Walter Hickman was sworn in as an Appointed Member of the Council on Aging term to end June 30, 2021

December 7, 2020 W. Jay Lee was sworn in as an Appointed Member of the Zoning Board of Appeals term to end June 30, 2023

December 7, 2020 Melissa McMorrow was sworn in as an Appointed Member of the Highland Building Committee term to end June 30, 2021

December 14, 2020 Lisa David Lewis resigned as an Appointed Associate Member of the Zoning Board of Appeals effective December 15, 2020

## VITAL STATISTICS

<b>Vital Records</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Births</b>	26	28	38	30	31
<b>Marriages</b>	11	8	8	15	9
<b>Deaths</b>	16	26	18	26	28
<b>Registered Voters</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Democrat</b>	1,171	1,081	1,062	1,045	1,031
<b>Republican</b>	396	438	465	505	507
<b>Libertarian</b>	8	8	7	6	3
<b>Green-Rainbow</b>	5	7	6	6	6
<b>All Other Political Designations (including United Independent)</b>	19	21	20	6	22
<b>Unenrolled (no party designation)</b>	2,471	2,358	2,366	2,358	2,357
<b>Total Registered Voters</b>	<b>4,070</b>	<b>3,913</b>	<b>3,926</b>	<b>3,926</b>	<b>3,926</b>

<b>Dog Licenses Issued</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Individual Tags</b>	597	683	618	597	637
<b>Kennels</b>	5	7	3	7	6

	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Business Certificates Issued</b>	19	20	24	25	17

	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Population by Year</b>	5,396	5,370	5,279	5,424	5,356

# PRESIDENTIAL PRIMARY

**Final Results  
March 3, 2020**

## REPUBLICAN

### **PRESIDENTIAL PREFERENCE**

William F. Weld	41
Joe Walsh	1
Donald J. Trump	172
Roque "Rocky" De La Fuente	0
No Preference	6
Write In	0
Blanks	1

TOTAL      221

### **STATE COMMITTEE MAN**

James E. Dixon	176
Write In	1
Blanks	44

TOTAL      221

### **STATE COMMITTEE WOMAN**

Laurie A. Myers	96
Catherine G. White	96
Write In	0
Blanks	29

TOTAL      221

### **TOWN COMMITTEE**

Write In	10
Blanks	7725

TOTAL      7735

## DEMOCRAT

### **PRESIDENTIAL PREFERENCE**

Deval Patrick	4
Amy Klobuchar	58
Elizabeth Warren	509
Michael Bennet	0
Michael R. Bloomberg	269
Tulsi Gabbard	9
Cory Booker	0
Julian Castro	0
Tom Steyer	8
Bernie Sanders	334
Joseph R. Biden	641
John K. Delaney	0
Andrew Yang	4
Pete Buttigieg	58
Marianne Williamson	0
No Preference	3
Write In	1
Blanks	1

TOTAL      1899

### **STATE COMMITTEE MAN**

Todd O. Burger	276
Kenneth I. Gordon	819
Write In	0
Blanks	804

TOTAL      1899

**DEMOCRAT CONT.**

**STATE COMMITTEE WOMAN**

Write In: Mara Dolan 8  
Other Write In 37  
Blanks 1854

TOTAL 1899

**TOWN COMMITTEE**

Group 17974  
Nancy P. Kronenberg 117  
Bonnie Orr Miskolczy 125  
Robert M. Luoma 70  
Daniel K. Scholten 76  
Helen J. Young 105  
J. Beverly Young 58  
Daniel C. Cook, Jr. 94  
Robert E. Wallhagen 130  
Eric A. Oches 30  
Graciano D. Tacardon 27  
Kenneth M. Deitch 51  
Katherine T. Reid 114  
Launa Zimmaro 103  
Rebecca Morris 41  
John W. Ballantine 177  
Jesselyn Tobin 71  
Frank C. Rigg 80  
Steven C. Pearlman 71  
Remis Bistras 49  
Robert V. Kearney 37  
Maureen Cosgrove-Deery 52  
David Erickson 57  
No Preference 4  
Write In 3  
Blanks 46749

TOTAL 66465

**LIBERTARIAN**

**PRESIDENTIAL PREFERENCE**

Arvin Vohra 0  
Vermin Love Supreme 0  
Jacob George Hornberger 0  
Samuel Joseph Robb 0  
Dan Taxation is Theft Behrman 0  
Kimberly Margaret Ruff 0  
Kenneth Reed Armstrong 1  
Adam Kokesh 0  
Jo Jorgensen 0  
Max Abramson 0  
No Preference 1  
Write In 0  
Blanks 0

TOTAL 2

**STATE COMMITTEE MAN**

Write In 0  
Blanks 2

TOTAL 2

**STATE COMMITTEE WOMAN**

Write In 0  
Blanks 2

TOTAL 2

**TOWN COMMITTEE**

Write In 0  
Blanks 2

TOTAL 2

**GREEN-RAINBOW**

**PRESIDENTIAL PREFERENCE**

Dario Hunter	2
Sedinam Kinamo Christin	0
Moyowasifza-Curry	
Kent Mesplay	0
Howard Hawkins	1
No Preference	1
Write In	1
Blanks	0

TOTAL 5

**STATE COMMITTEE MAN**

Write In	0
Blanks	5

TOTAL 5

**STATE COMMITTEE WOMAN**

Write In	0
Blanks	5

TOTAL 5

**TOWN COMMITTEE**

Write In	0
Blanks	5

TOTAL 5

# TOWN ELECTION

## Final Results June 30, 2020

<b>MODERATOR – ONE FOR 1 YEAR TERM</b>		<b>BOARD OF HEALTH – ONE FOR 3 YEAR TERM</b>	
Blanks	44	Blanks	50
Wayne H. Davis	474	Jean Jasaitis Barry	275
		Douglas M. Sproule	193
TOTAL	518	TOTAL	518
<b>TOWN CLERK – ONE FOR 1 YEAR TERM</b>		<b>LIBRARY TRUSTEE – ONE FOR 3 YEAR TERM</b>	
Blanks	67	Blanks	48
Margaret Wang	451	Karen Gettings	470
TOTAL	518	TOTAL	518
<b>BOARD OF SELECTMEN – TWO FOR 3 YEAR TERM</b>		<b>LIBRARY TRUSTEE – ONE FOR 2 YEAR TERM</b>	
Blanks Seat 1	132	Blanks	61
Blanks Seat 2	43	Dale Joachim	457
Seth D. Model	428	TOTAL	518
Katherine T. Reid	423		
Write In Nathan Brown	7	<b>PLANNING BOARD – TWO FOR 3 YEAR TERM</b>	
Other Write In	3	Blanks Seat 1	103
TOTAL	1036	Blanks Seat 2	58
<b>BOARD OF ASSESSORS – ONE FOR 3 YEAR TERM</b>		Madeleine Blake	457
Blanks	71	Jonathan Lee DeKock	418
David Boardman	447	TOTAL	1036
TOTAL	518		

**PLANNING BOARD – ONE FOR  
1 YEAR TERM**

Blanks	78
Adelaide Grady	440
TOTAL	518

**SCHOOL COMMITTEE – ONE  
FOR 1 YEAR TERM**

Blanks	66
Christine M. Lear	452
TOTAL	518

**SCHOOL COMMITTEE – TWO  
FOR 3 YEAR TERM**

Blanks Seat 1	86
Blanks Seat 2	23
Amanda M. Comperchio	375
Johnston J. Huntress	300
Camelia V. Rosca	249
Write Ins	3
TOTAL	1036

# STATE PRIMARY ELECTION

**Final Results  
September 1, 2020**

**GREEN-RAINBOW**

**SENATOR IN CONGRESS**

Blanks 0  
Total Write In 2

TOTAL 2

**REPRESENTATIVE IN CONGRESS**

Blanks 2  
Total Write In 0

TOTAL 2

**COUNCILLOR**

Blanks 2  
Total Write In 0

TOTAL 2

**SENATOR IN GENERAL COURT**

Blanks 2  
Total Write In 0

TOTAL 2

**REPRESENTATIVE IN GENERAL COURT**

Blanks 1  
Total Write In 1

TOTAL 2

**REGISTER OF PROBATE**

Blanks 2  
Total Write In 0

TOTAL 2

**LIBERTARIAN**

**SENATOR IN CONGRESS**

Blanks 4  
Total Write In 1

TOTAL 5

**REPRESENTATIVE IN CONGRESS**

Blanks 4  
Total Write In 1

TOTAL 5

**COUNCILLOR**

Blanks 5  
Total Write In 0

TOTAL 5

**SENATOR IN GENERAL COURT**

Blanks 5  
Total Write In 0

TOTAL 5

**REPRESENTATIVE IN GENERAL COURT**

Blanks 5  
Total Write In 0

TOTAL 5

**SENATOR IN GENERAL COURT**

Michael J. Barrett 1450  
Blanks 264  
Total Write In 1

TOTAL 1715

**REGISTER OF PROBATE**

Blanks 5  
Total Write In 0

TOTAL 5

**REPRESENTATIVE IN GENERAL COURT**

Tami L. Gouveia 1436  
Blanks 278  
Total Write In 1

TOTAL 1715

**DEMOCRAT**

**SENATOR IN CONGRESS**

Edward J. Markey 1243  
Joseph P. Kennedy, III 465  
Blanks 7  
Total Write In 0

TOTAL 1715

**REGISTER OF PROBATE**

Tara E. DeCristofaro 1395  
Blanks 319  
Total Write In 1

TOTAL 1715

**REPUBLICAN**

**REPRESENTATIVE IN CONGRESS**

Lori Loureiro Trahan 1487  
Blanks 227  
Total Write In 1

TOTAL 1715

**SENATOR IN CONGRESS**

Shiva Ayyadurai 120  
Kevin J. O'Connor 154  
Blanks 1  
Total Write In 0

TOTAL 275

**COUNCILLOR**

Marilyn M. Petitto Devany 1373  
Blanks 341  
Total Write In 1

TOTAL 1715

**REPRESENTATIVE IN CONGRESS**

Blanks 268  
Total Write In 7

TOTAL 275

**COUNCILLOR**

Blanks 271

Total Write In 4

TOTAL 275

**REPRESENTATIVE IN GENERAL COURT**

Blanks 270

Total Write In 5

TOTAL 275

**SENATOR IN GENERAL COURT**

Blanks 272

Total Write In 3

TOTAL 275

**REPUBLICAN (CONT.)**

**REGISTER OF PROBATE**

Blanks 273

Total Write In 2

TOTAL 275

# STATE ELECTION

**November 3, 2020  
Final Results**

## **PRESIDENT AND VICE**

### **PRESIDENT**

Bidden/Harris	2772
Hawkins/Walker	17
Jorgensen/Cohen	58
Trump/Pence	767
Blank	32
Write-In	24

Total 3670

## **SENATOR IN CONGRESS**

Edward J. Markey	2647
Kevin J. O'Connor	930
Blank	62
Write-In	31
Dr. Shiva Ayyadural	31

Total 3670

## **REPRESENTATIVE IN CONGRESS**

Lori Loureiro Trahan	2842
Blank	803
Write-In	25

Total 3670

## **COUNCILLOR**

Marilyn M. Petitto Devaney	2728
Blank	927
Write-In	15

Total 3670

## **SENATOR IN GENERAL COURT**

Michael J. Barrett	2780
Blank	878
Write-in	12

Total 3670

## **REPRESENTATIVE IN GENERAL COURT**

Tami L. Gouveia	2779
Blank	879
Write-In	12

Total 3670

## **REGISTER OF PROBATE**

Tara E. DeCristofaro	2719
Blank	939
Write-In	12

Total 3670

## **BALLOT QUESTION 1**

Yes	2684
No	838
Blank	148

Total 3670

**BALLOT QUESTION 2**

Yes	2095
No	1415
Blank	160

Total	3670
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## ANNUAL TOWN MEETING

**Saturday, June 20, 2020**

The Annual Town Meeting on Saturday, June 20, 2020 at 10:01 AM at Carlisle Public School at 83 School Street. A reduced quorum of 75 voters was reached in accordance with Section 7 of Chapter 92 of the Acts of 2020. The meeting was called to order by the Town Moderator Wayne Davis at 10:01AM.

**A total of 113 registered voters were present.**

### **Article 1 – Consent Agenda:**

**Ayes have it and the motion is carried** to have 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 booklet.

### **Article 2 - Town Reports:\*\***

(Majority Vote – Consent Article)

Ayes have it and the motion is carried to have the reports of the Town Officers, Boards, Committees, Commissioners and Trustees as published in the Town Report for the Year 2019 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.

### **Article 3 - Salaries of Elected Officials: \*\***

Ayes have it and the motion is carried to have 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 Fiscal Year 2021, beginning July 1, 2020, as follows:

	<b>Voted FY'19</b>	<b>Voted FY'20</b>	<b>Recommend FY'21</b>
<b>Moderator</b>	\$50	\$50	\$50

	<b>Voted FY'19</b>	<b>Voted FY'20</b>	<b>Recommend FY'21</b>
<b>Town Clerk</b>	\$63,188	\$64,452	\$65,741
<b>Chair Assessors -</b>	\$100	\$100	\$100
<b>Second Member</b>	\$100	\$100	\$100

**Article 4 – Actuarial Valuation of Post-Employment Benefits: \*\***

(Majority Vote – Consent Article)

Ayes have it and the motion is carried to have Three Thousand Dollars (\$3,000) be raised and appropriated from the FY 2021 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 75 actuarial valuation of post-employment benefits obligations for the Town.

**ARTICLE 5 – Revaluation: \*\***

(Majority Vote – Consent Article)

Ayes have it and the motion is carried to have Five Thousand Dollars (\$10,000) be raised and appropriated from the FY 2021 tax levy and other general revenues of the Town to be spent by the Board of Assessors for the purpose of professional services and other related expenses in connection with the property revaluation process.

**Article 6 – Real Estate Tax Exemption \*\***

(Majority Vote – Consent Article)

Ayes have it and the motion is carried to accept the provisions of M.G.L. Chapter 59, Section 5C 1/2 to provide an additional real estate tax exemption of one hundred (100%) percent of the exemption provided under M.G.L. Chapter 59, Section 5, Clause 41C, in the fiscal year beginning July 1, 2020.

**Article 7 - FY 2021 Chapter 90 Authorization \*\*:**

(Majority Vote – Consent Article)

Ayes have it and the motion is carried to have the Treasurer of the Town, with the approval of the Selectmen, be authorized to borrow Two Hundred Fifty-Two Thousand Three Hundred One Dollars (\$252,301) 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.

**Article 8- Department Revolving Funds Authorization \*\*:**

(Majority Vote – Consent Article)

Ayes have it and the motion is carried to amend the name of the Hazardouse Waste Revolving Fund to Hazardous/Solid Waste Revolving Fund; and further to amend the purpose of the Hazardous/Solid Waste Revolving Fund to include solid waste and recycling projects; and further set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2021 as follows:

- a. School Bus Revolving Fund: \$60,000.00
- b. Board of Health Inspections Revolving Fund: \$70,000.00
- c. Hazardous/Solid Waste Revolving Fund: \$70,000.00
- d. Trails Committee Revolving Fund: \$10,000.00
- e. Foss Farm Revolving Fund: \$3,000.00
- f. Conservation Comm. Building Maint. Revolving Fund: \$30,000.00
- g. Historical Commission Revolving Fund: \$3,000.00
- h. Youth Commission Revolving Fund: \$10,000.00
- i. Building Department Revolving Fund: \$165,000.00
- j. Council on Aging Events Revolving Fund: \$30,000.00
- k. Council on Aging Transportation Revolving Fund: \$15,000.00
- l. Deer Control Committee Revolving Fund: \$1,000.00

**Article 9 – PEG (Public, Educational, Government) Local Access Appropriation\*\*:**  
(Majority Vote – Consent Article)

**Ayes have it and the motion is carried** to appropriate the sum of \$75,000 from the PEG (Public, Educational, Governmental) Local Access Receipts reserved for appropriation special revenue account for the purpose of providing local cable access services, equipment and programming for the Town of Carlisle.

**Article 10 - Fiscal Year 2020 Budget Transfers:**

**Ayes have it and the motion is carried** to transfer the sum of \$14,945 from the FY20 Debt service budget line item to the Stabilization fund.

**Article 11 – FY2021 Operating Budget: ARTICLE 11 – FY2021 Operating Budget:**

**Ayes have it and the motion is carried** to have Thirty Million Six Hundred Ninety-nine Thousand Six Hundred Thirty Dollars (\$30,699,630) be appropriated for FY2021, as set forth in the column entitled “FY2021 COVID Budget Recommendation” as printed in the warrant; and to meet this appropriation Fifty Three Thousand Dollars (\$53,000) be transferred from the Ambulance Fund, Twenty-Nine Thousand Nine Hundred Ninety-Eight Dollars (\$29,998) be transferred from the Reserve for Bond Premiums Account, and that the balance be raised from the FY2021 tax levy and other general revenues of the Town.

**Article 12 – Funding for CoA Outreach/Social Worker:**

**Ayes have it and the motion is carried** to have the Town vote to raise and appropriate the sum of \$10,000, to fund in part a 19.5 hour per week outreach/social worker position in the Council on Aging, provided, however, that said funding to be contingent upon receipt of a grant from the Concord-Carlisle Community Chest.

**Article 13 – Special Appropriations:**

**Ayes have it and the motion is carried** to raise and appropriate the sum of \$6,500 to be expended by the Board of Selectmen to fund a portion of the current social worker position for the Council on Aging.

**Article 14 – Establish Capital Stabilization Fund per MGL Ch.40, section 5B:**

**Ayes have it and the motion is carried** to vote, pursuant to MGL Ch.40, section 5B, to establish a stabilization fund to be known as the Capital Stabilization Fund for the purpose of defraying the cost of capital projects.

**Article 15 – Increase Income Limit for Senior Tax Deferral Program:**

**Ayes have it and the motion is carried** to vote to accept M.G.L. c. 59, §5 (clause 41D), to authorize an annual increase in the income (gross receipts) and asset (whole estate) limits for exemptions granted to senior citizens under M.G.L. c. 59, §5 (clause 41C), by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2020.

**Article 16 – Increase Town Moderator’s Term to Three Years:**

**Ayes have it and the motion is carried** to increase the term of the Town Moderator from one year to three years, provided that if this article is approved, the office of the Moderator shall appear on the ballot for the 2021 Town Election for a term of three years.



## SPECIAL TOWN MEETING

**Saturday, October 17, 2020**

The Special Town Meeting on Saturday, October 17, 2020 at 10:01 AM at Carlisle Public School at 83 School Street. A reduced quorum of 75 voters was reached in accordance with Section 7 of Chapter 92 of the Acts of 2020. The meeting was called to order by the Town Moderator Wayne Davis at 10:01AM.

A total of 116 registered voters were present.

### **Article 1 – Prior Year Bills:**

**NO MOTION /ARTICLE WITHDRAWN**

### **Article 2 - FY21 Budget Amendments**

**Ayes have it and the motion is carried** to amend the Town’s Operating Budget for the Fiscal Year 2021, beginning July 1, 2020, as adopted under Article 11 of the Annual Town Meeting on June 20, 2020 as provided below:

	<i>FY2021</i>	<i>FY2021</i>	<i>FY2021</i>
<i>Department</i>	<i>06/20/20 Adopted COVID Budget</i>	<i>10/17/20 FinCom Recommended Changes</i>	<i>FY2021 Budget as Amended</i>
<b>General Government</b>			
General Expense & Town Hall	825,079	9,349	834,428

	<i>FY2021</i>	<i>FY2021</i>	<i>FY2021</i>
<i>Department</i>	<i>06/20/20 Adopted COVID Budget</i>	<i>10/17/20 FinCom Recommended Changes</i>	<i>FY2021 Budget as Amended</i>
Citizen Recognition	275		275
Treasurer	247,749	12,806	260,555
Town Clerk	104,928	1,806	106,734
Assessors	150,559	4,344	154,903
Planning Board	113,985	2,594	116,579
Energy Task Force	3,500		3,500
<b>sub-total</b>	<b>1,446,075</b>	<b>30,899</b>	<b>1,476,974</b>
<b>Protection of Persons &amp; Property</b>			
Police	1,696,035	57,942	1,753,977
Fire	620,345	10,246	630,591
Communications	394,036	24,303	418,339
Conservation	144,147	12,210	156,357
Dog & animal control	15,274		15,274
Inspection services	38,183	1,361	39,544
Street Lighting	4,000		4,000
<b>sub-total</b>	<b>2,912,020</b>	<b>106,062</b>	<b>3,018,082</b>
<b>Public Works</b>			
DPW	\$795,312	10,980	806,292
Snow & Ice	65,785		65,785
Transfer Station	264,852	(121)	264,731
Road maintenance	88,416		88,416
<b>sub-total</b>	<b>1,214,365</b>	<b>10,859</b>	<b>1,225,224</b>
<b>Health &amp; Human Services</b>			
Youth Commission	3,859	77	3,936
Board of Health	111,619	(1,523)	110,096

Council on Aging	224,939	4,132	229,071
Veteran's Agent	11,600	8,400	20,000
<b>sub-total</b>	<b>352,017</b>	<b>11,086</b>	<b>363,103</b>
<b>Education</b>			
Carlisle Public School	11,559,266		11,559,266
CCRS (w/o debt)	6,577,045	(158,805)	6,418,240
CRSD debt service	1,101,207	(61,150)	1,040,057
Vocational	123,119		123,119
Vocational Debt Service	6,130	(862)	5,268
<b>sub-total</b>	<b>19,366,767</b>	<b>(220,817)</b>	<b>19,145,950</b>
<b>Culture &amp; Recreation</b>			
Library	637,231	8,214	645,445
Recreation	193,828	2,363	196,191
<b>sub-total</b>	<b>831,059</b>	<b>10,577</b>	<b>841,636</b>
<b>Insurance &amp; Fringe</b>			
Blanket Insurance	240,000	32,000	272,000
Group Insurance & Medicare	1,373,864	163,641	1,537,505
OPEB Trust	209,004	(144,307)	64,697
County Retirement	1,057,819		1,057,819
Unemployment insurance	50,000		50,000
<b>sub-total</b>	<b>2,930,687</b>	<b>51,334</b>	<b>2,982,021</b>
<b>Unclassified</b>			
Interest, fees, & costs	1,000		1,000
Public Celebrations	1,000		1,000
Reserve fund balance	300,000		300,000
<b>sub-total</b>	<b>302,000</b>		<b>302,000</b>
<b>Debt</b>			
Debt Service	1,344,640		1,344,640
<b>sub-total</b>	<b>1,344,640</b>		<b>1,344,640</b>

<b>Total Operating Budget</b>	<b>30,699,630</b>		<b>30,699,630</b>

**Article 3 – Special Appropriations:**

**Ayes have it and the motion is carried** to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be expended by the Board of Selectmen to conduct studies, provide services and facilitate projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Assessors	\$5,000	Assessors’ Maps Updates
Treasurer/Accountant	\$3,500	Financial Consulting

**Article 4 – Application of Bond Premiums:**

**Ayes have it and the motion is carried** to supplement prior Town votes that authorize the borrowing of money to pay costs of capital projects that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the cost of issuance of such bonds and notes, may be applied to pay project costs and that the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or to take any other action related thereto.

**Article 5 – Capital Equipment**

**Ayes have it and the motion is carried** to transfer the sum of \$175,000 from undesignated fund balance (Free Cash) to fund the three capital items printed in the warrant and the table below.

**Long Term Capital Requirements FY2021**

Department	Project/Program	Amount	Appropriation Expires
Fire Department	SCBA Air Compressor	\$75,00	June 30, 2023

		0	
Police Department	Cruiser	\$57,000	June 30, 2023
DPW	Pickup Truck and Plow	\$43,000	June 30, 2023
	<b>Totals:</b>	<b>\$175,000</b>	

**Article 6 – Municipal Facilities**

Ayes have it and the motion is carried to transfer the sum of \$300,000 from undesignated fund balance (Free Cash) for facilities maintenance and improvement projects at the Town Hall, Police Station, Fire Station, Gleason Library, Highland Building, First Religious Society (clock tower only) and Department of Public Works facilities, all of which projects are to be determined by the Municipal Facilities Committee and approved by the Board of Selectmen and are expected to be completed by June 30, 2023.

**Article 7 – CPA Annual Recommendations:**

**Motion 1—FY '21 CPA APPROPRIATIONS:**

Ayes have it and the motion is carried to act on the report of the Community Preservation Committee and to appropriate moneys from the Fiscal Year 2021 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a) Sixty-Five Thousand Five Hundred Dollars (\$65,500) to be appropriated to the Community Housing Reserve Fund.
- b) Sixty-Five Thousand Five Hundred Dollars (\$65,500) to be appropriated to the Historic Reserve Fund.
- c) Sixty-Five Thousand Five Hundred Dollars (\$65,500) to be appropriated to the Open Space Reserve Fund.
- d) Twenty Thousand Dollars (\$20,000) to be appropriated for Administrative Expenses.

- e) Three Hundred Eighty Thousand Five Hundred Dollars (\$380,500) be appropriated to the fiscal year 2021 Community Preservation Budget Reserve Account.

**Motion 2— FY '21 CPC RECOMMENDATIONS**

Ayes have it and the motion is carried to act on the report of the Community Preservation Committee for Fiscal Year 2021; and, further, to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds a sum or sums of money for the following Community Preservation projects or purposes, and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, all as recommended by the Community Preservation Committee:

- A. Ten Thousand Dollars (\$10,000) be appropriated from the Community Preservation Committee Administrative Reserve Fund to the Community Preservation Committee to study the needs, possibilities and resources of the Town regarding community preservation by 1) updating the 30 year old Historic District map and building inventory of Carlisle's historic district and 2) creating a digital photographic file of all 40 buildings and properties within the District as viewed from the public way and 3) creating a single, illustrative rendering of The Historic Town Center for general communication and project planning purposes, and that such sums may be expended by the Community Preservation Committee, in consultation with the Historical Commission, and further that any portion of such sums not expended by June 30, 2022 shall be returned to the Undesignated Fund.
- B. Sixteen Thousand Dollars (\$16,000) from the Community Preservation Committee Undesignated Fund for the removal and replacement of the Town Clock Tower Crib and Cradle, and that such sums may be expended by the Municipal Facilities Committee pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2020-002. Any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Undesignated Fund.
- C. Twenty-five Thousand Dollars (\$25,000) from the Community Preservation Committee Historic Reserve Fund for the restoration of the windows in the Red Brick Building, and that such sums may be expended by the School Committee and Historical Commission pursuant to the terms of the Town of Carlisle

Community Preservation Grant Agreement #2020-003. Any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Historic Reserve Fund.

**Motion 3— (FY '21)**

**NO MOTION**

**Article 8 - Funding for Cranberry Bog Maintenance Project:**

**Ayes have it and the motion is carried** to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute \$5,000 to be expended by the Cranberry Bog Working Group, with the approval of the Town Administrator to conduct studies and apply for necessary permits to perform maintenance at the Town-owned cranberry bog, or to take any other action related thereto.

**Article 9 – Amend the Carlisle General Bylaws – Selectmen to Select Board:**

**Ayes have it and the motion is carried** to amend the General Bylaws as follows:

- A. By inserting, to the beginning of Section 3.1.1, the following definition:
  - 1. The term “Select Board” shall mean the “Board of Selectmen.” The Select Board shall have all the powers and duties granted to Boards of Selectmen by the Constitution and General Laws of the Commonwealth of Massachusetts, and such additional powers and duties as may be provided by these Bylaws, by the Zoning Bylaws or by Town Meeting vote.
- B. By striking the term “Board of Selectmen,” wherever it may appear in the General Bylaws, and inserting, in place thereof, the term “Select Board.”
- C. By striking the term “Selectmen” wherever it may appear in the General Bylaws, and inserting, in place thereof, the term “Select Board.”
- D. By striking the terms “Chairman” wherever it may appear in the General Bylaws, and inserting, in place thereof, the term “Chair.”

**Article 10 – Amend the Carlisle Zoning Bylaws – Selectmen to Select Board:**

**Ayes have it and the motion is carried** to amend the Zoning Bylaw as follows:

1. By striking the term “Board of Selectmen,” wherever it may appear in said Bylaw, and inserting, in place thereof, the term “Select Board.”
2. By striking the term “Selectmen” whenever it may appear in said Zoning Bylaws and inserting, in place thereof, the term “Select Board.”

**Article 11 - Lowell Street Easement:**

**Ayes have it and the motion is carried** to authorize the Board of Selectmen to take the following actions, with respect to property located off Lowell street:

1. To authorize the Board of Selectmen acquire by gift, purchase, eminent domain or otherwise, an easement located at 225 Lowell Street, Carlisle, Massachusetts, consisting of an approximate 20-foot by 188-foot strip of land on the northernmost section of the premises, said land to be used for general municipal purposes including permanent underground utility, public walking, and unpaved municipal vehicle access.
2. To authorize the Board of Selectmen to grant an access easement over Town land located at 257 Lowell Street, Carlisle, Massachusetts (Lot 21-9-0), to an abutter, consisting of a variable 30-foot by 60-foot wide strip of land approximately 385 feet long, said land to be used for an unpaved vehicle right-of-way for the passage of vehicles between the grantee property and the Morse Road public Right of Way.

**Article 12 - Rescind General Bylaw 3.10, Long Term Capital Requirements Committee:**

**Ayes have it and the motion is carried** to amend the General Bylaws as follows:

1. By rescinding and delete General Bylaw 3.10, Long Term Capital Requirements Committee.
2. By amending General Bylaw Section 3.9.2, Finance Committee. By deleting the following phrase: *...”except for the Long Term Capital Requirements Committee.”*

# SELECT BOARD

What started as a typical year for the Town of Carlisle suddenly was thrown into disarray and uncertainly with the onset in mid-March of the COVID-19 and the declaration of a state of emergency by the federal, state, and local governments. Carlisle quickly convened its Local Emergency Planning Council (LEPC), normally called to deal with short-term events such as storms and power outage, but which required not only unprecedented on-going weekly meetings for the rest of the year, but also an expanded membership of town employees and volunteers necessary to address the multitude of serious challenges facing the community and its residents. The closure of all but essential services, necessary to limit the spread of the highly contagious virus by instituting social distancing and face-masking portended not only profound changes to the provision of public services but also fiscal uncertainty as jobs were lost and institutions transitioned to remote operations. With exceptional leadership from Emergency Management Director Chief John Fisher and Fire Chief Bryan Sorrows, and with unwavering commitment from critical Town functions such as the Board of Health, Council on Aging, police and fire departments, schools, finance committee and department, town clerk's office, library, town administrator's office and, especially, volunteer initiatives such as the Carlisle Neighbor Response Group (which provided - and continues to provide - food assistance to elders unable to shop on their own) and the Carlisle Cheer Committee that somehow found ways to enhance our lives by bringing joy and laughter in an otherwise dour time.

If ever there was a need to demonstrate the exceptional nature of our town, this pandemic has provided the evidence. From excellence in planning, commitment to service, compassion toward neighbors, to competence in performance, Carlisle has been an example of how good people come together in times of difficulty. The Carlisle Select Board is unanimous in its appreciation and pride of the manner in which our residents and employees have responded and adapted to this pandemic and is confident that we will emerge both stronger and more resilient into the future.

## **Fiscal Status**

With uncertainty about both local tax revenues and the prospect for possible reductions in state aid, the Finance Committee recommended, and the Select Board concurred, that a conservative approach be taken in constructing the FY2021 budget. Consequently, an essentially flat budget was proposed and adopted by Town Meeting. The intent was to limit discretionary spending while minimizing the impact on town-supported personnel. Consequently, a budget of \$31,335,443 was approved for FY2021. This reflected a decrease in the Town's discretionary OPEB contribution and a \$250,000 transfer from free cash.

The town has approximately \$3.1 million in free cash and \$1.2 million in the Stabilization Fund. The General Fund unassigned fund balance was approximately \$4.8 million which, as a percentage of total general fund revenues is about 13.9% which is considered healthy.

## **Highlights from 2020**

### ***Town Government Policy and Bylaw Review***

The 2020 Town Meeting proposed changes to the Personal Bylaw to replace “Board of Selectmen” with the gender-neutral “Select Board” throughout the General and Zoning Bylaws, changing the term of Town Moderator from one year to three years. The Select Board voted to adopt a revised Sick Leave Policy for non-union employees of the Town.

### ***Intermunicipal Agreement (IMA)***

The Select Board voted to execute an Intermunicipal Agreement with the Towns of Bedford and Lexington to join the Veterans District and provide Veterans Agent services to Carlisle.

### ***Declaration of Local Emergency***

Following the outbreak of the Corona Virus (COVID-19), the Select Board declared a local State of Emergency to remain in effect until rescinded or ended by the Governor.

Governor Baker issued an Executive Order which relaxed some provisions of the Open Meeting Law including the ability of many government agencies, including town boards and committees, to meet remotely. Town Hall access was, and remains, by appointment only with entry monitored by a “gate keeper” to safeguard employees and the public. Personal contacts were limited to essential interactions which could not be otherwise accomplished. Documents, payments, applications and census forms were able to be placed in a secure deposit boxes for collection by town workers. Special efforts and schedules were made to allow many employees to work from home to limit the number of people in Town Hall at any one time.

The Local Emergency Planning Committee met weekly from the onset of the State of Emergency to coordinate the town’s response to the pandemic and to ensure that Carlisle’s residents were as safe as possible and to maintain communication among the many town and volunteer services that mobilized to serve our citizens. It was especially nimble and effective in facilitating the work of the many organizations and individuals who contributed literally thousands of hours to provide a safe and healthy environment for the town.

Among its many achievements was the purchase and installation (by an amazing cadre of Carlisle firefighters and EMTs) of a vaccination structure that, although not yet utilized because of the State’s vaccine distribution policies, remains ready to serve the needs of the town in the near term and the future. In addition, the leadership and initiative of Fire Chief Bryan Sorrows and his staff to provide COVID-19 testing to the community was outstanding.

The on-going efforts of our town employees to continue to provide essential town services during these extraordinary times was inspiring and greatly appreciated. Of special note is the work of the Board of Health and the Council on Aging which were especially challenged, but which rose to new levels of professionalism and service.

### ***Town Meetings***

This year's Annual Town Meeting and Fall Special Town Meeting were held out of doors to maintain social distancing and to limit exposure to the virus. Notwithstanding the unusual venue, both meetings were held without incident and all Warrant Articles were passed. The FY21 budget was delayed until the fall so that the financial effects of the pandemic would be better known. Because of concern for a limited attendance, the Select Board authorized a reduced quorum of 75 from the normal 150 voters in accordance with Section 7 of Chapter 92 of the Acts of 2020. Masks, gloves, hand sanitizers and disinfecting wipes were made available to attendees.

### ***Complete Streets-final phase***

The Complete Streets project on the rotary, partially funded by a competitive state grant, was commenced on June 29<sup>th</sup> and completed in the fall. Additional funding from the town and by use of existing Chapter 90 funds was required to include all of the desired improvements. The work was performed under a contract with Allied Paving and included excavation, granite curbing, ADA compliant ramps, new signage, pavement marking, and landscaping. New pathways were constructed and crosswalks on East Street and Bedford Road were reconstructed.

### ***Carlisle Communication System Upgrade***

Under the guidance of the Technology Working Group, a plan to finalize improvements in the digital infrastructure of Carlisle was begun. The Select Board approved a four-phase plan to install a fiber optic network and phone system to connect the police and fire departments, DPW, and other town buildings. Work on the physical infrastructure has begun.

### ***Municipal Vulnerability Program***

Carlisle submitted a grant application to the state to provide technical assistance to begin planning for climate change resiliency and implementation of priority projects.

### ***Small Bridge Grant Award – Improvement at Curve St. and Maple St. Bridges***

The town was awarded \$100K in grant funding for design services by Mass DOT to address deficiencies at the two bridges which span River Meadow Brook and Page Brook respectively. A contract was awarded to TEC Engineering

### ***Municipal Aggregation Program Renewal***

Voters authorized the Select Board to adopt a Community Choice Aggregation program (“*Program*”) at the 2016 Town Meeting. The Select Board seeks electricity suppliers through the program that provide both cost savings and environmental benefits on behalf of participating residents and businesses. Participating residents are not guaranteed cost savings as the standard Eversource Basic Service are subject to change every six months, Program rates are fixed for the duration of the contract. The original contract expires at the end of 2020.

A new contract was negotiated with Residents Energy to begin in January 2021. This contract provides three products that vary in cost and the degree of renewable energy provided. As with the original Program, residents can opt to stay with Eversource or with other suppliers of electric power.

***MADEP Recycling Dividends Grant Award***

Carlisle was awarded a grant of \$3150 through the State’s Sustainable Materials Recovery Program. The size of the grant is determined by the effectiveness of a town’s recycling program and could be larger in the future if our recycling performance improves.

**New Committees**

***Insurance Advisory Committee***

To provide recommendations on group health insurance plans to the Select Board and to provide information and recommendations from municipal employees on group health benefits. The Committee will meet as needed through the budget process.

***Highland Building Committee***

To make a recommendation regarding disposition of the Highland Building to be presented in the form of a warrant article at the spring 2021 Annual Town Meeting.

**Appointments**

***Carlisle Police Department***

Dispatcher Heather Gracy  
Part-time Police Officer Christopher Peach  
Part-time Police Officer Kerry Baxter

***Council on Aging***

COA Director Joan Ingersoll  
Social Worker Carol Grueneich

## **Retirements**

### **Council on Aging**

Angela Smith, COA Outreach and Program Manager

## TOWN COUNSEL

The role of Town Counsel is to provide information about what the law requires, to advise Town officials and boards concerning the law, to protect the legal interests of the Town in the conduct of its affairs, and to represent the Town in judicial and administrative proceedings. This involves the preparation of legal memoranda and the negotiation, drafting or review of protocols, memoranda of understanding or other types of agreements and contracts. In addition, Town Counsel answers questions on topics such as open meeting and public records requirements, procurement, contracts, insurance, land use, environmental law, wetlands protection, municipal finance, construction law, employment, and ethics.

The pending litigation involving the Town includes:

Divine Will Foundation vs. Board of Assessors, ATB No. 341607

There is no hearing set for this matter. In addition, the Foundation has filed a request for an abatement for FY'21 with the Board of Assessors. The request is currently pending before the Board. The deadline for a decision on the request is May 1.

Justin Robert Daghish, et al. v. Planning Board, Superior Court No. 2181CV00415. In a February 5, 2021, decision the Planning Board granted a special permit for an accessory apartment for the property at 27 Old East Street. An abutter appealed the decision to Superior Court pursuant to M.G.L. c.40A, §17. This case remains active.

We believe that each matter that comes before Town Counsel deserves careful thought, and we strive to provide the Town with specific, direct and responsive representation. Our efforts on behalf of the Town have benefited from the participation of numerous Town officials and private citizens. We thank the Board of Selectmen, the Town Administrator, and all other Town officials and citizens for their cooperation and assistance.

Respectfully submitted,

Thomas J. Harrington  
Miyares and Harrington LLP  
Town Counsel

# TOWN ACCOUNTANT

## FISCAL YEAR 2020 GENERAL FUND TREASURER'S RECEIPTS

### Taxes (net of refunds)

Personal Property/Real Estate	8,367,786	
Motor Vehicle Excises	1,039,544	
61 A Forestry Rollback Tax	50,332	
Penalties & Interest - Property Tax	44,075	
Penalties & Interest - Excise	10,512	
		\$29,512,249

### Fees

Planning Board	3,400	
Town Clerk	2,680	
Dogs	8,965	
Conscom	11,978	
Board of Appeals	1,650	
Selectmen	711	
Board of Health	610	
Assessors	1,800	
Recreation	31,660	
		\$63,453

### Other Charges

Recycle	4,958	
Lien Certificates	5,400	
Other	59	
		\$10,417

### Other Departments

Police Reports	5	
Police Special Detail	13,608	
Medicaid AAC	2,854	
		\$16,467

### Licenses & Permits

Building Permits	87,167	
Wiring Permits	15,272	
Fire Alarm Permits	7,750	
Plumbing Permits	5,810	

	Septic Licenses	4,375	
	Gas Permits	3,875	
	Gun Permits	1,500	
	Marriage Licenses	350	
			\$126,099
<b>Revenues from the State</b>			
	Additional Assistance	232,942	
	State Owned Land	165,558	
	Chapter 70	1,009,657	
	Veterans Benefits	7,597	
	Reimbursement		
	Abatements to Veterans, Blind & Seniors	7,425	
			\$1,423,179
<b>Revenues from Other Governments &amp; Other Fines</b>			
	Court Fines	5,369	
	Parking Charges	170	
	Building By-Law Fines	750	
	Marijuana Tickets	100	
	Payments in Lieu of Taxes (Federal Owned Land)	6,694	
			\$13,083
<b>Special Assessments</b>			
	Burials	3,950	
			\$3,950
<b>Library</b>			
	Fines & Fees	954	
			\$954
<b>Investments</b>			
	Treasurer's Interest	25,724	
			\$25,724
<b>Other Miscellaneous Revenue</b>			
	Solar Renewable Energy Credits (SREC)	3,880	
	Reimbursemetn for Purchase thru MAPC	450	
			\$4,330
	Subtotal		\$31,199,905

Transfers (Net)	179,336	
Due from Commonwealth FY 2019	98,243	
Cash Balance July 1, 2019	5,656,495	
Warrants Payable FY 20	643,717	\$6,577,791

Total Receipts \$37,777,696

**TREASURER'S EXPENDITURES**

**GENERAL GOVERNMENT**

**Town Counsel**

Legal	98,477	\$98,477
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**Historical Commission**

Wages, Part-Time	9,671	
Expenses	137	\$9,808

**Board of Appeals**

Wages, Part -Time	8,112	
Expenses	3,154	\$11,266

**Finance Committee**

Expenses	222	\$222
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**Moderator**

Salary	50	\$50
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**Selectmen**

Wages	56,896	
Office Supplies	312	
Expenses	2,507	
Dues & Subscriptions	2,704	\$62,419

**Copy Machine**

Agreements	18,777	
Supplies	1,752	\$20,529

**Town/Fincom Reports/  
Town Meeting**

Printing	4,181	
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	Expenses	2,800	\$6,981
<b>Flag &amp; Clock Care</b>			
	Wages, Part-Time	1,145	\$1,145
<b>Printing &amp; Postage</b>			
	Postage	14,385	
	Miscellaneous	775	
	Printing	3,264	\$18,424
<b>Town Administrator</b>			
	Salary	144,840	
	Training/Meetings	2,135	
	Expenses	1,876	
	Telephone	600	
	Dues	472	
	Insurance Premiums	1,000	\$150,923
<b>Small Capital</b>			
	Expenses	308	\$308
<b>Town Accountant</b>			
	Salary	97,356	
	Wages, Part-Time	23,871	
	Education	115	
	Office Supplies	160	
	Dues	110	\$121,612
<b>Professional Services</b>			
	Audit	46,750	
	Revaluation	5,000	
	GIS Maps Update	5,817	
	Planning		
	Financial Consultant	2,991	
	Facilities Condition Study	7,000	
	Fuel Tank Remediation	25,147	\$92,705
<b>Assessors</b>			
	Salary	80,257	
	Elected Officials	300	

	Wages	41,511	
	Computer-License & Support	8,770	
	Supplies	590	
	Dues	300	
			\$131,728
<b>Town Treasurer/Tax Collector</b>			
	Salary	101,189	
	Assistant Treasurer/Collector	63,441	
	Wages Part Time	32,439	
	Part-Time Additional Wages	56	
	Equipment Service	1,844	
	Lockbox	1,581	
	Payroll Expense	10,413	
	Process Tax Bills	7,320	
	Consultant	18,750	
	Bond Expense	3,050	
	Training & Meetings	195	
	Office Supplies	2,133	
	Retention of Records	2,345	
	Mileage	549	
	Dues & Subscriptions	380	
	Miscellaneous	417	
			\$246,102
<b>Town Clerk</b>			
	Elected Official	64,602	
	Wages, Part-Time	21,388	
	Assistant Town Clerk Stipend	800	
	Registrar Stipend	50	
	Election Supplies	1,257	
	Computer/Steet List	1,798	
	Training & Meetings	924	
	Office Supplies	633	
			\$91,452
<b>Conservation Commission</b>			
	Wages, Part Time	38,785	
	Conscom Officer	79,230	
	Cranberry Bog Maint	12,000	
	Printing & Legal Notice	119	
	Education & Training	285	
	Dues	802	
	Office Supplies	310	
	Repair & Maintenance	6,187	
	Mileage	377	

			\$138,095
<b>Planning Board</b>			
	Wages	54,715	
	Planner	56,441	
	Dues & Subscriptions	777	
	Office Supplies	303	
			\$112,236
<b>Master Plan</b>			
	Wages, Part Time	4,707	
	Professional & Technical	53,091	
	Meeting Support	2,790	
			\$60,588
<b>Municipal Facilities</b>			
	Town Hall Projects	1,030	
	Fire Station Projects	22,552	
	Police Station Projects	139,092	
	DPW Projects	9,230	
			\$171,904
<b>Town Hall</b>			
	Custodian/Maintenance	50,960	
	Facility Manager	37,999	
	Electricity	34,663	
	Heat	12,143	
	Facility Manager-Expenses	2,550	
	Contracts	55,967	
	Water Cooler	395	
	Computer Maintenance	48,200	
	Telephone	12,507	
	Building Maintenance	3,123	
	Supplies	4,069	
	Mileage/Phone Reimbursement	1,080	
			\$263,656
<b>Town Hall Article</b>			
	Town Tech Capital Projects	5,504	
	TM0415-TM0518		
	Major Repairs/ Replace TM0517	2,922	
	Technology Upgrades TM0418	3,315	
	Technology Upgrades TM0419	5,000	
			\$16,741
<b>Energy Task Force</b>			
	Expenses	377	
			\$377

**TOTAL GENERAL GOVERNMENT** \$1,827,748

**EDUCATION**

**District Administration**

Administrator	174,769	
Professional Dev.	206	
		\$174,975

**School Committee**

Contracted Services	5,345	
Legal Expense	7,879	
Memberships	30,275	
Advertising	385	
		\$43,884

**School Administration**

Salaries	266,831	
Superintendent Insurance	4,681	
Postage	2,346	
Professional Development	7,967	
Office Supplies	2,087	
Memberships	17,498	
Travel	2,773	
		\$304,183

**Business Office**

Administration	119,567	
Office Supplies	892	
		\$120,459

**Regular Education**

Salaries - Substitutes	137,087	
Office Support	265,541	
Classroom Aides	206,357	
Technology Support	128,607	
Salaries - K-4	1,749,885	
Salaries - M.S. (5-8)	1,921,729	
Salaries - Physical Education	301,151	
Salaries - Art	228,405	
Salaries - Music	269,194	
Salaries - Media/Technology	153,573	
Salaries - ELL	87,626	
Summer Curriculum	40,788	
Professional Improvement	9,547	
Specialists	86,316	
Early Retirement	62,344	

	Contracted Services- Home/Hospital	75	
	Postage	2,534	
	General Supplies	20,415	
	Physical Education Supplies	3,171	
	Art Supplies	6,295	
	Music Supplies	1,924	
	ELL Supplies	103	
	Professional Development	23,112	
	Stipends	52,973	
			\$5,758,750
<b>Student Services/SPED</b>			
	Administration	127,500	
	Special Education Salaries	1,587,621	
	Clerical	57,996	
	Aides	420,710	
	Contracted Services	61,227	
	Legal Expenses	733	
	Supplies	9,358	
	SPED Technology	6,000	
			\$2,271,146
<b>Texts, Regular Education</b>			
	Texts, Supplies, K-4	7,665	
	Language Arts	20,538	
	Math	27,808	
	Social Studies	1,611	
	Science	11,171	
	Foreign Language	1,256	
	Technology	87,718	
			\$157,767
<b>School Library</b>			
	Supplies	12,767	
			\$12,767
<b>School Psychologist</b>			
	Salary	315,257	
	Supplies	3,530	
			\$318,787
<b>Health Services</b>			
	Nurse Salary	139,012	
	Doctor's Stipend	750	
	Supplies	4,991	
			\$144,753
<b>Student Activities</b>			
	Transportation	335,512	
			\$335,512

<b>SPED Transportation</b>	Contracted Services	280,576	
			\$280,576
<b>Education Equipment</b>	Education Equipment	19,829	
			\$19,829
<b>Student Activities</b>	Supplies	2,958	
			\$2,958
<b>Custodial</b>	Custodians	429,882	
	Office Supplies	25,620	
	Wastewater Treatment Facility	65,312	
	Waste Disposal	6,947	
			\$527,761
<b>Heating of Buildings</b>	Gas Heat	67,631	
			\$67,631
<b>Utility Services</b>	Electricity	126,197	
	Telephone	13,592	
	Water	17,942	
			\$157,732
<b>Maintenance of Grounds</b>	Grounds	575	
			\$575
<b>Maintenance of Buildings</b>	Contracted Services	111,993	
			\$111,993
<b>Maintenance of Equipment</b>	Contracted Services	58,057	
			\$58,057
<b>Tuition to Mass. Schools</b>	Tuition	475,235	
			\$475,235
<b>School Articles</b>	Annual Maintenance TM0418	1,358	
	Technology Replacement TM0418	22,423	
	Technology Replacement TM0419	80,000	
	Paint/Interior Finishes Wilkins TM0419	15,778	
	Ceiling - Grant TM0419	10,580	
	Corey Elevator	137,346	
			\$267,485
<b>CCRHS</b>	Assessment	7,678,252	
			\$7,678,252

<b>Vocational Schools</b>			
	Service Contracts	115,195	
	Contracted Services	63,502	
			\$178,697
<b>TOTAL EDUCATION</b>			\$19,469,763

**PROTECTION OF PERSONS & PROPERTY**

<b>Police Department</b>			
	Salaries & Wages	1,534,885	
	Radio Repair	40	
	Education	12,720	
	Printing	141	
	Cruiser Repair	18,893	
	Fuel/Maintenance	13,069	
	Uniforms	14,570	
	Dues	12,409	
	Administration Expense	3,849	
	Equipment	11,214	
			\$1,621,790
<b>Police Articles</b>			
	External Defibrillator TM418	13,710	
	Cruiser Replacement TM0419	52,450	
	Computer Replacement TM0419	3,578	
			\$69,738
<b>Police Station</b>			
	Electricity	16,032	
	Heat	3,501	
	Water	999	
	Computer/Printer	16,592	
	Cable/Phone Service	6,767	
	Repair & Maintenance	11,709	
	Cleaning Supplies	525	
			\$56,125
<b>Fire Department</b>			
	Salaries	161,145	
	Secretarial Wages	9,041	
	Fire Wages	40,331	
	Fire Education & Training	37,382	
	Maintenance Wages	18,089	
	Fire Stipend-Availability	47,997	
	Inspections	19,554	
	Electricity-Station	9,621	
	Heat	3,606	

	Radio Repair	3,250	
	Telephone & IT	6,276	
	Building Repair/Maintenance	7,084	
	Equipment Maintenance	5,059	
	Water Cisterns Electricity	2,839	
	Vehicles Repairs	36,764	
	Gasoline	3,384	
	Protective Clothing/Uniforms	7,991	
	Dues/Membership	4,005	
	Miscellaneous	2,377	
	Fire Chief Expenses	1,262	
	Additional Equipment	9,539	
	Hose	1,943	
	Municipal Fire Alarm	10,161	
	Maintenance		\$448,700
<b>Fire Department Articles</b>			
	External Defibrillator TM0517	13,700	
	Computer Replacement TM0418	974	
	Car 2 Replacement TM0418	20	
	Protective Clothing Washer	9,242	
	TM0419		
	Fire Gear Locker TM0419	108	
	Computer Replacement TM0419	146	
			\$34,190
<b>Immunization</b>			
	Medical Supplies	96	
			\$96
<b>Ambulance</b>			
	Ambulance Wages	45,073	
	EMT-Stipends	32,830	
	EMS Cooridinator	11,550	
	EMT-Education & Training	26,371	
	Gas & Oil	1,071	
	Maintenance/Repair	1,989	
	Medical Supplies	3,327	
	Ambulance Billing Charges	2,813	
			\$125,024
<b>Building Inspector</b>			
	Secretary	25,482	
	Education	1,100	
	Telephone	480	
	Office Supplies	1,115	
	Mileage	3,297	
			\$31,474
<b>Dog Officer</b>			
	Wages - Part Time	5,899	

			\$5,899
<b>Animal Control Officer</b>			
	Field Driver,Wages - Part Time	1,163	
	Expenses	346	
			\$1,509
<b>Communication Department</b>			
	Wages	326,870	
	Electricity	659	
	Service Contracts	14,588	
	Education	7,319	
	Telephone	4,091	
	Office Supplies	2,273	
	Clothing	1,455	
	Equipment/Maintenance/Repair	8,340	
			\$365,595
<b>TOTAL PROTECTON OF PERSONS &amp; PROPERTY</b>			\$2,760,140
<b>DEPARTMENT OF PUBLIC WORKS</b>			
<b>DPW Administration</b>			
	Salaries & Wages	624,933	
			\$624,933
<b>Construction &amp; Maintenance</b>			
	Lines	7,598	
	Signs	1,521	
	Road Maintenance	50,553	
			\$59,672
<b>Snow &amp; Ice Removal</b>			
	Vehicular Supplies	22,049	
	Salt	48,085	
	Sand	24,525	
	Miscellaneous	13,022	
			\$107,681
<b>Street Lighting</b>			
	Service Contract	2,522	
			\$2,522
<b>Other Highway</b>			
	Electricity	5,921	
	Fuel	7,168	
	Service Contracts-Trees	5,495	
	Telephone	390	
	Gasoline	15,235	
	Maintenance & Supplies	68,895	
	Uniforms	5,500	

			\$108,604
<b>Transfer Station</b>			
	Wages, Part-Time	64,763	
	Electricity	1,432	
	Dumping	127,668	
	Gasoline	22,664	
	Maintenance/Supplies	21,161	
			\$237,688
<b>TOTAL DPW</b>			\$1,141,100

**HEALTH & SANITATION**

**Board of Health**

Wages, Part-Time	19,546	
Agent	88,910	
Animal Inspector	1,000	
Inspections	125	
Nursing Care	850	
Training & Meetings	250	
Flu Clinic	660	
Office Supplies	98	
Dues & Subscriptions	150	
		\$111,589

<b>TOTAL HEALTH &amp; SANITATION</b>			\$111,589
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**PUBLIC ASSISTANCE**

**Council on Aging Articles**

Social Service Counseling	3,534	
Pilot Program-Disabled Resident	2,037	
Transportation		\$5,571

**Council on Aging**

Wages	184,171	
COA Van Driver Wages	2,669	
Office Operations	5,423	
Program	3,200	
Transportation	848	
Newsletter	1,200	
		\$197,511

**Youth Commission**

Wages	1,500	
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	Custodian Wages	867	\$2,367
<b>Veteran's Agent</b>			
	Veteran's Agent	2,712	
	Veteran's Benefits	19,933	\$22,645
<b>TOTAL PUBLIC ASSISTANCE</b>			\$228,094

**LIBRARY**

**Gleason Library**

Salaries & Wages	422,860	
Automation	26,526	
Training & Meetings	425	
Office Supplies	2,748	
Books	20,265	
Teen Books	2,507	
Children's Books	8,420	
Digital	35,139	
Audio	7,598	
Visual	6,129	
Periodicals	6,736	
Library - Programs & Additional Equipment	1,834	933
		\$542,120

**Library Building**

Custodial	35,135	
Repair & Maintenance	37,146	
Supplies	2,962	
		\$75,243

**Library Articles**

Carpet Replacement	41,338	
		\$41,338

**TOTAL LIBRARY**

\$658,701

**RECREATION**

**Parks & Fields**

Salary	88,619
Mowing	40,940
Sprinkler Maintenance	5,220
Electricity	897

	Scheduled Maintenance	24,285	
	General Maintenance	1,083	
	Sanitation	1,945	
			\$162,989
<b>TOTAL RECREATION</b>			\$162,989
 <b><u>MISCELLANEOUS</u></b>			
<b>Memorial Day</b>			
	Miscellaneous	812	
			\$812
<b>State Assessments</b>			
	State & County Charges	70,776	
			\$70,776
<b>Encumbrances</b>			
	Building Inspect Encumb	350	
	Copy Machine	781	
	Misc Encumbered	263	
	Town Administrator	3,326	
	Small Capital	2,920	
	Treasurer Encumbered	350	
	Conscom	7,221	
	Planning Board	69	
	Town Offices & Library	5,980	
	Vocational Education	20,000	
	Transportation		
	Police	286	
	Fire Dept	25,263	
	Communications	25,215	
	DPW	107	
	COA Encumbered	122	
	Insurance	60,748	
			\$153,001
<b>TOTAL MISCELLANEOUS</b>			\$224,589
 <b><u>INSURANCE &amp; BENEFITS</u></b>			
	Group Insurance	1,160,291	
	Blanket/Workmen's Comp	258,613	
	Unemployment	2,913	
			\$1,421,817
<b>TOTAL INSURANCE &amp; BENEFITS</b>			<u>\$1,421,817</u>
 <b><u>PENSIONS</u></b>			

	County Retirement	991,823	\$991,823
<b>TOTAL PENSIONS</b>			\$991,823
<b><u>DEBT &amp; INTEREST</u></b>			
	Retirement of Debt	680,000	
	Interest on Long Term Debt	421,116	\$1,101,116
<b>TOTAL DEBT &amp; INTEREST</b>			\$1,101,116
<b>TRANSFERS TO CAPITAL FUND</b>			
	Transfer to Capital Fund	338,736	\$338,736
<b>TOTAL TRANSFER TO CAPITAL FUND</b>			\$338,736
<b><u>TRANSFER TO OPEB TRUST</u></b>			
	Transfer to OPEB Trust	439,945	\$439,945
<b>TOTAL TRANSFER TO OPEB TRUST</b>			\$439,945
	Subtotal		\$30,878,150
<b>Cash Balance June 30, 2020</b>		6,581,988	
<b>Warrants Payable FY 2019</b>		317,558	\$6,899,546
	Total		\$37,777,696
	<b>TAX-2015</b>		
<b>Personal Property</b>	Outstanding June 30, 2019	152	\$152
	Outstanding June 30, 2020	152	\$152
	<b>TAX-2016</b>		
<b>Personal Property</b>	Outstanding June 30, 2019	396	\$396
	Outstanding June 30, 2020	396	\$396
	<b>TAX-2017</b>		
<b>Personal Property</b>	Outstanding June 30, 2019	157	\$157

	Outstanding June 30, 2020	157	
<b>Real Estate</b>			
	Outstanding June 30, 2019	3,707	
	Refunds	6,241	\$9,948
	Abatement/Exemptions	6,241	
	Outstanding June 30, 2020	3,707	\$9,948
	<b>TAX-2018</b>		
<b>Personal Property</b>			
	Outstanding June 30, 2019	189	\$189
	Outstanding June 30, 2020	189	\$189
<b>Real Estate</b>			
	Outstanding June 30, 2019	95,831	\$95,831
	Payments to Treasurer	49,663	
	Abatement/Exemptions	6,436	
	Outstanding June 30, 2020	39,732	\$95,831
	<b>TAX-2019</b>		
<b>Personal Property</b>			
	Outstanding June 30, 2019	605	\$605
	Outstanding June 30, 2020	605	\$605
<b>Real Estate</b>			
	Outstanding June 30, 2019	260,378	\$260,378
	Payments to Treasurer	161,392	
	Outstanding June 30, 2020	98,986	\$260,378
	<b>TAX-2020</b>		
<b>Personal Property</b>			
	Commitments	338,928	\$338,928
	Payments to Treasurer	336,088	
	Abatement/Exemptions	537	
	Outstanding June 30, 2020	2,303	\$338,928
<b>Real Estate</b>			
	Commitments	8,234,475	\$28,234,475
	Payments to Treasurer	7,849,633	
	Abatement/Exemptions	17,151	

	Outstanding June 30, 2020	67,691	\$28,234,475
<b>MOTOR VEHICLE EXCISE</b>			
<b>TAX - 2014</b>			
Outstanding June 30, 2019		712	\$712
Outstanding June 30, 2020		712	\$712
<b>TAX - 2015</b>			
Outstanding June 30, 2019		1,751	\$1,751
Outstanding June 30, 2020		1,751	\$1,751
<b>TAX - 2016</b>			
Outstanding June 30, 2019		5,482	\$5,482
Payments to the Treasurer		519	
Outstanding June 30, 2020		4,963	\$5,482
<b>TAX - 2017</b>			
Outstanding June 30, 2019		8,343	\$8,343
Payments to the Treasurer		1,192	
Abatements		516	
Outstanding June 30, 2020		6,635	\$8,343
<b>TAX - 2018</b>			
Outstanding June 30, 2019		8,149	\$8,149
Payments to the Treasurer		2,187	
Abatements		692	
Outstanding June 30, 2020		5,270	\$8,149
<b>TAX - 2019</b>			
Outstanding June 30, 2019		88,642	
Commitments		109,147	\$197,789
Payments to the Treasurer		175,131	
Abatements		12,091	
Outstanding June 30, 2020		10,657	

			\$197,879
	<b>TAX - 2020</b>		
Commitments		941,905	
			\$941,905
Payments to the Treasurer		860,492	
Abatements		7,210	
Outstanding June 30, 2020		74,203	
			\$941,905

**SPECIAL REVENUE – SCHOOL LUNCH RECEIPTS**

Cash Balance June 30, 2019		128,608	
Lunch Receipts		130,472	
State Reimbursements		18,687	
			\$277,767

**EXPENDITURES**

Salaries & Wages		16,536	
Food & Supplies		38,761	
Cash Balance June 30, 2020		122,470	
			\$277,767

**COMMUNITY PRESERVATION ACT**

**CPA surcharge - 2017**

Outstanding June 30, 2019		150	
			\$150
Outstanding June 30, 2020		150	
			\$150

**CPA surcharge - 2018**

Outstanding June 30, 2019		1,691	
			\$1,691
Payment to Treasurer		982	
Outstanding June 30, 2020		709	
			\$1,691

**CPA surcharge - 2019**

Outstanding June 30, 2019		4,873	
			\$4,873
Payment to Treasurer		3,106	
Outstanding June 30, 2020		1,767	

**CPA surcharge - 2020**

Commitments		495,437	
			\$495,437

Payment to Treasurer	485,286	
Abatements/Exemptions	2,643	
Outstanding June 30, 2020	7,508	\$495,437

**CPA surcharge**

Cash Balance July 1, 2019	1,769,214	
Receipts (Net of Refunds)	489,374	
State Receipt	112,971	
Interest	1,606	
FY20 Expenses	(1,750)	
Transferred from Carlisle Affordable Housing Trust	49,470	
Transferred from CPA Capital Fund	955	
CPA Balance June 30, 2020		\$2,421,840

Cash Balance June 30, 2020	2,421,840	\$2,421,840
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**CPA Capital Fund**

FY12 Initiatives:

Trails Improvements:

Balance July 1, 2019	702	
FY20 Expenses for Trails Improvements	(702)	
Balance June 30, 2020		\$0

FY16 Initiatives:

ConsCom Towle Field Grant #2016-3:

Balance June 30, 2019	342	
FY20 Expenses for ConsCom Towle Field Grant	(342)	
Balance June 30, 2020		\$0

FY18 Initiatives:

Carlisle Historical Society Heat Pump-Grant #2018-001

Balance June 30, 2019	955	
Transferred to CPA	(955)	
Balance June 30, 2020		\$0

FY19 Initiatives:

Town Clerk-Restore & Preserve Town Document-Grant #2019-001

Balance June 30, 2019	16,571	
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FY20 Expenses for Town Clerk-Restore & Preserve Town Documents	-	
Balance June 30, 2020		\$16,571
Trails Committee-Restore & Construct Trails-Grant #2019-002		
Balance June 30, 2019	15,000	
FY20 Expenses for Trails Committee-Restore & Construct Trails	(1,309)	
Balance June 30, 2020		\$13,691
2020 Open Space & Recreation Plan-Grant #2019-003		
Balance June 30, 2019	9,000	
FY20 Expenses for Open Space & Recreation Plan	-	
Balance June 30, 2020		\$9,000
CPA Capital Balance June 30, 2020		\$39,262
Cash Balance June 30, 2020	39,262	
		\$39,262

**Affordable Housing Trust Fund**

FY07 Initiatives:

Affordable Accessory Apartment Program:

Balance June 30, 2019	90,000	
FY20 Expenses for Affordable Accessory Apartment Program	-	
Balance June 30, 2020		\$90,000

FY15 Initiatives:

Grant #2015-1 Community Education on 40B & Support the Development of Community Housing

Balance June 30, 2019	49,560	
FY20 Expenses for Grant #2015-1		
Community Education on 40B & Support the Development of Community Housing	(90)	
Transferred To CPA Fund	(49,470)	
Balance June 30, 2020		\$0

Earnings on Investments (Inception to Date)	10,177	
FY14 Expenses using Earnings on Investments	(5,333)	
FY15 Expenses using Earnings on Investments	-	
FY16 Expenses using Earnings on Investments	-	
FY17 Expenses using Earnings on Investments	-	

FY18 Expenses using Earnings on Investments	-	
FY19 Expenses using Earnings on Investments		
Balance June 30, 2020		\$4,844
Affordable Housing Trust Fund Balance June 30, 2020		\$94,844
Warrants Payable FY19		\$0
		\$94,844
Cash Balance June 30, 2020		\$94,844

**SEPTIC LOAN PROGRAM**

Cash Balance June 30, 2019	-	
Received from Residents-Betterment-Principal	16,378	
Received from Residents-Betterment-Interest	936	
Transferred to General Fund	(17,314)	
Cash Balance June 30, 2020		\$0
Cash Balance June 30, 2020		\$0

**OTHER SPECIAL REVENUE**

**RECEIPTS**

<b>School Grants</b>			
Teacher Quality	7,463		
IDEA	144,217		
Sped Early Childhood	8,958		
Cultural Council-STARs Grant	5,000		
Title 1	11,829		
			\$177,467
<b>School Other</b>			
CEF	27,857		
Educational Use of Bldgs	12,859		
Library/Lost Books	377		
Athletic Account	31,742		
School Gifts	59,614		
Music Account	13,462		
C. S. A.	4,580		
Preschool Gift	148,998		
Transportation Fee	12,838		
Circuit Breaker	290,648		
			\$602,975
<b>Miscellaneous</b>			
Polling Hours	1,084		
COA State Grant	12,360		
Library State Aid	6340		
Cultural Council	4,806		

Health 53E1/2	65,813	
Stickers 53E 1/2	38,866	
Recreation 53D	140,854	
Planning Board 53G	8,099	
Conscom Intents	3,983	
Cemetery Lots	1,900	
Insurance Refunds	25,612	
Library Gifts	400	
Consevation Gifts	400	
COA Gifts	4,953	
COA Van/Transportation Gift	1,749	
Trail Maps	1,325	
Ambulance Receipts	86,410	
Pathways-Gifts	10	
Elderly/Disabled Aid	20	
Historical 53E 1/2	300	
Foss Farm/Garden Plots 53E 1/2	1,900	
Library-Mini Grants	20,530	
St-Firefighting Equip	8,500	
Building 53E 1/2	111,724	
COA-Mini Grant	14,200	
COA 53E 1/2	17,106	
Center Park Gifts	751	
Conscom 53G	2	
911 Grants	40,917	
CHNA15 Grant	1,000	
Public Health Grants	6,885	
LRTA (Lowell Regional Transit Authority)	47,015	
Carlisle Community Chorus Gifts	5,598	
Friends of COA Grant	18,001	
Green Community Grant	23,971	
Trails Gifts	2,354	
COA-Transportation 53 E 1/2	2,599	
COA-Fuel Assistance Gifts	2,613	
PEG Access/Cable TV	104,241	
Transportation Network	476	
Deer 53 1/2	540	
IOD Indemnity Fund	73,571	
Med Project Grant	1,300	
Bond Premium Reserve	11,063	
CARES COVID-19	34,500	
		\$956,640
Warrants Payable FY 2020		\$60,450
Due from Commonwealth FY 2019		\$718,256
Cash Balance July 1, 2019		\$915,421

\$3,431,209

Total

**EXPENDITURES**

**School Grants**

Teacher Quality	7,463	
IDEA	144,217	
Sped Early Childhood	8,958	
Cultural Council-Stars Grant	5,000	
Title 1	11,829	
		\$177,467

**School Other**

CEF	32,404	
Educational Use of Bldg	12,591	
Athletic Account	33,281	
School Gifts	44,240	
Music Acct	10,078	
CSA	3,822	
First Connections	269	
Preschool Gift	100,965	
Transportation	33,970	
Circuit Breaker	144,136	
		\$415,756

**Miscellaneous**

COA State Grant	12,360	
Library State Aid	3,728	
Arts Council	3,937	
Health 53E1/2	75,527	
Stickers 53E 1/2	50,675	
Recreation 53D	140,958	
Planning Board 53G	14,968	
Conservation Intents	4,178	
Cemetery Lots	3,682	
Insurance Refunds	24,619	
Library Gifts	547	
Trails Map 53E 1/2	135	
Roadway Reconstruction	59,500	
Youth Commission 53E 1/2	200	
Ambulance Receipts (Transfer to General Fund)	53,000	
Town Gifts	1,118	
Zoning Board of Appeals 53G	864	
Historical 53E 1/2	30	
Foss Farm/Garden Plots 53E 1/2	317	

Library-Mini-Grants	13,359	
Trails Grant	529	
Firefighting Equipment-State Grant	8,500	
Building 53E 1/2	142,919	
COA-Mini-Grant	14,200	
COA 53E 1/2	11,057	
Center Park Gifts	200	
ConsCom 53G	2,181	
911 Grants	40,917	
CHNA 15 Grant	14,121	
Public Heath Grants	7,367	
LRTA (Lowell Regional Transit Authority)	47,015	
Carlisle Community Chorus Gifts	5,203	
Friends of COA Grant	14,213	
Green Community Grant	23,971	
Trail Gifts	269	
COA-Transportation 53E 1/2	1,607	
COA-Fuel Assistance Gifts	1,500	
PEG Access/Cable TV	27,542	
State It Grant	1,170	
Deer 53 1/2	751	
IOD Indemnity Fun (111F)	73,571	
Med Project Grant	609	
CARES COVID-19 Expenses	44,612	
FEMA COVID-19 Expenses	18,598	
		\$966,321
Warrants Payable FY 2019		\$106,060
Due from Commonwealth FY 2020		\$85,495
Cash Balance June 30, 2020		\$1,680,110
		\$3,431,209

Total

#### AGENCY FUNDS

#### RECEIPTS

Cash Balance July 1, 2019	33,300	
Police Special Detail	157,485	
Meals Tax	420	
Student Activity Account	170	
Firearm Licenses	4,450	
Deputy Collector's Fees	6,105	
Developer's Cash Bond	109,000	
Warrants Payable FY 2020	3,926	
		\$314,856

<b>EXPENDITURES</b>		
Police Special Detail	142,894	
Meals Tax	420	
Student Activity Account	3,292	
Firearm Licenses	4,375	
Deputy Collector's Fees	6,087	
Warrants Payable FY 2019	7,477	
Cash Balance June 30, 2020	151,311	
		\$315,856

**CAPITAL FUNDS**

<b>RECEIPTS</b>		
Cash Balance July 1, 2019	1,148,968	
Transferred from General Fund to Reduce Debt	338,736	
Warrants Payable FY 2020	141,940	
BANS Received	4,059,125	
		\$5,688,769

BANS Repaid	3,677,361	
FY20 Communications Project Expenses	838,837	
FY20 DPW One Ton Truck	43,106	
FY20 DPW Wood Chipper	47,645	
FY20 Removal Underground Tank for Generator	7,312	
FY20 DPW Septic/Trailer	12,153	
FY20 School Parking Lot Paving	125,000	
Warrants Payable FY 2019	97,689	
Cash Balance June 30, 2020	839,667	
		\$5,688,769

**INVESTMENT FUNDS**

<b>STABILIZATION FUND</b>		
Balance July 1, 2019	1,177,235	
Transferred to Stabilization Fund	14,945	
Interest	20,543	
		\$1,212,723

Transferred to General Fund	14,945	
Balance June 30, 2030	1,197,778	
		\$1,212,723

<b>OPEB (OTHER POST EMPLOYMENT BENEFITS) TRUST</b>		
Balance July 1, 2019	1,484,632	

Transferred from General Fund	425,000	
OPEB-Change in Market	23,373	
Interest	27,203	\$1,960,208
Balance June 30, 2020	1,960,208	\$1,960,208
<b>CONSERVATION FUND</b>		
Balance July 1, 2019	63,063	
Interest	1,146	\$64,209
Balance June 30, 2020	64,209	\$64,209
<b>PERPETUAL CARE FUND</b>		
Balance July 1, 2019	181,818	
Contributions Received	1,900	
Interest & Investment Income	2,632	\$186,350
Expended	11,670	
Balance June 30, 2020	174,680	\$186,350
<b>TRUST FUNDS</b>		
<b>GLEASON SILENT POOR FUND</b>		
Balance July 1, 2019	11,738	
Interest & Investment Income	172	\$11,910
Balance June 30, 2020	11,910	\$11,910
<b>SIMON BLOOD SCHOOL FUND</b>		
Balance July 1, 2019	4,286	
Interest & Investment Income	63	\$4,349
Balance June 30, 2020	4,349	\$4,349
<b>GLEASON TOWN CLOCK FUND</b>		
Balance July 1, 2019	1,760	
Interest & Investment Income	25	\$1,785
Balance June 30, 2020	1,785	\$1,785

	<b>SELINA G. RICHARDSON LIBRARY FUND</b>		
Balance July 1, 2019	1,261		
Interest & Investment Income	18		
			\$1,279
Balance June 30, 2020	1,279		
			\$1,279
	<b>MARY A. HEALD WORTHY POOR FUND</b>		
Balance July 1, 2019	505		
Interest & Investment Income	7		
			\$512
Balance June 30, 2020	512		
			\$512
	<b>WILLIAM H. LITCHFIELD CEMETERY FUND</b>		
Balance July 1, 2019	3,200		
Interest & Investment Income	46		
			\$3,246
Balance June 30, 2020	3,246		
			\$3,246
	<b>THOMAS A. &amp; MARY GREEN CEMETERY FUND</b>		
Balance July 1, 2019	6,346		
Interest & Investment Income	93		
			\$6,439
Balance June 30, 2020	6,439		
			\$6,439
	<b>THOMAS A. GREEN PUBLIC GROUNDS FUNDS</b>		
Balance July 1, 2019	2,540		
Interest & Investment Income	37		
			\$2,577
Balance June 30, 2020	2,577		
			\$2,577
	<b>THOMAS A. GREEN SIDEWALK &amp; TREE FUND</b>		
Balance July 1, 2019	7,911		
Interest & Investment Income	116		
			\$8,027
Balance June 30, 2020	8,027		
			\$8,027
	<b>MARY A. GREEN LIBRARY FUND</b>		
Balance July 1, 2019	1,261		
Interest & Investment Income	18		
			\$1,279
Balance June 30, 2020	1,279		
			\$1,279

	<b>FRED E. &amp; RUTH M. ROBBINS FUND</b>		
Balance July 1, 2019		59,043	
Interest & Investment Income		863	
			\$59,906
Balance June 30, 2020		59,906	
			\$59,906
	<b>CAROLINE E. HILL LEGACY</b>		
Balance July 1, 2019		174,021	
Interest & Investment Income		2,615	
			\$176,636
Expended		6,375	
Balance June 30, 2020		70,261	
			\$176,636
	<b>ALVIN R. TITUS SCHOLARSHIP FUND</b>		
Balance July 1, 2019		15,651	
Interest & Investment Income		229	
			\$15,880
Balance June 30, 2020		15,880	
			\$15,880
	<b>MELONE LIBRARY FUND</b>		
Balance July 1, 2019		271,266	
Interest & Investment Income		3,965	
			\$275,231
Balance June 30, 2020		275,231	
			\$275,231
	<b>DONALD A LAPHAM SCHOLARSHIP FUND</b>		
Balance July 1, 2019		41,237	
Interest & Investment Income		603	
			\$41,840
Balance June 30, 2020		41,840	
			\$41,840
	<b>HOLLIS TRUST FUND</b>		
Balance July 1, 2019		178,294	
Interest & Investment Income		2,606	
			\$180,900
Balance June 30, 2020		180,900	
			\$180,900

**VIVIAN CHAPUT MEMORIAL FUND**

Balance July 1, 2019	3,086	
Interest & Investment Income	45	\$3,131
Balance June 30, 2020	3,131	\$3,131

**TOWN OF CARLISLE**  
**COMBINED BALANCE SHEET (UNAUDITED)**  
**JUNE 30, 2020**

	Governmental Fund Types						Fiduciary Fund Types	Account Group	Total
							Trust and Agency	General Long-Term Obligations	
	General	Special Revenue	Capital Projects						
<b>ASSETS AND OTHER DEBITS</b>									
Cash and short-term investments.....	\$ 6,581,988.04	\$ 4,319,263.66	\$ 878,928.82	\$ 4,336,740.08	\$ -			\$ 16,116,920.60	
Receivables, net of allowance for uncollectibles:									
Real estate and personal property taxes.....	513,916.52		-	-	-			513,916.52	
Allowance for abatements.....	(176,156.09)	-	-	-	-			(176,156.09)	
Tax title.....	1,824.41	4.73	-	-	-			1,829.14	
Motor vehicle excise.....	104,101.70	-	-	-	-			104,101.70	
Tax deferrals.....	-	-	-	-	-			-	
Tax possessions.....	87,421.95	-	-	-	-			87,421.95	
Due from Commonwealth.....		85,494.51	-	-	-			85,494.51	
Betterments.....	-	15,935.08	-	-	-			15,935.08	
Community preservation act.....	-	10,134.33	-	-	-			10,134.33	
Notes Receivable.....	-	425,000.00	-	-	-			425,000.00	
Police Special Duty Receivable.....	-	-	-	8,373.21	-			8,373.21	
Amounts to be provided for retirement of long-term obligations.....	-	-	-	-	10,525,000.00			10,525,000.00	
<b>TOTAL ASSETS AND OTHER DEBITS.....</b>	<b>\$ 7,113,096.53</b>	<b>\$ 4,855,832.31</b>	<b>\$ 878,928.82</b>	<b>\$ 4,345,113.29</b>	<b>\$ 10,525,000.00</b>			<b>\$ 27,717,970.95</b>	
<b>LIABILITIES AND FUND EQUITY</b>									
<b>LIABILITIES:</b>									
Warrants payable.....	907,214.27	60,450.39	141,940.38	3,926.40	-			1,113,531.44	
BAN Payable.....	-	-	4,059,125.00	-	-			4,059,125.00	
Accrued School Payroll & Expenses.....	828,427.61	-	-	-	-			828,427.61	
Abandoned property.....	51,541.64	-	-	-	-			51,541.64	
Liabilities due depositors.....	-	-	-	155,758.30	-			155,758.30	
Deferred revenue.....	531,108.49	451,074.14	-	-	-			982,182.63	
Bonds and notes payable.....	-	-	-	-	10,525,000.00			10,525,000.00	
<b>TOTAL LIABILITIES.....</b>	<b>2,318,292.01</b>	<b>511,524.53</b>	<b>4,201,065.38</b>	<b>159,684.70</b>	<b>10,525,000.00</b>			<b>17,715,566.62</b>	
<b>FUND EQUITY:</b>									
Fund balances:									
Reserved for:									
Encumbrances.....	62,848.72	-	-	-	-			62,848.72	
Designated for continuing appropriations.....	593,274.95	-	-	-	-			593,274.95	
Amortization of Bond Premium.....	263,286.97	-	-	-	-			263,286.97	
CPA Open Space.....	-	102,466.00	-	-	-			102,466.00	
CPA Historical.....	-	243,284.58	-	-	-			243,284.58	
CPA Community Housing.....	-	526,374.12	-	-	-			526,374.12	
Unreserved:									
Designated for subsequent year's expenditures.....	-	-	-	-	-			-	
Undesignated.....	3,875,393.88	3,472,183.08	(3,322,136.56)	4,185,428.59	-			8,210,868.99	
<b>TOTAL FUND EQUITY.....</b>	<b>4,794,804.52</b>	<b>4,344,307.78</b>	<b>(3,322,136.56)</b>	<b>4,185,428.59</b>	<b>-</b>			<b>10,002,404.33</b>	
<b>TOTAL LIABILITIES AND FUND EQUITY.....</b>	<b>\$ 7,113,096.53</b>	<b>\$ 4,855,832.31</b>	<b>\$ 878,928.82</b>	<b>\$ 4,345,113.29</b>	<b>\$ 10,525,000.00</b>			<b>\$ 27,717,970.95</b>	

# TOWN TREASURER

☐

## TAX COLLECTOR

### Schedule of Outstanding Receivables As of June 30, 2020

<b>Real Estate &amp; CPA Taxes</b>	
Levy of 2020	\$ 375,198.00
Levy of 2019	\$ 100,754.00
Levy of 2018	\$ 40,441.00
Levy of 2017	\$ 3,857.00
Prior Years	\$ -
<b>Total Real Estate Taxes</b>	<b>\$ 520,250.00</b>
<b>Personal Property Taxes</b>	
Levy of 2020	\$ 2,303.00
Levy of 2019	\$ 605.00
Levy of 2018	\$ 189.00
Levy of 2017	\$ 157.00
Prior Years	\$ 548.00
<b>Total Personal Property Taxes</b>	<b>\$ 3,802.00</b>
<b>Deferred Property Taxes</b>	<b>\$ -</b>
<b>Taxes in Litigation</b>	<b>\$ -</b>
<b>Motor Vehicle Excise Taxes</b>	
Levy of 2020	\$ 74,203.00
Levy of 2019	\$ 10,567.00
Levy of 2018	\$ 5,270.00
Levy of 2017	\$ 6,635.00
Prior Years	\$ 7,426.00
<b>Total Motor Vehicle Taxes</b>	<b>\$ 104,101.00</b>
<b>Tax Liens / Tax Title</b>	<b>\$ 1,824.00</b>
<b>Tax Foreclosures / Tax Possessions</b>	<b>\$ 87,422.00</b>

# BOARD OF ASSESSORS

The Board of Assessors operates under the authority of Massachusetts General Laws and the Department of Revenue. In Carlisle, the Board of Assessors consists of three members who are elected to three-year terms. The Assessors' primary duty is to value all real estate and personal property in the town that is subject to taxation. The Board is to assess all properties at their full and fair market value as of January 1st preceding each fiscal year.

Assessors are required to submit these values to the Commonwealth of Massachusetts Department of Revenue for certification every three years. In the years between certifications, assessors must also maintain values. The assessors review sales and the market activity every year and thereby monitor values each year. This is done so that the property taxpayer pays his or her fair share of the cost of local government.

Under Proposition 2 ½, Massachusetts' cities and towns are limited in the total property taxes that can be collected from one year to the next. Tax revenues cannot exceed 2 ½ percent of the prior year's allowable levy, with exceptions for revenue derived from new construction (New Growth), and citizen override elections.

The Board reported \$15,230,807.00 in new growth valuation to the Department of Revenue, which was certified for the fiscal year 2021 tax rate setting process. The tax rate in the Town decreased from \$18.36 to \$16.28 for fiscal year 2021. The Town has a total assessed valuation of \$1,626,705,895 which includes exempt properties.

Below is a chart listing the Fiscal Year 2020 breakdown by Property Class:

<u>Property Class</u>	<u>Parcel Count by Class</u>	<u>Total Value by Class</u>	<u>Tax Rate per \$1,000</u>	<u>Total Tax by Class</u>	<u>% of Levy by Class</u>
Residential	1959	1,528,667,064	\$18.36	\$28,066,327.30	98.2254%
Open Space	-	--	\$18.36	\$0.00-	0.00%
Commercial	58	7,980,177	\$18.36	\$146,516.05	0.5128%
Industrial	2	1,177,400	\$18.36	\$21,617.06	0.0756%
Personal Property	68	18,460,154	\$18.36	\$338,928.43	1.1862%
Exempt		70,421,100	\$18.36	0	0.00%
<b><u>Totals:</u></b>	<b><u>2087</u></b>	<b><u>1,626,705,895</u></b>		<b><u>\$28,573,388.84</u></b>	<b><u>100.00%</u></b>

The Board received 16 applications for abatement during the appeal period for FY 2020. Assessors are elected (in Carlisle) or appointed locally in Massachusetts's cities and towns. Massachusetts State Law requires assessors to list and value all real and personal property. The valuations are subject to "ad valorem" basis for taxation, which means that all property should be taxed "according to value". Assessed values in Massachusetts are based on "full and fair cash value" or 100 percent of fair market value.

Assessors do not make the laws that affect property owners. Our Massachusetts Legislators enact tax laws. The Department of Revenue establishes various guidelines and regulations to implement the legislation. The assessors, in short, follow the procedures established by others to set the value of property. Market Value is actually set by buyers and sellers as they establish the worth of comparable properties through their transactions in the real estate marketplace. The Assessors also do not determine taxes. The Town itself determines the level of property taxation through its town meeting by voting on total spending for the Fiscal Year. Whether assessments increase or decrease, tax rates are adjusted annually to raise the revenue required to fund local government operations.

Melissa M. Stamp, Principal Assessor  
Kenneth Mostello, Chairman  
David Boardman  
Teresa Pauler Kvietkauskas

# AFFORDABLE HOUSING TRUST

The CAHT focused on developing a mission statement and a warrant article for the Declaration of Trust that Town Counsel recommended.

The Trust continued to monitor progress at Benfield in repairing the malfunctioning septic system and applied, in partnership with NOAH (Neighborhood Of Affordable Housing), for a grant from the Community Preservation Committee to ensure satisfactory resolution of the issues on the property.

During 2020, the CAHT also focused on the Rocky Point property which has been foreclosed on by the bank. Negotiations are ongoing to get the bank to either repair and resell to a properly qualified buyer or to release the property to the Trust or other entity which would ensure the property will stay affordable. This is a work in progress.

The Trustees contacted Habitat for Humanity. Brenda Gould, the Executive Director of the Lowell Area, gave an informative presentation about the advantages of working with Habitat. The goal is a property that fits the neighborhood. Brenda also discussed qualifications for buyers and support given by Habitat to make the home affordable and the ways they make sure the owner can stay in the home if a difficulty arises. Habitat works closely with a family advocate, churches, and schools to support new residents in town. Habitat has not had a foreclosure in the 50 homes they have built. Habitat does the land inspection, the work leading up to building and conducts the lottery. They also have experience with septic systems which is helpful for us in Carlisle. This is a great opportunity for residents to get involved in community service in town.

In November 2020, George Payne offered his resignation which was accepted with gratitude for George's contributions to the Trust over the past year and a half. The Trust was already short one member. In February Gina Fox and Beverly Shorey were welcomed as new members.

## Current Members:

Kate Reid, Chair, Select Board member  
Barney Arnold, Vice-Chair, Select Board member  
Maureen Cosgrove-Deery, Secretary, At-large member  
Beverly Shorey, At-large member  
Gina Fox, At-large member  
Luke Ascolillo, Select Board member  
David Model, Select Board member

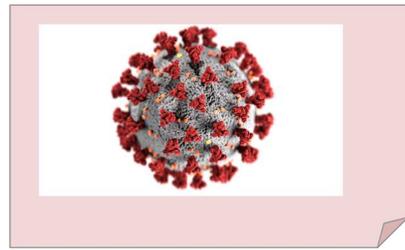
# BOARD OF HEALTH

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*In diverse and challenging ways, the year 2020 served to underscore the Board of Health's Mission: To preserve, protect, and promote the health of the entire community. The Board of Health is pleased to present this Annual Report to the Town*

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The Year 2020 will be remembered as the year the town survived a pandemic and found ZOOM. On March 10<sup>th</sup> Governor Baker declared a State of Emergency as the result of a novel coronavirus SARS-CoV-2, (COVID-19) being detected in the Commonwealth. COVID-19 is a respiratory illness spread from person to person. Older adults and people with serious chronic medical conditions were identified as being at higher risk of developing serious illness from COVID-19. The terms Isolation, Quarantine and Close Contacts became part of our everyday vocabulary. Mitigation efforts included a stay at home advisory, social distancing, face coverings, frequent sanitizing and handwashing to help reduce the disease caseload and keep the healthcare system from being overwhelmed.



To address the pandemic the Board of Health worked with Public Health Nurse (PHN) Tricia McGean from Emerson Hospital Home Care, partially funded through a Community Chest grant, to manage local cases identified in the state's surveillance network known as MAVEN. Starting with the first positive case on March 19<sup>th</sup>, this quickly became a 24/7 workload for both the PHN and the Health Dept. By the end of December Carlisle had a total of 114 cases: 101 Confirmed by lab testing, 13 Probable who were symptomatic and a single death attributed to COVID-19. The median age of infected residents was 39 years of age of which 51% were male and 49% were female. Rapid identification of cases and their close contacts became a priority. To facilitate contact tracing the state established the Contact Tracing Collaborative (CTC). Due to the dramatic increase in cases in the fall contact tracing was handed off to the CTC with the PHN following up on local positive cases and clusters. The Board is extremely grateful to Tricia McGean and Emerson Hospital Home Care for their extraordinary service and dedication during this difficult time. The BOH is particularly grateful to the 50+ medical professionals who offered to assist when the time comes for opening an Emergency Dispensing Site.

As the pandemic evolved all but essential COVID-19 businesses and organizations were ordered to close their physical workplaces and Town departments began working remotely. Travel became non-existent and health care workers became front-line personnel in saving lives. The Local Emergency Planning Committee (LEPC) began meeting weekly and created the Carlisle Neighbor Response Team (CNRT) to shop and run errands for Carlisle seniors and vulnerable populations.

*The first ever Carlisle drive-thru Flu Clinic was held in October in St. Irene's parking lot. 110 Seniors received their flu shots in this manner.*

The Health Dept. established a COVID-19 website and Task Force and participated in regular briefings of the Mass. Dept. of Public Health (DPH), the LEPC, Carlisle School Committee, Council on Aging, Gleason Library, Recreation Department and Town Administration. Upon the Emergency Use Authorization (EUA) of the first FDA approved vaccines the Board began planning for public vaccination clinics which included purchasing two drive-thru structures to minimize close contact. Work still continues on preventing COVID-19 in anticipation of a fully vaccinated or immune population.



**Land Use Permitting** - Applications and Permitting became a morning to evening schedule of web-based meetings as the Town continued to provide residents with these services. Many residents took advantage of the Stay at Home Advisory to improve, renovate, repair and update their properties. Electronic filings, emails and pdf's supplanted the paper applications normally required and Open Meeting Law allowed boards to conduct business remotely. As the state moved forward in May to its Re-Opening Plan, Town Hall began offering limited appointments for the public in June. The Board arranged a socially distant work schedule for town hall employees and the Fire Dept. arranged a health screening for Town Hall visitors using Carlisle EMT's.

**Benfield Farms** – The Soil Absorption System (SAS) has been in Title 5 failure since May of 2019 due to breakout in the leaching area and inconsistent performance of the nitrogen removal pre-treatment unit. Throughout the year the BOH maintained a high level of involvement working with the Neighborhood of Affordable Homes (NOAH) and Meridian Associates, the engineering firm, stressing the urgency for replacing the failed SAS. The

BOH oversaw a third party evaluation of the failed system by Onsite Engineering. Their evaluation critiqued the current system, attempted to identify root causes for the failure, and recommended steps forward. The onus continues to be on NOAH to promptly design, get approval for, and install a suitable replacement system. Until the system is replaced Benfield Farms is utilizing a tight tank system. This is only allowed by Title 5 as a temporary solution for failed systems. It is costly and has resulted in complaints of nuisance odors for Benfield residents and neighbors. Options to relocate the SAS field are limited by a Conservation Restriction and the apparent scarcity of suitable soils. Soil testing was conducted in the fall in anticipation of a design submittal in early 2021.

Following the annual election, the BOH welcomed Jean Barry, M.D. to the Board. Dr. Barry's contributions on understanding and preventing COVID-19 were tremendously helpful. The Board would also like to give a big "well-done" to long-time member Lee Storrs who stepped down from the Board. The BOH would also like to acknowledge the following individuals for their beneficial contributions: Animal Inspectors Larry Sorli and Deb Toher; engineering consultant Rob Frado of the Technical Consulting Group, LLC; and Ralph Metivier, Pump and Well Inspector. The Board was also saddened by the passing of its long-time Food Inspector, Randy Phelps. Randy had many friends in the Carlisle Food Service Industry.

In addition to the above individuals, the BOH cannot thank enough is Health Dept. Staff Linda Fantasia, Health Agent, and Kris Gines, Assistant Health Agent, for their long hours and dedication throughout this difficult year. Gines' work on the town website became a cornerstone of COVID-19 town information. Fantasia's review of COVID-19 plans with the Council on Aging, Library, School and Recreation Department afforded the town with a sense of trust that some social activities could be done safely.

**Health Department Staff**

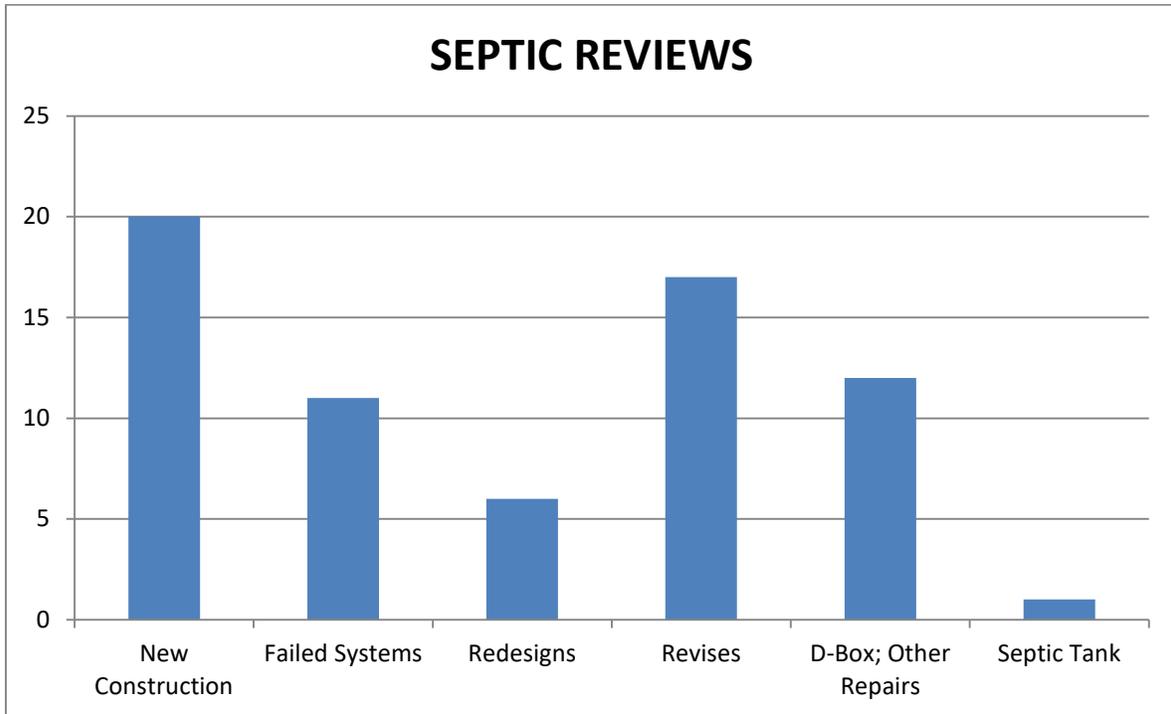
- Linda Fantasia, Health Agent
- Kris Gines, Assistant Health Agent
- Judy Hodges, Administrative Assistant (until June)

**Board Members**

	Term Expires
Tony Mariano, Chairman	2022
Donna Margolies, Vice-Chairman	2021
Cathy Galligan, Treasurer	2022
Todd Thorsen	2021
Jean Barry	2023

## 2020 ANNUAL STATISTICS

**Septic Permit Allocations – 67 Septic Permits:** 20 New Construction, 11 Failed Systems, 6 Redesigns, 17 Revises, 12 D-Boxes and Other Repairs, 1 Septic Tank



<b>Senior Flu Clinic</b>	110
<b>Confirmed Reportable Diseases</b>	
Babesiosis	
Cyclosporiasis	
Ehrlichiosis	
Hepatitis C Revoked	
Human Granulocytic Anaplasmosis	
Influenza	14
Lyme Disease	15
Mumps	
Pertussis	
Streptococcus pneumonia	
Varicella	

<b>Food Establishments</b>	20
Churches, School	5
Farmers Market	1
Food Service/Retail	2
Ice Cream Stands	2
One-Day Food Permits	10
Residential Kitchen(s)	0
Housing of Animal Permits – Inspections were placed on hold due to COVID-19.	70
Rabies	
Animals Tested	10
Animal Bites Reported	13
<b>Hazardous Waste</b>	
Cars	164
Sharps Disposal	50 gal
Septic & Well Licenses	38
Septage Haulers	15
Water System Installers	0
Septic System Installers	23

## BUILDING COMMISSIONER

During the period January 1, 2020 through December 31, 2020, 216 building permits were issued as follows, and \$84,648.17 collected in fees, which were turned over to the Town Treasurer. The Building Inspector addressed 2 zoning issues and complaints.

### Number of Permits

8	New Dwelling
19	Addition
108	Alteration
3	Garage
12	Porch/Deck
0	Barns
2	Woodstove
5	Pool
39	Roof
14	Solar

### INSPECTOR OF WIRES

During the period January 1, 2020 through December 31, 2020, 230 electrical permits were issued and \$16,759.00 collected in fees and turned over the Town Treasurer.

### PLUMBING INSPECTOR

During the period January 1, 2020 through December 31, 2020, 112 plumbing permits were issued and \$7,017.50 collected in fees, which were turned over to the Town Treasurer.

### GAS INSPECTOR

During the period January 1, 2020 through December 31, 2020, 117 gas permits were issued and \$3,292.50 collected in fees, which were turned over to the Town Treasurer.

# COUNCIL ON AGING

## *Mission*

The mission of the Carlisle Council on Aging (COA) is to provide services, connection, and enrichment to Carlisle residents ages 60 and older and to identify and access appropriate resources to support active aging.

## *Purpose*

The COA is the human services department within the Town of Carlisle, overseen by a volunteer Board of Directors who are appointed by the Carlisle Select Board. The COA provides outreach, social and health services, advocacy, information, and referral to seniors, their families, and caregivers. The COA also plans and implements programs to address the social, emotional, intellectual, and wellness needs of seniors, and helps residents of any age with fuel, food, and emergency assistance.

## *Funding*

The Council on Aging is supported through the Carlisle town budget, as well as grant support from: the Friends of the Carlisle Council on Aging (FOCCOA), a nonprofit organization which raises funds for COA programs and activities; the Lowell Regional Transit Authority (LRTA), which provides funds to support our transportation programs; the Executive Office of Elder Affairs, which provides funds through the State Formula Grant; the Concord Carlisle Community Chest, which provides funds to support our two part-time social workers; the Greater Lowell Community Foundation, which provides funds to support nutrition initiatives; and CHNA-15, which provided funds for our Mini-Memoirs Grant. We are very appreciative of the support of all these important COA partners.

## *The Year in Review*

The COVID-19 pandemic had a profound impact on every individual, community, and organization in 2020. Seniors especially experienced unprecedented levels of anxiety, loneliness, and isolation as routines were suspended, in-person contact with family, neighbors and friends was curtailed, and trips to the grocery store posed a serious health risk. Councils on Aging needed to pivot quickly to fulfill their responsibilities while navigating an unfamiliar landscape.

The onset of the pandemic closely followed the resignation of COA Director David Klein in early March. The COA staff, led by Outreach and Program Manager Angela Smith and supported by the COA Board, worked to find new, creative, and effective ways to engage with and support seniors throughout this challenging time. The staff began a widespread outreach campaign, regularly calling seniors, particularly those living alone, to check-in,

offer support and listen to their concerns. Volunteers quickly began sewing masks, which were provided to seniors at drive-through events and delivered to their homes.

Carlisle's Local Emergency Planning Committee (LEPC), which evaluates and makes decisions impacting the health and safety of the Carlisle community, began meeting three times per week during the first several months of the pandemic, moving to weekly meetings in May. This committee includes the Police & Fire Chiefs, Town Administrator, School Superintendent, School Committee Chair, Health Agent, COA Director, Library Director, School Nurse, and representatives from the Select Board. Frequent, ongoing, and open communication among this group yielded new interdepartmental collaborations and fostered a shared understanding of our collective work.

Carlisle resident Lauree Cameron Eckler created the Carlisle Neighbor Response Team, a group of volunteers who shop and deliver groceries and essential items to vulnerable Carlisle residents. This dedicated group provided this service through the end of 2020 and plans to continue for as long as is necessary.

The COA created a new brochure to provide information on food, fuel, and financial assistance available to Carlisle residents. The brochure was distributed throughout the community and mailed directly to residents in need.

Computer training and Zoom instruction were provided to seniors to increase access to this new platform. We are grateful to volunteers Bob Supnik and Chuck Bagnaschi who led these efforts. COA staff used Zoom to provide a variety of programs and activities to seniors, including Coffee and Conversation, Senior Moments, French Conversation, Poetry Groups, Reiki, Exercise Classes, Community Conversations, and Cultural Events. Thank you to volunteers Jean Bagnaschi, Shee Shee Van Inwegen, Daniel Métraux, Mary Zoll, and Elisabeth Bojarski for their contributions to these programs. As part of our ongoing effort to identify new housing options for seniors, the COA provided an informational Zoom panel presentation to describe the process of building or renovating an existing structure to create an accessory apartment.

Angela Smith, Linda Cavallo-Murphy, and Myriam Fleurimond organized a series of 6 outdoor concerts, including drive-in concerts at the Congregational Church. Thank you to the generous and talented musicians who shared their musical gifts and brought much-needed joy to the audience. Thank you as well to the Congregational Church for allowing us to use their space as a concert venue.

We are extremely grateful to Chief Sorrows for making the Fire Station available throughout this year and appreciate his collaborative approach to supporting the community. Events organized by the COA and held at the Fire Station included 7 Haircuts on the Go, 4 Grab and Go Meals, and 5 different types of exercise classes. The exercise classes required the trucks to be moved in and out of the station on a daily basis, as well as other adjustments and flexibility from Chief Sorrows and his team. Seniors were delighted to finally have an opportunity to see each other, albeit at a safe distance, and the classes did double duty, providing physical as well as mental health benefits.

The COA is fortunate to have 140 volunteers who provided 4,351 hours of services this year, equivalent to more than \$100,000 in wages. Many thanks to Clyde Kessel, the dedicated and talented volunteer who manages our Medical Equipment and SHINE programs. Clyde's efforts enabled seniors to have continued access to essential medical equipment as well as individual phone and Zoom appointments for Medicare information and counseling. Many thanks as well to Maxine Crowther, COA Board Member and Principal Production Volunteer, who produces the COA's electronic newsletters, *Bits & Bytes* and *News You Can Use*. These newsletters provided weekly updates on COA and other community events and activities, as well as resources and information of interest to seniors.

Debbie Farrell, our Transportation Coordinator, ensured that Meals on Wheels deliveries and transportation continued, following all protocols necessary to protect the health and safety of drivers, seniors, and volunteers. For much of the year, transportation was limited to medical appointments and essential services, with additional ride categories added consistent with public health guidelines.

Peter Cullinane, our part-time Licensed Social Worker, provided support to residents with complex and ongoing social service needs. Peter helped one individual identify and obtain permanent, affordable housing, and assisted others in accessing essential in-home and financial support.

Our bimonthly newsletter, *Connections*, provided information on COA programs, activities, services, and initiatives along with other items of interest to seniors. The newsletter was especially important this year for those who do not have or use computers. Special thanks to Linda Cavallo-Murphy, Program Assistant, who dedicated considerable time and energy to ensure our newsletters were informative, creative, and timely.

Angela Smith conceived of and wrote a successful grant application for a new mini-memoirs program for seniors. This grant, funded by CHNA-15, targeted social isolation and depression by helping seniors reflect on, share, and document important stories from their lives. Professional memoirist Nancy Shohet West worked individually with each senior to craft and refine their mini-memoirs and share them with family and friends.

Senior Podiatry Clinics resumed in September, with COA staff and volunteers ensuring that safety protocols were followed, and on-site support provided. In October, the COA and the Board of Health collaborated to offer an outdoor, drive-through flu vaccine clinic to 100 seniors at St. Irene Church. Significant planning was required, and essential support was provided by the Police Department, the Fire Department, the Select Board, and numerous volunteers. Thank you to Health Agent Linda Fantasia, Public Health Nurse Trish McGean, Chief Fisher, Chief Sorrows, St. Irene Church, and the many staff and volunteers who ensured that this clinic was successful.

As the holiday season approached, the COA created cheer bags for 100 seniors. These bags included holiday, practical, and creative items purchased through the generosity of

the Friends of the Carlisle Council on Aging. The girl scouts provided hand-made holiday cards, and the National Charity League created holiday ornaments. COA staff and drivers delivered the bags in mid-December.

### ***COA Staff Changes and Reorganization***

Joan Ingersoll was hired as the new COA Director in May. Joan was previously Assistant Director at the Lincoln COA. At Town Meeting in June, funding to support a new part-time social worker position was approved. This funding, coupled with funding provided by the Concord Carlisle Community Chest, enabled the COA to hire Carol Grueneich in August as a part-time social worker. Carol previously worked at the Chelmsford Senior Center. Carol began connecting with seniors by phone and created a Zoom support group designed to help seniors build resilience and manage isolation. Carol also developed the idea for a storytelling grant, Voices of Experience, Sharing Your Personal Narrative, which was funded by CHNA-15 and will begin in 2021.

Angela Smith, Outreach and Program Manager, retired in December after 14 years of dedicated service to Carlisle seniors. Angela was involved in nearly every aspect of COA operations, and her commitment and work ethic were legendary. Angela would leave no stone unturned to provide advocacy, support, resources, and an empathetic ear to seniors. In addition to overseeing outreach and programming, Angela worked closely with our many volunteers and managed the Senior Tax Worker program. Angela was honored several days prior to her retirement with an outpouring of appreciation and support from the community at Accolades for Angela, a drive-through event held at St. Irene Church. More than 200 people drove through to personally greet and thank Angela for her outstanding work. While COA staff planned and organized this event, support was provided from all corners of Carlisle, including the Fire Department, the Police Department, the Select Board, Carlisle Public Schools, the Gleason Library, Christine Lear, Lauree Cameron Eckler, the Friends of the Carlisle Council on Aging, the COA Board, Ferns Country Store, and St. Irene Church.

Upon Angela's retirement the COA Director and COA Board developed a reorganization plan which was presented to the Town Administrator, Select Board, Personnel Board, and Finance Committee. This plan involves distributing the full-time Outreach and Program Manager hours among two new positions, Social Services Manager and Program Manager, and promoting two existing part-time employees, Carol Grueneich and Linda Cavallo-Murphy, into these full-time roles. The Finance Committee will consider this plan during the FY 2022 budget process in early 2021.

### ***COA Statistics***

The following statistics provide more detail on services provided and numbers served. In 2020, Seniors represented 31% of Carlisle's population with 1690 residents ages 60 and over.

<u><i>COA Event Participation</i></u>	<u><i>Duplicated</i></u>	<u><i>Unduplicated</i></u>
Community Education	302	145
Nutrition	845	257
Cultural Events	297	157
Fitness/Exercise	1309	88
Health Screening/Services	270	139
Recreation/Socialization	565	176
Other Programs	306	94
<b>Total</b>	<b>3894</b>	<b>580*</b>

\*Total unduplicated numbers do not equal the sum of each category, as seniors often participate in multiple events.

<u><i>Program Statistics</i></u>	<u><i>Duplicated</i></u>	<u><i>Unduplicated</i></u>
Transportation	629	69
Meals on Wheels	1,735	13
Volunteers	628	140
Medical Equipment	76	46
SHINE Appointments	32	25
<b>Total Served</b>	<b>3100</b>	<b>195*</b>

\*Total unduplicated numbers do not equal the sum of each category, as seniors often participate in multiple programs.

<u><i>Service Contacts</i></u>	<u><i>Duplicated</i></u>	<u><i>Unduplicated</i></u>
Assistance with Benefits	246	71
Case Management	339	49
Check-In/Follow Up	879	292
Information/Referral	197	151
Other Assistance	68	28
Outreach	1350	661
<b>Total</b>	<b>3079</b>	<b>741*</b>

\*Total unduplicated numbers do not equal the sum of each category, as seniors often receive multiple services.

### *COA Staff*

Director: Joan Ingersoll (FT)  
 Outreach & Program Manager: Angela Smith (FT)  
 Transportation Coordinator: Debbie Farrell (25 hours/week)  
 Social Worker: Carol Grueneich (19.5 hours/week)  
 Licensed Social Worker: Peter Cullinane (8 hours/week)  
 Program Assistant: Linda Cavallo-Murphy (18 hours/week)  
 Program Assistant: Myriam Fleurimond (12 hours/week)

Drivers: Carl Cline, Lois Hartley, George Payne, Dick Russell, Dana Smith, Emily Stewart

***COA Board of Directors***

Council on Aging Board members provide support, guidance, and insight through monthly meetings and regular communication. Thank you to the following members who served on the COA Board during calendar year 2020:

***COA Board and Associate Members***

Ann Quenin, Chair	John Ballantine	Abha Singhal
Ann James, Vice Chair	Elisabeth Bojarski	Wendy Barrow (Associate)
Jerome Lerman, Treasurer	Maxine Crowther	Walter Hickman (Associate)
Verna Gilbert, Secretary	Sally Hayen	Donna MacMullen (Associate)

# HISTORICAL COMMISSION

The main role of the Carlisle Historical Commission is to act as the Historic District Commission for the Carlisle Historic District, which primarily includes the town center, and to act as the Historical Commission for the town. The membership of the Historical Commission is prescribed by Article 9 of the Carlisle General Bylaws and consists of 5 members and up to 3 alternate members to be appointed by the Select Board. The membership must include at least one architect and a nominee from the Carlisle Planning Board.

The Historic District and Historical Commission were created to preserve and protect the distinctive characteristics and architecture of buildings and places that are significant in the history of Carlisle; to maintain and improve the settings for such buildings and places; and to encourage designs compatible with the character of the Historic District.

In its role, the Carlisle Historical Commission receives, hears, and rules on applications for alterations to the exterior of structures within the Historic District, and alterations to hardscaping on a property.

During 2020, the Carlisle Historical Commission reviewed ten applications, issued eight Certificates of Appropriateness and two Certificates of Non-Applicability. The applications reviewed by the Commission included:

Property	Owner/Applicant	Project	Certificate
83 School Street	Town/Police Station	Police Station Renovation	Appropriateness
11 East Street	Dweck, VanValey	Barn, Garage, Connector	Appropriateness
49 Concord Street	Sillers	Barn, Garage, Connector	Appropriateness
46 Concord Street	Thyne	Outside Lighting	Appropriateness
43 Bedford Street	MacQueen	Roof	Appropriateness
62 Lowell Street	O'Connor	Windows/Skylights	Non-Applicability
52 East Street	Chaffin	Gazebo Removal Firepit	Appropriateness
75 Westford St	Milligan, Eluri	Stonewall/Landscaping	Appropriateness
49 Concord Street	Sillers	Siding	Appropriateness
28 Concord Street	Sills, Williams	Door Replacement	Non-Applicability

The Commission held informal discussions on most of these applications before the formal hearing – a process that the Commission continues to encourage, as it is an opportunity to provide important guidance to the applicant and has regularly resulted in streamlining the hearing process for the applicant.

In January, Alison Saylor, President of the Friends of Center Park, met with the Historical Commission to speak to her vision for the park. Center Park is in the Historic District.

The Commission met with David Freedman, member of the Carlisle Conservation Foundation and Black Brook Farm owner Tammy Erickson about acquiring a Conservation Restriction for the property.

The Historical Commission spearheaded by member Chip Dewing applied for CPA funds in the amount of \$10,000 for a new Historic District Map. Town Meeting approved the request for funding of the map with CPA funds.

Co-Chairs Kathy Keller and Annette Lee met with the School Committee about replacement windows at the Red Brick School. The Historical Commission voted to be an advisor for the historic window replacement. CPA funds were approved for the project.

Kathleen Keller and Annette Lee remained as Co-Chairs for the Commission. The overall Commission membership remained the same, Eric Adams, Geoffrey Freeman and Edward Rolfe as members, and Jack O'Connor as an alternate member. Chip Dewing joined the Commission in January 2020 as an alternate member for a 3-year term. At the close of 2020, one alternate position is open. Maureen Adema remains as the administrative support staff and in-house point of contact for Commission.

The Historical Commission extends its sincere thanks and appreciation to all those who have worked diligently to preserve the historic character of Carlisle, and particularly to the residents of the Historic District for their appreciation of the historical importance of the Town Center.

Co-Chairs Kathleen Keller, Annette Lee  
Members: Eric Adams, Geoffrey Freeman, Ed Rolfe  
Alternate Members: Chip Dewing, Jack O'Connor

# ZONING BOARD OF APPEALS

In 2020 the Zoning Board of Appeals (ZBA) met eight (8) times for twelve (12) new applications. This included eight (8) special permit applications, two (2) variance applications and two (2) Appeals of Administrative Decision requested as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40A (The Zoning Act) and the Town's Zoning Bylaws.

The ZBA consists of three (3) Full Members that are appointed by the Board of Selectmen. Additionally, the Board of Selectmen may appoint up to four (4) Associate Members to serve on the ZBA. Associate Members may attend all ZBA hearings and can serve as a Full Member when a regular Member or Members cannot sit for a particular hearing. All ZBA hearings are open to the public and are typically held the first Monday of the month at Town Hall when there is a petition to be heard. During 2020 only two (2) meetings were held at Town Hall, pursuant to the Governor's Executive Order concerning Open Meetings during the COVID-19 crisis, there was no in-person attendance after March 17, 2020. Participation was entirely remote utilizing the teleconference application Zoom Meeting. All hearings are advertised in the Concord Journal, Lowell Sun or Carlisle Mosquito for two consecutive weeks prior to the hearing. Additionally, the ZBA hearing is posted on the Town Clerk's Bulletin Board no less than fourteen days in advance of the scheduled hearing. *The Rules and Regulations of the Town of Carlisle Zoning Board of Appeals* and the *Town of Carlisle Zoning Bylaws* are available from the Office of the Town Clerk for a nominal fee. These documents are also available on the official Town of Carlisle website, [www.carlislema.gov](http://www.carlislema.gov), under the "Community Resources" menu, "A-Z Directory".

The ZBA is charged with granting variances and certain special permits as identified in the *Town of Carlisle Zoning Bylaws*. Additionally, the ZBA is charged with the issuance of comprehensive permits as prescribed in Massachusetts General Laws (M.G.L.) Chapter 40B. The ZBA is not charged with the enforcement of the Town's Zoning Bylaws. Rather, the Building Commissioner has the initial responsibility for interpreting and enforcing the zoning bylaws. This responsibility includes the duty to enforce the conditions of a variance or special permit issued by the ZBA. If a towns person has reason to believe that the Zoning Bylaws or conditions directed under a special permit or variance are not being complied with, the appropriate process is to make a written request to the Building Commissioner to enforce the Zoning Bylaw or conditions in question. The Building Commissioner's decision is subject to review by the ZBA.

In 2020, the Board granted eight (8) special permits and two (2) variances. The Board denied one (1) Appeal of Administrative Decision and continued one (1) Appeal of Administrative Decision into 2021. Table 1 provides a summary of the petitions heard by the ZBA. Table 2 summarizes the outcomes of each petition heard by the ZBA during 2020. Table 3 provides a list of all active special permits and includes the expiration date for each one.

Foremost, the Board would like to thank and commend the long-term commitment of Member Lisa Davis Lewis who served on the Board from 2010 to 2020. She served in several capacities on the Board including as the Chair from 2013 to 2015. In 2020 the Board welcomed one new Member W. Jay Lee. The Board would also like to offer our sincerest thanks and appreciation to the other Town departments, staff and Boards that have provided their guidance and leadership upon various occasions.

Looking forward, the Board, in its adjudicative role in support of land-use planning for Carlisle, will remain mindful of its responsibilities to be fair and equitable in the application and administration of local and State zoning ordinances.

Members:

Travis Snell, Chair

Manuel Crespo, Clerk

Steven Hinton

Gretchen Anderegg, Associate

Eric Adams, Associate

W. Jay Lee, Associate

**Table 1 : 2020 Petitions heard by Zoning Board of Appeals**

	Granted	Denied	Withdrawn	Extended/Review	Active
Petitions for Variance	2				
Applications For Special Permits	8				
Comprehensive Permits					
Comprehensive Permits Modifications					
Appeals of Administrative Decision	2				1
Earth Moving					
Total	12				

**Table 2 – 2020 Zoning Board of Appeals Hearings**

<b>Applicant</b>	<b>Date of Hearing</b>	<b>Date of Decision</b>	<b>ZBA Action</b>	<b>Expires</b>
Elmer Lai	2/3/20	2/18/20	Grant of Variance to build a roof projecting 13 feet into the yard  where 3.5 feet is permitted under Section 4.5 at 111 Carriage Way	
Scott Jenney	3/2/20 5/4/20	5/18/20	Grant of Special Permit Under section 3.2.2.9 to operate a  Landscape business at 303 Brook Street	4/1/22
Blake Duffy	6/1/20	6/15/20	Grant of Special Permit under Section 3.2.2.9 to operate  a landscape business and store equipment at 247 North Street	2/4/22
Michael Rubel Carrie Jenks	6/1/20	6/15/20	Grant of Special Permit under Section 6.3 to build a deck on a non-conforming structure being 28.7 feet and 29.7 feet from the lot line where 40 feet is required under Section 4.2.1 at 981 Bedford Street	
Peter Kyle	6/1/20	6/15/20	Grant of Special Permit to finish the basement in an existing structure  that is on a non-conforming lot being 1 acre where 2 acres are  required under Section 4.1.1.2 at 85 Bellows Hill Road	
Eric Lawson	7/6/20	7/20/20	Grant of Special Permit under Section 3.2.2.9 to operate a landscape  business and storage of equipment 239B Lowell Street	5/6/22
Sylvia Sillers	7/6/20 8/3/20	8/17/20	Grant of Variance to build an addition 7 feet from the lot line where  40 feet is required under section 4.2.1 at 49 Concord Street	
John and Jude Fry	8/3/20	10/5/20	Uphold the May 21, 2020 decision of the Building Commissioner	

	9/21/20		on the grounds that 7.6.1.2 and 7.6.13 are not applicable and site plan review is not required under 7.6.1.4 at 134 Ember Lane	
Barney Arnold	8/3/20	8/17/20	Grant of Special Permit under Section 3.2.2.8.6 to operate a riding academy and stable at 225 Lowell Street	8/5/22
Kendra Thyne	8/3/20	8/17/20	Grant of Special Permit under Section 3.2.2.9 to teach small group  Yoga classes at 46 Concord Street	8/5/22
Sylvia Sillers	8/3/20	8/17/20	Grant of Special Permit for expansion of a non-conforming structure  on a non-conforming lot by 13.25% where up to 50% is allowed under  Section 6.3 at 49 Concord Street	
Mary and Ranjan Mathew	12/17/20		Continued hearing to 1/4/21 for the Appeal of the Building Commissioner's decision dated 10/8/20 to deny a request for zoning enforcement pursuant to Sections 7.4.3.2.1.11.5 and 3.2.2.8.6  at 120 Sunset Road	

**Table 3 – 2020 Zoning Board of Appeals Active Permits**

\*These permits require periodic review of conditions for adequacy, without which the permit expires prematurely. The first date is the expiration date for the permit: the asterisked date is the premature expiration date if no review of conditions has been applied for by the business.

<b>Name</b>	<b>Location and Type of Permit</b>	<b>Expiration Date</b>
Blake Duffy	Landscape Business 247 North Street Special Permit	2/4/22
Scott Jenney	Landscape Business 303 Brook Street Special Permit	4/1/22 *4/1/21
Eric Lawson	Landscape Business 239 Lowell Street Special Permit	5/6/22
Linda Rubenstein Carlisle Canines	Operation of Commercial Kennel 134 Ember Lane Special Permit	6/3/20 Appeal Pending
Kendra Thyne	Yoga Classes 46 Concord St Special Permit	8/5/22
Barney Arnold	Riding Academy and Stable 225 Lowell Street Special Permit	8/5/22
Peter Donohoe Donohoe Training At the Barn	Training Classes 41 Trillium Way Special Permit	10/4/20
Robert Kvietauskas	Professional Office 50 School Street Special Permit	11/7/21
Kevin Walker	Landscape Business 304 Rutland Street Special Permit	11/21/21
Nadia Puttini	Yoga Classes 518 Rutland Street Special Permit	10/4/22
H. La Rue Renfroe Assurance Technology	Professional Offices 68-84 South Street Special Permit	1/22/24
Red Magnolia Realty Trust William & Dean Luther Carlisle Auto Body	Automotive Body Repair Shop 673 Bedford Street Special Permit	2/5/28 *2/1/23
70 Bedford Road LLC Robert Koning	Building for the U.S. Post Office 70 Bedford Road Special Permit	6/30/38 *6/30/28

# POLICE DEPARTMENT

**EMERGENCY TELEPHONE: 9-1-1**

**BUSINESS TELEPHONE: 369-1155**

## **FULL-TIME OFFICERS**

John C. Fisher	Chief of Police
Leo T. Crowe	Lieutenant
Scott Barnes	Sergeant
Stephen M. Mack	Sergeant
Andrew Booth	Sergeant
Paul Smith	Patrol Officer
Christopher Arguoyan	Patrol Officer
Andrew Corwin	Detective
Michael Fauteux	Patrol Officer
Kerry Baxter	Patrol Officer

## **SPECIAL OFFICERS**

Steven F. Otto  
Mark A. Schofield  
Royce Taylor IV  
Thomas Whelan  
William Burgess  
Christian Seminatore  
Ashley Buckland  
Richard Hodgson  
Eloi Ruegg  
Jared Layman  
Christopher Peach

## **CONSTABLES**

John C. Fisher  
Scott Barnes  
Leo Crowe

## POLICE DEPARTMENT

To the citizens of Carlisle, I am honored to present this report detailing the work accomplishments and achievements of the Carlisle Police Department for the year 2020.

The Police Department utilizes traditional enforcement methods, Community Policing concepts, and Problem Solving strategies to combat crime in Carlisle. The Police Department employs ten (10) full time sworn officers and eleven (11) part time sworn officers to deliver an exceptional level of law enforcement services to our community. From January to December 2020, the Police Department handled 11,760 calls for service, a decrease of 1,412 calls when compared to 2019.

Our mission remains: “ To provide professional police service in partnership with the community through mutual respect and cooperation.” Our department takes a proactive approach to solving crimes as well as deterring them before they happen.

The COVID-19 pandemic changed some important aspects of how we provided service to our residents and other customers, but it did not change the commitment and dedication our members served with each day. We took an active role with the Local Emergency Planning Committee (LEPC). The Committee met at least weekly in 2020 to plan Carlisle’s response to the pandemic. Members of the Committee dedicated hundreds of hours keeping Carlisle residents and guests safe.

Voters approved an appropriation of up to 2.9 million dollars to replace the failing radio infrastructure for the police, fire, DPW, and school radio systems. Work began in the Fall of 2018 and almost all of the work was completed by the Fall of 2020. The new radio system is a significant improvement over the prior system with no spots noted in town where the radios do not work. The Town received a Complete Streets Grant to improve pedestrian safety in the center of town. The work was completed in the Summer of 2020 when students were not in school.

We appreciate the support of our community partners including: the citizens of Carlisle, town departments, The Central Middlesex Police Partnership (CMPP), Communities for Restorative Justice (C4RJ), Domestic Violence Victim Assistance Program (DVAP), and the Northeast Massachusetts Law Enforcement Council (NEMLEC).

Department members received important annual use-of-force and firearms training. The required 4-day annual in-service training was moved from the Lowell Police Academy to an on-line format. Some of the specialty training received by members included: Firearms Instructor, Search & Seizure Updates, Publics Records Law, Criminal Law Updates, NEMLEC SWAT & RRT training, Sexual Harassment, Police Prosecutor, Accreditation, and Conflict of Interest.

There are sixty-one cities and towns that make up the Northeast Massachusetts Law Enforcement Council (NEMLEC). Carlisle has been a member of the organization since

2003. Regional law enforcement councils provide an effective resource for towns and cities of all sizes. NEMLEC provides assistance to member communities with Special Weapons & Tactics (SWAT), Regional Response Team (RRT), School Threat Assessment Response System (STARS) and Critical Incident Stress Management (CISM). Sergeant Stephen Mack is currently assigned to the Rapid Response Team (RRT) and Chief Fisher is currently assigned as the Control Chief for SWAT & RRT.

The COVID-19 pandemic had an affect on the landscape of police work in Carlisle. In prior years, traffic safety concerns like speeding motor vehicles and crosswalk violations were of serious concern for our residents. However, we had fewer complaints this year as a result of significantly fewer vehicles on the road during the pandemic. Department members stopped fewer cars in 2020 than we did in 2019 (1363 in 2019, 622 in 2020). Operators received fewer warnings (1227 in 2019, 549 in 2020) and fewer citations (86 in 2019, 68 in 2020). Officers continued to patrol of course and calls like property checks at Carlisle buildings actually increased (7469 in 2019, 7933 in 2020).

Nationwide, an unfortunate criminal trend emerged as a result of unemployment and tax programs meant to benefit those adversely affected by the pandemic. Thieves stealing the identities of citizens and then filing for government benefits became a real problem. We have never had enough cases of this sort to track them separately before. Unfortunately, there were 94 reported cases of Identity Theft in Carlisle in 2020. It caused us to create a new category for these crimes in our records management system. Helping residents victimized by these crimes, and investigating them, became an important focus for our department.

The accomplishments set forth in this report could not have been met without the extraordinary contributions of the police officers and civilian dispatchers at the Carlisle Police Department. I am very proud of the dedicated and compassionate work they perform each day.

We look forward to providing Carlisle residents and guests the highest level of professional law enforcement services. We will strive for crime reduction through proven techniques and approaches. Solving quality of life issues and working closely with the public is our goal. We sincerely appreciate the support we receive from our community. It is this cooperative effort that makes our community a special place to live and work.

## STATISTICS

	<u>2019</u>	<u>2020</u>
Accidents	89	37
Alarms	314	222
Animal Complaints	155	132
Assault and Battery	0	9
Sexual Assaults	2	0
Breaking and Entering		
Residence	5	2
Vehicle	2	2
Court Activity:		
Arrests	31	27
Citations	86	68
Warnings	1227	549
Restraining Orders	4	5
Disturbances Calls	45	30
Domestic Disputes	9	12
Property Checks		
House checks	903	604
Business/town buildings	7469	7933
Larcenies		
General	17	26
Motor Vehicle	0	0
ID Theft	Not tracked	94
Liquor Violations	0	2
Drug Violations	0	0
Log Entries	13,172	11,760
Missing Persons	3	7
Malicious Destruction	6	9
Motor Vehicle Stops	1363	622
Psychiatric Concerns	9	9
Suspicious Activities	333	289
Obscene/Harassing Phone Calls	61	42
Traffic Complaints	123	56

# FIRE DEPARTMENT

From the beginning of 2020, it became apparent that the new Coronavirus would be a major concern for the Fire Department. We began strategic purchases of protective equipment and disinfectants as well as fully outfitting our backup ambulance. Once the pandemic was upon us and college students were sent home, the department hired a number of these students who were EMTs. These new personnel, in addition to the influx of EMTs from the class we offered in town in 2019, were a great help in being able to offer the needed services during the pandemic. As a department, we were able to meet a number of needs in the town including Covid-19 testing for town employees and residents as well as staffing a gatekeeper position at Town Hall. In addition, we were able to offer our facility as a location for the Council on Aging and others to hold numerous activities while maintaining social distancing.

In 2020, we had a more rapid turnover of members than usual. We had several long-time members retire or move away, and we hired more people than we have for many years. However, with the pandemic some of the people we hired had job situations change including moves out of the area. The continued training of our personnel and onboarding of new members was a major effort for the year, complicated by the need for social distancing and the resulting difficulties it caused for training and mentorship.

The department is blessed with very dedicated and capable officers. In addition to leadership duties, each officer has specific management responsibilities. Deputy Chief Matthew Svatek coordinates our training (which required extensive redesigning due to Covid-19), and is responsible for our communications infrastructure and technical aspects of firefighting and equipment. Captain Robert Koning Jr is responsible for the maintenance of our vehicles and equipment with engines. Lieutenant David Newman is responsible for the Fire Department facilities. Burt Rubenstein is our EMS coordinator and handles our IT and reporting needs.

We were pleased that the communications infrastructure that the town has been working on for several years is now operational. We can now communicate with other departments who come to assist when we call for mutual aid, and we can communicate with each other and the dispatcher both on the road and from inside buildings. The new system is a major improvement over what we had previously in terms of capabilities, effectiveness, and interoperability as well as being a big leap forward technologically.

This year saw the retirement of several long-time members of the department. We are grateful for their commitment to the department and service to the town. Captain JJ Supple retired after 25 years of service. George Middleton retired after 28 years. John Bakewell served for 22 years. We want to thank Eric Hedblom for 8 years of service. We also want to thank Bailey Langford, Jeff Mumford, Jordan Mumford, David Thomas, Steven Greenfield and Carly Chelton for their service with the department.

## FIRE AND EMS STATISTICS

<b>Fire Response</b>	<b>175</b>
Residential Alarm	54
Master Box	19
CO Detector	17
Motor Vehicle Collision	16
Commercial Alarm	13
Wire Fire	10
Mutual Aid Given	6
Public Service	5
Smoke Investigation	4
Gas Alarm or leak	9
Odor Investigation	3
Rescue	2
Motor Vehicle Fire	2
Electrical	2
Appliance	2
Oil Burner	1
Chimney	1
Brush Fire	1
Assist at Medical	1
Other	10

<b>Permits</b>	
Smoke & CO detector	78
Fire Alarm System Plan	11
Fire Alarm Supplemental Sys	8
LP Installation	13
Oil Burner Installation	15
Fuel Oil Tank Installation	7
Tank Removal	6

<b>EMS Call</b>	<b>235</b>
Medical	125
Motor Vehicle Collision	17
Trauma (non-MVC)	33
Assist/Lifeline	9
Psychological	9
Bicycle Accident	11
Other	31

<b>Level of EMS Care</b>	<b>% total</b>
BLS	58.64%
ALS - Treat/Accompany	41.36%

<b>EMS Outcome</b>		<b>% total</b>
Transport	152	68.94%
Cancel (before arrival)	9	3.83%
Refusal	48	20.43%
No Transport	11	4.68%
No Patient	5	2.13%

<b>Destination Hospitals</b>	
Emerson	87
Lahey	68
Other	7

FIRE DEPARTMENT  
PERSONNEL

**Officers:**

Chief Bryan Sorrows, EMT  
Deputy Chief Matthew Svatek, EMT  
Captain Robert Koning  
Lieutenant David Newman, EMT  
EMS Coord Burt Rubenstein, EMT

**EMTs:**

Tony Geanisis  
Alden Harring  
Frank Sargent

**Firefighters:**

John Bernardin  
Tom Bishop, EMT  
Kevin Brown  
Lloyd Burke  
Ken Cole, EMT  
Robert Dennison  
Mike DeRoche, EMT  
Matthew Herweck  
David Moseley  
Doug Stevenson Sr  
Ryan Strazzere

**Administrative Assistant:**

Kim Donovan

**Code Compliance Inspector:**

Tony Geanisis, EMT

**Auxiliary Firefighters:**

Tucker Bailey  
David Canavan, EMT  
Dan DeRoche, EMT  
Jeff Dike  
Bonnie Evans, EMT  
Justin Fishlin  
Mark Gibson  
Jason James  
Matthew Paze  
Curt Peredina  
John Richardson, EMT  
Richard Sibley  
Kent Smack  
Katherine Sorrows, EMT  
Doug Stevenson Jr  
Doug Torgersen

# DEPARTMENT OF PUBLIC WORKS

The Department continued to perform its regular responsibilities which include tree maintenance, care of the cemetery public grounds and the Transfer Station.

There were 15 interments during the year 2020.

The Complete Streets project on the rotary was completed in the fall 2020. Additional funding from the town and by use of existing Chapter 90 funds was required include all of the desired improvements. The work was performed under a contract with Allied Paving and included excavation, granite curbing, ADA compliant ramps, new signage, pavement marking, and landscaping. New pathways were constructed and crosswalks on East Street and Bedford Road were reconstructed.



Submitted by,

Gary R. Davis  
DPW Superintendent

# CONSERVATION COMMISSION

The Carlisle Conservation Commission was established in 1965 as a seven-member town board appointed by the Board of Selectmen for three-year, renewable terms. The Commission provides the town with experience in engineering, farming, environmental law and education, wildlife biology, wetland science and habitat protection. Until March 15, 2020 the Commission met, as usual, in the Carlisle Town Hall. With the onset of the COVID-19 pandemic meetings were held via virtual means. Agendas, meeting dates, deadlines and filing information, including wetlands applications and plans were posted on the Town of Carlisle website: [www.carlislema.gov](http://www.carlislema.gov). Even before the pandemic began, the Commission had been holding hearings on particularly challenging wetlands filings; by the end of 2020, a riverfront determination hearing was still unresolved due to an extended drought. The Commission met 17 times during 2020, all but four virtually, for the purpose of permitting projects in wetland jurisdictional areas under the Massachusetts Wetlands Protection Act and the Carlisle Wetlands Protection Bylaw and for management of approximately 1142.4 acres of Town-owned Conservation lands.

**Wetlands Permitting:** The major part of the Conservation Commission's work is wetlands permitting for projects proposed that could alter protected wetland resource areas or proposed within the 100-foot Buffer Zone. Alterations include tree and shrub removal as well as construction projects. Because water travels beyond property lines, wetland law, bylaw and the regulations were promulgated to provide a process to ensure protection of these sensitive public resources from damage during and after projects and to protect other properties from damage by the work. It allows abutters and other residents a chance to review what is proposed in order to assess any potential negative impacts. Failure to apply to the Commission for a permit can lead to enforcement action, a potentially time-consuming activity for both the property owner and the Commission. COVID-19 restrictions did not change requirements but new procedures for site visits, holding remote hearings, approving and issuing permits had to be adapted and adopted.

The Commission receives fees from applicants under both the WPA and the Bylaw to help offset the expenses to the town for implementing applicant's wetlands filings. In 2020 the Commission increased its bylaw fees and returned \$9,062.50 to the Town's General Fund. Fees for filings submitted under the WPA are separately managed by the Commission under the direction of the Select Board. This year \$2,109.60 WPA fees were received.

To assist property owners who need to remove up to two or three trees in a 100-foot Buffer Zone or other jurisdictional area, the Commission now provides an Administrative approval procedure. In 2020 seven residents took advantage of this streamlined procedure.

In 2020, the Commission had the following wetlands permitting activity:

ACTIVITY	2018	2019	2020
Applications			
Notice of Intent/Order of Conditions	20	23	15
Amendments to Orders of Conditions	3	3	2
Request for Determination (RDA/DOA)	5	8	7
Resource Area Delineation (ANRAD)	0	1	1
Order of Resource Area Delineation (ORAD)	0	0	1
Certificates of Compliance	17	20	27
Extensions to Orders of Conditions/ORAD	4	9	3
Enforcement Orders	2	7	6
Emergency Certificates/Administrative Approvals	16	4	13
Conservation Restriction Violation	3	1	1
Project Denials/Appeals	0	2	1
Conservation Land Use Permits	15	15	13
Camping Permits	0	1	1

### Conservation Land Management Challenges

With the onset of COVID-19, the value and appreciation of Carlisle’s many public open spaces and trails became apparent; their use was significantly increased by the public for dog walking, hiking and biking. In concert with the Trails committee signs were posted to remind visitors to keep socially distanced on the properties and along the trails, to wear a mask and to keep their dogs under control at all times.

**Carlisle Cranberry Bog:** The ongoing challenge for the future of the management of the former Cranberry Bog on the Cranberry Bog Conservation Land continued under the recently formed Cranberry Bog Working Group (CBWG) via Zoom meetings. When active cranberry harvesting ceased in 2016, the Cranberry Bog Alternatives Committee (CBAC) researched several options for this popular conservation land as outlined in the 2019 Town Report. The CBWG sought \$5,000 to fund a warrant article to fund a restoration and management plan from Town meeting for the bog’s future. The purpose was to use the plan for a Notice of Intent to permit the work to manage the cranberry bog area for open wetland meadow habitat. At the close of the year issuing an RFP was imminent for a plan. While the Commission develops its management plan the town meeting continues to authorize funds for the long-time farmer, Mark Duffy, to maintain the bog area.

The Commission continues its communication with the Chelmsford Conservation Commission regarding management of our abutting cranberry conservation lands. Both towns share River Meadow Brook, its wetlands, impoundment ponds, and trail connections. Wildlife habitat is a focus in both towns, and concerns include increased used by dog owners. During the 2020 the Conservation Commission received notification the Chelmsford Water District had abandoned its long effort to withdraw water from wells on its land next to the bog wetlands in Chelmsford for a public water supply, an activity that could have starved the Carlisle’s cranberry bog of much needed water.

**Greenough Dam:** The Conservation Commission has secured the required permits for repairing the Greenough Dam, a critical piece of infrastructure on the Greenough Conservation Land in need of substantial repair since 2000. An effort to seek funding for this repair through a state EOEEA grant program for dam repair and from CPC funds to provide the town's share of dam repair grant if the town were to win the grant. The CPC funds were secured but the grant was not offered in 2020. A parallel effort was then employed to seek full funding of the repair through CPC funding only in the event that Carlisle did not receive the EOEEA grant if offered in 2021. The Greenough dam not only creates Greenough Pond but also provides a critical link in the trail system extending from Foss Farm Conservation land up through the U.S. Fish and Wildlife refuge into Greenough. With 255 acres, the Greenough Conservation Land is the Commission's largest conservation property and provides a significant length of an important protected corridor along the eastern side of Carlisle along the edge of the Concord Wild and Scenic River.

**Russell Conservation Land:** This relatively new 22-acre property on Russell Street is in a recovery stage from construction work undertaken for wetlands replication/compensatory storage in support for the Garrison Place Senior Residential Open Space Community. To provide public trail access, the Trails Committee installed a staircase off Russell Street. A boardwalk is planned over a tributary to Spencer Brook. An area of Japanese Knotweed was treated during 2020 and the site needs monitoring to ensure that this aggressive plant is extirpated from the site. The land abuts Spencer Brook and consists of a large mature forested area and open fields that can be used for agriculture. At this time there is no available parking lot.

**Benfield Conservation Land:** Because of the continued evidence of breakout on the Benfield Farms septic field, the Carlisle Board of Health required further testing which confirmed that the septic field located on the Benfield Conservation Land will need replacement. Benfield Conservation Land is an open field with a stunning vista, all the more appreciated by a visit to a wildlife viewing platform extending out over the wetlands and close to Spencer Brook. The field had been subject to extensive construction from the installation of a septic field, a public water supply well and their associated conduits to support the Benfield Farms housing on South Street. More construction will now become necessary. This property is also a site of extensive invasive plant growth as well as poison ivy. None of these can be treated chemically due to the public water supply well and monitoring wells, so control will be a continuing challenge in the years ahead. The field mower Jack O'Connor mowed the field twice during the growing season. In 2020 the field edges were cleared with funds granted by Town Meeting. Additional funds are needed to complete a restoration of the cleared area.

During the fall, an Eagle Scout candidate Thomas Coloian installed three bat houses on the land as part of plan to increase bat habitat in Carlisle. Three more were installed on nearby Spencer Brook Reservation, also owned by the Carlisle Conservation Commission.

**Foss Farm Conservation Land:** The Conservation Commission continued to provide community gardening at Foss Farm on almost 100 plots turned over in the spring by farmer Mark Duffy who has held the license agreement for farming approximately 20 acres of Foss Farm Conservation Land for many years. Volunteer Garden Manager, Jack O'Connor, continued to maintain the hand pump water supply wells (non-potable), assign plots to new and long-time gardeners and, with some other volunteer help, stake out plots in the spring. The Community Gardens are a largely volunteer driven activity with administrative support provided by the Commission staff. In 2020 the Community Gardens were particularly valuable as a way for people to communicate safely distanced in person with fellow gardeners during the pandemic. Other activities at Foss Farm during 2020-2021 included use for sled dog training, an activity begun on the property at least thirty years before the town acquired the property in 1971. Area youth and adults use the property's riding rings for horse jumping and dressage training. A local area pony club also helps with Foss Farm maintenance by mowing the non-agricultural field area near the rings. In November, after the corn harvest, the Carlisle Cub Scouts held their annual all-day rocket launch event and other outdoor Boy Scout gatherings were held to allow them to gather outdoors during COVID restrictions. Foss Farm also provides an important and a popular trail connection to the 321-acre Carlisle section of Great Meadows National Wildlife Refuge, the former O'Rourke property off Maple Street, and to the 255-acre Greenough Conservation Land beyond.

**Towle Conservation Land:** The Conservation Commission continued its initiative to address invasive exotic plants and noxious poison ivy on the Towle Conservation Land. The Commission has an Order of Conditions for use of herbicide within the wetland jurisdictional areas. During the summer and late fall Towle field was mowed twice by field mower Jack O'Connor. Jack worked in coordination with John Bakewell who was hired by the Conservation Commission to treat poison ivy and invasive plants on the field for this year.

**Agriculture:** In March the Commission conducted its annual interview with farmers who hold the agricultural license agreements. Foss Farm, Fox Hill, both on Bedford Road, Robbins and Hutchins Field, on Curve Street, Bisbee on Concord Street, Fisk Meadow on Lowell Street, a corn field on the Cranberry Bog land, 2 fields on Greenough off Maple Street and Woodward field also off Maple Street were in their final year of 3-year license agreements held by local farmers. Goat grazing on the Woodward land was also possible, but no grazing occurred there during 2020. The Commission is grateful for our farmers' efforts to maintain the Conservation lands' agricultural value. Farmers Mark Duffy, Dick Shohet, and Desiree Ball all have helped provide the Town's long-standing goal to maintain its rural character by supporting, encouraging and promoting agriculture.

**Other Activities:** During 2020 the Conservation Commission was also involved in other support activities including the revision to the Open Space and Recreation Report, which expired at the end of September, 2020, participation in the Carlisle's application to the Commonwealth's Municipal Vulnerability Preparedness making Carlisle available for grants to address projects to make Carlisle more resilient to climate change impacts, a

Select Board initiative for department goals setting, and beaver dam construction under the Maple Street bridge threatening private water supply wells and septic fields.

**Conservation Office:** From mid-March through to the end of the year the Conservation Commission office, like most of the Town Hall, was closed to the public and work conducted remotely. Much of the usual communication between applicants, other town boards and departments and state and federal agencies were accomplished by phone or email and virtual meetings. A schedule was developed to allow staff access to their offices in a safe manner as well as procedures established for any essential in-person meetings.

The conservation staff, Sylvia Willard, Conservation Administrator, and Mary Hopkins, Assistant to the Administrator, continued to provide support to the members of the Commission, its associated committees as well as to the public as they have for many years. The office staff also acts as a communication link between the Commission, project engineers, other Town boards and committees, State and Federal agencies and with several land trusts that hold land or interests in land in Carlisle. Town Boards and Committees include the Carlisle Trails Committee, the Conservation Restriction Advisory Committee, its subcommittees the Land Stewardship Committee and the Cranberry Bog Working Group, as well as several land trusts and state agencies. These include The Trustees of Reservations, Sudbury Valley Trustees, New England Forestry Foundation the Massachusetts Department of Environmental Protection, Massachusetts Division of Fisheries and Wildlife and its Natural Heritage and Endangered Species Program and The Department of Conservation and Recreation's Great Brook Farm State Park. Federal agencies include U.S. Fish and Wildlife Service, National Park Service, and the U.S. Army Corps of Engineers. The office staff, especially assistant Mary Hopkins, continued to ensure the Commission's page on the Town's website remains current and in 2020 included all wetland filings, and updated plan changes for public to review for hearings. The page also holds information on Wetlands Protection Act filing procedures, information about their Conservation Lands, news, meeting minutes and agendas, Foss Farm Gardening information, invasive plant information and a list of plants native to Middlesex County for wetlands jurisdictional use. There are also helpful links to other environmental information.

**Conservationist of the Year:** Near the close of 2020 Dr. Peter Burn was presented with the Conservationist of the Year Award. Covid-19 presented some challenges to awarding this annual Conservation recognition because which Old Home Day was cancelled. Determined to keep this honor alive, the Commission solicited nominees during the fall of 2020 in the *Carlisle Mosquito* and on the Carlisle town website. The selection was made at a virtual Conservation Commission meeting and presented to Dr. Burn in December, via outdoor Zoom facilitated in person, by chair Lee Tatistcheff, socially distanced. Dr. Burn's selection was for his 15 years of service on Carlisle Conservation Commission, representation of Carlisle on the SuAsCo Wild and Scenic River Stewardship Council and his years of documentation of Carlisle's flora and fauna. The town is extremely fortunate to have such dedicated and generous professionals like Peter who volunteer and work hard to protect its natural resources.

The Commission continues to value the outstanding efforts made by their subcommittee, the Land Stewardship Committee. Their work is outlined in detail in their own report located elsewhere in this 2020 Town Report.

**Commission members in 2020:** Lee Tatistcheff, Chair, Angie Verge, Vice Chair, Ken Belitz, Navneet Hundal, Alex Parra, Dan Wells, Helen Young

# CONSERVATION RESTRICTION ADVISORY COMMITTEE

The Conservation Restriction Advisory Committee (CRAC) advises the Town, in particular the Select Board and the Conservation Commission (ConsCom), on new Conservation Restrictions (CRs). CRAC monitors existing CRs held by the Town; and it strives to educate landowners and the general public how CRs can protect open space, scenic vistas, wildlife habitat, and in some locations public walking trails, while often providing tax benefits to the land owner. This year, the committee's work was severely curtailed due to the Covid-19 health crisis. It met only four times and conducted just the following three site inspections:

**CR#59.** A new house was constructed on a parcel covered by the CR. The owners requested that the Conservation Commission approve a Certificate of Compliance for work associated with the house and driveway. The Conservation Commission in turn requested that CRAC members inspect the property boundaries and construction prior to issuing the Certificate of Compliance. The site visit on October 18, 2020 found no violations and this was reported to the Conservation Commission.

**CR#30.** Adjacent to the Town of Carlisle's Greenough Conservation Land, this CR was inspected on November 8, 2020 and no violations were found. There was some difficulty in finding and identifying iron pipes noted on the survey, but return visits by Marc Lamere proved fruitful in clarifying the situation.

**CR#3.** The inspection for this property was postponed several times, but finally completed on November 22, 2020 and no violations were found. Other activity during the year included providing input on Table 5 (a listing of all CRs in Carlisle) of the draft Open Space and Recreation Plan and creating a shared storage space using Google Drive in order to provide easier access to CR monitoring reports, photos, recorded plans, etc.

CRAC welcomed two new committee members – Rick Oches and Madeleine Blake. As of the end of 2020, CRAC members included Tom Brownrigg, Nancy Cowan, Ken Harte, Melinda Lindquist, Rick Oches (a board member of Carlisle Conservation Foundation), Marc Lamere (representing Trails Committee), and Madeleine Blake (representing the Planning Board). Sylvia Willard, Conservation Administrator, continued to provide CRAC with expert guidance on all conservation matters.

# ENERGY TASK FORCE

## **Green Community Grant Summary**

In June 2020, the CETF completed its final report to close out the Green Community projects awarded in 2018, which included lighting retrofits at the school and DPW, destratification fans at the school gymnasium, energy-efficient controls and pumps at Town Hall, and an anti-idling device for a new police cruiser. We had to drop a project to install an electric-vehicle charging station due to delays beyond the control of the CETF. In a separate effort the CETF was able to negotiate the installation of three charging stations along with the new solar array at the school—see further discussion below.

Between 2012 and 2020, Carlisle’s participation in the Green Communities program leveraged over \$800,000 in grants and utility incentives to lower Carlisle’s municipal energy use and greenhouse gas emissions, saving roughly \$500,000 in energy costs during that time period alone.

Carlisle has not applied for a Green Communities grant since 2018 because we are not able to secure adequate time from Town staff and volunteers to maintain the substantial effort associated with applying for grants, meeting reporting requirements, and overseeing projects.

## **Path to Zero Emissions**

In March 2020, the CETF published the final version of its report, *Path to Zero Emissions—Creating a Sustainable Carlisle*. This report documents Carlisle’s first community-wide estimate of greenhouse gas emissions, identifies options for goals to reduce emissions, and outlines a conceptual approach for reaching such goals. We presented the results of the report to the community (three separate events), the Planning Board, and the School Committee. The report is available on the Town website at: <https://www.carlislema.gov/758/Path-to-Zero-Emissions>

## **Community Choice Aggregation**

Voters authorized the Carlisle Select Board to adopt a Community Choice Aggregation program (“Program”) at its 2016 Annual Town meeting. The Select Board seeks electricity suppliers through the Program that provide cost savings and environmental benefits on behalf of participating Carlisle residents and businesses. Participating residents and businesses are not guaranteed cost savings compared to Eversource Basic Service.

Carlisle’s first contract (with Public Power LLC) ran from July 2018 to January 2021. We estimate that participating Carlisle residents and businesses saved about \$270,000

during this period compared to Eversource Basic Service. Carlisle’s second contract (with Residents Energy) runs from January 2021 – January 2024.

During 2020, members of the CETF provided analysis and recommendations to an advisory committee appointed by the Town Administrator, which, in turn, advised the Select Board. This culminated in the new contract that includes a default offering that is a 100% renewable energy product, including 33% to 35% (depending on year) from MA Class I Renewable Energy Certificates sourced in New England. In addition to the default offering, participants may opt for:

- Optional Basic—Just meets Massachusetts requirements for renewable energy content
- Optional Green 100—A 100% renewable energy product that provides 100% MA Class I Renewable Energy Certificates.

The CETF also provided input to the community education/outreach effort to inform Carlisle residents and businesses of the new contract and the electricity options available through it.

See further details of the Program at: <https://www.carlislema.gov/731/Community-Choice-Aggregation-Program>

### **Solar Array at Carlisle Public Schools**

In 2018, the CETF began investigating the feasibility of installing solar photovoltaic arrays on Town property, taking advantage of the incentives available through the new Solar Massachusetts Renewable Target (SMART) program. Based on this analysis, Carlisle residents approved a warrant article authorizing the installation of a solar array at the Carlisle Public Schools at the 2019 Town Meeting and approved a change in the solar overlay district to allow use of this site. (Voters also authorized installation of an array at the transfer station, but that site later proved to be impractical.)

The solar array was erected in summer/early fall 2020 and will become operational in early 2021. In addition to producing renewable electricity, the array will provide the Town with \$33,777 annually for the next 20 years (\$22,500 annual lease payment and \$11,277 annual payment in lieu of taxes).

### **Electric Vehicle Charging Stations**

Ameresco, the firm installing and operating the new solar array at the school, agreed to install three electric-vehicle charging stations at the school at no cost to the Town, including network service fees for the first five years of charging-station operation. The Town will charge fees for vehicle charging to cover the costs of the electricity. The charging stations will be available for public use.

## **Support to Carlisle Master Plan**

The CETF is supporting Carlisle's development of a new master plan. The CETF chair serves as the Sustainability Element Captain on the Master Plan Steering Committee and another CETF member is supporting the Housing Element. If Carlisle residents express sufficient support, CETF members will draft appropriate language for the new master plan, including:

- Goals to lower Carlisle's community-wide greenhouse gas emissions
- Key steps to pursue those goals.

## **Members**

Adelaide Grady, Brian Mottershead, Launa Zimmaro (Vice Chair), Bob Zogg (Chair)

# HOUSEHOLD RECYCLING COMMITTEE

## Solid Waste / Recycling

Carlisle generated a total of 2,934 tons of solid waste in 2020. There were 1,934 tons of trash taken to the NESWC incinerator for disposal and 1000 tons were recycled. This was a recycling rate of 34.1%.

The following is the list of recycled materials for 2020.

<u>Recycled Item</u>	<u>Tons</u>
Newspaper	---
Mixed Paper	183
Cardboard	226
Wood (Construction Debris)	226
Metal	124
Glass (Mixed)	144
Mixed Plastic	66
Aluminum and Tin Cans	16.4
Tires	6.7
Freon Units	8.7
<b>TOTAL</b>	<b>1000</b>

## Historical Summary (Tons)

<u>Recycled Item</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Newspaper	71	68	59	51	41	39	27	----	----
Mixed Paper	184	186	184	196	193	185	178	201	183
Cardboard	153	161	160	182	184	176	186	183	226
Wood	271	256	243	250	238	217	222	185	226
Metal	88	83	88	107	88	97	100	97	124
Clear Glass	48	45	45	48	47	44	----	----	----
Colored Glass / Mixed	81	71	70	73	80	75	125	122	144
Milk Jugs	----	----	----	----	----	----	----	----	----
Mixed Plastic	66	48	56	58	60	57	56	57	66
Aluminum/Tin Cans	11	12	11	12	11	9.6	11.8	11.8	16.4
Tires	6.0	12	10	6.7	8.0	7.3	5.7	9.7	6.7
Freon Units	7.6	7.9	3.2	4.9	8.4	6.9	5.0	5.9	8.7
Recycle Total	985	948	929	989	960	915	917	872	1000
Trash Total	1,818	1,809	1,855	1,826	1,784	1,811	1,811	1,803	1,934

Total Material	2,804	2,757	2,784	2,815	2,744	2,726	2,729	2,675	2,934
% Recycled	35.1%	34.4%	33.4%	35.1%	35.0%	33.6%	33.6%	32.6%	34.1%

The NESWC tipping fees for trash disposal under the current contract are:

Contract Year	Tipping Fee (per Ton)
July 2014 - June 2015	\$74.00
July 2015 - June 2016	\$63.00
July 2016 - June 2017	\$64.58
July 2017 - June 2018	\$66.19
July 2018 - June 2019	\$67.84
July 2019 - June 2020	\$69.54

### **Municipal Composting**

This program is provided on a contract basis with Black Earth Composting. Black Earth provides five 64-gallon food waste totes that residents can access during normal operating hours at the Transfer Station. The totes are emptied and relined by Black Earth staff twice a week during Transfer Station hours. This program continues to be popular and well used by residents as a welcome addition to the waste reduction program provided by the town. Reducing solid waste is a major goal for Transfer Station operations for economic and environmental reasons given the town's high solid waste tonnage.

### **Solid Waste Work Group**

Select Person Barney Arnold continued coordinating communication among the Solid Waste Work Group to continue assessing the Transfer Station operations and options for improvements that would have the most impact on reducing the town's solid waste tonnage. The Work Group consists of Tim Goddard, Town Manager; Gary Davis, Department of Public Works Supervisor; Julia Greene, Carlisle's MA DEP Municipal Assistance Coordinator; Barney Arnold, Select Board; and Launa Zimmaro, Carlisle Household Recycling Committee.

### **Used Books**

The pick-up of the used books from the Swap Shed by More Than Words Bookstore and Café was interrupted by the closure of the Swap Shed. We plan on resuming as soon as the Swap Shed reopens in 2021. More-Than-Words is a nonprofit social enterprise that empowers urban youth by helping them run a business.

#### Members:

Daniel Scholten  
 Launa Zimmaro  
 Robert Peary, Chairman

Robert Wallhagen  
 Gary Davis (DPW)

# MUNICIPAL FACILITIES COMMITTEE

The Municipal Facilities Committee (MFC) was created by the Select Board in 2017 to oversee the maintenance of all Town buildings, both in the short term and the long term. It was formed partly in response to a study performed by TBA Architects. They evaluated four (4) Town buildings: the Police Station, the Fire Station, Town Hall and the Department of Public Works (DPW). Their report showed a total of \$7,093,250 in costs both for deferred maintenance and for regular maintenance.

In 2019, the MFC commissioned TBA to perform a similar study of the Gleason Library. This resulted in an additional projection of \$528,000 in maintenance costs.

Given the long and costly list of maintenance projects and the Town's limited financial resources, not all of the maintenance projects can be handled in a single year. The MFC has had to organize the list of projects by priority, with projects that affect health and safety rising to the top of the list. Each year, we address those projects that are most significant.

During 2020, our two facilities managers, Steve Bastek for the Town and Rob Fortado for the Carlisle School, have been working together to share information and coordinate their efforts. They have already realized substantial cost savings for the Town. We are working toward having the same vendors service similar systems in all Town buildings (elevators for example) which will yield additional savings.

In the past year, the following projects have been completed:

## **Fire Department**

- Removed underground fuel storage tank for emergency generator. Replaced with an above ground tank. This satisfies a State requirement.
- Replaced failing hot water tank with new tankless on-demand unit.
- Installed new heating/cooling units for personnel spaces in the station.

## **Department of Public Works**

- Acquired and installed a temporary trailer for personnel space, in order to provide a safe environment for DPW staff. A new permanent trailer was ordered.
- Replaced failed septic system.
- Repaired salt shed to preserve the structure. This included replacing exterior plywood sheathing and repairing supports and trusses.

## **Police Station**

- Repaired and painted the exterior of the building.

- Hired engineers to design ductwork modifications on first floor. This was needed to comply with building codes (a safety issue) and provide adequate heating and cooling to first floor spaces (a health issue). Actual work will be performed in 2021.

### **Gleason Library**

- Cleaned and repaired heating system, fixing units that were non-functional. The Library now has adequate heat.
- Temporarily repaired roof-top air handler to provide fresh air to the building. A new unit is being researched.

In 2020, the following projects were initiated, by not yet completed:

### **Department of Public Works**

- Purchased a new trailer designed to meet the needs of the DPW. It will be installed in 2021.

### **Town Hall**

- Purchased a surge protector to safeguard electronics in the building. It will be installed in 2021.

In the coming year, the MFC will complete the projects listed above and continue to address the list of prioritized deferred maintenance.

### **Members**

Jerome Lerman, Chair  
 Steve Hinton  
 John Lavery  
 Christine Lear  
 Kate Reid  
 Scott Simpson

### **Non-voting Members**

Steve Bastek, Town Facility Manager  
 Rob Fortado, School Facility Manager  
 Bill Risso

# MASTER PLAN STEERING COMMITTEE

Efforts to move ahead with the creation of a Master Plan were well underway as 2020 began, following several developments in fall of 2019 which included a community meeting intended to provide an overview of the Master Plan process and the announcement that the town had hired consulting firm Civic Moxie to provide support and professional expertise. Later in the fall, Civic Moxie initiated a series of interviews with a wide range of town leaders representing various interests to gather information. The consultants also implemented a townwide survey relevant to the topics to be covered in a Master Plan.

In the early months of 2020, eager to engage as many townspeople as possible from the outset, the MPSC orchestrated a series of “Kitchen Conversations” – round-table facilitated discussions of approximately eight to twelve participants intended to provoke discussion and elicit priorities – at participating homes all around town. Approximately 55 such gatherings were held, with about 450 residents in total attending. The results were presented at a public meeting held on March 4 with about 160 people in attendance. Unfortunately, no sooner had that meeting dispersed than the pandemic took hold, shutting down some community efforts and significantly delaying others. The following month, consulting firm Civic Moxie resigned from the project. These two factors effectively put a temporary stop to all MPSC efforts which lasted throughout the spring. Nonetheless, Civic Moxie provided a bank of useful analysis and data from the work they had done. This included an overview of existing conditions, extensive mapping work, and some preliminary analysis of the issues that the Master Plan would be expected to address. This data serves as a useful foundation from which the MPSC is proceeding. In late summer, eager to move forward, leaders from the MPSC and the Planning Board created a small team to propose a new structure and a revised scope of work, timeline and budget. With approval from the Planning Board, the MPSC was restructured and got back to work in the fall.

Supported by a professional planner/project manager hired in spring of 2021, the MPSC anticipates circulating a draft of the Master Plan by fall which will be available to various town boards and community groups for input, with a final plan to be proposed to the Planning Board by the end of 2021.

More information can be found at [www.carlisleplan.org/](http://www.carlisleplan.org/). Please also sign up for our mailing list by emailing [carlislemasterplan@gmail.com](mailto:carlislemasterplan@gmail.com).

2020 members of the MPSC:

Jack Troast, Chair  
Barney Arnold, Select  
Board Representative  
John Ballantine

Mary-Lynne Bohn  
Janne Corneil  
Kerry Kissinger

Stacy Lennon  
Kate Reid  
Bob Zogg

# PLANNING BOARD

The Carlisle Planning Board is a seven-member elected board with up to two appointed Associate Members, supported by a Planning Administrator and an Assistant to the Planner.

The Board reviews and approves the division of land under the Subdivision Control Law (MGL Ch. 41) and the Board's Subdivision Rules and Regulations. It also serves as the Special Permit Granting Authority as authorized by the state Zoning Act (MGL Ch. 40A) and the Carlisle Zoning Bylaws for various types of land use and development petitions. These include those for common driveways, conservation clusters, residential open space community developments (including those with age-restricted housing), personal wireless service facilities, solar photovoltaic facilities, medical marijuana establishments, and accessory apartments. The Zoning Act also requires the Board to guide the process of Zoning Bylaw amendments through Town Meeting. The Planning Board is also charged with Site Plan Review of non-residential development and re-development, coordinating that review with input from all other relevant Town boards and officials. In addition, under MGL Ch. 40, the Planning Board must give its consent before any alterations are made to trees and stone walls along the Town's Scenic Roads. The Planning Board also serves in an advisory capacity to the Board of Selectmen for the acceptance of Town ways, and to the Zoning Board of Appeals for Comprehensive Permits for affordable housing development under MGL Ch. 40B. Finally, the Town's General Bylaws state that when necessary, the Planning Board shall prepare plans and make recommendations to the Town for the optimum management of future change and growth.

## *Mission*

The Board's overall responsibility under state law is to protect the health, safety, and welfare of Carlisle's residents. The Board strives to preserve and enhance Carlisle's character through the use of its regulatory tools, while also respecting property owners' rights. Board members and staff strive to work with project proponents, technical advisors, other Town officials, and Carlisle residents to shape development projects to preserve natural resources and minimize negative impacts upon the community.

## *2020 Development Overview*

Consistent with the above mission, through the bylaws it recommends, implements and administers, the Planning Board strives to manage residential growth in Carlisle. Over the long term, tracts proposed for development in Carlisle have been either large parcels that owners have kept out of development for many years, or parcels with serious constraints on development, such as extensive ledge or wetlands, riverfront area, minimal upland, and/or access issues. The latter category of parcels, those with serious constraints, when proposed for development requires increased coordination among the land use boards to address often interrelated issues of stormwater management, water supply, sewage disposal, and protection of wetlands, surface water and groundwater.

In the mid-2000's, the Planning Board experienced high levels of land development permitting. During these years, the surplus of building lots available for development (defined as lots with the minimum zoning frontage and area requirements created by Subdivisions, Special Permits or Approval Not Required Plans) reached the range of 60-75. But from 2009 to 2018, the build-out of the new single-family lots created by the Board's actions dropped to an average of 7-8 new home building permits issued per year, with a brief spike to 19 in 2013. After accounting for new lot creation, the inventory of available building lots at the end of 2020 was only 9 parcels on scattered sites, slightly less than the inventory (13 lots) at the beginning of the year.

### ***Board Actions and Initiatives***

2020 was not a normal year, and that statement applies whether the reported activities concern home life, the workplace, the business world, or the public sector, including local government.

In its permitting function, the Planning Board saw substantial changes. There were no applications submitted for subdivisions, common driveways, conservation clusters or other types of multi-unit developments. Further, approved projects that were expected to move forward remained dormant. The Planning Board continued to oversee the buildout of roadways and other infrastructure at previously-approved developments at Lion's Gate (West Street), Elliott Farms Way (Skelton Road), Chestnut Estates (Rutland Street), and Garrison Place condominiums (Russell Street). See the Table 1 summarizing the status of development in Carlisle below.

In 2020, there were also three larger projects to oversee. One was the construction of a Residential Open Space Community (ROSC) on Bedford Road, known as Woodward Village, that will provide 18 clustered single-family and duplex units and 32.4 acres of Town-owned open space. This did get underway with some land clearing this year. However, no building permits were issued, and roadway construction was not begun as of year's end. In April, the Board approved an amendment to a Site Plan to construct a Large-Scale Ground-Mounted Solar Photovoltaic facility for solar panels mounted on canopies at the School parking lot on Church Street. A third project involved preparing for Site Plan Review of modifications to the Police Station on Lowell Street. This project was withdrawn for redesign and Planning Board activity stopped.

Four applications for accessory apartment special permits were filed in 2020. Three of these applications were for detached accessory apartments, which were first allowed in 2017 due to an amendment to the Accessory Apartment bylaw. Under this bylaw, the Planning Board can issue up to 75 special permits for all accessory apartments, and up to 25 special permits for accessory apartments in detached structures. Since 1989, when the bylaw was implemented, there have been 27 accessory apartment special permits granted. There have been 4 special permits for detached accessory apartments granted, with all of these coming since the 2017 bylaw amendment. Although these figures are from less than five years and may not be sufficient to indicate a trend, it appears that much of the

recent interest in constructing accessory apartments relates to those in detached structures. Based on a number of additional pre-application requests for information to the staff, the Board anticipates this trend of above-average interest in creating accessory apartments to continue in 2021.

### ***Support for Other Town Offices***

The Planning Board has also continued to focus this year on several internal and/or advisory tasks that are necessary to support development decisions in the town. Most significant among these is the annual updating and correction of the Town's official maps, coordinating with the Assessors and their mapping contractor. These GIS-based maps contain not only property information maintained by the Assessors, but also information on conservation restrictions and the Wetland/Flood Hazard and Solar Facilities Zoning overlay districts. The Planning Board staff has primary responsibility for these updates, which include not only changes necessitated by Board actions, but also all other changes and corrections, as needed.

Another function that the Board's staff has assumed is the oversight of GIS licenses for work by volunteers on a proposed Master Plan and the updating of the Open Space and Recreation Plan.

### ***Planning Activities***

During 2020, the Planning Board continued to oversee the efforts of the Master Plan Steering Committee to develop a town-wide Master Plan. The Master Plan is described in a separate section of this Town Report. Early in the year, Planning Board members participated in the Master Plan Kitchen Conversations initiative by hosting and attending meetings. Members also attended the town-wide Master Plan outreach meeting in early March. As described in the Master Plan section of this report, in July, the consultant, CivicMoxie, resigned. During late summer, the Planning Administrator formed an advisory group to recommend a refined scope, structure, methodology and schedule for completing the Master Plan in the wake of the consultant's resignation. During the fall of 2020, the Planning Board devoted substantial meeting time to discussing the revised plan development process with the Master Plan Steering Committee. Late in the year, the Board gave general approval to the committee's new process, with their formal approval of the recommendation to hire a professional Planner/Project Manager expected to follow early in January 2021.

Master Plan Steering Committee members as of 12/31/2020: Jack Troast (Chair), Barney Arnold, John Ballantine, Mary-Lynne Bohn, Janne Corneil, Kerry Kissinger, Christine Lear, Stacy Lennon, Kate Reid, Bob Zogg

Also, in 2020, the Planning Board was a co-applicant, with the Conservation Commission, on an application for an assessment grant under the Commonwealth's Municipal Vulnerability Preparedness (MVP) program. The Town also applied for funding to update its expired Hazard Mitigation Plan (HMP). Community volunteer Lisa

Davis Lewis prepared the grant application, and in September, the Town learned that it had received a grant of \$27,000. During fall 2020, Planning Board member Adelaide Grady, together with Davis Lewis and a member of the Conservation Commission, selected The Metropolitan Area Planning Council to serve as the Town's consultant to carry out the assessment grant and to update the HMP. The Planning Board and Conservation Commission formed a Core Committee to oversee the work. Gretchen Caywood serves as the town staff coordinator. The Commonwealth's MVP program is designed to assist communities to prepare for the effects of climate change by building resilience and increasing mitigation measures. The HMP is a similar effort required by the Federal Emergency Management Agency that seeks to increase preparedness by analyzing past disasters. The Planning Board anticipates that these efforts will culminate in June 2021 with written reports.

MVP Core Committee members as of 12/31/20: Madeleine Blake, Navneet Hundal, Sylvia Willard, Linda Fantasia, Steve Hinton, Gary Davis, Lisa Davis Lewis, Jack Golis, and Rosemary Duda.

In addition to these ongoing planning efforts, the Town continues to operate in the housing sphere under its 2015 Housing Production Plan. In the area of Open Space, efforts continued to update the Town's 2013 Open Space and Recreation Plan, with an updated document slated for completion early in 2021.

### ***Construction Management***

The Planning Board and its staff oversee land development projects under construction until their completion to ensure that each site's development is consistent with the Board's approval. In larger residential projects, this is an effort that may continue for 7–10 years until construction of the homes in the development is finished. But this year, the smaller projects have also experienced substantial delays. The Board works with its peer review consulting engineers to maintain this oversight until it can be certified that the project is complete.

The status of all current and proposed residential construction activities as of December 31, 2020, is summarized in the Table 1.

**Table 1**

<u>Location</u>	<u>Lots</u>	<u>Name</u>	<u>Status</u>
<b><u>Subdivisions</u></b>			
81 Russell Street	2 lots	Garrison Place	Approved with SROSC 2014 Under construction
542-570 West Street	4 lots	Lion's Gate	Approved 2016 Under construction
<b><u>Special Permits - Common Driveways</u></b>			
Off Cross Street	2 lots	#317 (no name)	Approved 1998 Review <u>incomplete</u>
Off Rutland Street	4 lots 3 lots	Chestnut Lane Twin Beech Road	Approved 2007 Completed 2020
291 River Road	<u>6 lots</u>	Elliott Farms Way	Approved 2011; Amended 2015 Construction begun <u>2016</u> Not yet complete
61 Judy Farm Road	3 lots	Isaac's Way	Approved 2014 Extended 2018; not complete
48 Bingham Road	2 lots	(no name)	Approved 2018; not <u>built</u>
<b><u>Special Permit - Conservation Cluster</u></b>			
Rutland Street	<u>7 lots</u>	Chestnut Estates	Approved 2007 Completed 2020
<b><u>Special Permit - Senior Residential Open Space Community</u></b>			
81 Russell Street	16 units	Garrison Place	Approved 2014; appealed to <u>Land</u> Court, remanded & approved <u>2016</u> Not fully complete
<b><u>Special Permit - Residential OpenSpace Community</u></b>			
Bedford Road	18 units	Woodward Village	Approved 2019 Construction begun <u>2020</u>

***Finances***

Planning Board activities during 2020 generated a total income of \$3,100 through application fees, all of which was paid to the General Fund.

Project review fees, which are held in special revenue accounts (“53G accounts”) and limited to payment of the costs of technical review of submitted plans and project construction oversight by engineering consultants, were received in a total of \$8,785 for

2020. Any funds remaining in the account allocated to a particular project are returned to the applicant once the development is completed or the approval lapses. None of these fees can be used to conduct the Board's planning activities.

Several years ago, the Planning Board proposed a recurring warrant article to provide some funding for outside services previously covered under the Planning and Professional budget line item, which was eliminated in 2009 as part of a series of budget cuts. This article in the amount of \$5,000 was approved at the 2010 Annual Town Meeting, and an equal amount was added at the 2011 Town Meeting, bringing the total to \$10,000. No additional funds were requested or expended in 2020, but expenditures in 2019 to support the Master Plan effort and GIS licenses left a balance of \$7,771.40 remaining.

### ***Membership***

In the 2020 annual election in June, two 3-year positions and one 1-year position were available. Incumbent Madeleine Blake and appointed member Jonathan DeKock ran unopposed for re-election, while appointed member Adelaide Grady ran unopposed for the 1-year term. In addition, long-serving Associate Member Tom Lane and Associate Member Richard Terry continued in their 3-year appointed positions, which will continue until 2022. , However, in July, Jonathan DeKock submitted his resignation. A well-qualified volunteer and architect, Sara Smith, agreed to be appointed to a temporary membership position until the 2021 election by the Board of Selectmen and the Planning Board jointly.

The Board also re-organized its 2020-21 leadership, with Madeleine Blake and Peter Yelle serving as Co-Chairs, Rob Misek as Treasurer, and Ed Rolfe as Clerk.

### ***Support***

The Planning Board benefits from high quality professional assistance, having engineering consultants with a broad range of expertise available to assist in the technical review of the plans brought before the Board, work that is paid out of restricted special 53G accounts funded by the applicants. The Board uses the services of Nitsch Engineering, Inc., of Boston, and LandTech Consultants, Inc., of Westford. The Board also relies on the expertise of Town Counsel, Miyares and Harrington, LLP, to help interpret zoning and subdivision law and to represent the Board in litigation. For 2020, the Board is pleased to report that there is no pending litigation in which it is involved.

The Planning Board is supported by two Town employees. Planning Administrator George Mansfield has completed 25 years of service to the Board, and works 25 hours per week. The Board is also served by an Assistant to Planner, Gretchen Caywood, who has assisted the Board since 2005, and who works nearly full time (33 hours/week).

### ***The Year Ahead***

During 2021, the Board will continue to confront the challenges of the changing needs and resources of the town. The Board anticipates that, as we come out of the COVID-19 pandemic, many items that were put on hold during 2020 will become active. The Board is engaged and moving forward with talented and committed resident support to complete the lengthy and intensive Master Planning effort. The Board also anticipates completing its Municipal Vulnerability Preparedness and Hazard Mitigation planning efforts and to issue reports in these areas. In addition, the Board plans to propose a warrant article banning marijuana establishments in Carlisle at the 2021 Annual Town Meeting. The Board expects to continue to provide planning advice to others in their efforts to interpret and amend the Zoning and General Bylaws to meet the needs of the Town.

The Planning Board anticipates spending substantial time in 2021 addressing four applications for common driveways to be filed in January. This is part of a proposal to build 17 single family homes on approximately 135 acres of land on West and Acton Streets, formerly owned and farmed by the Valentine family. In 2008, an ANR Plan was endorsed by the Board that placed 82% of this property under conservation restriction, but set aside development sites for these homes. 11 of the 17 homes are proposed to be served by the common driveways. The Board continues to receive inquiries about development of other large parcels in town and therefore anticipates that its conventional development work will continue for the foreseeable future. In addition, the Board anticipates continuing work that can be described as as “reuse and rezoning,” as it responds to requests to intensify the current uses of land through site plan applications, accessory apartment applications and other proposals.

In all matters, the Planning Board will, as in the past, be working closely with the Town’s other land development, public health, housing, and environmental protection agencies. In this manner, the Board’s goals are to achieve cost savings through better coordination, as well as to preserve Carlisle’s open space and rurality, to provide a diversity of housing choices through a managed process, to safeguard water quality and quantity, and to control the fiscal and other impacts of new development upon the town.

**Planning Board Members:**

Madeleine Blake, Co-Chair  
Peter Yelle, Co-Chair  
Rob Misek, Treasurer  
Ed Rolfe, Clerk  
Adelaide Grady  
Sara Smith  
Jason Walsh

**Associate Members:**

Richard Terry  
Tom Lane

# RECREATION COMMISSION

The Recreation Commission (RecCom) oversees recreation fields & facilities and develops and administers a diverse selection of fee-based arts & crafts, life skills, personal development and fitness programs to Carlisle residents of all age groups.

The Recreation Commission consists of Drew McMorrow (Chair), Mark Spears, Amy Smack, Courtney Bittelari and Lynette Kelleher.

The Recreation Commission employs a Director, Holly Mansfield, responsible for program development, oversight, coordination of resources, scheduling programs and meetings, and many varied administrative tasks to keep the Recreation Department running smoothly.

The Recreation Commission works in close liaison with the Planning Board, Finance Committee (FinCom), Dog Control Committee, Trails Committee, Council on Aging (COA), Community Preservation Committee (CPC), Master Plan Steering Committee (MPSC), Conservation Commission (ConsCom), Open Space & Recreation Plan Committee (OS&RPC), Community Center Advisory Group (CCAG), and the School Committee.

## Year in Review

The Recreation Commission held monthly meetings in 2020 and made progress on a variety of initiatives.

Top priorities in 2020 included:

1. Overseeing field and facility maintenance bids and contracts
2. Program development and oversight
3. Painting pickleball lines on the tennis courts
4. Participation on the 2020 Open Space & Recreation Plan Committee
5. Submitting a grant to the Stanton Foundation to build a sustainable dog park
6. Coordination with the Carlisle Public School for use of the Brick Building and Spalding and Banta-Davis fields for programming.

The Recreation Commission continues to work toward three important goals:

1. Professionalizing the maintenance of our existing facilities, which have in the past relied on volunteers for much of their maintenance,
2. Upgrading and improving our existing facilities, as funds allow, so that the community can get the best possible use of them, and
3. Planning for a Community Center as a permanent home for Recreation programs.

## Existing Fields & Facilities

Currently the Recreation Commission schedules and maintains one 90-ft baseball diamond, one 60-ft baseball diamond, one 50/70 diamond, two softball and two multi-purpose fields. In addition, the Commission maintains an asphalt running track, two tennis courts, two tot lot playgrounds, a beach volleyball court and a fitness cluster. Due to the pandemic, in coordination with Board of Health, temporary signs were erected at the fields and playgrounds stating that all Carlisle playing fields, playgrounds and tennis courts would be open to Carlisle residents only until further notice. These signs were installed in late spring 2020 and removed in late fall.

## Fields and Facilities Maintenance

The Recreation Commission oversees the contract with Golf Course Management for field fertilization, pest management and lawn mowing which has received high praises from school personnel and local sports programs. Due to the pandemic, the playing fields have had a reprieve for regrowth and rejuvenation.

## Fields & Facilities Enhancements

Enhancements to fields and facilities are still needed. The Recreation Commission continues to discuss the best course of action for a rotation of fields to manage overuse. The Commission is committed to increasing user and spectator ADA accessibility and compliance at all recreational fields and facilities. The Spalding field study will provide much needed information on future use patterns for this town resource.

## Updates on Fields & Facilities

**BANTA-DAVIS:** The Recreation Commission has responsibility for maintaining and scheduling the fields and beach volleyball court on the Banta-Davis land. The Rory Bentley Fitness Cluster is also located at Banta-Davis. The beach volleyball court was used by Gators Volleyball Club during the summer months in 2020.

On-going discussion among board members is the build-out of the Banta Davis facility. The current fields are a product of the 1998 development activity, of which only the first of four phases were implemented. In 2006, further proposals were considered at Town Meeting but not realized. Building a dog park at Banta-Davis will address one town need, for dog owners to have a place where their dogs can be socialized and run freely, while other needs continue to be discussed and explored.

**SPALDING:** The Recreation Commission has responsibility for maintaining and scheduling the playing fields at Spalding. Discussions around use and maintenance are on-going, in consultation with school personnel. A Warrant article was proposed at Town Meeting and funding was approved for a Spalding field study. The pandemic has delayed progress on the study, however, the Commission plans to move this project forward in 2021.

**DIMENT PARK:** The tot lot is for young children up to 5 years old. It is one of the only venues in town for young children and their caregivers to meet and socialize. The Recreation Commission coordinated with Boy Scout Tanner Buckelew on a clean-up and repair effort at Diment Park in 2019 which improved the overall look, safety and usability of the park.

**BANTA PLAYGROUND:** Carlisle Boy Scout troop 135, with assistance from the DPW, recycled the tot lot discarded from the school building project and installed it next to the Banta-Davis Soccer field. This location for the play structure is ideal for young children while their families are watching and playing sports.

**BENFIELD FARMS:** Boy Scout Charlie Hutchinson established the creation of a new walking trail at Benfield Farms. The new trail was attached to an existing trail.

**ICE SKATING RINK:** The temporary ice skating rink was not installed in 2020 due to on-going challenges with set-up and difficulties mitigating damage to the ice rink equipment by residents during the freezing period. The costs of set-up do not match the number of days when conditions are suitable for skating.

**TENNIS COURTS:** Significant improvements were made in recent years to the Town Tennis Courts, due in large part to the volunteer effort of Carlisle resident, David Wiener. With Mr. Wiener's guidance, the court surface was repaired, wind screens installed, and overhanging trees were trimmed back.

A sign was added to the Tennis Courts in May 2020 stating the tennis court rules and outlining acceptable/unacceptable use of the facility.

Pickleball lines were added to the Tennis Courts in July 2020. New England Game lines was contracted to line four (4) pickleball courts. A storage utility box was added to store pickleball nets. Pickleball lessons have been added to the Recreation program offerings.

The Summer Fun recreation program utilized the tennis courts from 9:00 AM to 3:00 PM Monday through Friday over a six-week period for children's lessons.

### Brick Building

Superintendent of Schools, Mr. Jim O'Shea, granted permission for Carlisle Recreation to use the Brick Building, located on school campus, for programs and events in 2020. The use of this facility enhances and assures the success of afterschool recreation programs for children. Having access to the Brick Building allows community groups, such as Boy Scouts and Girl Scouts, to secure meeting space for monthly meetings and events. Aside from Town Hall meeting rooms, which are already in use for programs, very few viable options exist for Recreation program space.

### Programs

With concerns for the global pandemic and the resulting halt to in-person programming, many recreation programs were scheduled to take place on-line. Programs that could be offered outdoors were scheduled with the upmost care, restricting number of participants, with face coverings at all times, and keeping social distancing intact for the duration of the programs. With these protocol in mind, the Recreation Commission was still able to offer a variety of recreational opportunities to meet the needs of all segments of our community.

The ever-popular Musical Theater program was able to run outdoors in the church play yard at the First Religious Society. The Summer Fun Program for youth (age 4+) was offered for six weeks during the summer using only outdoor recreation facilities. Tents were set up on Spalding field and children rotated through stations in their “pods.” COVID-19 protocols were established in coordination with the Board of Health for increased vigilance around health and safety during the program. We instituted a waiver for parents, interview questions upon arrival, increased hand-washing and disinfecting of surfaces, and procedures for contact tracing. Twelve young people were employed during the summer as counselors. The program was a success with no virus transmission and families were very appreciative for the opportunity for their children to enjoy outdoor fun, exercise and social engagement.

New partnerships with a number of children’s program vendors have yielded new program offerings in the areas of: engineering, electronics, RE/CO robots, world language, science, coding, leadership, social skills, dining etiquette, Minecraft, photography, and fitness.

STEM programs, offered on-line, continue to be highly valued after-school options for students and families. Engineering using LEGO, circuits, chemistry, and science offered opportunities to develop problem-solving skills in a fun, exploratory environment.

The Recreation Director worked closely with surrounding towns to collaborate on various on-line children’s programming, ensuring programs would run when they otherwise might be canceled due to low numbers.

Creative and hip-hop dance, karate, fencing, tennis, pickleball and track & field were some of the popular outdoor fitness and movement options for students. Gators Volleyball Club offered a beach volleyball program during the summer months, which was well attended. Skyhawks Sports Academy offered some new outdoor sports programs for children, including basketball, flag football, and street hockey.

On-line Home Alone courses for tweens and teens, babysitting certification courses, social etiquette courses, CPR courses, Zumba classes, and yoga classes were some of the most successful offerings in 2020.

With creativity and tenacity, Carlisle Recreation has offered a wide range of programs for residents at all age levels. Programs for adults included a variety of health and wellness, nutrition, child development, science, arts, sports, and education classes. Popular adult

offerings in 2020 included watercolor painting, digital photography, CPR, Dog Training and Women's Self-Defense.

### Making Life-Long Learning Fun

The Recreation Commission's goal is to provide quality programs for all residents of Carlisle and to reinvest in our community. Excess fees generated from our programs, gifts, grants and projects are given back to the community. We are fortunate to have many teenagers and adults performing community service as chaperones, coaches and referees. Often their service means a program can run despite low enrollment or at a lower cost. We honor the commitment of our volunteers and ensure their success by planning for future recreation needs, collaborating with peer communities, and maintaining and preserving our resources to the best of our ability.

Respectfully Submitted,

Drew McMorrow (Chair), Mark Spears, Amy Smack, Courtney Bittelari and Lynette Kelleher

# TRAILS COMMITTEE

Like all aspects of life, the Covid-19 pandemic had a big impact on the Trails Committee in 2020 starting in March. Trail use skyrocketed. A record number of people completed the Carlisle Trekker Award. The committee worked to keep the trails in good shape without the benefit of large volunteer work parties. Our public walks were cancelled. Carlisle Trails Day went virtual, as did committee meetings. Despite the limitations, we completed a major boardwalk replacement (Tobin Bridge) and many smaller projects.

Throughout the year the Committee pursued its five major goals: 1) public education, 2) maintaining existing trails on public land, 3) working to preserve trails on private land being developed, 4) creating new trails, and 5) advising the Selectmen on trails issues.

Public education –The committee led one public walk before Covid appeared. A January 11 full moon hike at Foss Farm attracted 28 walkers on a warm 60 degree moonlit night. They were cheered by a fire, smores, and hot cocoa and cider. The second annual Carlisle Trails Day was extended to the full month of June to avoid crowds on a single day. Families and individuals signed up for their own walks, rather than having leaders and larger groups. The goal of having every trail in Carlisle walked by someone was met several times over. A few individuals walked every trail sometime during the month.

Volunteer webmaster Lisa Ankers maintains the Trails Committee’s page on the Town website ([carlislema.gov/189/Trails-Committee](http://carlislema.gov/189/Trails-Committee)). The old web site, [carlisletrails.pbworks.com](http://carlisletrails.pbworks.com), is also being maintained. Individual trail maps are available on the websites, as well as information on the Carlisle Trekker Award and notices for upcoming walks and workdays. Roy Herold keeps Carlisle’s trails up to date as they appear in online Open Street Maps.

The 2018 edition of the Trails Committee’s guide book to the Town’s conservation lands, “Trails in Carlisle”, is available at the Town Hall and Ferns Country Store.

This year a record 13 people earned their Carlisle Trekker awards for hiking all of Carlisle’s trails: Lisa Ankers (#44), Matthew DeKock (#45), Otto Judicke (#46), Nancy Kuziemski (#47), Scott Simpson (#48), Aileen Schwan (#49), Jake Schwan (#50), Alex Parra (#51), Sarah Hart (#52), David Hart (#53), Manuel Crespo (#54), Martina Rozumberkova (#55), and Nancy Hartle (#56). Many others completed their walks but were unable to complete the requirement for a trails service project because of pandemic limits on group gatherings. The committee purchased 100 Trekker patches for \$149 to keep up with demand.

The anticipated completion of the committee’s multi-year project to add uniquely numbered intersection markers at all major trail junctions in town did not happen this year due to pandemic restrictions at the Carlisle School. Art students were unable to complete the final 13 markers. A poster showing all of the marker art completed to date

was created by graphic artist David Freedman for an art exhibit at the Gleason Library celebrating the 60th anniversary of the Carlisle Conservation Foundation (CCF). While the pandemic postponed the art exhibit, a framed copy of the poster was given to art teacher Rachel Levy and will hang in the entrance hall of the school.

Trail maintenance and construction – The major construction project of the year was removing and replacing the 22-year-old and 162-foot-long “Tobin Bridge” at Great Meadows, the first boardwalk built by the Trails Committee. Working in small groups over several days in September, the project took 146 person-hours of volunteer labor and \$5,309 of materials, supplied by the US Fish & Wildlife Service. Another aging 40-foot bridge was replaced by Boy Scout Aidan O’Connor as his Eagle Scout service project with help from Troop 135 Scouts and parents and advice from the Trails Committee. Completed on June 6, the bridge is located on the trail from Bellows Hill Road to the Rockstrom Trail. The \$748 materials bill was paid for by the Trails Committee from CPA funds.

The Trails Committee received a Partner Grant from the Sudbury, Assabet and Concord Wild and Scenic River Stewardship Council for trail improvements on the Greenough Land including replacing a bridge and boardwalk and installing two trailside benches overlooking Greenough Pond. These funds were provided by the National Park Service under CFDA: 15.921 – Sudbury, Assabet and Concord Wild and Scenic River Assistance. Work under the grant was completed in October in time to view particularly colorful fall foliage from the Pond benches. The grant will reimburse the Trails Committee for \$999 in material costs.

Major wind events in August and October brought down trees across trails all over town. The committee cleared these and others throughout the year. The Google Docs spreadsheet the committee uses to keep track of fallen trees had 155 entries for the year, compared to 167 last year and 143 the year before.

Other maintenance projects included repairing boardwalks on the River, Red Tail, Mist, Beaver Loop, Catbriar and Hanover trails and at Foss, Towle, and the Town Forest properties. Our first repair under Covid restrictions was a boardwalk at Woodhaven Farm crushed by a falling tree in April. We worked sequentially, one person at a time, to remove the tree, remove the damaged section, and rebuild it. A new 10-foot boardwalk was also added at Spencer Brook Reservation.

The committee’s failing 20-year-old DR Trimmer Mower was retired and replaced with a new model for \$800. Trails that were mowed with this and other equipment included Red Tail, Piggery, and Beaver Loop trails at Great Meadows, Woodhaven Farm, Malcolm, Sachs Greenway, Foss, Spencer Brook, Otter Slide, Fox Hill, Two Rod Road, and Towle. Most were mowed multiple times. In late fall, Committee members raked leaves and pine needles off all the boardwalks and bridges to prevent rot.

Two sinkholes on the Otter Slide Trail from prior beaver activity were filled with rocks in March. In November, a new beaver dam under Old Morse Road flooded the Otter Slide Trail to a depth of about two feet. Mitigation efforts are being coordinated by the Park Manager at Great Brook Farm State Park. A stone wall crossing on a relocated trail at Bartlett Farm was improved so mountain bikers would stay on the trail.

Five trailside wooden benches were installed this year, at the Town Forest, Old Morse Road, the rebuilt Tobin Bridge, and two at Greenough. The Committee is evaluating locations for future benches and has marked several locations for community feedback. The Committee developed a standard design for duckboards and made a prioritized list of future locations for them. Duckboards are narrow wooden walkways placed on the ground to get through muddy spots on the trails. They are used in places where the water level does not require our usual raised boardwalks. They are less expensive and quicker to install than boardwalks. Lumber for duckboards was purchased for \$529. Duckboards were installed on the Benfield Conservation Land, Woodhaven Trail in the Davis Corridor, and the Bisbee Land. Online inventories were created of all the Town's boardwalks and duckboards to aid in maintenance. Maps of poison ivy locations on all town trails were created to scope out this increasing threat.

The Committee installed signs with Covid-19 rules for conservation land use at many trailheads. Additional trail signs were added on the Fox Hill Trail and Castle Rock Trail. The Committee struggled with how to involve trail volunteers when large group workdays usually sponsored by the Trails Committee were prohibited by pandemic restrictions. A Committee member trained several small groups of 2-3 volunteers (Trekker candidates and high school community service students) in trail maintenance so they could work on their own during the pandemic. Trails on the Benfield Conservation Land were adopted by a neighbor after she was trained on trail maintenance.

Preserving trails and new trails – (1) Trail markers and signs were installed on the new trail at the Russell Conservation Land. A neighbor kept the trails through the large field mowed after monuments were installed to locate the boundaries. After receiving a wetlands permit, a wooden staircase was built to access the trail from Russell Street. A stream bridge and duckboards are planned for next year to complete the trail. (2) A trail easement through the Lion's Gate subdivision off West Street was delineated with stone monuments as part of completing the subdivision. The easement connects the road to CCF's Pannell Land along the Acton border, currently without trails but with potential for future connections.

Interfacing with other boards and committees – Marc Lamere is the committee's representative on the Conservation Restriction Advisory Committee. He is also representing the committee on the Open Space and Recreation Plan (OS&RP) committee. The Trails Committee provided OS&RP inputs on potential trail connections, a 7-year action plan, and a list of accessible trails. Jonathan DeKock resigned as the Trails Committee representative to the Deer Committee after the Select Board cancelled the 2020 town deer hunt. Committee members met with Linh Phu, the new manager of the US Fish & Wildlife Service Great Meadows National Wildlife Refuge, at the O'Rourke

farm to discuss issues related to trails at the Refuge. One outcome was USFWS funding of the materials for rebuilding the Tobin Bridge, discussed earlier. The Committee is also working with USFWS on improved signage at the Refuge. Additionally, the Committee submitted a written response to the Draft Proposal to Expand Hunting Opportunities at the Refuge, focusing on potential impacts to trail users.

Finances –At year’s end there were \$9,939 in the Trail Maps revolving fund, \$11,663 in the CPA account, \$54 in the Trails Grant account, and \$3,852 in the Gifts account. \$900 was donated to the Gifts account by a Carlisle mountain bike group after their Carlisle riding tour. Brendan Properties donated \$1062.50 to the Gifts account for trail bridges and boardwalks in the Garrison Place development.

Acknowledgement - The Trails Committee would especially like to thank the many volunteers from the community who have helped in our trail projects through the year. We also wish to acknowledge the unnamed volunteers who quietly maintain trails in their neighborhoods without direct involvement of the Trails Committee. Without volunteers, the Town wouldn’t have its wonderful trail system. We also thank Lisa Ankers for maintaining the committee’s web site.

Current members of the Trails Committee are Alan Ankers (secretary and chair-elect), Alan Blevins, Roy Herold, Charlene Hinton, Marc Lamere (treasurer), Warren Spence (clerk), and Steve Tobin (chair). Chris Chiapella, Christian Hedlund, and Helen Young are new Associate Members. Two long-time members of the Committee, Louise Hara and Henry Cox, retired this year after many years of invaluable service. They both had a huge positive impact on the Town’s trail system. Associate member Jonathan DeKock, who accomplished a great deal in a relatively short tenure with the Committee, also retired. They will all be missed.

Report submitted by Steve Tobin.

## LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee (LSC) was created as a permanent sub-committee of the Conservation Commission (ConsCom) in December 2005. The charter of the LSC is to support ConsCom in managing Town-owned conservation land. The LSC currently has six members, unchanged from last year. The committee met 10 times during the year (including one special joint session with the Deer Control Committee). Due to the Covid-19 pandemic, only the first 2 meetings of the year in January and February were held in person; monthly meetings in March and April were delayed while social distancing protocols for town meetings were established and better understood by committee members, and meetings from then onward were held virtually through televideo conferencing.

In keeping with the mandate to support ConsCom, LSC members have been involved in: (1) managing challenges with conservation land usage during the pandemic, (2) continuing an assessment of the condition of signs on town-owned conservation parcels, (3) reviewing various proposed regulations and requests for activities relating to town-owned conservation parcels, (4) providing input to town-wide planning efforts, and (5) generally monitoring usage and condition of town-owned conservation parcels and addressing various other land management issues. Some of the above activities and projects are described below in more detail.

Generally, the local onset of the COVID-19 pandemic in late February brought with it greatly increased usage of conservation lands as people sought respite from home isolation when schools and non-essential businesses were closed. The Cranberry Bog was particularly popular in this regard. LSC members reviewed additional signage for the Cranberry Bog relating to social distancing and mask wearing that was installed by Warren Lyman (this was in addition to signage that had already been installed generally for conservation land by the Trails Committee and ConsCom members). Additionally, signs (that had been previously created) encouraging the removal of dog waste were re-installed at the Cranberry Bog for display during the spring, summer and fall.

In April 2019 the members of the LSC had initiated a major effort to assess the condition of all signage on town-owned conservation parcels. Reviewing the assessments continued in 2020, culminating in a set of recommended actions for missing signs and signs in need of repair. Signs for Greenough and Benfield were repaired by Brownrigg and Lyman. At the end of the year, potential sign vendors were identified and were being contacted to obtain estimates as to the funding that would be needed. This activity is expected to continue in 2021.

Multiple different requests relating to activities on conservation land were discussed and acted upon in this past year. The LSC reviewed changes to the deer hunting regulations proposed by the Deer Control Committee in a joint special meeting. Generally, the intent of the proposed changes was to further reduce the deer population. The LSC supported the changes overall to help promote forest health and ecological balance. Debby Geltner

drafted and presented a detailed statement to the Board of Selectman supporting the goals of the DCC from a conservation and biodiversity perspective. Over multiple meetings, a Carlisle resident continued to refine a proposal to promote native plants and pollinators on a section of a conservation parcel, which was reviewed and supported by the LSC. Over the course of the year, usage of drones on conservation parcels, particularly Towle was noted - including significant use by a commercial entity for testing drones under development. A statement was drafted, reviewed and submitted to ConsCom that this commercial usage is inconsistent with conservation and passive recreation use of the land and that permission for any further usage should be explicitly obtained in writing from the Conservation Administrator. An Eagle Scout project for the installation of bat houses on the Benfield land was discussed and recommendation for approval forwarded to ConsCom. A proposal to install a geocache was reviewed and recommended to be approved by ConsCom.

The LSC reviewed progress on items from the 2013 Open Space and Recreation Plan (OSRP) and provided input into a new 7-year Open Space and Recreation Plan.

Throughout the year, LSC members monitored and discussed overall conditions of conservation lands. The remains of a discontinued tree nursery operation on Fox Hill were largely removed. Brownrigg repaired several bluebird boxes at Fox Hill. A site visit to Russell Land was conducted to help assess the conservation needs of this relatively new parcel. The LSC was asked to estimate the cost of field edge maintenance and Warren Lyman drafted a framework for providing estimates based on the relevant conservation parcels.

Land Stewardship Committee members:

Tom Brownrigg  
Dwight DeMay (Co-chair)  
Debby Geltner  
Warren Lyman (Co-chair)  
Rhonda Michaud  
Andrew Wilmot  
Conservation Administrator: Sylvia Willard

# GLEASON PUBLIC LIBRARY

## *Gleason Public Library Mission Statement*

The Gleason Public Library facilitates life-long learning and growth for all community members through free access to materials and services; collaborative partnerships; and opportunities to engage and learn from one another.

## *General Services*

GPL maintained a wide range of established services, including access to 49,000 locally-held books, audiobooks, music CDs, DVDs, magazines, and newspapers, 48,000 downloadable ebooks, e-audiobooks, and downloadable videos, and about three million items via membership in the Merrimack Valley Library Consortium (MVLC). Circulation of digital downloads (ebooks, e-audiobooks, and downloadable videos) increased significantly due to the pandemic. GPL also provided access to computers, printing, online research databases, and the Internet. In 2020, GPL added the following services and resources:

### New Collections/Services:

- Rosetta Stone: Online language learning
- New York Times Online: Home access to the full site
- Universal Class: Online courses and continuing education on a wide variety of topics
- “Library of Things” additions<sup>1</sup>: Light Therapy Lamps; Family Yoga Kits
- Automatic Renewals: Books and other materials checked out at the library automatically renew up to two times

### New Equipment/Technology:

- “MVLC Mobile” app was added early in the year, allowing users to manage their account and search the catalog from mobile devices
- Redesigned library website<sup>1,5</sup> ([www.gleasonlibrary.org](http://www.gleasonlibrary.org)) went live in December 2020. The updated site was created by Stirling Brandworks, and the project was coordinated by Library Assistant Director Jennifer Pike.
- Enhanced wifi access<sup>1</sup>: Additional wireless access points were installed to improve internet access from the library grounds and parking.

## *COVID-19 Pandemic*

Due to the COVID-19 state of emergency, the Library closed to the public on March 13, 2020. For the next 10 weeks, library staff provided remote services, including assistance with digital collections, new online products, and virtual storytimes, book groups, and more.

On June 1, GPL began offering curbside pickup service for items available in Carlisle, with home delivery service offered by Carlisle Neighbor Response Team volunteers. Interlibrary delivery service resumed later that month. New quarantine procedures were instituted both for items returned by patrons, and those received from other libraries. “Pop-Up Library” events were held on the lawn regularly during August through October, to allow safe browsing in an outdoor setting. In-library appointments for browsing and computer use began on August 31, and were suspended on December 14 due to rising case numbers in the area.

Throughout the year, library staff, library trustees, and other town officials remained committed to providing excellent service to the people of Carlisle while maintaining the safety of staff and users. Library users were vocal with their support and appreciation for curbside pickup, virtual library card signup, and other new services.

### ***Building & Grounds***

GPL is fortunate to be housed in a beautiful facility that is well used and well loved by the community. In 2020, regular maintenance and improvements included:

Carpeting: The carpeting throughout the 1<sup>st</sup> and 2<sup>nd</sup> floors was replaced in January 2020. The work was conducted in stages over the course of a week, with access to some sections limited each day.

HVAC System: Municipal Facilities Manager Steve Bastek and volunteer Bill Risso repaired the rooftop ventilation unit, which had been non-functioning for several years.

### ***Love of the Written Word***

From story times for young children to book clubs for kids, adults and seniors, GPL fosters a love of reading for all ages. Most of these activities transitioned online in spring of 2020 and remained online through the end of the year. GPL was pleased to offer the following in 2020:

Story Times: Story times were offered for babies through children aged six. 45 sessions were attended by almost 500 people. Story times were led by Miranda Griffiths, Jennifer Buliszak, and Tahleen Shamlan.

Book Clubs: A variety of book discussion groups met regularly, including the Mysterians Book Club (led by library assistant Janet Hentschel) and the Community Book Club (led by volunteer Mary Zoll) for adults, and book clubs for children in grades 1 through 8 (led by Miranda Griffiths, Tahleen Shamlan, Jennifer Buliszak, and John Toothaker).

Poetry: GPL held its tenth Annual Poetry Contest<sup>1</sup> during National Poetry Month in April. The theme was “Diamond.” The winners were Henry Kliger, David Fan, Drew

Cohen, and David Freedman, with an honorable mention to Rick Blum. The “Reading Poetry Anew” group met monthly to read and discuss poetry, led by Mary Zoll.

### ***Children’s Events & Services***

In addition to regular story times, crafts, book discussions, and family movies, the Children’s Department offered a variety of special events in 2020. All events were coordinated by Miranda Griffiths (January through June) and Jennifer Bulizak (July through December), with assistance from Tahleen Shamlan, unless otherwise noted.

Summer Reading: 120 children signed up for this year’s program, themed “Imagine Your Story”, and total participation and attendance at events for all ages was over 300. A virtual reading challenge for kids, teens, and adults was conducted via Beanstack software (through a state grant), with prizes provided by the Friends of Gleason Public Library. Special summer reading events included “Imagine That!” with Bates & Tincknell<sup>1,6</sup>, Jungle Jim’s Balloon Magic Show<sup>1</sup>, Family Trivia with the Trivia Brothers<sup>1</sup>, Big Joe’s Storytelling Adventure<sup>1</sup>, Mr. Vinny’s Hodge Podge Hide & Seek<sup>1</sup>, and a Drive-In Concert with Steve Blunt and Marty Kelley<sup>1</sup>. All programs except for the final two were held online.

36<sup>th</sup> Annual Pumpkin Spectacle<sup>1</sup>: The annual pumpkin contest was held outdoors on the library lawn, with the awards announced via a Facebook video. More than 30 students in grades K-4 carved and decorated pumpkins for the event. A virtual performance by Talewise was also provided.

Polar Express Story Time & Gingerbread Houses<sup>1</sup>: Holiday events were held online this year, with craft and gingerbread kits available for pickup at the library.

Special Events: Other special events included a Stuffed Animal Sleepover in February, a Pop-Up Library Card Signup event outdoors for new kindergartners and their families, a Pumpkin Cupcake Baking Class<sup>1</sup>, Disney Challenge Trivia<sup>1</sup>, and a number of popular take-and-make craft kits<sup>1</sup>.

### ***Teen Events & Services***

GPL offered a variety of regularly scheduled and special events for Carlisle teens and tweens. Teen and tween events were coordinated by Tahleen Shamlan, and by John Toothaker during January through March.

TAB<sup>1</sup>: The Teen Advisory Board was on hiatus for much of the year but resumed meeting in late 2020. The Teens also provided valuable advice on collections and programs most appealing to a teen audience.

Special Events<sup>1</sup>: Special events included Bad Art Creations, Henna Alchemy and Rainbow Macrame with Mandy Roberge, and Brush Lettering and Bullet Journaling with CCHS student Claire Sun.

Take and Makes<sup>1</sup>: The popular “make and take” craft activities flipped to become “take and make” kits for pickup at the library, including pony bead crafts, DIY sleep masks, and New Year’s Eve party kits.

Early Release Movies<sup>1</sup>: In January, February, and March, on the Carlisle School’s early release day, GPL screened a movie for students in grades 5-8.

### ***Adult Programs & Events***

GPL offered a wide-variety of educational and entertainment events for adults throughout the year. Adult events were coordinated by Martha Feeney-Patten with assistance from the Council on Aging, local organizations, and a variety of volunteers.

Art at the Gleason<sup>1</sup>: As part of its mission to provide for the cultural needs of Carlisle’s citizens, GPL offers space for art exhibits. These exhibits are curated entirely by volunteers. There were 2 shows in 2020:

- Photography by Liz Cardoso, Miniature Set Designs by Melissa Mariano, and Photography by Genevieve de Manio (January-March)
- Built and Imagined by Beth Galston (installed in March and extended through the end of the year due to the library closure)

An after-hours Friday evening reception, featuring live music, wine, and snacks, was held for the winter exhibit.

Community Conversations<sup>2</sup>: Community Conversations were held in January through March, on Brain Healthy Cooking, Taming Windows 10, and Securing Your Mobile Device.

Summer Reading<sup>1</sup>: For the seventh year, GPL offered a special Book Bingo reading challenge for adults. Participants were encouraged to read books in a variety of genres to enter a raffle for a subscription box prize.

Cultural and Educational Programs: Online armchair travel talks were presented in the spring, on Botswana and Namibia, and Sevilla. In the fall, cultural and educational lectures<sup>1,2</sup> included “The Cold War” with Gary Hylander, “Immigration” with Jason Giannetti, and music presentations with Sivan Etedgee. Local volunteer Claire Smith continued to present monthly genealogy classes, and Claire Sun led a multi-week brush lettering workshop for adults.

Nature & Science Programs: Talks related to science and nature included Thoreau and the Language of Trees<sup>3,4</sup> and Backyard Birds<sup>1</sup>.

Cooking Programs<sup>1</sup>: In the early part of the year, the Cookbook Club met with the theme of “Cooking for Health and Happiness”. In the fall, online videos with Chef Rob helped

viewers with cooking their Thanksgiving turkeys and baking Chocolate Snowstorm Cookies.

### ***Saying Goodbye and New Beginnings***

The library was sorry to see the following staff move on: Children’s Librarian Miranda Griffiths, who resigned in June, library assistant Emma McKenna, and library pages Sally Duscha and Marisa Ih. Librarian Kay Edelberg retired in August after 38 years at the Gleason, during which time she worked in every department and was beloved by library users of all ages.

Jennifer Bulizak, previously a part-time library assistant, took on the role of Children’s Librarian in July. Daniel Flannery was hired as a new part-time custodian, replacing Vincent Carfagno. New library assistants included Victoria Fiske and Nicholas Bodanza.

### ***Support & Collaboration***

GPL could not offer the range and quality of services we do without ongoing support from the community as a whole. The Library staff is greatly indebted to the following:

Friends of the Library: FOGPL continue to support GPL by providing funds for special events and services. Donations from 242 members supported a variety of museum passes, many special events, and technology enhancements. The Friends fundraised through their annual membership drive, book sales in the library foyer, and a “pop-up” book sale in February.

Volunteers & Senior Tax Program: In addition to the Friends, dozens of volunteers and tax workers donated their time and energy in 2020. Volunteerism and the involvement of Senior Tax Workers keep GPL rolling by helping with shelving, cleaning, displays, programs, landscaping, marketing, and completion of special projects. Additionally, the Library Trustees and other committees and groups, including the Art at the Gleason Curators, donate countless hours of their time to keep GPL operating. Altogether, over 800 hours of work were contributed by volunteers, boards, Friends, and Tax Workers.

### ***Library Statistics\****

Hours open per week

January-March:	
55	
June (curbside and remote service):	15
July-August (curbside and remote service):	37
September-December:	42
Items owned by GPL (physical):	49,624
Items owned (downloadable):	48,167
Items provided by other libraries:	11,616

Items provided to other libraries:	16,893
Carlisle patrons:	5,467
Total direct circulation:	50,344
Digital circulation:	9,456
Number of visitors:	50,432
Number of reference transactions:	2,353
Meeting room uses by public:	260
Public computer sessions / wifi sessions:	4,921 / 19,392
Number of programs / attendees:	189 / 2,919

***Library Staff***

Director: Martha Feeney-Patten  
Assistant Director/Head of Technology: Jennifer Pike  
Children’s Librarian: Jennifer Buliszak  
Teen and Children’s/Reference Librarian: Tahleen Shamlian  
Reference and Special Collections Librarian: Janet Hentschel  
Reference Assistant: Nicholas Bodanza  
Head of Circulation: Deena Scaperotta  
Library Assistants: Linda Dodge (substitute), Victoria Fiske, Leslie Kmiec (substitute), Helen Lyons, Shoba Ramapriya (substitute), Marie Rice, Ellen Royalty, Kathleen Taffel  
Assistant to the Director: Kathryn Untermeyer  
Custodians: Dan Brainard, Dan Flannery

***Board of Trustees***

Karen Gonzalez Gettings, Chair	Term expires 2023
Christine Stevens, Treasurer	Term expires 2021
Dale Joachim, Secretary	Term expires 2022

Submitted by Martha Feeney-Patten, Library Director.

\*Other than operating hours, data in this section is based on FY2020 (July 2019-June 2020) as reported to the Massachusetts Board of Library Commissioners.

Endnotes denote sponsorship/co-sponsorship by the following organizations:

- <sup>1</sup>Friends of the Gleason Public Library
- <sup>2</sup>Friends of the Carlisle Council on Aging
- <sup>3</sup>Susan Zielinski Natural Science Fund
- <sup>4</sup>Carlisle Garden Club
- <sup>5</sup>Melone Trust Fund
- <sup>6</sup>Carlisle Cultural Council

# CULTURAL COUNCIL

The Carlisle Cultural Council is part of a network of 329 Local Cultural Councils serving all 351 cities and towns in the Commonwealth. The LCC Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, sciences and humanities every year. The Massachusetts state legislature provides an annual appropriation to the Massachusetts Cultural Council (MCC), a state agency, which then allocates funds to each community. The program promotes the availability of rich cultural experiences for every Massachusetts resident.

The Carlisle Cultural Council has a number of mandatory duties that are carried out by members appointed by the Select Board. These include:

- Soliciting community input and assessing local cultural needs
- Establishing council priorities for cultural grant applications
- Communicating with the public
- Reviewing and recommending action on local grant applications
- Carrying out other necessary administrative functions
- Complying with MCC guidelines, rules, or rulings

Beyond these duties, the Council may conduct its own programs, fundraising and collaborations in support of delivering experiences to Carlisle residents under a broad definition of the word “culture.”

## ***Community outreach***

In 2020, the Council endeavored to continue its community outreach activities outside of the mandated annual state grant program. We produced a Community Open Mic evening on February 9 at the First Religious Society’s Union Hall, which was well-attended by 40 people, including 12 performers of music, poetry and storytelling.

Due to the COVID-19 pandemic all of the Council’s planned in-person activities were canceled. These included a planned collaborative event with the Carlisle Historical Society in May, to coincide with the Freedom’s Way National Heritage Area’s annual Hidden Treasures program. The theme was the centennial celebration of Women’s Suffrage. In addition, our planned Open Mic at Old Home Day was canceled, and further Open Mic events were not pursued.

The Cultural Council provided a monetary grant from local funds to the newly established Carlisle Cheer Project to support their drive-by music concert on May 16.

The Council also conducted outreach via its Facebook page, growing the follower base from approximately 10 to more than 150 during the year. The page is used to promote cultural events, related news and stories (not restricted to Carlisle) as well as Council activities.

### ***Community Survey***

The Massachusetts Cultural Council requires Local Cultural Councils to seek community input at least every three years. The Council conducted an online survey, promoted in the Mosquito, on Facebook, and directly to many local organizations, with a deadline of June 12. We receive 162 responses. A summary of survey results may be found on the [Town website](#).

### ***Carlisle Cultural Council's Virtual Showcase***

In April, as a response to the pandemic curtailing in-person events, member and former Chair Caren Ponty conceived of an online gallery website that would help Carlisle residents share and experience the talent residing in town. This idea was brought to life through the voluntary work of former member (and professional graphic designer) Mary-Lynne Bohn along with several Council members.

[Carlisle Cultural Council's Virtual Showcase](#) was launched in May and promoted via the Mosquito and Facebook:

“Carlisle is jam-packed with talent and the Carlisle Cultural Council has created a way to share it! Carlisle’s Virtual Showcase is the place for any and all Carlisle residents to share their talents with the community in a time when we cannot share in person.

Carlisle artists of all ages and abilities (professionals included) are encouraged to submit pictures, videos or writing in these categories: music, dance, photography, painting, drawing, sculpture, prose, poetry, video/filmmaking, fiber arts, nature, multimedia, storytelling, or create a category of your own. Entries will be organized by age group from toddler to high school, with separate groups for Adult Professionals and Adult Amateurs.”

A promotional campaign was conceived and executed that promised that all entrants would receive an ice cream gift certificate (donated by Kimball Farm), and the best entrant in each age category as voted on by Council members would receive an award for Excellence (funded by an anonymous donor). More than 70 entries were received and evaluated.

### ***Carlisle Cultural Council Virtual Showcase: Inaugural Excellence Awards***

0-5 years: Leo Mead: “Painted Rock” (Drawing/Painting)

Grades K-2: Henry Kliger: “Brick Castle,” “City Plan” (Mixed media)

Grades 3-5: Leroux Erasmus: “The Rat Kingdom” (Mixed media)

Middle School: Sarafina Zhang: “Schumann Fantasy” (Music performance)

High School: Lucy Jimenez: “Little Girl,” “RBG,” “Teddy Roosevelt,” “Heaven Can Wait” (Drawing/Painting)

Adult Amateur: Debbie Bentley: “Poppy Star Blanket” (Fiber Arts), Virtual Traveling Sketchbook” (Hand-painted Travelogue)

Adult Professional (Tie)

Kendra Thyne: “Who Wins,” “For Carol” (Dance)

Nancy Roberts: “Clark Farm Sheep,” “Maine Dusk,” “Empty Nest Dream,” “Trying To Let Go” (Photography)

***Annual Cultural grant funding (Mass. Cultural Council program)***

The annual state-funded grant program was delayed by two months due to a delay in passage of the final FY21 state budget on Beacon Hill. As a result, the deadline for grant applications was changed from mid-October to December 14. This caused the Cultural Council’s review and award meetings to be pushed into calendar year 2021, outside of the scope of this report. The Cultural Council received 24 grant applications for FY21, the same number as for FY20.

***Membership***

Mark Levitan, Co-Chair  
Jennifer Sagalyn, Co-Chair  
Abby Zimmerman, Secretary  
Alain Bojarski, Treasurer  
Jill Henderson  
Karin Kliger (June-Dec)  
Dan Lennon (June-Dec)  
Kenny Selcer (June-Dec)  
Caren Ponty (Jan-June)  
Carren Panico (Jan-June)  
Morgen Bearse (Jan-Mar)

The Cultural Council encourages townspeople to get involved with supporting the arts, humanities and culture through membership on the Council or volunteering for specific activities and events. By law, the Council may have as few as 5 and as many as 22 members.

Please contact us at [culturalcouncil@carlislema.gov](mailto:culturalcouncil@carlislema.gov)

# CARLISLE PUBLIC SCHOOLS

The Carlisle Public School and the Carlisle School Committee worked together, and often, in 2020 to continue the tradition of providing an excellent educational experience for the children of Carlisle. This was a challenge when the pandemic hit, but the School responded with creativity, flexibility and expertise so the education of students was not interrupted. Thanks to the shared efforts of our entire school community, Carlisle students were able to return to full in-person instruction in October, which made Carlisle one of the few districts across the Commonwealth able to provide this service to its students and families. In addition to meeting students' educational and academic needs, the school's Emotional and Behavioral Health Team did an exceptional job making sure students' social, emotional and mental health needs were being met. Most educators would say that reopening schools and educating children in 2020 has been the greatest challenge they have faced in their careers, and while this is true for educators in Carlisle, the community should take great pride in the response of its School Committee and public educators to this unprecedented challenge.

One other significant initiative of early 2020, which was not deterred by the pandemic, was the establishment and adoption of a new Mission and Vision for the Carlisle Public Schools. A Visioning Committee, comprised of School and Town employees, parents and citizens, was established in 2019 and they worked tirelessly, through the Spring of 2020, to create a Mission, Vision and Portrait of a Graduate that is reflective of best practices in education and the individual nature of the Carlisle community. Our revised mission statement and core values continues to guide all that we do.

## **VISION & MISSION:**

Carlisle Public Schools cultivate balanced learners who can stand confidently with one foot in the field and the other in the future.

We create a nurturing and individualized experience for our students and highly value personal relationships. We prioritize social-emotional and physical health. We include a project-based approach to help students develop their knowledge, skills, and interests. We provide multiple ways for students to demonstrate understanding and mastery, de-emphasizing state standardized assessments. Students engage in the classroom and in the community, with educators, local experts, and Carlisle's natural resources to understand how their studies can be applied to civic life to help solve local and global problems. We break down barriers between traditional subjects and create opportunities for students to develop their understanding of the world and extend their perspective and thinking beyond our town borders.

## **A CPS GRADUATE IS:**

- A resilient and adaptable **lifelong learner** who is empowered to pursue their interests.
- A self-aware and **reflective individual** who takes responsibility for their actions, outcomes and learning.
- A caring, kind and engaged **global citizen** who works to forward identified goals.\*
- A creative and competent **problem solver**, appreciative of diverse thinking.
- An **independent thinker**, willing to question the status quo and weigh the evidence.
- An **effective communicator & collaborator** who can work with diverse teams, listen and articulate thoughts and ideas persuasively.

\*Current goals are aligned with UN Sustainable Development goals.

Jim O’Shea, Superintendent of Schools, continues to work closely with faculty, parents, staff, and community members to explore and identify areas of strength for the district, as well as areas on which to focus future work. This investigation and work culminated in the development of a district strategy focused on three key strategic objectives, designed to ensure the ongoing success of the Carlisle Public Schools:

- Provide a Rich, Rigorous, and Relevant Curriculum
- Build a Community of Respect and Inclusion in a Safe and Healthy Learning Environment
- Ensure Equity and Excellence in Learning

These strategic objectives guide every aspect of District work including budget development, professional development, scheduling, curriculum design and development, instructional practices and social-emotional supports and development. For more specific information pertaining to ongoing district initiatives you are encouraged to visit the Carlisle School website at [www.carlisle.k12.ma.us](http://www.carlisle.k12.ma.us).

### **District Highlights**

We announced the retirement of two long-time and respected school employees in June of 2020. Wendy Stack, 6<sup>th</sup> Grade Science Teacher, worked at the Carlisle Schools since 1997. Wendy was passionate about science and provided her students with a fun hands-on way to learn. She also coached girls’ basketball for several years. Susan Pray, Business Manager, also retired in June. Susan started at the Carlisle Schools in 1991 and had other roles before becoming Business Manager several years ago. She managed the finances of

the District well and put in many dedicated hours preparing payroll and budget reports. These professionals cared deeply about the Carlisle Schools, and will truly be missed.

The District experienced a year like no other when the COVID-19 pandemic necessitated that the School transition to remote instruction in March, 2020. True to form, the Carlisle teachers creatively and collaboratively provided a remote instruction program for all students. The School, along with the greater community, initiated safety protocols and new cleaning and disinfecting practices. People became accustomed to wearing masks, using hand sanitizer and distancing six feet from others. Education as we knew it changed, but the overarching goal of the Carlisle Public Schools remained: to provide excellent student learning opportunities to the children.

### **Carlisle Elementary School Highlights of 2020**

Elementary School Principal Dennet Sidell oversees students and teachers in Grades K-4 and provided this update.

We started January of 2020 with multiple initiatives which all abruptly changed in March due to COVID and the shut-down of our schools. One of the initiatives that we worked on before the shut-down was to gather information on math programs that surrounding districts were using as well as gathering information on new math programs within the last five years. Our present math program is not meeting the needs of our diverse student population as well as we would like, so we looking to move to another math program in the next two to five years. Next year it is our plan to convene a math committee to continue work on finding a new math program for our district.

In March we had to make a quick change from in-person teaching and learning to a fully remote system. Administration and teachers worked very hard to make this quick-change midyear. Overall the next few months we were able to move children forward in their learning progression, but we knew that we would need to make substantial changes if we were to continue teaching remotely the following year. So, we planned during the summer months and put together a task force made up of teachers, parents, community members and administrators. We had four sub groups of the task force: Instructional Core, School and District Operations, Resources and Finance and Stakeholder Communication. The task force worked throughout the late spring and summer to prepare for the opening of school. Weekly updates were sent out to the school community to keep them informed of the progress of the task force. Prior to the start of school we gave two choices to Carlisle families for schooling their children; 18% of Families chose FCR (Family Choice Remote) while 82% of Families chose live in-person teaching and learning. We had multiple phases to our beginning of the school rollout, starting with half day hybrid, then full day hybrid to full day teaching and learning. Presently, we are one of only a handful of schools in Massachusetts that have their children coming to school every day of the week. Multiple schedules as well as rethinking and planning for every daily routine had to be completed. Videos were created and sent home before the start of school to show some of the new safety protocols and what they would look like as well as a whole new drop-off and pick-up system taking place in three different areas on the school property. We also purchased

multiple online programs to use for remote learners including Zoom, Stora, Clever, and Freckle. Throughout the school year there will be two opportunities for families to switch teaching systems (Family Choice Remote and In-person Teaching and Learning), one already took place in December for middle school students and in January for elementary school students. There will be one more opportunity for families to change teaching systems if they wish and that will be March 18<sup>th</sup> for both schools.

We would like to thank teachers, parents and community members for supporting the schools this past year and we look forward to our continued work together on behalf of Carlisle children.

### **Carlisle Middle School Highlights of 2020**

Middle School Principal Matthew Mehler oversees students and teachers in Grades 5-8 and provided this update.

During this global pandemic, Carlisle Middle School is one of only a handful of public schools in the Commonwealth that remained physically open, full-time, to support the academic and social-emotional learning for all students in grades 5-8. The middle school schedule was structured into ‘learning pods’ in which students remained physically distant from each other and clustered into self-contained classrooms. Additionally, all Carlisle Middle School faculty taught in remote learning classes to support those students who elected to participate in a Family Choice Remote (FCR) mode of instruction, or for those in-person students in quarantine. Significant attention was placed on safety, specifically implementing protocols recommended by the Center for Disease Control (CDC), such as increased hand washing, physical distancing, enhanced drop-off/pick-up procedures, transportation, recess, and cafeteria considerations.

The middle school faculty and staff know from educational research and our direct experience with early adolescent children how important it is for students to feel safe, welcomed, and connected to their peers and their teachers in order for them to perform at a high level on a daily basis. Our middle school educators invest considerable time to build these strong, caring, and respectful relationships.

As a school, we work collaboratively and diligently to engage, support, and challenge our children academically, socially, emotionally, and behaviorally. For example, the middle school model currently uses a collaborative team approach of dedicated educators who, together, provide direct instruction in the content areas of English language arts, science, social studies, and mathematics. In addition, a special educator accompanies each team to support student learning. Our middle school students have multiple opportunities to engage in arts and wellness classes during and after the middle school day. Our students take classes in physical education, art, health, and music. In addition, students have the opportunity to join musical ensembles such as chorus and/or band. Our students have the choice of learning one of three world languages offered at Carlisle Middle School; Spanish,

French, or Mandarin. The instructed curriculum in academic classes is aligned to the Massachusetts Curriculum Frameworks as well as to national standards.

Each middle school student is assigned a school psychologist/guidance counselor who is available to discuss any concerns (personal, academic, planning for high school, etc.). School psychologists are available for personal support and consultation for students and families. School psychologists meet with students individually and in small groups. The school psychologist team runs a number of counseling groups for specific special education programs. Students may participate in social skills development, friendship groups, and emotional regulation.

### **Carlisle Special Education Highlights of 2020**

Director of Student Support Services Lori Bruce oversees the Carlisle Special Education department and provided this update.

Despite a year of surprises and unprecedented events, Carlisle Special Education has continued to service our more vulnerable students in engaging and enriching ways. Special Educators, Therapists, and Specialists have worked through challenges brought on by the pandemic. Teams have established collaboration with families and general education staff to ensure all students' needs are met. We started the year with an excellent summer program and brought a majority of our students with IEPs back to in-person learning when the school opened in the fall. Programming was made possible through the dedication of our skilled and positive faculty and staff.

A goal in 2020 was to build systems and supports that allow for helpful problem solving and greater continuity. After meeting with parents and staff and reviewing our students' needs, it made sense to have two of our Special Educators focus on literacy across grade levels. The district offers Orton Gillingham or Wilson reading instruction for students who are struggling with dyslexia. We have also increased the training and support needed to serve students with an Autism diagnosis. We have staff who are registered behavior technicians working as paraprofessionals. There is an increase in data collection and informed decision making for some of our most needy students. Families have also struggled to build resilience during this time of stress. Our School Psychologists and BCBA continue to work together to provide social-emotional support for students and their families. Our school website has helpful information and links to support families throughout the town. Our Occupational Therapists offer student and staff support. They have shared lists of activities for all faculty to review the positive effects of physical activity with resources and ideas to incorporate into classrooms. Our SLPs have been working on articulation and language concerns and cotreat many wonderful social skill classes. During school closure, therapists and special educators quickly learned how to navigate online learning. Paraprofessionals did a fantastic job taking advantage of virtual courses in behavior management, supporting learning disabilities, and identifying executive functioning challenges. The wraparound care being provided has and continues to be impressive. Whether it be dropping off special equipment or supplies to students' homes during the closure, taking courses on technological supports or getting certified in

teletherapy, the special education department has and continues to respond both positively and promptly to their students' needs.

Carlisle Public Schools services more than 100 students needing special education support in the district, and we currently have 7 students placed out of the district. It is remarkable how well our team has been able to service students in person. Each student in the district has a Case Manager who works closely with our Director, Lori Bruce, to monitor best practices for each student. The special education department has also worked collaboratively with out-of-district schools to ensure all of our community's students are making progress in their programs. Carlisle prides itself on its ability to serve students in the least restrictive environment effectively. This would not have been possible without the talented and dedicated professionals who continue to set high standards for achievement. Lori is grateful to work with such a gifted and positive group of professionals.

### **Final Thoughts**

We are very thankful to have such involved and active parents and families as part of our school community. Our parents contribute and partner with the school through the Parent Teacher Organization (PTO) and the Carlisle Education Foundation (CEF). Grants that are funded through these organizations supplement the educational experiences of our students, who learn and grow through outstanding programs such as those provided through cultural enrichment as well as benefit from direct classroom enhancements. Grants also supplement students' educational experiences by funding technology and supporting professional development for teachers.

Finally, we are very grateful for the continued support of the Carlisle community. The people of the Town provide the intellectual, emotional and the financial support necessary to continue the forward progress of our school. It is evident that Carlisle townspeople truly value what the faculty, staff and administration of our schools do every day, all of which contributes to make the Carlisle Public Schools an outstanding educational institution. Our students thrive and achieve as a result of this support, and we are very thankful to all.

Christine Lear, School Committee Chair

James F. O'Shea, Superintendent

School Committee Members:

Amanda Comperchio

Jack Huntress

Eva Mostoufi

Sara Wilson

**Carlisle Public Schools  
Enrollment by Grade**

**December 31, 2020**

<b>Grade</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
Pre-Kindergarten	6	3	9
Kindergarten	28	26	54
Grade 1	18	35	53
Grade 2	40	27	67
Grade 3	34	35	69
Grade 4	39	31	70
Grade 5	30	28	58
Grade 6	32	32	64
Grade 7	42	35	77
Grade 8	38	27	65
Out of District/ Services Only	5	3	8
<b>Total</b>	<b>312</b>	<b>282</b>	<b><u>594</u></b>

**Carlisle Public Schools  
Administration and Faculty List  
September 2020**

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Nancy Anderson	University of New Hampshire, B.S.	Assistant to the Superintendent	2003
Maya Bery	Wesleyan University, B.A. Simmons College M.L.S.	Library/Media Specialist	2013
Bethany Boglarski	Fitchburg State, B.A. Simmons College, M.S.	Special Educator	2003
Lori Bruce	Boston University, B.A. Lesley University, M.Ed.	Director of Student Support Services	2019
Callie Burns	University of New Hampshire, B.S. University of New Hampshire, M.Ed.	Kindergarten	2020
Lynne Carmel	Castleton State College, B.S. Cambridge College, M.Ed.	Physical Education	1999
Amy Caron	Boston College, B.A. Fitchburg State College, M.Ed.	Grade 2	2003
Katie Casazza	Salem State University B.S. Merrimack College, M.Ed.	Grade 2	2017

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Leanne Christmas	Syracuse University, B.S., M.S.	Speech & Language	2001
Kerrie Clarke	Regis College, B.A. Simmons College, M.S.	Grade 3	2020
Jeffrey Clem	Springfield College, B.S. Framingham State, M.Ed.	Special Educator	2014
April Colson	Quinnipiac College, B.S. Florida International, M.S	Occupational Therapist	2005
Meghan Cox	UMass, Lowell, B.A. UMass, Lowell, M.A.	Grade 3	2017
Bradford Cranston	Bates College, B.A. Johns Hopkins, M.A.	Science	2006
Stephanie DeCoste	Rivier College, B.A. UMass Lowell, M.Ed.	Special Educator	2016
Marshall DeForest	University of Massachusetts Amherst, B.A. & M.Ed.	Grade 4	2014
Bridget Fleming	Simmons College, B.S., M.Ed.	BCBA	2018
Robert Fortado	East Coast Aero Tech Airframe and Powerplant License	Director of Buildings and Grounds	2018
William Gale, Jr.	Springfield College, B.S. Lesley College, M.Ed.	Mathematics	1997

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Vanessa Gerade	University of Massachusetts, B.A. Lesley University, M.A.	Grade 1	2004
Rebecca Gianopoulos	Keene State College, B.A. UMass Boston, M.A.	Science	2020
Amanda Gilchrist	University of New Hampshire, B.A. Lesley University, M.Ed.	Grade 2	2012
Mimi Gleason	Middlebury College, B.A. Harvard University, M.Ed.	Grade 5	2008
Elizabeth Grady	University of Michigan, B.A, M.A.	Grade 3	2012
Cassandra Graham	St. Lawrence University, M.S. Boston College, M.Ed.	Grade 1	2000
Elizabeth Gray	Boston University, B.S. Penn State University, M.Ed.	English Language Arts	1998
Nicholas Greenwood	University of Massachusetts, B.A.	Technology Integration Specialist	2017
Michaela Hardimon	Middlebury College, B.A. Antioch New England, M.Ed.	Early Childhood	1998
Cheryl Hay	University of Massachusetts, B.S. Fitchburg State M.Ed.	English Language Arts	2006
Jeffrey Hechenbleikner	St. Michael's B.A. Salem State, M.Ed.	Psychologist	2014
Scott Heffner	Penn State University, B.A.		2015

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
	UMass Lowell, B.S.	Network Manager	
Chiao Bin Huang	Chinese Cultural University, B.A. Emerson College, M.A.	Chinese	2005
Daniel Hunt	Bridgewater State College, B.A. American College of Education M.Ed.	Physical Education	2006
Shawna Hunt	Westfield State College, B.S. Fitchburg State College, M.Ed.	Grade 1	1999
Daniel Hunt	Bridgewater State College, B.A. American College of Education M.Ed.	Physical Education	2006
Kendra Katz	Eastern Nazarene, B.A. Mid-America Nazarene M.Ed.	Grade 4	2006
Michael Kilmartin	Springfield College, B.S. American International College, M.A.	Social Studies	2017
Meghan Laughlin	University Of Massachusetts, Lowell, B.S.	Health/P.E.	2019
Rachel Levy	Institute of Art, B.A. State University of NY, M.A.	Art	2005
Jan Liebman	Southern Connecticut State, University B.A. Southern Connecticut State, B.S. King's College, London, M.A.	Special Educator	2017

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Courtney Longaker	University of Massachusetts, B.A. Simmons College, M.S.	Art	1997
Madeleine Lydon	University of Massachusetts, B.A. Mount Holyoke College, M.A.	Special Educator	2017
Kathi Macklis	George Washington, B.A, University of Pennsylvania, M.S. Boston University, Ed.D.	Literacy Specialist	2016
Anne Mahan	Fitchburg State University, B.S. Nichols College, M.B.A.	Business Manager	2020
Kevin Maier	Manhattanville College, B.A., M.Ed.	Music	2009
Tracy Malone	Assumption College, B.A. Framingham State College, M.Ed.	Special Educator	2003
Kathryn Marsh	University of Wisconsin, B.S. University of California, Ph.D. Science	Science 2004	2004
Laura Marshall	Northeastern University, B.S. Lesley University, M.Ed.	Special Educator	2010
Caryl McCabe	University of Massachusetts, B.A. Rivier College, M.Ed.	Grade 4	2008
Matthew Mehler	University of Delaware, B.A. Northeastern University, M.Ed. Northeastern University, Ed. D.	Middle School Principal	2018

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Angela Monke	University of Massachusetts, B.A., M.A. University of Massachusetts, B.A., M.A.	Music	1998
Jessica Montague	Regis College, B.A. Regis College, M.A.T.	Special Educator	2017
Cynthia Morris	Stonehill College, B.A. Lesley University, M.Ed.	Grade 3	2000
Taylor Murphy	Fairfield University, B.A. Nazareth College, M.S.	Social Studies	2016
Jason Naroff	Boston University, B.S. Lesley University, M.Ed.	Grade 5	2008
Aria Niemierko	University of Massachusetts, B.A., M.Ed.	Grade 3	2010
James O'Shea	University of Massachusetts, B.A. Suffolk University, M.S. Boston College, C.A.E.S.	Superintendent	2016
Elizabeth Perry	Brandeis University, B.A. Potsdam State University, M.S.	Mathematics	1983
Marcella Pixley	Vassar College, A.B. University of Tennessee, M.A.	English Language Arts	2004
Jennifer Pray	Bridgewater State, B.S. Bridgewater State, M.Ed.	Special Educator	2007
Jennifer Putnam	Mount Holyoke College, A.B. Simmons College, M.A.	Grade 5	1995
Kimberly Reid	State University of New York, B.A. Northeastern University, M.Ed.	School Psychologist	1995

<b><u>Name</u></b>	<b><u>Education</u></b>	<b><u>Position</u></b>	<b><u>Began Service</u></b>
Susan Ross	Ohio State University, B.S. University of Southern Cal., M.A	Occupational Therapist	1998
Jennifer Rowland	Stonehill College, B.S. Simmons College, M.Ed.	Special Educator	1999
Kathleen Rupprecht	Miami University, B.A. Northeastern University, M.S.	School Psychologist	2009
Cynthia Samuels	Colorado State University, B.S. Emerson College, M.S.	Speech & Language	1995
Lauren Sawyer	Mass College of Pharmacy and Allied Health Sciences, B.S. University of Massachusetts, B.S., M.S.	School Nurse	2018
Carolyn Schwartz	Boston University, B.S. Lesley University, M.A.	Grade 5	2020
Suzanne Severy	University of Massachusetts, B.A. Lesley College, M.Ed.	Kindergarten	2000
Dennet Sidell	Gordon College, B.A. Lesley University, M.Ed. Nova Southeastern University, Ed.D.	Elementary Principal	2012
Anne Spiegel	Merrimack College, B.S. Fitchburg State University, M.Ed.	Math	2017
Kathryn Springer	The College of Saint Rose, B.S. Grand Canyon University, M.A.	Grade 2	2020
Andrea Steffek	University of Colorado, B.A. Tufts University, M.A.T.	Spanish	2001

<u>Name</u>	<u>Education</u>	<u>Position</u>	<u>Began Service</u>
Linda Vanaria	Lesley University, B.A., M.Ed.	Grade 2	2007
Lindsay Weston	Bridgewater State College, B.S. Framingham State University, M.Ed.	Kindergarten	2017
Heather White	Northwestern University, B.A. Syracuse University, M.S.	Speech & Language	1999
Lesley Yanka	Worcester State, B.Ed. & M.Ed.	Mathematics	2013
David Yorke	Keene State College, B.A. UMass, Boston, M.A.	ELL	2020
David Zuckerman	Occidental College, B.A. Tufts University, M.A.T.	Social Studies	1999

# CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE

The citizens of Carlisle and Concord have continued to provide significant support to the students, faculty and Administrators of the Concord-Carlisle Regional High School. Members of the Regional School Committee continue to be very proud of the accomplishments both inside and outside the classroom. Students, teachers, administrators, staff and residents from both communities are enjoying and benefiting from all that the new high school facilities have to offer. Most of the current student population never attended classes in the old school. In addition to the new building, CC at Play has made the campus athletic facilities second to none and members of the Regional School Committee salute the many donors and volunteers who made this possible in addition to the contribution from the Community Preservation Coalition fund.

The Regional School Committee is part of a district composed of teachers, administrators and staff who are dedicated to educating our students in new and progressive ways, and to shaping them into life-long learners, creative thinkers, caring citizens, and responsible contributors to our global society.

## **Mission and Core Values**

Members of the School Committee use the vision articulated in the District's mission statement and core values to guide decisions. The mission of the Concord-Carlisle Regional School District is to educate all students to become independent lifelong learners, creative thinkers, caring citizens, and responsible contributors to our increasingly diverse global society. The core values are: academic excellence, empathic and respectful community, professional collaboration, educational equity, and continuous improvement. Core values were updated in 2018 to include: excellence, engagement, perseverance, inclusions, and innovation. In addition, the School Committee and Administration set annual goals for student achievement and instruction, learning environment, professional collaboration, communication and community engagement, as well as for infrastructure and operations.

## **New Members of the Regional School Committee**

In the spring of 2019, David Model and Eva Mostoufi were welcomed to the Regional Committee as the representatives from Carlisle. For Concord, Yuval Erlich and Cynthia Rainey joined the Committee following Concord elections and Town Meeting.

## **Enrollment**

Concord-Carlisle High School has 1283 students in grades 9-12. CCHS experienced an increase of eleven students in FY20. The Superintendent and School Committee carefully monitor enrollment projections as well as other factors that could impact enrollment such as new housing developments.

## **Student Achievement and Activities**

The School Administration and School Committee focus on improving student learning. Teachers and Administrators work hard to ensure an appropriate educational experience and learning environment for each student. The District uses a variety of assessments to monitor student progress, and details of student learning and achievement are provided on the District's website [www.concordps.org](http://www.concordps.org). The District continues efforts to integrate technology into the daily curriculum as one of many tools that enhance teaching and learning, with teachers exploring new strategies and serving as mentors to each other. The School Committee supports these efforts by providing resources through the school budget.

The level of student engagement in the learning process, the appropriate use of available tools to enhance teaching and learning, and the interdisciplinary aspect of learning activities is exciting to see and is further validation of the importance of the work being done in our schools.

There are robust music and arts programs at CCHS and all students have the opportunity to receive music and art instruction. Activities beyond the school day extend the learning experience for students in a multitude of areas that enhance academic studies including athletics, the arts, music, technology, games and student interest groups. Outside organizations such as the Concord Education Fund provide funding for many of these activities. The CCHS community is extremely fortunate to have teachers, parents and citizens who facilitate and support these opportunities for students.

## **Strategic Planning Implementation**

Following a comprehensive planning process that was driven by a 50-member stakeholder group that included faculty, students, school committee members, parents, community members and school administrators, a strategic plan was formed to shape a shared vision for both CPS and CCRSD.

The plan features efforts in key areas such as reducing student stress, maintaining academic excellence and work related to cultural proficiency and awareness. The strategic plan will be utilized to guide and prioritize decision making regarding teaching and instruction, curriculum, budgets, and planning for facilities amongst other matters. Also, it will include provisions for analysis and review of the plan's on-going success as well as for on-going input from the public.

## **CCRSD Budget and Finances**

The District continues to maintain excellent academic programs while working in a challenging funding environment. Core budgeting principles remain focused on prioritizing resources to support student learning and growth while being sensitive to the impact of budgets on residents of the District communities.

Members of the Regional School Committee successfully worked to develop an operating budget recommendation that achieved alignment with Finance Committee recommendations and was subsequently approved at both Town Meetings. The FY20

operating budget was \$34,687,733 which represented a 2.78% increase over the previous year.

The newly created School Committee budget subcommittee worked with the Superintendent to adopt a zero-based budgeting model for the FY20 budget.

The approval of this budget is the culmination of a six-month process that begins with the submission of the annual School Improvement Plan that is developed with input from teachers, parents, and administrators. Based on this plan, the Superintendent and the Deputy Superintendent Director of Finance and Operations propose a budget to the School Committee who further develop the recommendations and present them to the Concord and Carlisle Finance Committees for their review. Throughout this process, the School Committee engages with the public by encouraging them to attend regularly-scheduled business meetings and through discussions at Parent Teacher Group meetings and at School Committee Community Coffees. Members are pleased with the level of transparency and collaboration between the District and the Finance Committees of each district community.

### **Cultural Proficiency Initiative and Accommodations for Religious and Cultural Observances**

The Regional School Committee and Superintendent made cultural proficiency training a priority for professional development at CCRSD.

Members of the Regional School Committee and the Concord School Committee built upon a policy adopted in 2018 that allows for excused absences for religious or cultural observances upon notification by a parent or guardian and calls for teachers to plan curriculum, major assignments, assessments and testing based on their awareness of their students' attendance plans. In 2019, there was professional development support provided for teachers and administrators to further cultural proficiency and awareness efforts and to support the implementation of the new policy.

### **New Hires**

Kathryn Stahl was hired as the new Assistant Principal at Concord Carlisle High School (CCHS). Stahl possesses a diverse set of experiences working in public education systems in Newton, New York City, San Francisco, and Vermont. She most recently served as the Assistant Department Head of Special Education at Newton North High School and has been in that role since 2015. Prior to that, she served as both an Assistant Principal and Dean of Students. Her experience also includes serving as a special education administrator and teacher.

### **Communication and Community Engagement**

The School Committee has an ongoing goal of continuously improving communication with stakeholders. The Committee held several School Committee - Community Coffees as forums beyond their regular business meetings, where members of the public can comment

and ask questions of School Committee members. Individuals who are interested in knowing more about the role of the School Committees as well as receiving the latest updates on school budgets and informational events are encouraged to enroll in the "School Committee News" Subscriber List. These updates will include timely information such as meeting dates and agendas, minutes, event announcements, and the School Committee Report. Individuals can sign up at [www.concordps.org/school\\_committee\\_subscriber\\_list](http://www.concordps.org/school_committee_subscriber_list)

These initiatives will continue in 2020 along with continuing work to explore other efficient means of interaction with CCRSD stakeholders. The public comment process for Committee meetings has been altered to allow for input at the beginning of the meeting and after Committee discussion of items of significant interest, but prior to Committee voting. In addition, the Committee continues to submit regular articles to the *Concord Journal* to update citizens about School Committee news and has rolled out a new and improved School Committee Web Page. School Committee meetings are open to the public and agendas with linked attachments are posted on the School Committee page of the district web site ([www.concordps.org](http://www.concordps.org)). The meetings are broadcast on the Minuteman Media Network and are available on demand at [www.concordtv.org](http://www.concordtv.org). Members of the School Committee welcome everyone's participation through one or more of these avenues as part of their efforts to be as informed as possible of stakeholder ideas and sentiments.

### **Donations Make a Big Difference**

The District benefits from the immense generosity of citizen-run, non-profit organizations including the CCHS Parents' Association, the Concord-Carlisle Community Chest, CC at Play, and others. Members of the Regional School Committee are grateful to all of these organizations and to the generosity of individuals in Carlisle and Concord who donate to them. These donations allow the District to enhance students' experiences without asking the taxpayers for additional funds beyond the budgets that they so generously support.

### **Appreciation**

Once again, members of the Regional School Committee extend the citizens of Carlisle their deep appreciation for your active support of the students and faculty at CCHS. The School Committee is grateful to have exemplary school leadership and an exceptional faculty and staff whose commitment to excellence consistently place CCHS among the top districts in the Commonwealth of Massachusetts. Gratitude is extended to all the parents and community members who volunteer their time on behalf of CCHS and to the citizens of Concord and Carlisle – the CCHS community is very fortunate to have your support!

In addition, members wanted to acknowledge and thank Mary Storrs for her service on the Regional School Committee.

Wallace Johnston, Chair  
David Model, Vice Chair  
Heather Bout

Court Booth  
Yuval Erlich  
Eva Mostoufi  
Cynthia Rainey

## THE SCHOLARSHIP FUND OF CONCORD AND CARLISLE

The Scholarship Fund of Concord and Carlisle (formerly known as the Concord-Carlisle Scholarship Fund) was established in 1966 to provide need-based grants to deserving young men and women from Concord or Carlisle to obtain additional educational opportunities after secondary school. The Fund is a tax-exempt charitable trust. Recipients must either live in or have attended school in either town.

The Scholarship Fund of Concord and Carlisle celebrated its 50<sup>th</sup> anniversary in 2016. Grateful for the continued support from the townspeople of Concord and Carlisle, we look forward to the next 50 years of supporting our young men and women who aspire to higher levels of education.

The Fund is administered by a 23-member volunteer board of trustees. Scholarships are financed through an annual appeal, a student-staffed phonathon, and by income generated from memorial gifts, bequests, and named funds. For more information about The Scholarship Fund, please see the website: [thescholarshipfundofcc.org](http://thescholarshipfundofcc.org)

In 2020, the trustees awarded \$215,305 supplemented by \$37,445 from The Scholarship Fund's affiliated organizations, bringing the total to \$252,750 awarded to 54 high school seniors and in-college students. Since its inception, The Scholarship Fund has assisted over 1,400 students.

The Scholarship Fund of Concord and Carlisle Trustees are pleased to announce that the following students have been awarded scholarships for the 2020-2021 academic year.

- Scholarships marked with one asterisk are managed by the Scholarship Fund of Concord and Carlisle.
- All other scholarships are managed by the named affiliate organization.

The Abby Memorial Scholarship\*  
Asare-Danquah, Janesse

The Acton Toyota of Littleton Scholarship  
Aiello, Christina

The William W. Anderson Memorial Scholarship\*  
Malek, Mahera

The Janet Babb Memorial Scholarship\*  
Maione, Evan

The Bean Family Scholarship\*  
Song, Yoonjae

The Trudy Biernson Memorial Scholarship\*  
Lathrop, Kierthan

The Carlisle Police Association Scholarship  
Chelton, Jillian

The CCHS Class Of 1962 John F. Donovan Scholarship\*  
Malek, Mahera

The Kay Chambers Scholarship\*  
Wilcoxson, Emma

The Concord Children's Center Scholarship  
Smith, Devin

The Concord Firefighters' Relief Association Scholarship  
Couvillon, Elsa

The Concord Lions Club Scholarship  
Aiello, Christina  
Morgan, Jeb

The Concord Police Relief Association Scholarship  
Asare-Danquah, Janesse

The Concord Women's Club/Ruth Bullerwell Scholarship\*  
Morgan, Jeb

The Mary Connorton Memorial Scholarship\*  
Hughes, Keilan

The Guido S. D'Asti Memorial Scholarship\*  
Maione, Evan

The Clair Day Memorial Scholarship\*

Hughes, Keilan

The Charles W. & Nancy I. Dee Memorial Scholarship\*  
Morgan, Jeb

The Norman E. & Joan M. Dee Scholarship\*  
Song, Minjae

The Elaine DiCicco Scholarship\*  
Johnson, Kira

The Engel & Völkers Scholarship  
Aiello, Christina

The Charles Evans Scholarship\*  
Malek, Mahera

The John B. Finigan Memorial Scholarship\*  
Hoyt-Rouse, Mitiku

The Wilson Flight Scholarship\*  
Elsa, Couvillon

The Garden Club of Concord Scholarship  
Thomas, Alexa

The Essie Golden Memorial Scholarship\*  
Hughes, Keilan

The Bobby Gray Memorial Scholarship\*  
Riley-Honan, David

The Margaret Haggerty Memorial Scholarship\*  
Haddad, Philip

The Teresa (“Teri”) D. Hale Memorial Scholarship\*  
Unger-Laffin, Sativa

The Wells A. Hall Memorial Scholarship\*  
Morgan, Jeb

The Anthony Halls-Keenan Smith Scholarship\*  
Asare-Danquah, Janesse

The Thomas Hart Memorial Scholarship\*  
Song, Minjae

The Christopher Hentchel/WIQH Scholarship\*  
Hoyt-Rouse, Mitiku

The Jiro & Tama Ishihara Memorial Scholarship\*  
Keaton, Benjamin

The Seitaro & Shina Ishihara Memorial Scholarship\*  
Rice, James

The Vinod Jalan Memorial Scholarship\*  
Asare-Danquah, Janesse

The Casper C. Jenney & Eleanor M. Jenney Memorial Scholarship\*  
Asare-Danquah, Janesse  
Cote, Glen  
Johnson, Kira  
Sanderson, Robert

The Diane Kenneally Memorial Scholarship\*  
Keaton, Benjamin

The Knights Of Columbus Scholarship\*  
Goode, Adrian

The Sally Lanagan Memorial Scholarship\*  
Bowen, Maiya

The Norton Levy Memorial Scholarship\*  
Lathrop, Kierthan

The Charles E. Manion, Jr., Memorial Scholarship\*  
Aiello, Christina

The Adrian A. Martinez Memorial Scholarship\*  
Hoyt-Rouse, Mitiku  
Hunter, Denkeis  
Huseni, Aliya  
Kovacevic, Liviya

The Elizabeth A. Mattison Memorial Scholarship\*  
Zeinoun, Gabriel

The Elizabeth V. McAllister Memorial Scholarship\*  
Aiello, Christina\*

The Mary F. McHugh Memorial Scholarship\*  
Maione, Evan

The Middlesex Savings Charitable Foundation Scholarship  
Vasiliadis, Paula

The Barbara Schips Miller Scholarship\*  
Vasiliadis, Paula

The Arthur (“Art”) & Lee Milliken Memorial Scholarship\*  
Tull, Nala

The Janet Gates Peckham Memorial Scholarship\*  
Hughes, Keilan

The Albert L. & June B. Powers Scholarship\*  
Song, Yoonjae

The David Prifti Memorial Scholarship\*  
Hughes, Keilan

The Katrina J. Przyjemski Memorial Scholarship\*  
Tull, Nala

The Marguerite Purcell Memorial Scholarship\*  
Koval, Chloe

The Nick Ressler Memorial Scholarship\*  
Hutchinson, Burke

The Rivercrest-Deaconess-Newbury Court Scholarship  
Wilcoxson, Emma

The Maura Roberts Memorial Scholarship\*  
Kaufman, Marinna

The Charles A. Robichaud Scholarship\*  
Keaton, Benjamin

The Rotary Club of Concord William L. Eaton Memorial Scholarship  
Morgan, Jeb

The Rotary Club of Concord Richard L. Hale Scholarship  
Asare-Danquah, Janesse

The Rotary Club of Concord Thomas R. Huckins Memorial Scholarship  
Couvillon, Elsa

The Rotary Club of Concord Capt. Thomas J. Hudner, Jr. Scholarship  
Aiello, Christina

The Scholarship Fund of Concord and Carlisle Scholarship\*

Bosomprah-Bonsu, Laud  
Bowen, Maiya  
Burch, Alexander  
Chelton, Jillian  
Cucinotta, Alyssa  
Dunn, Julia  
Elliot, Isabella  
Fein, Sara  
Gerstmyer, Marin  
Haddad, Philip  
Hamel, Alexander  
Hardacker, Leah  
Hoyt-Rouse, Yeruksew  
Hunter, Denkeis  
Israel, Charles  
Jacobs, Julia  
Johnson, Kira  
Kaufman, Marinna  
Keaton, Benjamin  
Koval, Chloe  
Maione, Evan  
Maione, Olivia  
Morgan, Jeb  
Rice, James  
Rojas-Valvo, Julian  
Thomas, Alexa  
Tong, Aaron  
Tong, Amanda  
Tull, Nala  
Unger-Laffin, Sativa  
Williams, Katherine  
Wilson, Gabrielle

The James E. Shepherd Memorial Scholarship\*  
Dunn, Julia

The Farnham W. Smith Memorial Scholarship\*  
Hamel, Alexander

The David S. Soleau Memorial Scholarship\*  
Bosomprah-Bonsu, Laud

The Maybeth Fandel Sonn Scholarship\*  
Williams, Katherine  
The Mark Teverovsky Memorial Scholarship\*  
Aiello, Christina  
The Jeanne A. Toombs Memorial Scholarship\*  
Song, Yoonjae

The Town of Concord George F. Flavin Scholarship  
Fein, Sara

The Town of Concord Guy P. DiGiovanni Scholarship  
Fein, Sara

The Town of Concord Ruth E. Helsher Scholarship  
Maione, Evan

The Town of Concord Holland I Scholarship  
Maione, Olivia

The Town of Concord Holland II Scholarship  
Hardacker, Leah

The Trustees Scholarship\*  
Elliot, Isabella

The United Women's Club of Concord Scholarship  
Hoyt-Rouse, Mitiku  
Hoyt-Rouse, Yeruksew  
Wilcoxson, Emma

The Video Revolution, Ralph & Ellie Grossi Scholarship\*  
Hughes, Keilan

The Maureen Wesinger-Lewis Memorial Scholarship\*  
Asare-Danquah, Janesse

The Harvey Wheeler Memorial Scholarship\*  
Hughes, Keilan

The Doug White Memorial Scholarship\*  
Copland, Thomas

The Winstanley Scholarship\*  
Cupp, Jillian  
Michel, Jurgens  
Riley-Honan, David  
Smith Devin  
Song, Minjae  
The Joyce T. Woodman Memorial Scholarship\*  
Hughes, Keilan

The Charles K. Yeremian Memorial Scholarship\*  
Song, Minjae

The Tameji & Chiyo Yoshimura Memorial Scholarship\*  
Badalament, Anna

Note: The following students are Carlisle residents

Aiello, Christina  
Chelton, Jillian  
Cote, Glen  
Haddad, Philip  
Kaufman, Marinna  
Lathrop, Kierthan  
Morgan, Jeb

Executive Committee: Rebecca Britten ‘Bee’ Loprete - Chair, Devra Feshbach-Meriney - Assistant Chair, Steve Payne - Treasurer, Albert Powers - Assistant Treasurer, Elaine DiCicco - Secretary, Paul Ressler - Past Chair, Lucy V. Miller - Past Chair

Trustees: Hanna Bruno, Maura Kenneally Clark, Lucy Miller, Elaine Rabb, Paul Ressler, Priscilla White Sturges

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Trustee Emeriti: Dorothy Bean, David Gould