

## 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

1950	876	2012	5,282
1960	1,488	2013	5,396
1970	2,2871	2014	5,195
1980	3,306	2015	5,166
1990	4,379	2016	5,356
2000	4,923	2017	5,424
2010	5,602	2018	5,279
2011	5,602	2019	5,335

### Registered Voters 2019

American Term Limits	2
Democrat	1,107
Green Rainbow	7
Inter 3 <sup>rd</sup> Party	3
Libertarian	7
MA Independent Party	3
Pizza Party	1
Republican	431
Twelve Visions	2
Unenrolled	2,370
United Independent Party	9
We the People	2
<b>TOTAL:</b>	<b>3,944</b>

### Senators in Congress

Edward J. Markey (D)  
Elizabeth A. Warren (D)

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

Niki Tsongas (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**

Wayne Davis Term Expires 2020

### **TOWN CLERK**

Peggy Wang, Acting Town Clerk Term Expires 2020

### **BOARD OF SELECTMEN**

Kate Reid, Chair Term Expires 2020

Alan Lewis Term Expires 2021

Nathan C. Brown Term Expires 2020

Luke Ascolillo Term Expires 2022

Barbara Arnold Term Expires 2022

### **BOARD OF ASSESSORS**

Kenneth Mostello, Chairman Term Expires 2021

Terea Kvietkauskas Term Expires 2022

David Boardman Term Expires 2020

### **BOARD OF HEALTH**

Lee Storrs Term Expires 2020

Todd Thorsen Term Expires 2021

Donna Margolies Term Expires 2021

Anthony Mariano Term Expires 2022

Cathy Galligan Term Expires 2022

### **LIBRARY TRUSTEES**

Christine Stevens Term Expires 2021

Priscilla Stevens Term Expires 2022

Dale Joachim Term Expires 2020

### **PLANNING BOARD**

Madeleine Blake, Chair Term Expires 2020

Adelaide Grady Term Expires 2020

Peter Yelle Term Expires 2021

Jonathan DeKocks Term Expires 2021

Edwin (Rob) Misek Term Expires 2022

Jason Walsh Term Expires 2022

Ed Rolfe Term Expires 2022

### **SCHOOL COMMITTEE**

Shannon May Lavery Term Expires 2020

S. David Model, Chair Term Expires 2020

Christine Lear Term Expires 2020

Eva Mostoufi Term Expires 2022

Sara Wilson Term Expires 2022

# APPOINTED OFFICIALS

## Town Boards & Committees

### ADA Task Force

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

### Affordable Housing Trust

Luke Ascolillo [2020]  
Nathan Brown [2020]  
Alan Lewis [2020]  
Barney Arnold [2020]  
Maureen Cosgrove-Deery [2020]  
Beverly Shorey, [2020]  
George Payne [2020]

### Agricultural Commission

Peter Mastromarino, Chair [2020]  
Andrew Rodgers [2022]  
Steven Huberman [2022]  
Meridith Peirce [2022]  
Desirée Ball [2021]  
John Lee [2021]

### Audit Committee

Kevin Perkins [2020]  
Michael Bishop [2022]  
Benjamin Taylor [2023]

### Board of Registrars

Peggy Wang [2020]  
Ann Gibbs [2021]  
Kay Hurley [2022]  
Vacant [2019]

### Celebrations Committee

Scott Evans, Chair [2020]  
Douglas A. G. Stevenson [2020]  
Laura Mullins [2020]  
Heidi Haring [2020]

### 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]

### Conservation Commission

Angela Verge, Chair [2022]  
Melinda Lindquist, Vice-chair [2021]  
Kenneth Belitz [2020]  
Alex Parra [2020]  
Lee Tatistcheff [2021]  
Daniel L. Wells [2020]  
Helen Young [2022]

**Conservation Restriction Advisory Committee (CRAC)**

J. Thomas Brownrigg [2020]  
Nancy Cowan [2020]  
Ken Hart [2020]  
Marc Lamere [2020]  
Melinda Lindquist [2020]  
Madeleine Blake Stevens [2020]  
Vacant [2020]

**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

**Deer Control Committee**

John Keating, Chair [2020]  
Alex Para, Vice-chair (Conscom) [2020]  
Todd Thorsen. (BOH) [2020]  
Police Detective Andrew Corwin [2020]  
Dejan Bojanic, Deer Agent [2020]  
Jonathan DeKock (Trails) [2020]  
Barney Arnold (BOS) [2020]

**Council on Aging**

Abha Singhal, Chair [2022]  
Ann Quenin Vice-chair [2020]  
Walter Hickman, Treasurer [2020]  
Verna Gilbert, Secretary [2021]  
Maxine Crowther [2022]  
Ann James [2021]  
Jerome Lerman [2022]  
Donna MacMullan [2020]  
Bob Luoma [2021]  
*Associate Members*  
John Ballantine [2020]  
Elisabeth Bojarski [2020]  
Sally Hayen (associate) [2020]

**Cultural Council**

Jennifer Sagalyn, Co-chair [2022]  
Mark Levitan, Co-chair [2022]  
Caren Ponty [2020]  
Mary-Lynne Bohn [2020]  
Alain Bojarski [2020]  
Jill Henderson [2020]  
Carren Panico [2020]  
Abby Zimmerman [2021]  
Morgen Bearse [2022]

**Energy Task Force**

Robert Zogg, Chair [2020]  
Deb Bentley [2020]  
Helen Young [2020]  
Jonathan DeKock [2020]

### **Household Recycling Committee**

Rob Peary, Chair [2020]  
Daniel Scholten [2021]  
Robert Wallhagen [2021]  
Launa Zimmario [2022]  
Gary Davis, DPW

### **Land Stewardship Committee**

Debbie Geltner, co-chair [2020]  
J Thomas Brownrigg [2020]  
Dwight DeMay [2020]  
Warren Lyman [2021]  
Andrew Wilmot [2021]  
Rhonda Michaud [2022]

### **Local Emergency Planning Committee**

Bryan Sorrows, Fire Chief  
John Fisher, Police Chief  
Timothy Goddard, Town Administrator  
Jon Metivier, Building Commissioner  
Linda Fantasia, Health Agent  
Kate Reid, Board of Selectmen  
Gary Davis, Supt Public Works  
Alan Lewis, HAM Radio Officer  
Martha Feeney-Patten, Library Director  
David Klein, COA Director

### **Insurance Advisory Committee**

Kimberly Kane, Finance Director [2021]  
Timothy Goddard, Town Administrator [2021]  
Steve Mack, Police Union [2021]  
Kirk Bishop, Dispatch Union [2021]  
Linda Vanaria, Teacher's Union [2021]  
Anush Coates, Town Hall Non-union [2021]  
Chris Sireen, DPW Non-union [2021]  
Jennifer Pike, Library Non-union [2021]  
Nancy Harvey, Carlisle Retiree [2021]  
James Darr, Finance Committee [2021]  
Alan Lewis, Board of Selectmen [2021]

### **Long-Term Capital Requirements Committee**

Scott Triola, Chair (FinCom) [2022]  
Sara Wilson (FinCom) [2021]  
Jerome Lerman (Treas) [2020]  
Kimberley Kane (TA) [2022]  
Jim Darr [2020]  
Nathan Brown (BoS) [2020]  
Priscilla Dumka (FinCom) [2021]

### **MAPC**

Madeline Blake [2021]  
Kate Reid [2021]

### **Municipal Facilities Committee**

Jerome Lerman, Chair [2021]  
John Lavery [2021]  
Kate Reid (BoS) [2022]  
Christine Lear [2022]  
Scott Simpson [2023]  
Rob Fortado (Non-voting)  
Stephen Bastek (Non-voting)

**Personnel Board**

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

**Recreation Commission**

Andrew McMorro, Chair [2022]  
Lynette Kelleher [2022]  
Amy Smack [2020]  
Mark F. Spears [2021]  
Courtney Miles Bittelari [2021]

**Scholarship Advisory Committee**

Diane Powers, Chair [2020]  
Michael Fitzgerald [2020]

**Traffic & Pedestrian Safety Committee**

Timothy D. Goddard [2022]  
Luke Ascolillo, Board of Selectmen [2022]  
Chief of Police, John Fisher [2022]  
Deputy Fire Chief, Burt Rubenstein [2022]  
David Freeman, Citizen at Large [2022]  
Lee Storrs, Citizen at Large [2022]  
Janne Corneil, Non-Voting Member [2022]

**2020 Open Space & Recreation Plan Committee**

David Freedman  
Debbie Geltner  
Steve Hinton  
Rhonda Michaud  
Amy Smack  
Sally Zielinski  
Mary Zoll  
Marc Lamere

**River Stewardship Council**

Vacant [2020]

**Senior Tax Advisory Committee**

Kimberly Kane, Finance Director [2020]  
Melissa Stamp, Assessor [2020]  
Angela Smith, COA Outreach [2020]  
David Klein, COA Director [2020]  
Walter Hickman, Citizen [2020]  
Barbara Culkins, Citizen [2020]

**Trails Committee**

Steve Tobin, Chair [2022]  
Alan Ankers, Secretary [2022]  
Henry Cox [2021]  
Louise Hara, Clerk [2020]  
Robert “Roy” Herold [2020]  
Marc Lamere, Treasurer [2021]  
Warren Spence [2021]  
Jonathan DeKock, Associate [2021]

**Veterans Committee**

Timothy Nickerson [2020]  
Greg Fairbank [2020]  
Christopher Eisenbies [2020]

**Youth Commission**

Lauree Cameron Eckler, Chair [2020]  
Stefani Keene [2022]  
Durairaj Babu [2022]  
Kathy MacDonald [2022]  
Amy Smack [2022]  
Cady Audette [2022]

**Zoning Board of Appeals**

Travis Snell, Chair [2020]  
Emanuel Crespo, Clerk [2020]  
Steven Hinton [2021]  
Eric Adams (Assoc.) [2020]  
Gretchen Anderegg (Assoc.) [2021]  
Lisa Davis Lewis (Assoc.) [2021]

## TOWN CLERK

There are 73 chapters and 451 statutes of the Massachusetts General Law that direct the Town Clerk's duties. The Town Clerk interacts with all of Carlisle's town boards, 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.

In addition to elections activities (voter registrations, nomination papers, petitions and campaign finance reporting) the Town Clerk 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. Planning Board Decisions and Zoning Board of Appeals Applications and Decisions, annual town census, collection of fines (late dog registrations and marijuana violations), management of Town Meeting set up and procedures, minutes and preservation of meeting records, as well as scheduling the use of the meeting rooms in Town Hall.

Another responsibility includes the Open Meeting Law and Ethics Law requirements. 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.

Carlisle is fortunate to have many devoted, talented and absolutely tireless volunteers who readily step up and help out when needed for special projects and other who have assigned tasks that they help manage throughout the year. Some of these are part of the Senior Tax Worker Volunteer program and others just do so out of a strong sense of civic duty. I would like to express my gratitude to whose support this Office volunteers at Town Meeting and Town Election.

In 2019 the Office of the Town Clerk oversaw the Town Caucus in March, Annual Town Meeting in April, the Town Election in May and a Special Town Meeting in October.

The Office of the Town Clerk is open Monday through Friday 9:00 am to 3:00 pm and by appointment. It is staffed with a full time Town Clerk and a part time Assistant Town Clerk. In 2018 Mary de Alderete was elected to a three (3) year term to the position of Town Clerk and Peggy Wang was hired to serve as the Assistant to the Town Clerk. During 2019, the Assistant to the Town Clerk was reclassified as Assistant Town Clerk. On October 18, 2019 Town Clerk Mary de Alderete resigned and Peggy Wang was appointed the Acting Town Clerk by the Board of Selectmen until the 2020 Town Election.

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

Vital Records	2019	2018	2017	2016	2015	2014	2013
Births		38	30	31	31	18	28
Marriages	8	8	15	9	12	14	9
Deaths	26	18	26	28	27	14	20
Registered Voters	2019	2018	2017	2016	2015	2014	2013
Democrat	1081	1,062	1,045	1,031	961	977	994
Republican	438	465	505	507	498	521	565
Libertarian	8	7	6	3	6	7	7
Green-Rainbow	7	6	6	6	5	6	8
All Other Political Designations (including United Independent)	21	20	6	22	11	26	0
Unenrolled (no party designation)	2358	2,366	2,358	2,357	2,157	2,236	2,332
<b>Total Registered Voters</b>	<b>3,913</b>	<b>3,926</b>	<b>3,926</b>	<b>3,926</b>	<b>3,638</b>	<b>3,773</b>	<b>3,906</b>

Dog Licenses Issued	2019	2018	2017	2016	2015	2014	2013
Individual Tags	683	618	597	637	659	687	677
Kennels	7	3	7	6	5	7	10

	2019	2018	2017	2016	2015	2014	2013
Business Certificates Issued	20	24	25	17	34	34	24

	2019	2018	2017	2016	2015	2014	2013
Population by Year	5,370	5,279	5,424	5,356	5,166	5,195	5,396

### MARRIAGES RECORDED IN 2019

<u>DATE</u>	<u>PLACE OF MARRIAGE</u>	<u>NAMES</u>	<u>PLACE OF RESIDENCE</u>
May 11, 2019	East Bridgewater	John Forrest Brownell, IV Genevieve Carmichael	Londonderry, NH Londonderry, NH

May 25, 2019	Watertown	Jonathan James Terizan	Carlisle
		Michele Ann Morgan	Carlisle
June 22, 2019	Carlisle	George Anthony Michalik	Carlisle
		Toby Feldman	Carlisle
July 20, 2019	Peddocks Island	Mark Charles Derkazarian	Carlisle
	Chapel, Boston	Jill Danica De Costa	Carlisle
July 26, 2019	Cranberry Bog,	Kyle Yvonne Faget	Carlisle
	Carlisle	Tracy Elaine Brown	Carlisle
Sept. 4, 2019	Town Hall,	David Christopher Stevens	Carlisle
	Carlisle	Sarah Jane Eccleston	Carlisle
Sept. 5, 2019	Boston City Hall	Danielle Sandra Day	Carlisle
		Kyle Matthew Dalbec	Carlisle
Sept. 7, 2019	Lincoln, MA	Jeffrey Carmen Lanard	Amesbury
		Emily Anne Howe	Carlisle

#### DEATHS RECORDED IN 2019

<u>DATE OF DEATH</u>	<u>NAME</u>	<u>AGE</u>
January 9, 2019	Mildred Mary Whaley	72
January 10, 2019	Judith Lindahl Bangs	88
January 22, 2019	Audrey Stoddard	84
March 11, 2019	Bridget E. Quinn	94
March 14, 2019	Allen Elwin Baker	86
March 25, 2019	Miguel A. Canizares	52
April 10, 2019	Suzanne G. Chisholm	73
April 18, 2019	Christopher C. Gounaris	65
April 23, 2019	Charles Carroll Bennett	59
June 1, 2019	Joseph James Barger	87
June 7, 2019	Werner A. Doser	89
June 29, 2019	David Dolins	79
June 30, 2019	Beatrice Shaffer Shneider	94
June 30, 2019	Suzanne Marie Antognoni	93
July 14, 2019	Rebecca Sui Ching	69
July 17, 2019	Robert William Balazy	46
August 3, 2019	John Matthew Laskey	87
August 31, 2019	Barbara Rosella Melanson	85
<i>On or about October 1, 2019</i>	Jonathan Nichols Barrett	35
November 5, 2019	Barbara Jean O'Rourke	91
November 19, 2019	Sharon A Smith	60
December 5, 2019	John H. Kreisher	85
December 6, 2019	Bayla Lee Cornell	78
December 5, 2019	John Harley Holdsworth	62
December 10, 2019	Lionel A. Williams	76
December 13, 2019	Maria Troilo Primavera	90

**INTERMENTS IN GREEN CEMETERY**

(\*Indicates Veteran)

<u>Name of Interment</u>	<u>Age</u>	<u>Date of Death</u>	<u>Date of Interment</u>
Gertrude Williams	80	December 31, 2018	January 4, 2019
Mildred Mary Whaley	73	January 9, 2019	January 6, 2019
Marion Joyce Puddester	87	May 7, 2011	May 9, 2019
Felix Puddester	83	May 18, 2001	May 9, 2019
*Robert Daisy	85	April 26, 2019	May 11, 2019
Deborah W. Edgar	91	March 19, 2019	April 27, 2019
William W. Shaw		February 19, 2019	May 8, 2019
Roger A. Goulet		October 24, 2018	June 15, 2019
Bruce Paynter Comjean	81	June 18, 2019	June 24, 2019
Kenneth Willard Duren	80	August 6, 2018	June 27, 2019
Yi-Tsi Feuerwerker		December 18, 2018	June 29, 2019
Beatrice Shneider	95	June 30, 2019	July 3, 2019
Rebecca SuiChing Tang	70	July 14, 2019	July 18, 2019
*Ellsworth Eugene Sanders	97	March 12, 2016	August 2, 2019
John Matthew Laskey	82	August 3, 2019	August 9, 2019
*William Michael Maloney	86	March 2, 2019	August 10, 2019
Barbara Rosella Melanson	85	August 31, 2019	September 3, 2019
Roma P. Benninghoven	98	August 12, 2017	September 10, 2019
Beverly J. Rock		January 31, 2008	September 25, 2019
*Donald F. Rock	87	May 21, 2019	September 25, 2019
Donald B. Rock	52	December 7, 2013	September 25, 2019
Nancy Ellen Rockstrom	83	October 17, 2019	October 21, 2019
Iris L. Attridge	81	October 20, 2019	October 24, 2019
Norman J. MacLeod Jr	90	November 1, 2019	November 7, 2019
Helen E. Macone			November 10, 2019
Barbara Jean O'Rourke	91	November 5, 2019	November 12, 2019
Bertha Knute	98	November 15, 2019	November 19, 2019
John Francis Cody, Jr	86	November 15, 2019	November 23, 2019

**WARRANT  
ANNUAL TOWN MEETING – APRIL 29, 2019**

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and Town affairs, to meet at the Corey Building at 83 Church Street in said Carlisle on Monday, April 29<sup>th</sup> next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following Articles:

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CONSENT AGENDA

In an effort to streamline Town Meeting and therefore to make it more inviting to voters, the Board of Selectmen has decided to continue with the concept of the Consent Agenda. This agenda speeds the passage of Articles that the Selectmen anticipate, in consultation with the Moderator and Finance Committee, are likely to generate no controversy and can be properly voted on without debate. The purpose of the Consent Agenda is to allow these Articles to be acted upon pursuant to a single motion, and to be passed without debate.

THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 1.

**Should the Town approve the use of a CONSENT AGENDA, the Selectmen have voted to recommend that the following Articles be acted upon under the Consent Agenda: Articles 2, 3, 4, 5, 6, 7, and 8.** The Articles to be taken up under the Consent Agenda are indicated by a double asterisk (\*\*).

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the Consent Agenda, please say the word "Hold" in a loud voice when the number is called. The Article will then be removed from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual Articles in the Consent Agenda, the Moderator will entertain a SINGLE MOTION that all items remaining on the Consent Agenda be acted upon favorably by the voters.

Please carefully review the list of proposed Articles, which appears in the printed Warrant Book that is mailed to each home. If you have any questions about the Consent Agenda or procedure, please contact the Town Administrator at 978-371-6688 before Town Meeting.

**ARTICLE 1 – Consent Agenda:**

To see if the Town will vote to adopt certain procedures to govern the conduct of the 2019 Annual Town Meeting, or to take any other action related thereto.  
(BOARD OF SELECTMEN)

**ARTICLE 2 - Town Reports\*\*:**

To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or to take any other action related thereto.  
(BOARD OF SELECTMEN)

**ARTICLE 3 - Salaries of Elected Officials \*\*:**

To see if the Town will vote to fix the salaries of the elected officers of the Town, as provided by M.G.L. c. 41, §108, as amended, for the Fiscal Year 2020, beginning July 1, 2019, or to take any other action related thereto.

	<b>Voted FY'17</b>	<b>Voted FY18</b>	<b>Recommended FY'19</b>
Moderator	\$50	\$50	\$50
Town Clerk	\$60,734	\$61,949	\$63,188
Assessors - Chairman	\$100	\$100	\$100
Second Member	\$100	\$100	\$100
Third Member	\$100	\$100	\$100

(BOARD OF SELECTMEN/FINANCE COMMITTEE)

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

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be spent by the Board of Selectmen for professional services in connection with GASB 45 actuarial valuation of post-employment benefits for the Town, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

**ARTICLE 5 – Real Estate Tax Exemption \*\*:**

To see if the Town will vote to authorize the Board of Assessors, pursuant to M.G.L. c. 59, §5 (clause 41C), to grant an additional real estate tax exemption of up to one hundred percent (100 %) of the amount permitted by this statute, or to take any other action related thereto. (BOARD OF SELECTMEN/BOARD OF ASSESSORS)

**ARTICLE 6 - FY 2020 Chapter 90 Authorization\*\*:**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be used for reconstruction and improvements of public ways, as provided for under the provisions of M.G.L. c. 90, or to

take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

**ARTICLE 7 - Department Revolving Funds Authorization\*\*:**

To see if the Town will vote to renumber and rename the Town Bylaw entitled “Establish Departmental Revolving Funds” by changing the number to Article XVII, and to change the title to “Revolving Funds”, and to set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2020, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

**ARTICLE 8 – PEG (Public, Educational, Government) Local Access Appropriation\*\*:**

To see if the Town will vote to appropriate the sum of \$125,000 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, or to take any other action related thereto. (BOARD OF SELECTMEN)

**ARTICLE 9 - Fiscal Year 2019 Budget Transfers:**

To see if the Town will vote to transfer sums of money into various line items of the Fiscal Year 2019 operating budget from other line items of said budget, from unexpended funds in various accounts or from other available funds, or to take any other action related thereto. (BOARD OF SELECTMEN/ FINANCE COMMITTEE)

Transfer From:

01129 Regional Housing Expense	\$10,000
01913 Unemployment Expense	\$35,000
<u>Free Cash</u>	<u>\$100,000</u>
TOTAL	\$145,000

Transfer To:

01423 Snow and Ice	\$50,000
01210 Police Salaries	\$50,000
01919 Blanket Insurance	\$25,000
<u>01129 DEP Testing Services</u>	<u>\$20,000</u>
TOTAL	\$145,000

**ARTICLE 10 – FY20 Operating Budget:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to fund the various departments, boards, commissions, and operating expenses of the Town for the Fiscal Year 2020, beginning July 1, 2019, or to take any other action related thereto. (BOARD OF SELECTMEN/ FINANCE COMMITTEE)

	<i><b>FY2019</b></i>	<i><b>FY2020</b></i>
<i><b>Department</b></i>	<i><b>Budget</b></i>	<i><b>Recommended</b></i>

<b>General Government</b>		
General Expense & Town Hall	819,515	825,079
Citizen Recognition	275	275
Treasurer	237,805	247,749
Town Clerk	101,295	104,928
Assessors	146,749	150,559
Planning Board	112,100	113,985
Energy Task Force	<u>3,500</u>	<u>3,500</u>
<b>sub-total</b>	<b>1,421,239</b>	<b>1,446,075</b>
<b>Protection of Persons &amp; Property</b>		
Police	1,607,315	1,696,035
Fire	547,152	620,345
Communications	399,983	394,036
Conservation	133,168	144,147
Dog & animal control	15,274	15,274
Inspection services	37,114	38,183
Street Lighting	<u>7,500</u>	<u>4,000</u>
<b>sub-total</b>	<b>2,747,506</b>	<b>2,912,020</b>
<b>Public Works</b>		
DPW (incl'd trees)	776,872	795,312
	<i>FY2019</i>	<i>FY2020</i>
<i>Department</i>	<i>Budget</i>	<i>Recommended</i>
Snow & Ice	65,785	65,785
Transfer Station	264,684	264,852
Road maintenance	<u>88,416</u>	<u>88,416</u>
<b>sub-total</b>	<b>1,195,757</b>	<b>1,214,365</b>
<b>Health &amp; Human Services</b>		
Youth Commission	3,783	3,859
Board of Health	108,030	111,619
Council on Aging	218,867	224,939
Veteran's Agent	<u>11,600</u>	<u>11,600</u>
<b>sub-total</b>	<b>342,280</b>	<b>352,017</b>
<b>Education</b>		
Carlisle public school	11,209,266	11,559,266

	<i>FY2019</i>	<i>FY2020</i>
<i>Department</i>	<i>Budget</i>	<i>Recommended</i>
CCRSD (w/o debt)	6,226,667	6,577,045
CCRSD debt service	1,140,546	1,101,207
Vocational	<u>104,568</u>	<u>129,249</u>
<b>sub-total</b>	<b>18,681,047</b>	<b>19,366,767</b>
<b>Culture &amp; Recreation</b>		
Library	626,269	637,231
Recreation	189,023	193,828
<b>sub-total</b>	<b>815,292</b>	<b>831,059</b>
<b>Insurance &amp; Fringe</b>		
Blanket Insurance	220,000	240,000
Group Insurance & medicare	1,232,000	1,373,864
OPEB Trust	375,000	425,000
County Retirement	932,452	991,823
Unemployment insurance	<u>50,000</u>	<u>50,000</u>
<b>sub-total</b>	<b>2,809,452</b>	<b>3,080,687</b>
<b>Unclassified</b>		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve fund balance	<u>150,000</u>	<u>150,000</u>
<b>sub-total</b>	<b>152,000</b>	<b>152,000</b>
	<i>FY2019</i>	<i>FY2020</i>
<i>Department</i>	<i>Budget</i>	<i>Recommended</i>
<b>Debt</b>		
Debt Service	<u>1,645,816</u>	<u>1,516,928</u>
<b>sub-total</b>	<b>1,645,816</b>	<b>1,516,928</b>
<b>Total Operating Budget</b>	<b>29,810,389</b>	<b>30,871,918</b>

**ARTICLE 11 – Special Appropriations:**

To see if the Town will vote 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>
Council on Aging	\$6,500	Social Worker
Assessors	\$5,000	Assessors' Maps updates
Treasurer/Accountant	\$3,500	Financial Consulting

or to take any other action related thereto. (BOARD OF SELECTMEN)

**ARTICLE 12 – Funding for Town Master Plan - - \$160,000**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$160,000 to be expended by the Master Plan Steering Committee for the costs associated with the preparation of a Master Plan, including consultant services and ancillary Town costs associated with the preparation and presentation of the plan and the management of the planning process, or to take any other action related thereto. (PLANNING BOARD)

**ARTICLE 13 – Town of Carlisle Complete Streets and Crosswalk Safety Enhancements**

To see if the Town will to vote to raise and appropriate, borrow, or transfer from available funds the sum of \$50,000 for the purpose of supplementing the funding for the “Complete Streets Project” and implementing crosswalk safety recommendations such as those outlined in the Stamski & McNary engineering report titled “*Crosswalk Safety Enhancements*” report dated November 26, 2018, or to take any other action related thereto. (BOARD OF SELECTMEN)

**ARTICLE 14 – CAPITAL EQUIPMENT:**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute, a sum of money to be used for capital equipment, or take any other action related thereto. (LONG TERM CAPITAL REQUIREMENTS)

**Long Term Capital Requirements  
FY2020**

<b>Department</b>	<b>Project/Program</b>	<b>Amount</b>	<b>Appropriation Expires</b>
A. Town Hall	Technology Upgrades	\$5,000	June 30, 2022
B. Carlisle Public School	Technology Replacements	\$80,000	June 30, 2022
			June 30, 2022
C. Carlisle Public School	Simplex Fire Alarm System Upgrades	\$46,250	
D. Carlisle Public School	Painting and Interior Finishes-Wilkins	\$15,778	June 30, 2022

<b>Department</b>	<b>Project/Program</b>	<b>Amount</b>	<b>Appropriation Expires</b>
E. Carlisle Public School	Ceiling replacement – Grant Building	\$10,610	June 30, 2022
F. Gleason Library	Technology	\$4,000	June 30, 2022
G. Gleason Library	Repairs and Service	\$5,000	June 30, 2022
H. Police	Computer replacement	\$8,000	June 30, 2022
I. Police	Cruiser	\$55,000	June 30, 2022
J. Police	Ballistic Vests	\$20,000	June 30, 2022
K. Fire	Computer replacements (3)	\$2,000	June 30, 2022
L. Fire	Protective clothing washer/dryer	\$20,275	June 30, 2022
M. Fire	Fire Gear locker	\$7,500	June 30, 2022
N. DPW	One-Ton Pick up Truck	\$45,000	June 30, 2022
O. DPW	Wood Chipper	\$48,000	June 30, 2022
	<b>Totals:</b>	<b>372,413</b>	

**ARTICLE 15 - MUNICIPAL FACILITIES:**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute the sum of \$392,610 for facilities maintenance and improvement projects to the: Town Hall, Fire Station, Police Station, and Department of Public Works facilities, all of which projects are expected to be completed by June 30, 2022, said projects may include, but shall not be limited to the following: (BOARD OF SELECTMEN/MUNICIPAL FACILITIES COMMITTEE)

<b>Project</b>	<b>Estimated</b>	<b>Site</b>	<b>Note</b>
A. Domestic hot water mixing valves	\$1,400	Police	Improve performance and energy efficiency.
B. Remove underground fuel tank for generator	\$50,000	Fire	Mandated by State law.
C. Replace salt shed	\$120,000	DPW	New bow shed with 50% more storage capacity.
D. Trailer for office/accessibility/break needs	\$120,000	DPW	More space and meets access and safety codes.
E. New Septic system	\$50,000	DPW	Current system in failure. New trailer will connect to new septic system.

Project	Estimated	Site	Note
<b>Total for all projects:</b>	<b>\$341,400</b>		
<b>F. Contingency (15%) for all projects:</b>	<b>\$51,210</b>		
<b>Grand total with contingency:</b>	<b>\$392,610</b>		

**ARTICLE 16 – Fund Fuel Spill Remediation:**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of \$100,000 to be expended by the Board of Selectmen for remediation related to a fuel tank removal at 80 Westford Street, or to take any other action related thereto. (MUNICIPAL FACILITIES COMMITTEE)

**ARTICLE 17 – Police Station Renovation Project:**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of \$864,742 to be expended by the Board of Selectmen to design, construct, remodel, rehabilitate and/or modernize the Carlisle Police Station, provided, however, that this appropriation shall be contingent upon passage of a Proposition 2½, debt exclusion referendum under M.G.L. c.59, §21C(k) to exempt the amounts required for the payment of interest and principal on said borrowing, or to take any action related thereto. (MUNICIPAL FACILITIES COMMITTEE)

**ARTICLE 18 – Amend the Carlisle Zoning Bylaws re: Ban Commercial Marijuana Sales:**

To see if the Town will vote to amend the Zoning Bylaw as follows; provided, however, that the amendment shall be contingent on a majority vote pursuant to M.G.L. c.94G, §3(e), to accept the amendment set forth herein at the upcoming Town election:

By deleting Section 5.11 of the Zoning Bylaw in its entirety and inserting, in place thereof, a new Section 5.11 as follows:

**5.11 Marijuana Establishments**

5.11.1 Definitions

Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, whether as a principal use, or as an accessory use, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Medical Marijuana Treatment Center shall not be deemed to be a Marijuana Establishment.

5.11.2 Prohibition

All types of Marijuana Establishments, including Marijuana Establishments collocated with a Medical Marijuana Treatment Center, shall be prohibited in the Town of Carlisle. or take any action related thereto.

**ARTICLE 19 – Amend the Carlisle Zoning Bylaws re: Establish requirements and restrictions on siting and operating recreational marijuana facilities  
**PROHIBITION ON ALL ADULT USE MARIJUANA ESTABLISHMENTS EXCEPT CULTIVATION AND CRAFT COOPERATIVE ESTABLISHMENTS****

To see if the Town will vote to amend the Zoning Bylaw as follows:

The amendments set forth in this subpart shall be contingent on Town Meeting or the majority of voters at the upcoming Town election, or both, disapproving the Zoning Bylaw amendment appearing as Article 18 on the Warrant for the 2019 Annual Town Meeting that would have prohibited the operation of all Marijuana Establishments within Town:

By adding a new Section 3.3.2.10 to Section 3.3.2, Uses Permissible on Special Permit in Business District other than Carlisle Center Business District, as follows:

Permitted Marijuana Establishment (PME), as defined in Section 5.11.

By deleting Section 5.11 of the Zoning Bylaw in its entirety and inserting, in place thereof, a new Section 5.11 as follows:

**5.11 Permitted Marijuana Establishments**

**5.11.1 Purpose**

5.11.1.1 To prohibit the siting of certain types of Marijuana Establishments that would have adverse impacts in the Town;

5.11.1.2 To provide for the establishment of Permitted Marijuana Establishments (PMEs) in appropriate locations within the Town;

5.11.1.3 To minimize the adverse impacts associated with PMEs on adjacent properties, residential neighborhoods, schools and other places where children congregate, and other land uses potentially incompatible with PMEs; and

5.11.1.4 To regulate the siting, design, placement, security, safety, monitoring, and discontinuance of PMEs.

**5.11.2 Definitions**

In addition to the definitions provided below, the definitions in Section 5.10.1 shall apply equally to this Section 5.11.

**Craft Marijuana Cooperative:** A Marijuana Cultivator comprised of residents of the Commonwealth and organized as a limited liability company, limited liability partnership, or cooperative corporation under the laws of the Commonwealth, and licensed pursuant to M.G.L. c.94G and 935 CMR 500, *et seq.*, to cultivate, obtain, manufacture, process, package or brand cannabis or Marijuana products or to transport Marijuana to Marijuana Establishments, but not to consumers.

**Marijuana Cultivator:** An entity licensed pursuant to M.G.L. c.94G and 935 CMR 500, *et seq.*, to cultivate, process and package Marijuana, and to transfer Marijuana to other Marijuana Establishments, but not to consumers.

**Marijuana Establishment:** A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, whether as a principal use, or as an accessory or incidental use thereto, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Medical Marijuana Treatment Center (RMD) shall not be deemed to be a Marijuana Establishment.

**Special Permit Granting Authority:** The Town board charged with the responsibility for granting special permits for PMEs shall be the Carlisle Planning Board (“Planning Board”).

The Planning Board may convene an ad hoc committee to assist it in reviewing an application for a PME.

### 5.11.3 Applicability

5.11.3.1 All types of Marijuana Establishments and the commercial cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of Marijuana is prohibited, unless permitted as an RMD in accordance with Section 5.10 or as a PME in accordance with this Section 5.11.

5.11.3.2 No PME shall be established except in compliance with the provisions of this Section 5.11. An RMD seeking to operate as a PME or collocate with a PME shall obtain a new special permit prior to operating as a PME.

5.11.3.3 Nothing in this Section 5.11 shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.

5.11.3.4 If any provision of this Section 5.11 or the application of such provisions to any person or circumstance shall be held invalid, the remainder of this Section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to thus the provisions of this Section are severable.

5.11.3.5 PMEs are allowed only in a Business District other than the Carlisle Center Business District, by a special permit granted by the Planning Board, provided the PMEs meets the requirements of this Section 5.11.

5.11.3.6 The granting of a special permit under this Section does not supersede federal, state or local laws or exempt an applicant from complying with all relevant federal, state and local requirements.

### 5.11.4 General Requirements and Conditions for all PMEs

5.11.4.1 No PMEs shall be located within a building or structure having a gross floor area of more than 20,000 s.f.

5.11.4.2 A PME shall not be located within 1,000 feet of any: (i) school or licensed child care facility; (ii) drug or alcohol rehabilitation facility; (iii) correctional facility, half-way house, or similar facility; (iv) public playground, public athletic field or other public recreational land or facility; (v) religious facility; or (vi) any other PME. Distances shall be calculated by direct measurement from the nearest property line of the land used for school or child care establishment or places where minors frequent to the nearest point of the building in which the PME is located.

5.11.4.3 Cultivation and storage of Marijuana shall be in a secure, locked area. There shall be no visibility of activities, products or treatment occurring within or on the premises of a PME from the exterior of such facility or premises.

5.11.4.4 PMEs shall have a designated contact for purposes of communicating with the Town, and shall provide the Carlisle Police Department and the Building Commissioner with the name, phone numbers and email address of said contact, along with the names, phone numbers and email addresses of all management staff and key holders to whom one can provide notice if there are operating problems associated with the establishment. The special permit shall require as a condition that a designated contact person for the PME shall be required to respond by phone or email within twenty-four hours of the time of contact and inquiry by a town official regarding operation of the PME.

5.11.4.5 The PME shall annually file an affidavit with the Building Commissioner demonstrating that it is in good standing with respect to all applicable state licenses and all conditions contained in the special permit.

5.11.4.6 The applicant shall hold a Community Outreach Meeting in accordance with the Cannabis Control Commission's regulations and guidance, prior to submission of its application for a special permit.

5.11.4.7 All PMEs shall execute a Host Community Agreement with the Town, pursuant to M.G.L. c.94G, §3. An RMD seeking to operate or collocate with a PME shall demonstrate that its existing or amended Host Community Agreement permits operation as a PME, otherwise a new Host Community Agreement shall be executed. All special permits granted pursuant to this Section shall include a condition requiring the PME to comply with the terms of the Host Community Agreement and establish that any violation of the Host Community Agreement shall constitute a violation of the special permit.

5.11.4.8 All special permits granted pursuant to this Section shall include a condition requiring the PME to maintain its State issued license or registration in good standing at all times and establish that any suspension or revocation of such license or permit by the Massachusetts Cannabis Control Commission shall constitute a violation of the special permit.

5.11.4.9 The term of the special permit shall be determined by the Planning Board but shall be limited to the duration of the applicant's ownership of, or tenancy at, the premises and shall not be transferable. The special permit shall lapse if not exercised within one year of issuance.

5.11.4.10 The hours of operation of PMEs shall be set by the Planning Board. In no event shall a PME be open and/or operating between the hours of 8:00 p.m. and 8:00 a.m.

5.11.4.11 No smoking, burning or consumption of any product containing Marijuana or Marijuana-related products shall be permitted on the premises of a PME.

#### 5.11.5 Special Permit Procedures

5.11.5.1 Pre-Application Conference. Applicants are strongly encouraged to meet with the Planning Board at a public meeting to discuss the proposed application for a new PME and to discuss in general terms the proposed PME prior to the formal submission of an application.

5.11.5.2 Application, Review and Recommendations. An Applicant seeking a special permit under this section shall file a written application and submit a site plan to the Planning Board, furnishing a copy to the Town Clerk. The Planning Board shall promulgate or amend Rules and Regulations Regarding Special Permits for Permitted Marijuana Establishments ("Rules and Regulations"), which shall be consistent with this Section 5.11 of the Zoning Bylaw. The Rules and Regulations shall further detail the required contents of the application and the process for review of the special permit application. The application shall be submitted in accordance with the requirements of said Rules and Regulations. The applicant shall be required to pay such fees, as determined by the Planning Board, as are necessary to cover any expenses connected with a public hearing and review of the application, including but not limited to the costs of all notices and the employment of outside consultants. Copies of the application shall also be submitted to the Board of Selectmen, the Board of Health, Police Department, and contingent upon their respective jurisdictions over the site, to the Conservation Commission and /or Historical Commission.

The foregoing agencies may make recommendations as they deem appropriate and shall send copies thereof to the Planning Board and the applicant; provided that failure of any such agency to make recommendations within thirty five (35) days of receipt by said agency of the application shall be deemed lack of opposition thereto.

5.11.5.3 The application and each copy shall meet the application requirements for a special permit per Section 7.2 and as may be adopted by the Planning Board, and should include, at a minimum, the following information:

- 5.11.5.3.1 The name and address of each owner of the PME;
- 5.11.5.3.2 A copy of the Community Outreach Meeting Attestation Form;
- 5.11.5.3.3 Copy of a Host Community Agreement executed pursuant to M.G.L. c.94G, §3;
- 5.11.5.4.4 Copies of any licenses and permits for the PME issued to the applicant by the Commonwealth of Massachusetts and any of its agencies, as well as a letter explaining the status of any pending license applications with the Cannabis Control Commission;
- 5.11.5.4.5 Evidence that the applicant has site control and the right to use the site for a PME in the form of a deed or valid purchase and sale agreement, or, in the case of a lease, a notarized statement from the property owner and a copy of the lease agreement;
- 5.11.5.3.6 In addition to what is normally required in a site plan, details showing all exterior proposed security measures for the premises, including, but not limited to lighting, fencing, gates and alarms to ensure the safety of employees and patrons and to protect the premises from theft or other criminal activity;
- 5.11.5.3.7 A Management Plan including a description of all activities to occur on site, including all provisions for the delivery of Marijuana and related products;
- 5.11.5.3.8 Detailed information on the proposed water use and impacts on ground water;
- 5.11.5.3.9 An Odor Mitigation Plan;
- 5.11.5.3.10 A traffic impact statement; and
- 5.11.5.3.11 A Parking Plan.

#### 5.11.6 Notice and Hearing

The Planning Board shall give notice, in a manner provided by Chapter 40A of the General Laws, as amended, of a public hearing to be held within sixty-five (65) days after filing of the application and shall act within ninety (90) days following the public hearing. Failure of the Planning Board to take action within said 90 days shall be deemed to be a grant of the permit applied for.

#### 5.11.7 Approval and Findings

A special permit may be issued under this section only if the Planning Board finds that the project is in harmony with the general purpose and intent of this Section. Prior to the issuance of a special permit, the Planning Board shall make the following findings:

- 5.11.7.1 The PME satisfies the requirements of the zoning bylaw;
- 5.11.7.2 The PME meets all of the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will be in compliance with all applicable state laws and regulations;

5.11.7.3 The PME is designed to minimize any adverse impacts on the residents of the Town with regard to the general safety, welfare, and quality of life in the community (such as, but not limited to, attractive nuisance and noise);

5.11.7.4 All Marijuana stored, processed, or cultivated shall be adequately secured in locked areas within the PME; and

5.11.7.5 The PME adequately addresses issues of vehicular and pedestrian traffic, circulation, parking and queuing, especially during peak periods at the facility, and adequately mitigates the impacts of vehicular and pedestrian traffic on neighboring uses.

5.11.8 Abandonment or Discontinuance of Use

A PME shall be required to remove all material, plants equipment and other paraphernalia prior to surrendering its state issued licenses or permits or within six months of ceasing operations, whichever comes first.

By inserting the words “Section #5.11 (Permitted Marijuana Establishments),” to the second paragraph in Section 7.2, in the appropriate numerical order.

The amendment outlined in this subpart shall be contingent on: (1) Town Meeting or the majority of voters at the upcoming Town election, or both, disapproving the Zoning Bylaw amendment appearing as Article 18 on the Warrant for the 2019 Annual Town Meeting that would have prohibited the operation of all Marijuana Establishments within Town and (2) pursuant to M.G.L. c.94G, §3(e), a majority vote to approve the amendment outlined in this subpart at the upcoming Town election:

By inserting a new definition into Section 5.11.2, as proposed in subpart 2, above, in appropriate alphabetical order as follows:

Permitted Marijuana Establishment (PME): A Craft Marijuana Cooperative or a Marijuana Cultivator.

Or take any acts related thereto. (PLANNING BOARD)

**ARTICLE 20 – Amend the Carlisle Zoning Bylaws re: Medical Marijuana Bylaw Amendments**

To see if the Town will vote to amend the Zoning Bylaw as follows:

By deleting the definition of “Medical Marijuana Treatment Center” and “RMD” from Section 5.10.1 in its entirety and inserting, in place thereof, a new definition as following: “Medical Marijuana Treatment Center,” “Registered Marijuana Dispensary,” or “RMD”: An entity formerly and validly registered under 105 CMR 725.000: *Implementation of an Act for the Humanitarian Medical Use of Marijuana* or currently and validly registered under 935 CMR 501.100, that acquires, cultivates, possesses, processes (including development of related products such as edible Marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers.

By deleting from the definition of “Marijuana for Medical Use” in Section 5.10.1, the numbers and phrase “105 CMR” in its entirety and inserting, in place thereof, the numbers “935 CMR 501”, so that the section will read as follows:

Marijuana that is designated and restricted for use, by and for the benefit of, Qualifying Patients in the treatment of Debilitating Medical Conditions as defined by 935 CMR 501.

By deleting the definition of “Marijuana” in Section 5.10.1 in its entirety and inserting, in place thereof, a new definition as follows:

“Marijuana”: The substance as defined as “marijuana or cannabis” by 935 CMR 501.003, a product infused with marijuana (“Marijuana-Infused Products” (MIPs)) that is intended for use or consumption including, but not limited to, edible products, ointments, aerosols, oils, and tinctures, except where context clearly indicates otherwise.

By deleting Section 5.10.4.9 in its entirety and inserting, in place thereof, a new Section 5.10.4.9 as follows:

Section 5.10.4.9 All special permits granted pursuant to this Section shall include a condition requiring the RMD to maintain its State issued license or registration in good standing at all times, and establish that any suspension or revocation of a license by the Massachusetts Cannabis Control Commission shall constitute a violation of the special permit.

By inserting after the words “MA Department of Public Health” in Section 5.10.4.13, the words “or Cannabis Control Commission”, so that the section will read as follows:

In addition to signage required by law and/or as a condition of the special permit, a sign with the following language shall be posted at a conspicuous location at the public entrance to the RMD: “Registration card issued by the MA Department of Public Health or Cannabis Control Commission required.” The required text shall be a minimum of two inches in height.

By adding a new Section 5.10.4.15, as follows:

All RMDs shall execute a Host Community Agreement with the Town, pursuant to M.G.L. c.94G, §3. If a Marijuana Establishment permitted to operate pursuant to M.G.L. c.94G, seeks to collocate with an RMD, the applicant shall demonstrate that its existing or amended Host Community Agreement permits operation as an RMD, otherwise a new Host Community Agreement must be executed. All special permits granted pursuant to this Section shall include a condition requiring the RMD to comply with the terms of the Host Community Agreement and establish that any violation of the Host Community Agreement shall constitute a violation of the special permit.

By deleting Section 5.10.5.3.2 in its entirety and inserting, in place thereof, a new section 5.10.5.3.2 as follows:

5.10.5.3.2 Copies of any licenses and permits for the RMD issued to the applicant by the Commonwealth of Massachusetts and any of its agencies, as well as a letter explaining the status of any pending license applications with the Cannabis Control Commission;

By adding after Section 5.10.5.3.5, three new sections as follows:

5.10.5.3.6 Copy of a Host Community Agreement executed pursuant to M.G.L. c.94G, §3;

5.10.5.3.7 Detailed information on the proposed water use and impacts on ground water;

5.10.5.3.8 An Odor Mitigation Plan;

5.10.5.3.9 A traffic impact statement; and

5.10.5.3.10 Parking plan.

By deleting the word “shall” after the words “special permit” in Section 5.10.7, Approval and Findings, and inserting, in place thereof, the word “may”, so that Section 5.10.7 will read as follows:

A special permit may be issued under this section only if the Planning Board finds that the project is in harmony with the general purpose and intent of this Section. Prior to the issuance of a special permit, the Planning Board shall make the following findings: or to take any action related thereto. (PLANNING BOARD)

**ARTICLE 21 - Public Safety Communications Equipment Tower Lease:**

To see if the Town will vote to authorize the Board of Selectmen to execute one or more leases for space on wireless communication towers and associated ground space to permit the Town to install, maintain, and operate thereon public safety communication equipment, to be leased to the Town for periods for up to thirty years upon such terms and conditions as determined the Board of Selectmen, or to take any other action related thereto. (BOARD OF SELECTMEN)

**ARTICLE 22 – CPA Annual Recommendations:**

To see if the Town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds 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, and to take any other action related thereto. (COMMUNITY PRESERVATION COMMITTEE)

I move that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Year 2020 be approved as follows:

Motion 1 – FY ’20 CPA APPROPRIATIONS:

That the following amounts be appropriated from the Fiscal Year 2020 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Community Housing Reserve Fund.
- b. Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Historic Reserve Fund.
- c. Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Open Space Reserve Fund.
- d. Twenty Thousand Dollars (\$20,000) be appropriated for Administrative Expenses.
- e. Three Hundred Sixty-one Thousand Five Hundred Dollars (\$361,500) be appropriated to the fiscal year 2020 Community Preservation Budget Reserve account.

Motion 2 – (FY '19)

That Sixteen Thousand Five Hundred Seventy-One Dollars (\$16,571) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund to the Carlisle Town Clerk for the restoration and preservation of certain Town of Carlisle records and documents dating between 1754 and 1935 and determined by the Carlisle Historical Commission to be significant in the history of the town, and that such sums may be expended by the Carlisle Town Clerk pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-001, and further that any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Historic Reserve Fund.

Motion 3 – (FY '19)

That Fifteen Thousand Dollars (\$15,000) be appropriated effective immediately after Town Meeting vote from the Open Space Reserve Fund to the Carlisle Trails Committee for the restoration and construction of trails throughout the Carlisle, and that such sums may be expended by the Carlisle Trails Committee pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-002, and further that any portion of such sums not expended by June 30, 2024 shall be returned to the Community Preservation Open Space Reserve Fund.

Motion 4 – (FY '19)

That Nine Thousand Dollars (\$9,000) be appropriated effective immediately after Town Meeting vote from the Community Preservation Committee Administrative Expenses to the Carlisle Community Preservation Committee and the Carlisle Conservation Commission for the creation of the 2020 Open Space and Recreation Plan, and that such sums may be expended by the Carlisle Community Preservation Committee and the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-003, and further that any portion of such sums not expended by June 30, 2021 shall be returned to the Community Preservation Committee Administrative Expenses.

Motion 5 – (FY '19)

That Three Hundred Thousand Dollars (\$300,000) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund and/or Undesignated Funds to the Carlisle Conservation Commission for the restoration of the Greenough Dam, and that such sums may be expended by the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-004, and further that any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Historic Reserve Fund and/or Undesignated Funds, as appropriate.

**ARTICLE 23 – Amend the Carlisle Zoning Bylaws - Section 5.12, Residential Open Space Community**

To see if the Town will vote to amend the Zoning Bylaws as follows:

1. By amending Section 5.12.4.8 to read as follows:

That the Open Space does not include any residential structures or any appurtenant structures such as carports, septic systems, driveways or parking, other than those which the

Planning Board may allow under #5.12.4.7 above; provided providing, however, that the Open Space may include drinking water wells and appurtenant piping and electrical service appurtenant to the Residential Open Space Community, and any piping, electrical service, access, and/or other infrastructure related to a public water supply of the Town of Carlisle, which may have a source located on another lot or lots and serve other property within the Town.

2. By amending Section 5.12.4.9 to read as follows:

That the Open Space shall be conveyed to the Town of Carlisle for the park or open space use or conveyed to a non-profit organization the principal purpose of which is the conservation of open space, or conveyed to a corporation or trust composed of the owners of units within the Residential Open Space Community. In the case where such land is not conveyed to the Town, the Board must find that beneficial rights in said Open Space shall be deeded to the owners, and a permanent restriction enforceable by the Town pursuant to M.G.L. Ch. 184, Section 32, providing that such land shall be kept in open or natural state, subject to the exceptions provided for in Section 5.12.4.8, shall be recorded at the Middlesex North District Registry of Deeds. Nothing contained in this section shall be construed to prohibit the installation and maintenance of the private and/or public utilities and infrastructure allowed under Section 5.12.4.8, and all instruments of conveyance or conservation restriction, regardless of the recipient or holder, shall specifically authorize said utilities and infrastructure within the Open Space.

3. By amending Section 5.12.6.3 to read as follows:

Upon receipt of an application, the Board shall provide notice of same to the Carlisle Affordable Housing Trust~~Housing Authority~~ and provide them with the opportunity within the public hearing to propose to the applicant affordability options for a unit or units. The Board shall also provide notice to the Council on Aging and provide them the opportunity within the public hearing to propose to the applicant senior-friendly modifications to a unit or units.

or to take any other action related thereto. (PLANNING BOARD)

## **ARTICLE 24 – Amend the Carlisle Zoning Bylaws – Section 5.8, Revisions to Solar District:**

To see if the Town will vote to amend the General Bylaws as follows:

1. By amending Section 5.8.7 to read as follows:

5.8.7 Large Scale Ground-Mounted Solar Photovoltaic Facility. The Solar Photovoltaic Facility Overlay District shall consist of an area of (1) approximately 7 acres comprised of Assessor’s Map 21 Parcels 10 & 11 and a 200 ft x 200 ft portion of Map 20 Parcel 1 along its boundaries with Map 21 Parcels 10 & 9, and (2) Assessor’s Map 14 Parcels 29, 30, 31, and the portion of Parcel 28 that is within 800 feet of School Street, which shall be shown on a map entitled “Property Maps, Carlisle, Massachusetts.” The location of the renewable energy generation facilities in the form of a Large-Scale Ground-Mounted Solar Photovoltaic Facility shall be permitted as of right in this district.

2. By amending Section 5.8.10 to read as follows:

5.8.10 Dimensional and Other Requirements. The height of all structures comprising a Ground-Mounted Solar Photovoltaic Facility shall not exceed 12 feet above the pre-existing

natural grade; provided, however, that the height of a canopy-style Large-Scale Ground-Mounted Solar Photovoltaic Facility located within the Solar Photovoltaic Facility Overlay District shall not exceed 25 feet.

3. By amending Section 5.8.10.1 to read as follows:

5.8.10.1 For an Accessory or Intermediate Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet, unless the abutting lot is owned by the same entity. The Planning Board may require, as a condition of a site plan approval, larger setbacks where appropriate for screening provided, however, that such larger setbacks shall not have the effect of rendering an Accessory Ground-Mounted Solar Photovoltaic Facility infeasible.

4. By amending Section 5.8.10.2 to read as follows:

5.8.10.2 For a Large-Scale Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet, unless the abutting lot is owned by the same entity. As part of Site Plan Review, the Planning Board may require larger setbacks if appropriate for screening, provided, however, that such larger setbacks shall not have the effect of rendering a Large-Scale Ground-Mounted Solar Photovoltaic Facility infeasible.

or to take any action related thereto. (BOARD OF SELECTMEN/SCHOOL COMMITTEE)

**ARTICLE 25 – Authorize solar facility lease(s), PILOT Agreements, easements for Transfer Station and CPS parking lot:**

To see if the Town will authorize the Board of Selectmen and the School Committee to take the following actions, with respect to parking lot solar canopy facility projects on parcels of land under their control:

To authorize the Board of Selectmen to lease approximately 35,000 square feet, plus or minus, of a portion of Town land located at 59 Morse Road, for a maximum of twenty (20) years, upon such terms and conditions as are acceptable to the Board of Selectmen, to a solar energy provider for the purposes of constructing, maintaining, and operating a parking lot solar canopy facility on the property, and further to enter into a Solar Power Purchase Agreement and to authorize the Board of Selectmen and Board of Assessors to negotiate and execute a structured tax agreement pursuant to Chapter 59, Section 38H of the General Laws with the owner of the parking lot solar canopy facility.

To authorize the Board of Selectmen to grant an easement to Eversource to install, maintain, operate, repair, reinstall, or replace utility pole lines and a substation for three phase power for a parking lot solar canopy facility installation at the Carlisle Transfer Station located at 59 Morse Road.

To authorize the School Committee to lease approximately 35,000 square feet, plus or minus, of a portion of Town land located at 83 School Street, for a maximum of twenty (20) years, upon such terms and conditions as are acceptable to the Board of Selectmen, to a solar energy provider for the purposes of constructing, maintaining, and operating a parking lot solar canopy facility on the property, and further to enter into a Solar Power Purchase Agreement, and to authorize the Board of Selectmen and Board of Assessors to negotiate and execute a structured tax agreement pursuant to Chapter 59, Section 38H of the General Laws with the owner of the parking lot solar canopy facility.

To authorize the School Committee to grant an easement to Eversource to install, maintain, operate, repair, reinstall, or replace utility pole lines and a substation for three phase power for a parking lot solar canopy facility installation at the Carlisle Public School located at 83 School Street.

or to take any action related thereto. (BOARD OF SELECTMEN/SCHOOL COMMITTEE)

**ARTICLE 26 – SCHOOL PARKING LOT RESURFACING PROJECT:**

To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow the sum of \$250,000 to resurface the Carlisle Public School parking lot, and further, to authorize the Board of Selectmen to enter into a contract or contracts, for said purpose, or to take any other action related thereto. (BOARD OF SELECTMEN)

**ARTICLE 27 – Amend General Bylaws - new section re: Right to Farm bylaw:**

To see if the Town will vote to amend the General Bylaws by adding a new “Right to Farm” bylaw as follows:

**Article \_\_\_\_ RIGHT TO FARM**

**1 Legislative Purpose and Intent**

The purpose and intent of this By-law is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97 of the Constitution, and all state statutes and regulations thereunder including, but not limited to, Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9; Chapter 111, Section 125A; and Chapter 128 Section 1A. We the citizens of Carlisle restate and republish these rights pursuant to the Town’s authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution (“Home Rule Amendment”).

This General By-law encourages the pursuit of agriculture, promotes agriculture- based economic opportunities, and protects farmlands within the Town of Carlisle by allowing agricultural uses and related activities to function with minimal conflict with abutters and Town agencies. This By-law shall apply to all jurisdictional areas within the Town.

**2 Definitions**

The word "farm" shall include any parcel or contiguous parcels of land or water bodies used for the primary purpose of commercial agriculture, or accessory thereto.

The words "farming" or “agriculture" or their derivatives shall include, but not be limited to, the following:

farming in all its branches and the cultivation and tillage of the soil;

dairying;

production, cultivation, growing, and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;

growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;

raising of livestock, including horses, and keeping of horses as a commercial enterprise; and keeping and raising of poultry, swine, cattle, goats, sheep, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural purposes, including bees and fur-bearing animals.

“Farming” shall encompass activities including, but not limited to, the following:  
operation and transportation of slow-moving farm equipment over roads within the Town;  
control of pests, including, but not limited to, insects, weeds, predators, and disease  
organism of plants and animals;  
application of manure, fertilizers, and pesticides;  
conducting agriculture-related educational and farm-based recreational activities, including  
agri-tourism, provided that the activities are related to marketing the agricultural output or  
services of the farm;  
processing and packaging of the agricultural output of the farm and the operation of a  
farmer's  
market or farm stand including signage thereto;  
maintenance, repair, or storage of seasonal equipment or apparatus owned or leased by the  
farm owner or manager used expressly for the purpose of propagation, processing,  
management, or sale of the agricultural products; and  
on-farm relocation of earth and the clearing of ground for farming operations.

### **3 Right To Farm Declaration**

The Right to Farm is hereby recognized to exist within the Town of Carlisle. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture is more than offset by the benefits of farming to the neighborhood, community, and society in general. The benefits and protections of this By-law are intended to apply to agricultural and farming operations as described in the Massachusetts Constitution and General Laws noted in Section 1 of this document. Furthermore, nothing in this Right to Farm By-law shall be deemed as acquiring any interest in land or as imposing any land use regulation, which is properly the subject of state statute, regulation, or local zoning law.

### **4 Disclosure Notification**

Within 30 days after this By-law becomes effective, the Board of Selectmen shall post the following disclosure on the official bulletin board and website of the Town, at any other location at its discretion, and make such disclosure available for distribution upon request in the offices of the Board of Selectmen, Board of Assessors, and the Town Clerk.

“It is the policy of Town of Carlisle to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food, and other agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers or occupants that the property they are about to acquire or occupy lays within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause noise, dust and odors. Buyers or occupants are also informed that the location of property within the Town may be impacted by commercial agricultural operations including the ability to access water services for such property under certain circumstances.”

### **5 Resolution of Disputes**

Any person having a complaint about a farm or farming activity or practice is encouraged to seek an amicable solution through resolution directly with the owner or operator of the farm

at issue. Such person may also, notwithstanding the pursuit of other available remedies, file such a complaint with the Board of Selectmen. The Board of Selectmen may, at its sole discretion and to the extent the Board believes resolution of the matter may be facilitated by involvement of the Town, forward the complaint to the Agriculture Commission, or other appropriate board or officer, and request that recommendations for resolution be provided within an agreed upon timeframe. Notwithstanding any other provision of this section, however, the Board of Selectmen shall not be required to forward a complaint filed in accordance herewith or to take any other action.

#### **6. Severability Clause**

If any part of this By-law is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this By-law. The Town of Carlisle hereby declares the provisions of this By-law to be severable.  
or to take any action related thereto. (AGRICULTURAL COMMISSION)

**ARTICLE 28 – Accept MGL Ch. 140, s. 139, no dog license fee for residents over age 70:** To see if the Town will vote to accept the provisions of Chapter 140, Section 139 of the Massachusetts General Laws to permit the Town to waive dog license fees for residents over the age of 70, or to take any action related thereto. (BOARD OF SELECTMEN)

**ARTICLE 29 – Amend General Bylaws – Section 12.1, add to list of scenic roads:**  
To see if the Town will vote to amend the General Bylaws by adding the following streets and roads to the list of scenic roads provided in Section 12.1:

Rockland Road  
Stearns Street

or to take any action related thereto. (PLANNING BOARD)

**ARTICLE 30 – Funding for Spalding Field Study - \$20K:** To see if the Town will vote to raise and appropriate up to \$20,000, to be expended by the Board of Selectman, for an architectural and engineering study of Spalding Field for the purpose of planning future recreational use by the School and the Town. The study would conduct soil cores and test pits to test issues related to drainage; architect an undersurface drainage system; assess the risk of finding hazardous materials left from prior use of the site; scope any needs for variances or other permitting issues related to new field construction; make recommendations related to field configuration, solar orientation, use, and maintenance plans; make recommendations for tree and foliage setbacks for solar coverage; recommend variations of grass, clay, or other materials; and assess the suitability of the site, or some portion thereof, for artificial turf, or to take any action related thereto. (RECREATION COMMISSION)

**ARTICLE 31 – Concord-Carlisle Regional School District Capital Project:** To determine whether the Town will vote to approve the \$1,785,618 debt authorized by the Concord-Carlisle Regional School Committee for the reconstruction of the access road and the design and construction of the parking lot at the District's High School; *provided,*

*however, that this approval shall be contingent upon passage of a Proposition 2½ , debt exclusion referendum under M.G.L. c.59, §21C(k), to exempt the Town's allocable share of the amounts required for the payment of interest and principal on said borrowing; or take any other action related thereto. (BOARD OF SELECTMEN)*

**ARTICLE 32 – Vote to dissolve Carlisle Housing Authority:** To see if the Town will vote to dissolve the Carlisle Housing Authority in accordance with M.G.L. c. 121B, §3, or take any other action related thereto. (CARLISLE HOUSING AUTHORITY)

**ARTICLE 33 - Amend General Bylaws – Section 3.26, change designation from Housing Authority to Affordable Housing Trust:** To see if the Town will vote to amend Section 3.26.2 of the General Bylaws to read as follows:  
The Community Preservation Committee shall be appointed by the Board of Selectmen and consist of one member each from the:

Conservation Commission as designated by the Commission, Historical Commission as designated by the Commission, and Planning Board as designated by the Planning Board for an initial term of three years,

Recreation Commission as designated by the Commission, and Affordable Housing Authority Trust as designated by the Authority Trust (provided that this appointee shall be a Trustee not also serving on the board of Selectmen), for an initial term of two years and thereafter for a term of three years.

Board of Selectmen is designated by the Board, and one community member, appointed for an initial term of one year and thereafter for a term of three years.  
or to take any other action related thereto. (Board of Selectmen)

**ARTICLE 34 – Citizen Petition re: Easement from Town for nitrogen loading credits:** To determine whether the Town will vote to authorize the Board of Selectmen to provide a Grant of Title 5 Nitrogen Loading Restriction and Easement on Nitrogen Credit Land (“the Grant”) on terms and conditions, including payment thereof, either directly or by a gift/donation for conservation, Town park maintenance or related purposes, in the form of acceptable to the Board of Selectmen over a parcel of land owned by the Town on Lowell Road and shown as Parcel 42 on Map 22 of the Assessors’ Maps for the benefit of the property abutting said parcel 42 and known and numbered as 21-23 Bedford Road (“the Facility Land”) for the purposes of providing Nitrogen Loading Credits thereto and , in connection therewith to take such other and further action associated therewith and to execute such other and further documentation as may be required by the Carlisle Board of Health and/or the MA Department of Environmental Protection incident to such Grant, or take any other action related thereto. (CITIZEN PETITION)

**ARTICLE 35 – Citizens’ Petition to Amend General Bylaws Section 10.1:** To see if the Town will vote to amend Section 10.1 of the General Bylaws of the Town of Carlisle by deleting said Section in its entirety and inserting in its place the following:

## 10.1 Firearms, Explosives and Hunting

10.1.1 No person shall fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property, except with the written permission of the Board of Selectmen, or such other town officer or officers as they may designate from time to time.

10.1.2 No person shall hunt within the limits of any highway, park, or other town-owned land.

10.1.3 No person shall hunt, fire or discharge any firearm or explosive on any private property except with the written consent of the owner or legal occupant thereof, said written permission must be carried upon the person.

10.1.4 This bylaw shall not apply to the lawful defense of life or property, or to any law enforcement officer acting in the discharge of the officer's duties.

10.1.5 The word "hunt" shall have the meaning and rule of construction as defined in Massachusetts General Laws Chapter 131 Section 1.

10.1.6 Any provision of this bylaw, and any order of the Board of Selectmen, the violation of which is subject to a specific monetary fine or penalty, may, in the discretion of the town official who is the enforcing person and as an alternative to criminal proceedings, be enforced in the manner provided in Section 21D of Chapter 40 of the Massachusetts General Laws. The term "enforcing person" shall mean any police officer of the Town.

or to take any action related thereto. (CITIZENS' PETITION)

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Carlisle, qualified as aforesaid, to go to Carlisle Town Hall at 66 Westford Street in said Carlisle on Tuesday, the 7th day of May, 2019 between the hours of seven o'clock forenoon and eight o'clock in the afternoon and there to vote on the following:

**TOWN ELECTION  
7:00 A.M. TO 8:00 P.M.**

ELECTION OF OFFICERS – To see if the Town will vote on the election of the following Town Officers:

Moderator	one for a term of one year
Selectmen	two for a term of three years
Board of Assessors	one for a term of three years
Board of Health	two for a term of three years
Library Trustees	one for a term of three years
Planning Board	three for a term of three years
School Committee	two for a term of three years
Housing Authority	one for a term of five years
Housing Authority	one for a term of two years
Housing Authority	one for a term of one year

**DEBT EXCLUSION QUESTION**

M.G.L. C. 59, §21C(k)

**Question 1: Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town’s allocable share of the bond issued by the Concord-Carlisle Regional School District for improvements including the reconstruction of the access road and designing and constructing a new parking lot?**

YES \_\_\_\_\_ NO \_\_\_\_\_

Question 2: Shall the Town of Carlisle be allowed to exempt from provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to design, construct, reconstruct, remodel, rehabilitate and/or modernize the Carlisle Police Station?

YES \_\_\_\_\_ NO \_\_\_\_\_

**Question 3: Shall this Town adopt the following Bylaw?**

*Town Counsel Summary*

Section 5.11 of the Zoning Bylaw, Marijuana Establishments, the full text of which is provided below, would prohibit all types of Marijuana Establishments regulated under *M.G.L. c.94G* from being sited in the Town. The adoption of Section 5.11 would not prevent a Medical Marijuana Treatment Center from operating in the Town, nor would it prevent the personal use of marijuana for medical or adult use, in accordance with other laws.

*Full Text of the Bylaw*

5.11 Marijuana Establishments

5.11.1 Definitions

Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, whether as a principal use, or as an accessory use, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Medical Marijuana Treatment Center shall not be deemed to be a Marijuana Establishment.

### 5.11.2 Prohibition

All types of Marijuana Establishments, including Marijuana Establishments collocated with a Medical Marijuana Treatment Center, shall be prohibited in the Town of Carlisle.

YES \_\_\_\_\_ NO \_\_\_\_\_

#### **Question 4: Shall this Town adopt the following Bylaw?**

##### *Town Counsel Summary*

At the April 29, 2019 Annual Town Meeting, the Town considered under Article 19 of the Warrant adoption of a Zoning Bylaw that would allow “Permitted Marijuana Establishments” pursuant to a special permit issued by the Planning Board within the Business District (but not the Carlisle Center Business District).

This ballot question asks whether this Zoning Bylaw should define “Permitted Marijuana Establishments” in Section 5.11.2 as a “Craft Marijuana Cooperative or Marijuana Cultivator” regulated under *M.G.L. c.94G*. Defining “Permitted Marijuana Establishments” in this manner would exclude all other forms of adult use Marijuana Establishments regulated under *M.G.L. c.94G* (such as Marijuana Testing Facilities, Marijuana Product Manufacturers, and Marijuana Retailers). This would have the effect of prohibiting these other forms of adult use Marijuana Establishments within Town. Only Craft Marijuana Cooperatives and Marijuana Cultivators would be allowed, and then only by special permit from the Planning Board.

Pursuant to *M.G.L. c.94G*, a ballot vote is necessary to prohibit the operation of one or more types of Marijuana Establishments in Town. Accordingly, limiting the field of “Permitted Marijuana Establishments” to “Craft Marijuana Cooperative[s] or Marijuana Cultivator[s]”, and consequently prohibiting all other forms of adult use Marijuana Establishments, requires ballot approval by the Town.

Adopting this proposed definition into Section 5.11.2 (bolded and underlined in the full text of the bylaw laid out below) would not prevent a Medical Marijuana Treatment Center from operating in Town, nor would it prevent the personal use of marijuana for medical or adult use, in accordance with other laws.

##### *Full Text of the Bylaw*

### 5.11 Permitted Marijuana Establishments

#### 5.11.1 Purpose

5.11.1.1 To prohibit the siting of certain types of Marijuana Establishments that would have adverse impacts in the Town;

5.11.1.2 To provide for the establishment of Permitted Marijuana Establishments (PMEs) in appropriate locations within the Town;

5.11.1.3 To minimize the adverse impacts associated with PMEs on adjacent properties, residential neighborhoods, schools and other places where children congregate, and other land uses potentially incompatible with PMEs; and

5.11.1.4 To regulate the siting, design, placement, security, safety, monitoring, and discontinuance of PMEs.

#### 5.11.2 Definitions

In addition to the definitions provided below, the definitions in Section 5.10.1 shall apply equally to this Section 5.11.

Craft Marijuana Cooperative: A Marijuana Cultivator comprised of residents of the Commonwealth and organized as a limited liability company, limited liability partnership, or cooperative corporation under the laws of the Commonwealth, and licensed pursuant to *M.G.L. c.94G* and 935 CMR 500, *et seq.*, to cultivate, obtain, manufacture, process, package or brand cannabis or Marijuana products or to transport Marijuana to Marijuana Establishments, but not to consumers.

Marijuana Cultivator: An entity licensed pursuant to *M.G.L. c.94G* and 935 CMR 500, *et seq.*, to cultivate, process and package Marijuana, and to transfer Marijuana to other Marijuana Establishments, but not to consumers.

Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, whether as a principal use, or as an accessory or incidental use thereto, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Medical Marijuana Treatment Center (RMD) shall not be deemed to be a Marijuana Establishment.

Permitted Marijuana Establishment (PME): A Craft Marijuana Cooperative or a Marijuana Cultivator.

Special Permit Granting Authority: The Town board charged with the responsibility for granting special permits for PME's shall be the Carlisle Planning Board ("Planning Board"). The Planning Board may convene an ad hoc committee to assist it in reviewing an application for a PME.

#### 5.11.3 Applicability

5.11.3.1 All types of Marijuana Establishments and the commercial cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of Marijuana is prohibited, unless permitted as an RMD in accordance with Section 5.10 or as a PME in accordance with this Section 5.11.

5.11.3.2 No PME shall be established except in compliance with the provisions of this Section 5.11. An RMD seeking to operate as a PME or collocate with a PME shall obtain a new special permit prior to operating as a PME.

5.11.3.3 Nothing in this Section 5.11 shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.

5.11.3.4 If any provision of this Section 5.11 or the application of such provisions to any person or circumstance shall be held invalid, the remainder of this Section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to thus the provisions of this Section are severable.

5.11.3.5 PME's are allowed only in a Business District other than the Carlisle Center Business District, by a special permit granted by the Planning Board, provided the PME's meets the requirements of this Section 5.11.

5.11.3.6 The granting of a special permit under this Section does not supersede federal, state or local laws or exempt an applicant from complying with all relevant federal, state and local requirements.

#### 5.11.4 General Requirements and Conditions for all PME's

5.11.4.1 No PME's shall be located within a building or structure having a gross floor area of more than 20,000 s.f.

5.11.4.2 A PME shall not be located within 1,000 feet of any: (i) school or licensed child care facility; (ii) drug or alcohol rehabilitation facility; (iii) correctional facility, half-way house, or similar facility; (iv) public playground, public athletic field or other public recreational land or facility; (v) religious facility; or (vi) any other PME. Distances shall be calculated by direct measurement from the nearest property line of the land used for school or child care establishment or places where minors frequent to the nearest point of the building in which the PME is located.

5.11.4.3 Cultivation and storage of Marijuana shall be in a secure, locked area. There shall be no visibility of activities, products or treatment occurring within or on the premises of a PME from the exterior of such facility or premises.

5.11.4.4 PMEs shall have a designated contact for purposes of communicating with the Town, and shall provide the Carlisle Police Department and the Building Commissioner with the name, phone numbers and email address of said contact, along with the names, phone numbers and email addresses of all management staff and key holders to whom one can provide notice if there are operating problems associated with the establishment. The special permit shall require as a condition that a designated contact person for the PME shall be required to respond by phone or email within twenty-four hours of the time of contact and inquiry by a town official regarding operation of the PME.

5.11.4.5 The PME shall annually file an affidavit with the Building Commissioner demonstrating that it is in good standing with respect to all applicable state licenses and all conditions contained in the special permit.

5.11.4.6 The applicant shall hold a Community Outreach Meeting in accordance with the Cannabis Control Commission's regulations and guidance, prior to submission of its application for a special permit.

5.11.4.7 All PMEs shall execute a Host Community Agreement with the Town, pursuant to *M.G.L. c.94G, §3*. An RMD seeking to operate or collocate with a PME shall demonstrate that its existing or amended Host Community Agreement permits operation as a PME, otherwise a new Host Community Agreement shall be executed. All special permits granted pursuant to this Section shall include a condition requiring the PME to comply with the terms of the Host Community Agreement and establish that any violation of the Host Community Agreement shall constitute a violation of the special permit.

5.11.4.8 All special permits granted pursuant to this Section shall include a condition requiring the PME to maintain its State issued license or registration in good standing at all times and establish that any suspension or revocation of such license or permit by the Massachusetts Cannabis Control Commission shall constitute a violation of the special permit.

5.11.4.9 The term of the special permit shall be determined by the Planning Board but shall be limited to the duration of the applicant's ownership of, or tenancy at, the premises and shall not be transferable. The special permit shall lapse if not exercised within one year of issuance.

5.11.4.10 The hours of operation of PMEs shall be set by the Planning Board. In no event shall a PME be open and/or operating between the hours of 8:00 p.m. and 8:00 a.m.

5.11.4.11 No smoking, burning or consumption of any product containing Marijuana or Marijuana-related products shall be permitted on the premises of a PME.

5.11.5 Special Permit Procedures

5.11.5.1 Pre-Application Conference. Applicants are strongly encouraged to meet with the Planning Board at a public meeting to discuss the proposed application for a new PME and to discuss in general terms the proposed PME prior to the formal submission of an application.

5.11.5.2 Application, Review and Recommendations. An Applicant seeking a special permit under this section shall file a written application and submit a site plan to the Planning Board, furnishing a copy to the Town Clerk. The Planning Board shall promulgate or amend Rules and Regulations Regarding Special Permits for Permitted Marijuana Establishments (“Rules and Regulations”), which shall be consistent with this Section 5.11 of the Zoning Bylaw. The Rules and Regulations shall further detail the required contents of the application and the process for review of the special permit application. The application shall be submitted in accordance with the requirements of said Rules and Regulations. The applicant shall be required to pay such fees, as determined by the Planning Board, as are necessary to cover any expenses connected with a public hearing and review of the application, including but not limited to the costs of all notices and the employment of outside consultants. Copies of the application shall also be submitted to the Board of Selectmen, the Board of Health, Police Department, and contingent upon their respective jurisdictions over the site, to the Conservation Commission and /or Historical Commission. The foregoing agencies may make recommendations as they deem appropriate and shall send copies thereof to the Planning Board and the applicant; provided that failure of any such agency to make recommendations within thirty five (35) days of receipt by said agency of the application shall be deemed lack of opposition thereto.

5.11.5.3 The application and each copy shall meet the application requirements for a special permit per Section 7.2 and as may be adopted by the Planning Board, and should include, at a minimum, the following information:

- 5.11.5.3.1 The name and address of each owner of the PME;
- 5.11.5.3.2 A copy of the Community Outreach Meeting Attestation Form;
- 5.11.5.3.3 Copy of a Host Community Agreement executed pursuant to *M.G.L. c.94G, §3*;

5.11.5.4.4 Copies of any licenses and permits for the PME issued to the applicant by the Commonwealth of Massachusetts and any of its agencies, as well as a letter explaining the status of any pending license applications with the Cannabis Control Commission;

5.11.5.4.5 Evidence that the applicant has site control and the right to use the site for a PME in the form of a deed or valid purchase and sale agreement, or, in the case of a lease, a notarized statement from the property owner and a copy of the lease agreement;

5.11.5.3.6 In addition to what is normally required in a site plan, details showing all exterior proposed security measures for the premises, including, but not limited to lighting, fencing, gates and alarms to ensure the safety of employees and patrons and to protect the premises from theft or other criminal activity;

5.11.5.3.7 A Management Plan including a description of all activities to occur on site, including all provisions for the delivery of Marijuana and related products;

5.11.5.3.8 Detailed information on the proposed water use and impacts on ground water;

- 5.11.5.3.9 An Odor Mitigation Plan;
- 5.11.5.3.10 A traffic impact statement; and
- 5.11.5.3.11 A Parking Plan.

5.11.6 Notice and Hearing

The Planning Board shall give notice, in a manner provided by Chapter 40A of the General Laws, as amended, of a public hearing to be held within sixty-five (65) days after filing of the application and shall act within ninety (90) days following the public hearing. Failure of the Planning Board to take action within said 90 days shall be deemed to be a grant of the permit applied for.

5.11.7 Approval and Findings

A special permit may be issued under this section only if the Planning Board finds that the project is in harmony with the general purpose and intent of this Section. Prior to the issuance of a special permit, the Planning Board shall make the following findings:

5.11.7.1 The PME satisfies the requirements of the zoning bylaw;

5.11.7.2 The PME meets all of the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will be in compliance with all applicable state laws and regulations;

5.11.7.3 The PME is designed to minimize any adverse impacts on the residents of the Town with regard to the general safety, welfare, and quality of life in the community (such as, but not limited to, attractive nuisance and noise);

5.11.7.4 All Marijuana stored, processed, or cultivated shall be adequately secured in locked areas within the PME; and

5.11.7.5 The PME adequately addresses issues of vehicular and pedestrian traffic, circulation, parking and queuing, especially during peak periods at the facility, and adequately mitigates the impacts of vehicular and pedestrian traffic on neighboring uses.

5.11.8 Abandonment or Discontinuance of Use

A PME shall be required to remove all material, plants equipment and other paraphernalia prior to surrendering its state issued licenses or permits or within six months of ceasing operations, whichever comes first.

YES \_\_\_\_\_ NO \_\_\_\_\_

And you are directed to serve this Warrant by posting a true and attested copy thereof at the Town Hall and at the Post Office in said Town of Carlisle at least seven days prior to the time of holding said Meeting.

THEREOF FAIL NOT and make return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the Meeting aforesaid.

Given under our hands this 26th day of March in the Year of Our Lord 2019.

**BOARD OF SELECTMEN**



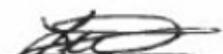
Nathan Brown, Chairman



Kate Reid, Vice Chairman



Alan Lewis, Clerk



Luke Ascolillo

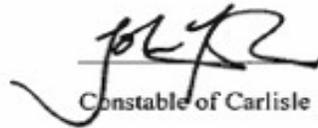
Kerry Kissinger

A True Copy Attest:

 Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said Town at least seven (7) days before the date of the Meeting, as within directed.

 Constable of Carlisle

Date Posted: 11 APR 19

**MINUTES**  
**ANNUAL TOWN MEETING - APRIL 29, 2019**  
**(With Adjourned Sessions April 30, 2019 and May 1, 2019)**

The Town Meeting was called to order at 7:15 p.m. by Moderator Wayne Davis. A total of 421 registered voters were signed in by Election Workers Charlene Hinton and Sally Zielinski. Assistant Town Clerk Peggy Wang also assisted at the check-in table.

Mr. Davis then stated that he had inspected the return of service of the Warrant and determined that it was properly served. He noted that unless there was an objection, he would like to dispense with the reading of the Warrant. There being no objections, the warrant articles were then called in order. Vanessa H. Moroney acted as Assistant Moderator in the Cafeteria.

Moderator Davis asked the Town Officials sitting on the stage to introduce themselves. In attendance were: Mary de Alderete, Town Clerk, Nathan Brown, Chairman of the Board of Selectmen, Kate Reid, Vice-Chairman Board of Selectmen, Luke Ascolillo, Board of Selectmen, Kerry Kissinger, Board of Selectmen, Alan Lewis, Board of Selectmen, Town Counsel, Tom Harrington, Town Administrator, Tim Goddard, James Catachio, Finance Committee, Melissa McMorrow, Finance Committee, Scott Triola, Finance Committee, Victor Liang, Chairman Finance Committee, Tom Smith, Finance Committee, Lynne Lipinsky, Finance Committee.

Mr. Davis recognized Nathan Brown, Chairman of the Board of Selectmen to give mention of special appreciation to those members of the Town who had served the Town, and had retired, in the prior year.

**NOTICE OF SPECIAL APPRECIATION**

**David Flannery, Fire Chief (1968-2018)**

50 years of combined service with the Fire Department and Carlisle Public Schools, 15 years as Fire Chief, 24 years as Deputy Chief, 9 years as a Firefighter, as well as working at Carlisle Schools

**Jonathan White, Deputy Fire Chief (2003–2019)**

15 years of service as Deputy Chief, 15 Years as Captain

**Burt Rubenstein, Interim Fire Chief (2019)**

Service as Interim Fire Chief

**James Marchant, Board of Assessors (1998-2018)**

20 years of Service to the Board of Assessors

**Charlene Hinton, Town Clerk (2003-2018)**

15 Years of Service as Town Clerk

**Cynthia D. Schweppe, Board of Registrars (2005-2019)**  
14 Years of Service to the Board of Registrars

**Steve Golson, Library Trustee (2011-2019)**  
8 Years of Service to the Library Trustees

**Steve Hinton, Municipal Facilities (2017-2019)**  
2 Years of Service to the Municipal Facilities Committee

**Joshua Kablotsky, School Committee (2010-2019)**  
9 Years of Service to the School Committee  
2 Years of Service to the Municipal Facilities Committee

**Mary Storrs, School Committee (2010-2019)**  
9 Years of Service to the School Committee

**Kerry Colburn-Dion, Finance Director/Treasurer & Collector (2016-2019)**  
2 and ½ Years of Service to the Finance Department

**Todd Brady, Board of Health (2016-2019)**  
3 Years of Service to the Board of Health

**Caroline Guild, Lyme Disease Subcommittee (2017-2019)**  
2 Years of Service to the Lyme Disease Subcommittee

**Tom Smith, Finance Committee (2016-2019)**  
3 Years of Service to the Finance Committee

**Steve Carlin, Agricultural Commission (2015-2019)**  
5 Years of Service to the Agricultural Commission

**Steven Smith, Conservation Commission, CBWG, Deer Committee (2017-2019)**  
2 Years of Service to the Conservation Commission  
2 Years of Service to the Cranberry Bog Working Group  
2 Years of Service to the Deer Committee

**Lyn Carroll, Land Stewardship Committee (2017-2019)**  
2 Years of Service to the Land Stewardship Committee

**Bill Risso, Energy Task Force (2009-2019)**  
10 Years of Service to the Energy Task Force

**Sabrina Perry, Carlisle Center Park (2005-2019)**  
14 Years of Service as Founder of Center Park

Mr. Davis then recited the poem “Council Meeting” from the collection entitled “Truth About Small Towns” by David Baker

After explaining the particulars of procedure concerning the Meeting, Motions, Warrant, and Amendment Forms, he mentioned that Articles 18 and 19 would be taken in reverse order. Mr. Davis also asked for, and received, permission from the Town Meeting members to grant permission to speak to those non-voters who might need to speak to Articles concerning them. Mr. Davis recognized Mr. Brown to begin the Motions to the Articles.

**Article 1 – CONSENT AGENDA  
(Majority vote required)**

Mr. Brown moves that Articles 2 through 8 be considered in one Motion and that the Motions for Articles 2 through 8 be hereby adopted as printed in the Town Meeting Motions Booklet.

MOTION CARRIES UNANIMOUSLY

**Article 2\*  
(Majority Vote – Consent Article)**

Mr. Brown moves that the reports of the Town Officers, Boards, Committees, Commissioners and Trustees as published in the Annual Town Report for the Year 2018 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.

CONSENT MOTION CARRIES

**Article 3\*  
(Majority Vote – Consent Article)**

Mr. Brown moves that 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 the Fiscal Year 2020, beginning July 1, 2019, as printed in the Town Meeting Motions booklet.

CONSENT MOTION CARRIES

**Article 4\*  
(Majority Vote – Consent Article)**

Mr. Brown moves that Three Thousand Dollars (\$3,000) be raised and appropriated from the FY 2020 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.

CONSENT MOTION CARRIES

**Article 5**

**(Majority Vote – Consent Article)**

Mr. Brown moves that the Town vote 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, 2019.

CONSENT MOTION CARRIES

**Article 6\***

**(Majority Vote – Consent Article)**

Mr. Brown moves that the Treasurer of the Town, with the approval of the Selectmen, be authorized to borrow Two Hundred Fifty-Two Thousand Seven Hundred Thirty-Eight Dollars (\$252,738) 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 90C.

CONSENT MOTION CARRIES

**Article 7\***

**(Majority Vote – Consent Article)**

Mr. Brown moves that the Town vote to amend the Town of Carlisle General Bylaws by renumbering and renaming the Town Bylaw entitled “Establish Departmental Revolving Funds” by changing the number to Article XVII and by changing the title to “Revolving Funds”, and to vote to set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2020, as follows:

School Bus Revolving Fund:	\$60,000.00
Board of Health Inspections Revolving Fund:	\$60,000.00
Hazardous Waste Revolving Fund:	\$70,000.00
Trails Committee Revolving Fund:	\$10,000.00
Foss Farm Revolving Fund:	\$3,000.00
Conservation Building Maintenance Revolving Fund:	\$30,000.00
Historical Commission Revolving Fund:	\$3,000.00
Youth Commission Revolving Fund:	\$10,000.00
Building Department Revolving Fund:	\$165,000.00
Council on Aging Events Revolving Fund:	\$30,000.00
Council on Aging Transportation Revolving Fund:	\$15,000.00;
and to create a new Deer Hunting Revolving Fund with a spending limit of	\$1,000.00 annually.

CONSENT MOTION CARRIES

**Article 8**  
**(Majority Vote – Consent Article)**

Mr. Brown moves that the Town vote to appropriate the sum of \$125,000.00 from the PEG 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.

CONSENT MOTION CARRIES

**Article 9**  
**(Two thirds vote required)**

Mr. Brown moves that the Town vote to transfer sums of money into various line items of the Fiscal Year 2019 operating budget from other line items of said budget, from unexpended funds in various accounts as follows:

*Transfer From:*

<i>01129 Regional Housing Expense</i>	<i>\$ 10,000</i>
<i>01913 Unemployment Expense</i>	<i>\$ 35,000</i>
<i>Ambulance Receipts</i>	<i>\$ 6,000</i>
<i>Free Cash</i>	<i>\$160,000</i>
<i>TOTAL</i>	<i>\$211,000</i>

*Transfer To:*

<i>01423 Snow and Ice</i>	<i>\$ 50,000</i>
<i>01220 Fire Additional Equipment</i>	<i>\$ 6,000</i>
<i>01210 Police Salaries</i>	<i>\$ 50,000</i>
<i>01919 Blanket Insurance</i>	<i>\$ 85,000</i>
<i>01129 <u>DEP Testing Services</u></i>	<i>\$ 20,000</i>
<i>TOTAL</i>	<i>\$ 211,000</i>

MOTION CARRIES UNANIMOUSLY

**Article 10**  
**(Two thirds vote required)**

Mr. Liang moves that a total of Thirty Million Eight Hundred Seventy-One Thousand Nine Hundred Eighteen Dollars (\$30,871,918) be appropriated for FY2020, as set forth in the column entitled “FY2020 Recommended Budget” in the chart accompanying this motion; and to meet this appropriation Fifty Three Thousand Dollars (\$53,000) be transferred from the Ambulance Fund, that Fourteen Thousand Nine Hundred Forty Five Dollars (\$14,945) be transferred from the Stabilization Fund, that Thirty Two Thousand Five Hundred Dollars (\$32,500) be transferred from the Reserve for Bond Premiums Account and that the balance be raised from the FY2020 tax levy and other general revenues of the Town.

	<i><b>FY2019</b></i>	<i><b>FY2020</b></i>
<i><b>Department</b></i>	<i><b>Budget</b></i>	<i><b>Recommended</b></i>
<b>General Government</b>		
General Expense & Town Hall	819,515	825,079
Citizen Recognition	275	275
Treasurer	237,805	247,749
Town Clerk	101,295	104,928
Assessors	146,749	150,559
Planning Board	112,100	113,985
Energy Task Force	<u>3,500</u>	<u>3,500</u>
<b>sub-total</b>	<b>1,421,239</b>	<b>1,446,075</b>
<b>Protection of Persons &amp; Property</b>		
Police	1,607,315	1,696,035
Fire	547,152	620,345
Communications	399,983	394,036
Conservation	133,168	144,147
Dog & animal control	15,274	15,274
Inspection services	37,114	38,183
Street Lighting	<u>7,500</u>	<u>4,000</u>
<b>sub-total</b>	<b>2,747,506</b>	<b>2,912,020</b>
<b>Public Works</b>		
DPW	776,872	795,312
Snow & Ice	65,785	65,785
Transfer Station	264,684	264,852
Road maintenance	<u>88,416</u>	<u>88,416</u>
<b>sub-total</b>	<b>1,195,757</b>	<b>1,214,365</b>
<b>Health &amp; Human Services</b>		
Youth Commission	3,783	3,859
Board of Health	108,030	111,619
Council on Aging	218,867	224,939
Veteran's Agent	<u>11,600</u>	<u>11,600</u>
<b>sub-total</b>	<b>342,280</b>	<b>352,017</b>
<b>Education</b>		
Carlisle public school	11,209,266	11,559,266

	<i><b>FY2019</b></i>	<i><b>FY2020</b></i>
<i><b>Department</b></i>	<i><b>Budget</b></i>	<i><b>Recommended</b></i>
CCRSB (w/o debt)	6,226,667	6,577,045
CCRSB debt service	1,140,546	1,101,207
Vocational	<u>104,568</u>	<u>129,249</u>
<b>sub-total</b>	<b>18,681,047</b>	<b>19,366,767</b>
<b>Culture &amp; Recreation</b>		
Library	626,269	637,231
Recreation	189,023	193,828
<b>sub-total</b>	<b>815,292</b>	<b>831,059</b>
<b>Insurance &amp; Fringe</b>		
Blanket Insurance	220,000	240,000
Group Insurance & Medicare	1,232,000	1,373,864
OPEB Trust	375,000	425,000
County Retirement	932,452	991,823
Unemployment insurance	<u>50,000</u>	<u>50,000</u>
<b>sub-total</b>	<b>2,809,452</b>	<b>3,080,687</b>
<b>Unclassified</b>		
Interest, fees, & costs	1,000	1,000
Public Celebrations	1,000	1,000
Reserve fund balance	<u>150,000</u>	<u>150,000</u>
<b>sub-total</b>	<b>152,000</b>	<b>152,000</b>
<b>Debt</b>		
Debt Service	<u>1,645,816</u>	<u>1,516,928</u>
<b>sub-total</b>	<b>1,645,816</b>	<b>1,516,928</b>
<b>Total Operating Budget</b>	<b>29,810,389</b>	<b>30,871,918</b>

MOTION CARRIES

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

**Article 11  
(Majority vote required)**

Ms. Reid moves that Town vote to raise and appropriate the sum of \$22,000 to be expended by the Board of Selectmen to conduct studies, provide services and facilitate projects for the following:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Council on Aging	\$8,500	Social Worker
Assessors	\$10,000	Assessors' Maps updates
Treasurer/Accountant	\$3,500	Financial Consulting

MOTION CARRIES UNANIMOUSLY

**Article 12**  
**(Majority vote required).**

MOTION: Mr. Gambino moves that Town vote to raise and appropriate the sum of \$160,000 to be expended by the Master Plan Steering Committee for the costs associated with the preparation of a Master Plan, including consultant services and ancillary Town costs associated with the preparation and presentation of the plan and the management of the planning process.

MOTION TO AMEND.

Mr. Ralph Anderson (Baldwin Road) moves to amend Article 12 by adding the following: "Upon completion of the Master Plan by the Master Plan Steering Committee, the Master Plan shall be submitted to an annual Town Meeting for approval by a majority vote by those attending, and recommend to the Board of Selectmen that it be submitted as a question for approval by majority vote, at the next Town Election (*immediately following the town meeting at which it was presented*). **Bold** indicates correction by Town Counsel in order to clarify the amendment."

MOTION TO AMEND LOST

MOTION: Bob Clark (Robbins Drive) moves the question.

MOTION TO MOVE THE QUESTION CARRIES

ORIGINAL MOTION CARRIES

**Article 13**  
**(Majority vote required)**

Mr. Ascolillo moves that Town vote to raise and appropriate the sum of \$50,000 for the purpose of supplementing the funding for the "Complete Streets Project" and implementing crosswalk safety recommendations such as those outlined in the Stamski & McNary

engineering report titled “Crosswalk Safety Enhancements” report dated November 26, 2018.

MOTION CARRIES

**Article 14  
(Majority vote required).**

Mr. Triola moves Three Hundred Seventy Two Thousand Four Hundred Thirteen Dollars (\$372,413) be appropriated for FY 2020, and to meet this appropriation that Two Hundred Fifty Thousand Dollars (\$250,000) be transferred from Free Cash, that \$93,000 be borrowed and that the balance of Twenty-Nine Thousand Four Hundred Thirteen Dollars (\$29,413) be raised from the FY2020 tax levy and other general revenues of the Town, to be spent by the Board of Selectmen, except for the items for the Carlisle Public School which sums are to be spent by the Carlisle School Committee, for the designated capital purposes, and further, that after June 30, 2022, any residual unexpended portion of any listed appropriation shall be returned to the General Fund, any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Long Term Capital Requirements FY2020**

Department	Project/Program	Amount	Appropriation Expires
A. Town Hall	Technology Upgrades	\$5,000	June 30, 2022
B. Carlisle Public School	Technology Replacements	\$80,000	June 30, 2022
C. Carlisle Public School	Simplex Fire Alarm System Upgrades	\$46,250	June 30, 2022
D. Carlisle Public School	Painting and Interior Finishes-Wilkins	\$15,778	June 30, 2022
E. Carlisle Public School	Ceiling replacement – Grant Building	\$10,610	June 30, 2022
F. Gleason Library	Technology	\$4,000	June 30, 2022
G. Gleason Library	Repairs and Service	\$5,000	June 30, 2022
H. Police	Computer replacement	\$8,000	June 30, 2022
I. Police	Cruiser	\$55,000	June 30, 2022
J. Police	Ballistic Vests	\$20,000	June 30, 2022
K. Fire	Computer replacements (3)	\$2,000	June 30, 2022
L. Fire	Protective clothing	\$20,275	June 30, 2022

	washer/dryer		
M. Fire	Fire Gear locker	\$7,500	June 30, 2022
N. DPW	One-Ton Pick up Truck	\$45,000	June 30, 2022
O. DPW	Wood Chipper	\$48,000	June 30, 2022
	<b>Totals:</b>	<b>372,413</b>	

MOTION CARRIES

**Article 15**

**(Two-thirds vote required).**

MOTION: Mr. Lerman moves that the Town appropriate Three Hundred Ninety-Two Thousand Six Hundred Ten Dollars (\$392,610) and to meet this appropriation that the sum of \$1,400 be raised from the FY2020 tax levy and other general revenues of the Town, and that the sum of \$391,210 be borrowed; said sums to be expended by the Board of Selectmen for the purpose of facilities maintenance and improvement projects to the Fire Station, Police Station, and Department of Public Works facilities, such projects may include but shall not be limited to those shown in the following table, and further, that after June 30, 2022, any residual unexpended portion of any listed appropriation shall be returned to the General Fund, any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Project	Estimated	Site	Note
A. Domestic hot water mixing valves	\$1,610	Police	Improve performance and energy efficiency.
B. Remove underground fuel tank for generator	\$57,500	Fire	Mandated by State law.
C. Replace DPW salt shed	\$138,000	DPW	New bow shed with 50% more storage capacity.
D. Trailer for office/ accessibility/ /break needs and E. New Septic system	\$195,500	DPW	More space and meets access and safety codes.
Total for all projects:	\$341,400		
F. Contingency (15%) for all projects:	\$51,210		
Grand total with contingency:	\$392,610		

**MOTION 1:**

Mr. Lerman moves that the Town raise and appropriate the sum of \$1,610 for Item A., Domestic hot water mixing valves; and borrow the sum of \$57,500 for Item B., Remove underground fuel tank.

MOTION CARRIES

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

**MOTION 2:**

Mr. Lerman moves the Town borrow the sum of \$138,000 for Item C. New Salt shed.

MOTION FAILS

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

**MOTION 3:**

Mr. Lerman moves that the Town borrow the sum of \$195,500 for Item D., DPW office trailer and Item E., new septic system.

MOTION CARRIES

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

**Article 16**

**(Majority vote required).**

Mr. Lerman moves that Town vote to raise and appropriate the sum of \$70,000 to be expended by the Board of Selectmen for remediation related to a fuel tank removal at 80 Westford Street.

MOTION CARRIES UNANIMOUSLY

**Article 17**

**(Two thirds vote required).**

Mr. Brown moves that the Town vote to raise and appropriate the sum of \$864,742 to be expended by the Board of Selectmen to design, construct, remodel, rehabilitate and/or modernize the Carlisle Police Station, provided, however, that this appropriation shall be

contingent upon passage of a Proposition 2½, debt exclusion referendum under M.G.L. c.59, §21C(k) to exempt the amounts required for the payment of interest and principal on said borrowing, any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

TELLER COUNT: CALLED

TELLER COUNT: 217 YES 67 NO

MOTION CARRIES

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

**MOTION TO ADJOURN:** Mr. Davis stated that due to the lateness of the hour he would ask for a motion to adjourn to Tuesday, April 30<sup>th</sup>. Motion (*Town Moderator is not required to count a 2/3 required vote*) was made and seconded from the floor.

Meeting adjourned at 10:34 PM.

The Town Meeting reconvened on April 30, 2019 at 7:11 p.m. and was called to order by Moderator Wayne Davis.

Mr. Davis welcomed the audience and thanked them for helping to achieve the required quorum. Sharmli Das acted as Asst. Moderator in the Cafeteria. 323 voters in attendance.

Mr. Davis recognized Nathan Brown, Chairman of the Board of Selectmen, who gave mention of special appreciation to those members of the Town who had served the Town, and had retired, in the prior year, but whom had not been mentioned on the previous night.

### **NOTICE OF SPECIAL APPRECIATION**

**Steve Pearlman, Housing Authority (2001-2019)**

2 Years of Service to the Affordable Housing Trust  
18 Years of Service to the Housing Authority

**Alan Lehotsky, Housing Authority (2008-2019)**

11 Years of Service to the Housing Authority

**Mark Levitan, Housing Authority (2015-2019)**

4 Years of Service to the Housing Authority

**Carolyn Ing, Housing Authority (2012-2019)**  
3 Years of Service to the Affordable Housing Trust  
7 Years of Service to the Housing Authority

**Barbara Bjornson, Housing Authority (2016-2019)**  
3 Years of Service to the Housing Authority

**Morgen Bearse, Housing Authority (2018-2019)**  
1 Year of Service to the Housing Authority

**Eileen Blanchette, Town Clerk's Office (2016-2019)**  
2 Years of Service to the Town Clerk's Office

Mr. Davis mentioned that rather than polling each Board or Committee, he would read their recommendations, instead. Mr. Davis then noted that the Planning Board had prepared their reports but would not read them. But rather enter them into the record. With no objection from the Town Meeting members, this was accepted. He also clarified that during the prior night Article 12 should have been reported from the Energy Task force as "The Energy Task Force did not take a position on Article 12, but did recommend that the Town of Carlisle develop a Master Plan". He asked for, and received, consent from the Meeting to correct the record accordingly. Finally, Mr. Davis mentioned that as there were still many Articles before the Meeting, he would check in with the body in order to see if Town Meeting could be finished in two nights.

Mr. Davis noted that Articles 18 and 19 would be taken in reverse order. As there was a slight delay loading the presentation, Mr. Davis recommended moving to Article 21.

MOTION: to table Articles 18, 19, 20 until after 21 was made from the floor.

MOTION CARRIES

**Article 21**  
**(Majority vote required).**

Mr. Lewis moves that Town vote to authorize the Board of Selectmen to execute one or more leases for space on wireless communication towers and associated group space to permit the Town to install, maintain, and operate thereon public safety communication equipment, to be leased to the Town of periods of up to thirty years upon such terms and conditions as determined (by) the Board of Selectmen.

MOTION CARRIES UNANIMOUSLY

**Article 19**  
**(Two thirds vote required).**

Mr. Gambino moves that Town vote to amend the Zoning Bylaws as printed in the Town Meeting Warrant.

MOTION: Russel Ruthen (Pine Brook Road) moves to table the question and vote on Article 18, instead.

#### MOTION TO TABLE THE QUESTION FAILS

The Moderator declared that the motion did not achieve 2/3 majority. Vote challenged by seven (7) voters.

TELLER COUNT CALLED: YES 160 NO 114

#### MOTION FAILS

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

#### **Article 18 (Two thirds vote required).**

MOTION: Mr. Gambino moves that Town vote to amend the Zoning Bylaws as printed in the Town Meeting Warrant.

By deleting Section 5.11 of the Zoning Bylaw in its entirety and inserting, in place thereof, a new Section 5.11 as follows:

##### Marijuana Establishments Definitions

Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana- related business, whether as a principal use, or as an accessory use, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Medical Marijuana Treatment Center shall not be deemed to be a Marijuana Establishment.

##### Prohibition

All types of Marijuana Establishments, including Marijuana Establishments collocated with a Medical Marijuana Treatment Center, shall be prohibited in the Town of Carlisle.

#### **Article 20 (Two thirds vote required).**

MOTION: Mr. Gambino moves that the Town vote to amend the Zoning Bylaw as follows:

By deleting the definition of “Medical Marijuana Treatment Center” and “RMD” from Section 5.10.1 in its entirety and inserting, in place thereof, a new definition as following: “Medical Marijuana Treatment Center,” “Registered Marijuana Dispensary,” or “RMD”: An entity formerly and validly registered under 105 CMR 725.000: *Implementation of an Act for the Humanitarian Medical Use of Marijuana* or currently and validly registered under

935 CMR 501.100, that acquires, cultivates, possesses, processes (including development of related products such as edible Marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers.

By deleting from the definition of “Marijuana for Medical Use” in Section 5.10.1, the numbers and phrase “105 CMR” in its entirety and inserting, in place thereof, the numbers “935 CMR 501”, so that the section will read as follows:

Marijuana that is designated and restricted for use, by and for the benefit of, Qualifying Patients in the treatment of Debilitating Medical Conditions as defined by 935 CMR 501.

By deleting the definition of “Marijuana” in Section 5.10.1 in its entirety and inserting, in place thereof, a new definition as follows:

“Marijuana”: The substance as defined as “marijuana or cannabis” by 935 CMR 501.003, a product infused with marijuana (“Marijuana-Infused Products” (MIPs)) that is intended for use or consumption including, but not limited to, edible products, ointments, aerosols, oils, and tinctures, except where context clearly indicates otherwise.

By deleting Section 5.10.4.9 in its entirety and inserting, in place thereof, a new Section 5.10.4.9 as follows:

Section 5.10.4.9 All special permits granted pursuant to this Section shall include a condition requiring the RMD to maintain its State issued license or registration in good standing at all times, and establish that any suspension or revocation of a license by the Massachusetts Cannabis Control Commission shall constitute a violation of the special permit.

By inserting after the words “MA Department of Public Health” in Section 5.10.4.13, the words “or Cannabis Control Commission”, so that the section will read as follows:

In addition to signage required by law and/or as a condition of the special permit, a sign with the following language shall be posted at a conspicuous location at the public entrance to the RMD: “Registration card issued by the MA Department of Public Health or Cannabis Control Commission required.” The required text shall be a minimum of two inches in height.

By adding a new Section 5.10.4.15, as follows:

All RMDs shall execute a Host Community Agreement with the Town, pursuant to M.G.L. c.94G, §3. If a Marijuana Establishment permitted to operate pursuant to M.G.L. c.94G, seeks to collocate with an RMD, the applicant shall demonstrate that its existing or amended Host Community Agreement permits operation as an RMD, otherwise a new Host Community Agreement must be executed. All special permits granted pursuant to this Section shall include a condition requiring the RMD to comply with the terms of the Host Community Agreement and establish that any violation of the Host Community Agreement shall constitute a violation of the special permit.

By deleting Section 5.10.5.3.2 in its entirety and inserting, in place thereof, a new section 5.10.5.3.2 as follows:

5.10.5.3.2 Copies of any licenses and permits for the RMD issued to the applicant by the Commonwealth of Massachusetts and any of its agencies, as well as a letter explaining the status of any pending license applications with the Cannabis Control Commission;

By adding after Section 5.10.5.3.5, three new sections as follows:

Copy of a Host Community Agreement executed pursuant to M.G.L. c.94G,§3;  
Detailed information on the proposed water use and impacts on ground water;  
An Odor Mitigation Plan;  
A traffic impact statement; and  
Parking plan.

By deleting the word “shall” after the words “special permit” in Section 5.10.7, Approval and Findings, and inserting, in place thereof, the word “may”, so that Section 5.10.7 will read as follows:

A special permit may be issued under this section only if the Planning Board finds that the project is in harmony with the general purpose and intent of this Section. Prior to the issuance of a special permit, the Planning Board shall make the following findings:

MOTION PASSES UNANIMOUSLY

**Article 22**  
**(Majority vote required).**

MOTION: Mr. Ascolillo moves that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Year 2020 be approved as follows:

**Motion 1 – FY '20 CPA APPROPRIATIONS:**

That the following amounts be appropriated from the Fiscal Year 2020 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Community Housing Reserve Fund.

Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Historic Reserve Fund.

Fifty-Four Thousand Five Hundred Dollars (\$54,500) be appropriated to the Open Space Reserve Fund.

Twenty Thousand Dollars (\$20,000) be appropriated for Administrative Expenses.

Three Hundred Sixty-one Thousand Five Hundred Dollars (\$361,500) be appropriated to the fiscal year 2020 Community Preservation Budget Reserve account.

MOTION CARRIES

**Motion 2 – (FY '19)**

That Sixteen Thousand Five Hundred Seventy-One Dollars (\$16,571) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund to the Carlisle Town Clerk for the restoration and preservation of certain Town of Carlisle records and documents dating between 1754 and 1935 and determined by the Carlisle Historical

Commission to be significant in the history of the town, and that such sums may be expended by the Carlisle Town Clerk pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-001, and further that any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Historic Reserve Fund.

MOTION CARRIES

**Motion 3 – (FY '19)**

That Fifteen Thousand Dollars (\$15,000) be appropriated effective immediately after Town Meeting vote from the Open Space Reserve Fund to the Carlisle Trails Committee for the restoration and construction of trails throughout the Carlisle, and that such sums may be expended by the Carlisle Trails Committee pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-002, and further that any portion of such sums not expended by June 30, 2024 shall be returned to the Community Preservation Open Space Reserve Fund.

MOTION CARRIES UNANIMOUSLY

**Motion 4 – (FY '19)**

That Nine Thousand Dollars (\$9,000) be appropriated effective immediately after Town Meeting vote from the Community Preservation Committee Administrative Expenses to the Carlisle Community Preservation Committee and the Carlisle Conservation Commission for the creation of the 2020 Open Space and Recreation Plan, and that such sums may be expended by the Carlisle Community Preservation Committee and the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-003, and further that any portion of such sums not expended by June 30, 2021 shall be returned to the Community Preservation Committee Administrative Expenses.

MOTION CARRIES

**Motion 5 – (FY '19)**

That Three Hundred Thousand Dollars (\$300,000) be appropriated effective immediately after Town Meeting vote from the Historic Reserve Fund and/or Undesignated Funds to the Carlisle Conservation Commission for the restoration of the Greenough Dam, and that such sums may be expended by the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2019-004, and further that any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Historic Reserve Fund and/or Undesignated Funds, as appropriate.

NO MOTION TAKEN

**Article 23  
(Two thirds vote required).**

MOTION: Mr. Freedman moves that Town vote to amend Section 5.12 of the Carlisle Zoning Bylaws, Residential Open Space Community, as printed in Article 23 of the Town Meeting Warrant (underlining added, strikethroughs removed).

By amending Section 5.12.4.8 to read as follows: That the Open Space does not include any residential structures or any appurtenant structures such as carports, septic systems, driveways or parking, other than those which the Planning Board may allow under #5.12.4.7 above; provided ~~providing~~, however, that the Open Space may include drinking water wells and ~~appurtenant~~ piping and electrical service appurtenant to the Residential Open Space Community, and any piping, electrical service, access, and/or other infrastructure related to a public water supply of the Town of Carlisle, which may have a source located on another lot or lots and serve other property within the Town.

By amending Section 5.12.4.9 to read as follows:

That the Open Space shall be conveyed to the Town of Carlisle for the park or open space use or conveyed to a non-profit organization the principal purpose of which is the conservation of open space, or conveyed to a corporation or trust composed of the owners of units within the Residential Open Space Community. In the case where such land is not conveyed to the Town, the Board must find that beneficial rights in said Open Space shall be deeded to the owners, and a permanent restriction enforceable by the Town pursuant to M.G.L. Ch. 184, Section 32, providing that such land shall be kept in open or natural state, subject to the exceptions provided for in Section 5.12.4.8, shall be recorded at the Middlesex North District Registry of Deeds. Nothing contained in this section shall be construed to prohibit the installation and maintenance of the private and/or public utilities and infrastructure allowed under Section 5.12.4.8, and all instruments of conveyance or conservation restriction, regardless of the recipient or holder, shall specifically authorize said utilities and infrastructure within the Open Space.

By amending Section 5.12.6.3 to read as follows:

Upon receipt of an application, the Board shall provide notice of same to the Carlisle Affordable Housing Trust ~~Housing Authority~~ and provide them with the opportunity within the public hearing to propose to the applicant affordability options for a unit or units. The Board shall also provide notice to the Council on Aging and provide them the opportunity within the public hearing to propose to the applicant senior-friendly modifications to a unit or units.

MOTION CARRIES

*Declared a 2/3 Vote by the Moderator - **Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.***

Mr. Davis pointed out that Articles 24, 25, and 26 would be presented together as they relate to each other.

**Article 24  
(Two thirds vote required).**

MOTION: Mr. Gambino moves that Town vote to amend Section 5.8 of the Carlisle Zoning Bylaws, as follows (underlining added, strikethroughs removed).

By amending Section 5.8.7 to read as follows:

5.8.7 Large Scale Ground-Mounted Solar Photovoltaic Facility. The Solar Photovoltaic Facility Overlay District shall consist of an area of (1) approximately 7 acres comprised of Assessor's Map 21 Parcels 10 & 11 and a 200 ft x 200 ft portion of Map 20 Parcel 1 along its boundaries with Map 21 Parcels 10 & 9, and (2) Assessor's Map 14 Parcels 29, 30, 31, and the portion of Parcel 28 that is within 800 feet of School Street, which shall be shown on a map entitled "Property Maps, Carlisle, Massachusetts." The location of the renewable energy generation facilities in the form of a Large- Scale Ground-Mounted Solar Photovoltaic Facility shall be permitted as of right in this district.

By amending Section 5.8.10 to read as follows:

5.8.10 Dimensional and Other Requirements. The height of all structures comprising a Ground- Mounted Solar Photovoltaic Facility shall not exceed 12 feet above the pre-existing natural grade; provided, however, that the height of a canopy-style Large-Scale Ground-Mounted Solar Photovoltaic Facility located within the Solar Photovoltaic Facility Overlay District shall not exceed 25 feet.

By amending Section 5.8.10.1 to read as follows:

For an Accessory or Intermediate Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet, unless the abutting lot is owned by the same entity. The Planning Board may require, as a condition of a site plan approval, larger setbacks where appropriate for screening provided, however, that such larger setbacks shall not have the effect of rendering an Accessory Ground-Mounted Solar Photovoltaic Facility infeasible.

By amending Section 5.8.10.2 to read as follows:

For a Large-Scale Ground-Mounted Solar Photovoltaic Facility, all setbacks from lots lines shall be at least 40 feet, unless the abutting lot is owned by the same entity. As part of Site Plan Review, the Planning Board may require larger setbacks if appropriate for screening, provided, however, that such larger setbacks shall not have the effect of rendering a Large-Scale Ground- Mounted Solar Photovoltaic Facility infeasible.

## **Article 25 (Majority vote required).**

MOTION: Mr. DeKock moves that Town vote to authorize the Board of Selectmen and the School Committee to take the following actions, with respect to parking lot solar canopy facility projects on parcels of land under their control: To authorize the Board of Selectmen to lease approximately 35,000 square feet, plus or minus, of a portion of Town land located at 59 Morse Road, for a maximum of twenty (20) years, upon such terms and conditions as are acceptable to the Board of Selectmen, to a solar energy provider for the purposes of constructing, maintaining, and operating a parking lot solar canopy facility on the property, and further to enter into a Solar Power Purchase Agreement and to authorize the Board of Selectmen and Board of Assessors to negotiate and execute a structured tax agreement pursuant to Chapter 59, Section 38H of the General Laws with the owner of the parking lot solar canopy facility.

To authorize the Board of Selectmen to grant an easement to Eversource to install, maintain, operate, repair, reinstall, or replace utility pole lines and a substation for three phase power for a parking lot solar canopy facility installation at the Carlisle Transfer Station located at 59 Morse Road.

To authorize the School Committee to lease approximately 35,000 square feet, plus or minus, of a portion of Town land located at 83 School Street, for a maximum of twenty (20) years, upon such terms and conditions as are acceptable to the Board of Selectmen, to a solar energy provider for the purposes of constructing, maintaining, and operating a parking lot solar canopy facility on the property, and further to enter into a Solar Power Purchase Agreement, and to authorize the Board of Selectmen and Board of Assessors to negotiate and execute a structured tax agreement pursuant to Chapter 59, Section 38H of the General Laws with the owner of the parking lot solar canopy facility.

To authorize the School Committee to grant an easement to Eversource to install, maintain, operate, repair, reinstall, or replace utility pole lines and a substation for three phase power for a parking lot solar canopy facility installation at the Carlisle Public School located at 83 School Street.

MOTION CARRIES

**Article 26**  
**(Two thirds vote required).**

MOTION: Mr. Lewis moves that Town vote to borrow the sum of \$250,000 to resurface the Carlisle Public School parking lot, and further, to authorize the Board of Selectmen to enter into a contract or contracts, for said purpose as printed in the Town Meeting Warrant .

MOTION CARRIES

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

**Article 27**  
**(Two thirds vote required).**

MOTION: Ms. Reid moves that Town vote to amend the General Bylaws by adding a new “Right to Farm” bylaw as follows:

**Article XVIII RIGHT TO FARM**

**18.1 Legislative Purpose and Intent**

The purpose and intent of this By-law is to state with emphasis the Right to Farm accorded to all citizens of the Commonwealth under Article 97 of the Constitution, and all state statutes and regulations thereunder including, but not limited to, Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9; Chapter 111, Section

125A; and Chapter 128 Section 1A. We the citizens of Carlisle restate and republish these rights pursuant to the Town's authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution ("Home Rule Amendment").

This General By-law encourages the pursuit of agriculture, promotes agriculture-based economic opportunities and the natural and ecological value of the land, and protects farmlands within the Town of Carlisle by allowing agricultural uses and related activities to function with minimal conflict with abutters and Town agencies. This By-law shall apply to all jurisdictional areas within the Town.

The benefits and protections affirmed by this By-law are intended to apply exclusively to those agricultural operations and activities conducted in accordance with generally accepted agricultural practices. No benefits and protections are conferred to agricultural activities whenever adverse impact results from negligence or willful or reckless misconduct in the operation of any such agricultural or farming operation, place, establishment or facility or any of its appurtenances.

### **18.2 Definitions**

The word "farm" shall include any parcel or contiguous parcels of land or water bodies used for the primary purpose of commercial agriculture, or accessory thereto.

The words "farming" or "agriculture" or their derivatives shall include, but not be limited to, the following:

farming in all its branches and the cultivation and tillage of the soil;

dairying;

production, cultivation, growing, and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;

growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;

raising of livestock, including horses, and keeping of horses as a commercial enterprise; and keeping and raising of poultry, swine, cattle, goats, sheep, ratites (such as emus, ostriches and rheas) and camelids (such as llamas and camels), and other domesticated animals for food and other agricultural purposes, including bees and fur-bearing animals.

"Farming" shall encompass activities including, but not limited to, the following:

operation and transportation of slow-moving farm equipment over roads within the Town;

control of pests, including, but not limited to, insects, weeds, predators, and disease organism of plants and animals;

application of manure, fertilizers, and pesticides;

conducting agriculture-related educational and farm-based recreational activities, including agri-tourism, provided that the activities are related to marketing the agricultural output or services of the farm;

processing and packaging of the agricultural output of the farm and the operation of a farmer's market or farm stand including signage thereto;

maintenance, repair, or storage of seasonal equipment or apparatus owned or leased by the farm owner or manager used expressly for the purpose of propagation, processing, management, or sale of the agricultural products; and

on-farm relocation of earth and the clearing of ground for farming operations.

### **18.3 Right To Farm Declaration**

The Right to Farm is hereby recognized to exist within the Town of Carlisle. The above-described agricultural activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. It is hereby determined that whatever impact may be caused to others through the normal practice of agriculture is more than offset by the benefits of farming to the neighborhood, community, and society in general. The benefits and protections of this By-law are intended to apply to agricultural and farming operations as described in the Massachusetts Constitution and General Laws noted in Section 1 of this document. Furthermore, nothing in this Right to Farm By-law shall be deemed as acquiring any interest in land or as imposing any land use regulation, which is properly the subject of state statute, regulation, or local zoning law.

#### **18.4 Disclosure Notification**

Within 30 days after this By-law becomes effective, the Board of Selectmen shall post the following disclosure on the official bulletin board and website of the Town, at any other location at its discretion, and make such disclosure available for distribution upon request in the offices of the Board of Selectmen, Board of Assessors, and the Town Clerk.

“It is the policy of Town of Carlisle to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food, and other agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers or occupants that the property they are about to acquire or occupy lays within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause noise, dust and odors. Buyers or occupants are also informed that the location of property within the Town may be impacted by commercial agricultural operations including the ability to access water services for such property under certain circumstances.”

#### **18.5 Resolution of Disputes**

Any person having a complaint about a farm or farming activity or practice is encouraged to seek an amicable solution through resolution directly with the owner or operator of the farm at issue. Such person may also, notwithstanding the pursuit of other available remedies, file such a complaint with the Board of Selectmen. The Board of Selectmen may, at its sole discretion and to the extent the Board believes resolution of the matter may be facilitated by involvement of the Town, forward the complaint to the Agriculture Commission, or other appropriate board or officer, and request that recommendations for resolution be provided within an agreed upon timeframe. Notwithstanding any other provision of this section, however, the Board of Selectmen shall not be required to forward a complaint filed in accordance herewith or to take any other action.

#### **18.6 Severability Clause**

If any part of this By-law is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this By-law. The Town of Carlisle hereby declares the provisions of this By-law to be severable.

MOTION CARRIES

**MOTION TO ADJOURN:** Mr. Davis stated that due to the lateness of the hour he would ask for a motion to adjourn to Wednesday, May 1st. Motion was made and seconded from the floor. Meeting adjourned at 9:51 PM.

The Town Meeting reconvened on May 1, 2019 at 7:05 p.m. and was called to order by Moderator Wayne Davis. Mr. Davis welcomed the audience and thanked them for helping to achieve the required quorum. There were 254 voters in attendance. Mr. Davis reminded the Town Meeting members to observe due civility and avoid from applause.

**ARTICLE 28  
(Majority Vote)**

**MOTION:** Mr. Lewis moves that Town vote to accept the provisions of Chapter 140, Section 139 of the Massachusetts General Laws to permit the Town to waive dog license fees for residents over the age of 70.

MOTION CARRIES

**ARTICLE 29  
(Majority Vote)**

**MOTION:** Mr. Ascolillo moves that the Town vote to amend the General Bylaws by adding the following streets and roads to the list of scenic roads provided in Section 12.1:

Rockland Road  
Stearns Street

MOTION PASSES UNANIMOUSLY

**ARTICLE 30  
(Majority Vote)**

**MOTION:** Ms. Smack moves that Town vote to raise and appropriate the sum of up to \$20,000 for an architectural and engineering study of Spalding field for the purpose of planning future recreational use for the School and Town. The study would conduct soil cores and test pits to test issues related to drainage; architect an undersurface drainage system; assess the risk of finding hazardous materials left from prior use of the site; scope any needs for variances or other permitting issues related to new field construction; make recommendations related to field configuration, solar orientation, use, and maintenance plans; make recommendations for tree and foliage setbacks for solar coverage; recommend variations of grass, clay, or other materials; and assess the suitability of the site, or some portion thereof, for artificial turf.

MOTION CARRIES

**ARTICLE 31  
(Two Thirds Vote)**

MOTION: Mr. Brown moves that Town Meeting take no action on Article 31.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 32**  
**(Majority Vote)**

MOTION: Ms. Reid moves that Town vote dissolve the Carlisle Housing Authority in accordance with M.G.L. c. 121B, §3.

MOTION CARRIES

**ARTICLE 33**  
**(Majority Vote)**

MOTION: Mr. Ascolillo moves that Town vote to vote to amend Section 3.26.2 of the General Bylaws as follows (underlining added, strikethroughs removed):

The Community Preservation Committee shall be appointed by the Board of Selectmen and consist of one member each from the:

Conservation Commission as designated by the Commission, Historical Commission as designated by the Commission, and Planning Board as designated by the Planning Board for an initial term of three years,

Recreation Commission as designated by the Commission, and Affordable Housing Authority Trust as designated by the Authority Trust (provided that this appointee shall be a Trustee not also serving on the board of Selectmen), for an initial term of two years and thereafter for a term of three years.

Board of Selectmen is designated by the Board, and one community member, appointed for an initial term of one year and thereafter for a term of three years.

Or to take any other action related thereto. (Board of Selectmen)

MOTION CARRIES UNANIMOUSLY

**ARTICLE 34**  
**(Majority Vote)**

MOTION: Petitioner has indicated that no motion will be made at Town Meeting.

NO MOTION CALLED

**ARTICLE 35**  
**(Majority Vote)**

MOTION: Mr. Allen moves that Town vote to amend Section 10.1 of the General Bylaws of the Town of Carlisle by deleting said Section in its entirety and inserting in its place the following:

10.1 Firearms, Explosives and Hunting

10.1.1 No person shall fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property, except with the written permission of the Board of Selectmen, or such other town officer or officers as they may designate from time to time.

10.1.2 No person shall hunt within the limits of any highway, park, or other town-owned land.

10.1.3 No person shall hunt, fire or discharge any firearm or explosive on any private property except with the written consent of the owner or legal occupant thereof, said written permission must be carried upon the person.

10.1.4 This bylaw shall not apply to the lawful defense of life or property, or to any law enforcement officer acting in the discharge of the officer's duties.

10.1.5 The word "hunt" shall have the meaning and rule of construction as defined in Massachusetts General Laws Chapter 131 Section 1.

10.1.6 Any provision of this bylaw, and any order of the Board of Selectmen, the violation of which is subject to a specific monetary fine or penalty, may, in the discretion of the town official who is the enforcing person and as an alternative to criminal proceedings, be enforced in the manner provided in Section 21D of Chapter 40 of the Massachusetts General Laws. The term "enforcing person" shall mean any police officer of the Town.

MOTION: Mr. Ansara (Lowell Street) moves the question

MOTION TO MOVE THE QUESTION CARRIES

TELLER COUNT CALLED: 80 YES 132 NO

ORIGINAL MOTION FAILS

**MOTION TO ADJOURN:** There being no further business, Mr. Davis asked for a motion to adjourn. Motion was made and seconded from the floor. Meeting adjourned at 9:08 p.m. Mr. Davis thanked the voters for their attention over the three nights of Town Meeting and reminded them to go to the polls and vote on Tuesday, May 7, 2019 at the Carlisle Town Hall

**ANNUAL TOWN ELECTION - MAY 7, 2019  
RESULTS**

The Annual Town Election was held May 7, 2019, in the Clark Room at the Town of Carlisle Town Hall. The Ballot Box was examined and locked and the keys were delivered to the police officer on duty.

The polls were opened at 7 AM by the Warden, Cindy Nock, and were closed at 8 PM. A total of 975 ballots were cast.

<b>Moderator one for a term of one year</b>	
Wayne H. Davis	808
Write-ins	3
Blanks	164
<b>Board of Selectmen two for three years</b>	
Barbara (“Barney”) Arnold	721
Luke Ascolillo	686
Kerry Kissinger	357
Write-ins	2
Blanks	184
<b>Board of Assessors one for three years</b>	
Teresa Kvietkauskas	819
Blanks	156
<b>Board of Health two for three years</b>	
Anthony Mariano	811
Cathy Galligan (write-in)	87
Other Write-Ins	5
Blanks	1047
<b>Library Trustee one for three years</b>	
Priscilla Stevens	808
Blanks	167
<b>Planning Board three for three years</b>	
Ed Rolfe	763
Edwin (“Rob”) Misek	749
Jason Walsh	757
Write-ins	3
Blanks	653
<b>School Committee two for three years</b>	
Eva Mostoufi	754
Sara Wilson	782
Write-ins	3
Blanks	412

Housing Authority – There were three openings, with terms of one, two and five years. However, Town Meeting voted on May 1, 2019 to dissolve the Housing Authority. No candidates were printed on the Ballot, but incumbents received the top write-in votes.

David Freedman – 5 years	23
George Payne – 2 years	22
Beverly Shorey – 1 year	20

**DEBT EXCLUSION QUESTION**

M.G.L. C. 59, §21C(k)

**Question 1:** Shall the Town of Carlisle be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town’s allocable share of the bond issued by the Concord-Carlisle Regional School District for improvements including the reconstruction of the access road and designing and constructing a new parking lot?

YES 421                      NO 447                      BLANKS 107

**DEBT EXCLUSION QUESTION**

M.G.L. C. 59, §21C(k)

**Question 2:** Shall the Town of Carlisle be allowed to exempt from provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to design, construct, reconstruct, remodel, rehabilitate and/or modernize the Carlisle Police Station?

YES 529                      NO 373                      BLANKS 73

**ZONING BYLAW QUESTION**

**Question 3:** Shall this Town adopt the following Bylaw?

***Town Counsel Summary***

Section 5.11 of the Zoning Bylaw, Marijuana Establishments, the full text of which is provided below, would prohibit all types of Marijuana Establishments regulated under *M.G.L. c.94G* from being sited in the Town. The adoption of Section 5.11 would not prevent a Medical Marijuana Treatment Center from operating in the Town, nor would it prevent the personal use of marijuana for medical or adult use, in accordance with other laws.

*Full Text of the Bylaw*

5.11      Marijuana Establishments

5.11.1    Definitions

**Marijuana Establishment:** A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, whether as a principal use, or as an accessory use, subject to regulation under Chapter 94G of the Massachusetts General

Laws; provided, however, that a Medical Marijuana Treatment Center shall not be deemed to be a Marijuana Establishment.

5.11.2 Prohibition

All types of Marijuana Establishments, including Marijuana Establishments collocated with a Medical Marijuana Treatment Center, shall be prohibited in the Town of Carlisle.

YES 550

NO 310

BLANKS 115

## ZONING BYLAW QUESTION

**Question 4:** Shall this Town adopt the following Bylaw?

### *Town Counsel Summary*

At the April 29, 2019 Annual Town Meeting, the Town considered under Article 19 of the Warrant adoption of a Zoning Bylaw that would allow “Permitted Marijuana Establishments” pursuant to a special permit issued by the Planning Board within the Business District (but not the Carlisle Center Business District).

This ballot question asks whether this Zoning Bylaw should define “Permitted Marijuana Establishments” in Section 5.11.2 as a “Craft Marijuana Cooperative or Marijuana Cultivator” regulated under *M.G.L. c.94G*. Defining “Permitted Marijuana Establishments” in this manner would exclude all other forms of adult use Marijuana Establishments regulated under *M.G.L. c.94G* (such as Marijuana Testing Facilities, Marijuana Product Manufacturers, and Marijuana Retailers). This would have the effect of prohibiting these other forms of adult use Marijuana Establishments within Town. Only Craft Marijuana Cooperatives and Marijuana Cultivators would be allowed, and then only by special permit from the Planning Board.

Pursuant to *M.G.L. c.94G*, a ballot vote is necessary to prohibit the operation of one or more types of Marijuana Establishments in Town. Accordingly, limiting the field of “Permitted Marijuana Establishments” to “Craft Marijuana Cooperative[s] or Marijuana Cultivator[s]”, and consequently prohibiting all other forms of adult use Marijuana Establishments, requires ballot approval by the Town.

Adopting this proposed definition into Section 5.11.2 (bolded and underlined in the full text of the bylaw laid out below) would not prevent a Medical Marijuana Treatment Center from operating in Town, nor would it prevent the personal use of marijuana for medical or adult use, in accordance with other laws.

### *Full Text of the Bylaw*

#### 5.11 Permitted Marijuana Establishments

### 5.11.1 Purpose

- 5.11.1.1 To prohibit the siting of certain types of Marijuana Establishments that would have adverse impacts in the Town;
- 5.11.1.2 To provide for the establishment of Permitted Marijuana Establishments (PMEs) in appropriate locations within the Town;
- 5.11.1.3 To minimize the adverse impacts associated with PMEs on adjacent properties, residential neighborhoods, schools and other places where children congregate, and other land uses potentially incompatible with PMEs; and
- 5.11.1.4 To regulate the siting, design, placement, security, safety, monitoring, and discontinuance of PMEs.

### 5.11.2 Definitions

In addition to the definitions provided below, the definitions in Section 5.10.1 shall apply equally to this Section 5.11.

Craft Marijuana Cooperative: A Marijuana Cultivator comprised of residents of the Commonwealth and organized as a limited liability company, limited liability partnership, or cooperative corporation under the laws of the Commonwealth, and licensed pursuant to *M.G.L. c.94G* and 935 CMR 500, *et seq.*, to cultivate, obtain, manufacture, process, package or brand cannabis or Marijuana products or to transport Marijuana to Marijuana Establishments, but not to consumers.

Marijuana Cultivator: An entity licensed pursuant to *M.G.L. c.94G* and 935 CMR 500, *et seq.*, to cultivate, process and package Marijuana, and to transfer Marijuana to other Marijuana Establishments, but not to consumers.

Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of marijuana-related business, whether as a principal use, or as an accessory or incidental use thereto, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Medical Marijuana Treatment Center (RMD) shall not be deemed to be a Marijuana Establishment.

**Permitted Marijuana Establishment (PME): A Craft Marijuana Cooperative or a Marijuana Cultivator.**

Special Permit Granting Authority: The Town board charged with the responsibility for granting special permits for PMEs shall be the Carlisle Planning Board (“Planning Board”). The Planning Board may convene an ad hoc committee to assist it in reviewing an application for a PME.

### 5.11.3 Applicability

- 5.11.3.1 All types of Marijuana Establishments and the commercial cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of Marijuana is prohibited, unless permitted as an RMD in accordance with Section 5.10 or as a PME in accordance with this Section 5.11.
- 5.11.3.2 No PME shall be established except in compliance with the provisions of this Section 5.11. An RMD seeking to operate as a PME or collocate with a PME shall obtain a new special permit prior to operating as a PME.

- 5.11.3.3 Nothing in this Section 5.11 shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.
  - 5.11.3.4 If any provision of this Section 5.11 or the application of such provisions to any person or circumstance shall be held invalid, the remainder of this Section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to thus the provisions of this Section are severable.
  - 5.11.3.5 PME's are allowed only in a Business District other than the Carlisle Center Business District, by a special permit granted by the Planning Board, provided the PME's meets the requirements of this Section 5.11.
  - 5.11.3.6 The granting of a special permit under this Section does not supersede federal, state or local laws or exempt an applicant from complying with all relevant federal, state and local requirements.
- 5.11.4 General Requirements and Conditions for all PME's**
- 5.11.4.1 No PME's shall be located within a building or structure having a gross floor area of more than 20,000 s.f.
  - 5.11.4.2 A PME shall not be located within 1,000 feet of any: (i) school or licensed child care facility; (ii) drug or alcohol rehabilitation facility; (iii) correctional facility, half-way house, or similar facility; (iv) public playground, public athletic field or other public recreational land or facility; (v) religious facility; or (vi) any other PME. Distances shall be calculated by direct measurement from the nearest property line of the land used for school or child care establishment or places where minors frequent to the nearest point of the building in which the PME is located.
  - 5.11.4.3 Cultivation and storage of Marijuana shall be in a secure, locked area. There shall be no visibility of activities, products or treatment occurring within or on the premises of a PME from the exterior of such facility or premises.
  - 5.11.4.4 PME's shall have a designated contact for purposes of communicating with the Town, and shall provide the Carlisle Police Department and the Building Commissioner with the name, phone numbers and email address of said contact, along with the names, phone numbers and email addresses of all management staff and key holders to whom one can provide notice if there are operating problems associated with the establishment. The special permit shall require as a condition that a designated contact person for the PME shall be required to respond by phone or email within twenty-four hours of the time of contact and inquiry by a town official regarding operation of the PME.
  - 5.11.4.5 The PME shall annually file an affidavit with the Building Commissioner demonstrating that it is in good standing with respect to all applicable state licenses and all conditions contained in the special permit.

- 5.11.4.6 The applicant shall hold a Community Outreach Meeting in accordance with the Cannabis Control Commission’s regulations and guidance, prior to submission of its application for a special permit.
- 5.11.4.7 All PME’s shall execute a Host Community Agreement with the Town, pursuant to *M.G.L. c.94G, §3*. An RMD seeking to operate or collocate with a PME shall demonstrate that its existing or amended Host Community Agreement permits operation as a PME, otherwise a new Host Community Agreement shall be executed. All special permits granted pursuant to this Section shall include a condition requiring the PME to comply with the terms of the Host Community Agreement and establish that any violation of the Host Community Agreement shall constitute a violation of the special permit.
- 5.11.4.8 All special permits granted pursuant to this Section shall include a condition requiring the PME to maintain its State issued license or registration in good standing at all times and establish that any suspension or revocation of such license or permit by the Massachusetts Cannabis Control Commission shall constitute a violation of the special permit.
- 5.11.4.9 The term of the special permit shall be determined by the Planning Board but shall be limited to the duration of the applicant’s ownership of, or tenancy at, the premises and shall not be transferable. The special permit shall lapse if not exercised within one year of issuance.
- 5.11.4.10 The hours of operation of PME’s shall be set by the Planning Board. In no event shall a PME be open and/or operating between the hours of 8:00 p.m. and 8:00 a.m.
- 5.11.4.11 No smoking, burning or consumption of any product containing Marijuana or Marijuana-related products shall be permitted on the premises of a PME.

**5.11.5 Special Permit Procedures**

- 5.11.5.1 Pre-Application Conference. Applicants are strongly encouraged to meet with the Planning Board at a public meeting to discuss the proposed application for a new PME and to discuss in general terms the proposed PME prior to the formal submission of an application.
- 5.11.5.2 Application, Review and Recommendations. An Applicant seeking a special permit under this section shall file a written application and submit a site plan to the Planning Board, furnishing a copy to the Town Clerk. The Planning Board shall promulgate or amend Rules and Regulations Regarding Special Permits for Permitted Marijuana Establishments (“Rules and Regulations”), which shall be consistent with this Section 5.11 of the Zoning Bylaw. The Rules and Regulations shall further detail the required contents of the application and the process for review of the special permit application. The application shall be submitted in accordance with the requirements of said Rules and Regulations. The applicant shall be required to pay such fees, as determined by the Planning Board, as are

necessary to cover any expenses connected with a public hearing and review of the application, including but not limited to the costs of all notices and the employment of outside consultants. Copies of the application shall also be submitted to the Board of Selectmen, the Board of Health, Police Department, and contingent upon their respective jurisdictions over the site, to the Conservation Commission and /or Historical Commission. The foregoing agencies may make recommendations as they deem appropriate and shall send copies thereof to the Planning Board and the applicant; provided that failure of any such agency to make recommendations within thirty five (35) days of receipt by said agency of the application shall be deemed lack of opposition thereto.

- 5.11.5.3 The application and each copy shall meet the application requirements for a special permit per Section 7.2 and as may be adopted by the Planning Board, and should include, at a minimum, the following information:
- 5.11.5.3.1 The name and address of each owner of the PME;
  - 5.11.5.3.2 A copy of the Community Outreach Meeting Attestation Form;
  - 5.11.5.3.3 Copy of a Host Community Agreement executed pursuant to *M.G.L. c.94G, §3*;
  - 5.11.5.4.4 Copies of any licenses and permits for the PME issued to the applicant by the Commonwealth of Massachusetts and any of its agencies, as well as a letter explaining the status of any pending license applications with the Cannabis Control Commission;
  - 5.11.5.4.5 Evidence that the applicant has site control and the right to use the site for a PME in the form of a deed or valid purchase and sale agreement, or, in the case of a lease, a notarized statement from the property owner and a copy of the lease agreement;
  - 5.11.5.3.6 In addition to what is normally required in a site plan, details showing all exterior proposed security measures for the premises, including, but not limited to lighting, fencing, gates and alarms to ensure the safety of employees and patrons and to protect the premises from theft or other criminal activity;
  - 5.11.5.3.7 A Management Plan including a description of all activities to occur on site, including all provisions for the delivery of Marijuana and related products;
  - 5.11.5.3.8 Detailed information on the proposed water use and impacts on ground water;
  - 5.11.5.3.9 An Odor Mitigation Plan;
  - 5.11.5.3.10 A traffic impact statement; and
  - 5.11.5.3.11 A Parking Plan.

## **5.11.6 Notice and Hearing**

The Planning Board shall give notice, in a manner provided by Chapter 40A of the General Laws, as amended, of a public hearing to be held within sixty-five (65) days after filing of the application and shall act within ninety (90) days following the public hearing. Failure of the Planning Board to take action within said 90 days shall be deemed to be a grant of the permit applied for.

**5.11.7 Approval and Findings**

A special permit may be issued under this section only if the Planning Board finds that the project is in harmony with the general purpose and intent of this Section. Prior to the issuance of a special permit, the Planning Board shall make the following findings:

- 5.11.7.1 The PME satisfies the requirements of the zoning bylaw;
- 5.11.7.2 The PME meets all of the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will be in compliance with all applicable state laws and regulations;
- 5.11.7.3 The PME is designed to minimize any adverse impacts on the residents of the Town with regard to the general safety, welfare, and quality of life in the community (such as, but not limited to, attractive nuisance and noise);
- 5.11.7.4 All Marijuana stored, processed, or cultivated shall be adequately secured in locked areas within the PME; and
- 5.11.7.5 The PME adequately addresses issues of vehicular and pedestrian traffic, circulation, parking and queuing, especially during peak periods at the facility, and adequately mitigates the impacts of vehicular and pedestrian traffic on neighboring uses.

**5.11.8 Abandonment or Discontinuance of Use**

A PME shall be required to remove all material, plants equipment and other paraphernalia prior to surrendering its state issued licenses or permits or within six months of ceasing operations, whichever comes first.

YES 529

NO 301

BLANKS 145

**WARRANT  
SPECIAL TOWN MEETING -OCTOBER 7, 2019**

**THE COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the Constables of the Town of Carlisle in the County of Middlesex:

## **GREETINGS**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Corey Building at 83 School Street and at Benfield Farms at 575 South Street in said Carlisle on Tuesday, the Seventh of October next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

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### **ARTICLE 1 - Adjustments to FY2020 Operating budget:**

To see if the Town will vote to amend the Fiscal Year 2020 Operating Budget, as adopted pursuant to Article IO of the April 29, 2019 Annual Town Meeting, by adjusting certain budget line items, or to take any other action in relation thereto.

(BOARD OF SELECTMEN)

### **ARTICLE 2 - Acceptance of fourth paragraph of M.G.L. c. 41, § 111F, injured on duty indemnity fund:**

To see if the Town will vote to accept the fourth paragraph of Chapter 4 I, Section I I IF of the Massachusetts General Laws as follows:

"Notwithstanding the provisions of this section, section 100 or any other general or special law to the contrary, any city, town or district that accepts this paragraph may establish and appropriate amounts to a special injury leave indemnity fund for payment of injury leave compensation or medical bills incurred under this section or said section I 00, and may deposit into such fund any amounts received from insurance proceeds or restitution for injuries to firefighters or police officers. The monies in the special fund may be expended, with the approval of the chief executive officer and without further appropriation, for paying expenses incurred under this section or said section 100, including, but not limited to, expenses associated with paying compensation other than salary to injured firefighters or police officers and providing replacement services for the injured firefighters or police officers, in lieu of or in addition to any amounts appropriated for the compensation of such replacements. Any balance in the fund shall carry over from year to year, unless specific amounts are released to the general fund by the chief executive officer upon a finding that the amounts released are not immediately necessary for the purpose of the fund, and not required for expenses in the foreseeable future." (BOARD OF SELECTMEN)

### **ARTICLE 3 - Department Revolving Funds Bylaw**

To see if the Town will vote to amend the Town of Carlisle General Bylaws by adding a new Section 17.1.12 Deer Hunting Revolving Fund as follows:

#### **17.1.12 Deer Hunting Revolving Fund**

Funds held in the Deer Hunting Revolving Fund shall be used to cover expenses of administering the deer hunting program to be expended by the Deer Control Committee.

Receipts credited to this fund shall include application fees from prospective hunters in the deer hunting program. (BOARD OF SELECTMEN)

**ARTICLE 4-CAPITAL EQUIPMENT:**

To see if the Town will vote to borrow pursuant to any applicable statute, the sum of \$93,000 to be used for DPW capital equipment, or take any other action related thereto. (BOARD OF SELECTMEN)

FY2020	Department	Project/Program	Amount	Appropriation Expires
	DPW	One-Ton Pick up Truck	\$45,000	June 30, 2022
	DPW	Wood Chipper	\$48,000	June 30, 2022
		Totals:	\$93,000	

TWO-THIRDS VOTE

**ARTICLE 5 - Public Safety Communications project - Additional Telecommunications tower at 1110 Westford Street:**

To see if the Town will vote to amend the vote taken under Article 19 of the 2017 Annual Town Meeting by increasing the borrowing authorization by \$225,000 and adding a location for a new telecommunications tower to be constructed on a town-owned property at 1110 Westford Street, or to take any other action in relation thereto. (BOARD OF SELECTMEN)

TWO-THIRDS VOTE



**SPECIAL TOWN MEETING - OCTOBER 7, 2019  
MINUTES**

The Town Meeting was called to order at 7:08 p.m. by moderator Wayne Davis. A total of 248 registered voters were in attendance. Peg Gladstone was the moderator in the Cafeteria.

Mr. Davis then reported that he had inspected the return of service of the Warrant and determined it had been properly served. He noted that unless there was an objection, he would like to dispense with the reading of the Warrant. There being no objections, the warrant articles were then called in order.

Moderator Davis asked the Town Officials sitting on the stage to introduce themselves. In attendance were: Mary de Alderete, Town Clerk, Nathan Brown, Chairman of the Board of Selectmen, Kate Reid, Vice-Chairman Board of Selectmen, Luke Ascolillo, Board of Selectmen, Kerry Kissinger, Board of Selectmen, Alan Lewis, Board of Selectmen, Town Counsel, Tom Harrington, Town Administrator, Tim Goddard, James Catacchio, Finance Committee, Melissa McMorrow, Finance Committee, Scott Triola, Finance Committee, Victor Liang, Chairman Finance Committee, Tom Smith, Finance Committee, Lynne Lipinsky, Finance Committee.

Mr. Davis explained the particulars of procedure concerning the Meeting, Motions, Warrant, and Amendment Forms. Mr. Davis also asked for, and received, permission from the Town Meeting members to grant permission to speak to those non-voters who might need to speak to Articles concerning them. Mr. Davis recognized Mr. Brown to begin the Motions to the Articles.

**ARTICLE 1  
(Majority Vote)**

To see if the Town will vote to amend the Fiscal Year 2020 Operating Budget, as adopted pursuant to Article IO of the April 29, 2019 Annual Town Meeting, by adjusting certain budget line items, or to take any other action in relation thereto. (BOARD OF SELECTMEN)

NO MOTION WAS TAKEN

**ARTICLE 2  
(Majority Vote)**

MOTION: Ms. Reid (Ascolillo seconded) moves that the Town vote to accept the fourth paragraph of Chapter 41, Section 111F of the Massachusetts General Laws as follows: "Notwithstanding the provisions of this section, section 100 or any other general or special law to the contrary, any city, town or district that accepts this paragraph may establish and appropriate amounts to a special injury leave indemnity fund for payment of injury leave

compensation or medical bills incurred under this section or said section 100, and may deposit into such fund any amounts received from insurance proceeds or restitution for injuries to firefighters or police officers. The monies in the special fund may be expended, with the approval of the chief executive officer and without further appropriation, for paying expenses incurred under this section or said section 100, including, but not limited to, expenses associated with paying compensation other than salary to injured firefighters or police officers and providing replacement services for the injured firefighters or police officers, in lieu of or in addition to any amounts appropriated for the compensation of such replacements. Any balance in the fund shall carry over from year to year, unless specific amounts are released to the general fund by the chief executive officer upon a finding that the amounts released are not immediately necessary for the purpose of the fund, and not required for expenses in the foreseeable future.”

MOTION CARRIES UNANIMOUSLY

**ARTICLE 3  
(Majority Vote)**

MOTION: Ms. Arnold (Reid seconded) moves that the Town vote to amend the Town of Carlisle General Bylaws by adding a new Section 17.1.12 Deer Hunting Revolving Fund as follows:

17.1.12 Deer Hunting Revolving Fund  
Funds held in the Deer Hunting Revolving Fund shall be used to cover expenses of administering the deer hunting program to be expended by the Deer Control Committee. Receipts credited to this fund shall include application fees from prospective hunters in the deer hunting program.

MOTION CARRIES

**ARTICLE 4  
(Two thirds vote)**

MOTION: Mr. Brown (Ascolillo seconded) moves that the Town vote to borrow, pursuant to any applicable statute, the sum of \$93,000 to be used for the following DPW capital equipment.

2020 Department	Project/Program	Amount	Appropriation Expires
DPW	One-Ton Pickup Truck	\$45,000	June 30, 2022
DPW	Wood Chipper	\$48,000	June 30, 2022
	<b>Totals:</b>	<b>\$93,000</b>	

MOTION CARRIES UNANIMOUSLY

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

**ARTICLE 5  
(Two thirds vote)**

MOTION: Mr. Lewis (Ascolillo seconded) moves that the Town vote to amend the vote taken under Article 19 of the 2017 Annual Town Meeting as follows: (Changes in strikethrough and *italics*)

I move that the Town vote to borrow pursuant to any applicable statute the sum of ~~\$2,961,100~~ *3,181,100 (Three Million One Hundred Eighty-One Thousand One Hundred Dollars)* to be expended by the Board of Selectmen for the purpose of procuring, purchasing and installing a public safety communications system and communications-related equipment; where such installation shall occur on a telecommunications tower, such installation shall occur on either an existing tower, or if new telecommunications towers are to be constructed within Carlisle, those towers shall be located at the following town-owned properties: Parcel 14-23-0 (304 Bedford Road - Banta-Davis property) and Parcel 32-11-0 (Lowell Street at Proctor Road), Parcel 22-31-0 (41 Lowell Street – Police Station), Parcel 21-1-0 (80 Westford Street – Fire Station), *and Parcel 18-40-0 (1110 Westford Street)*, including the payment of costs incidental or related thereto; and to authorize the Selectmen to enter into a contract or contracts for said purpose(s). Any premium received upon the sale of any bonds or notes approved by this vote, or any prior vote of the town, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote, or any other vote of the town, in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

MOTION TO AMEND: Ms. Nancy Pierce (Westford Street) moves that the Town vote to amend the vote taken under Article 19 of the 2017 Annual Town Meeting as follows: (Changes in strikethrough and *italics*) “... payment of costs incidental or related thereto, *provided however that the telecommunications tower at 1110 Westford Street shall be used solely for public safety communications and not for any commercial purpose;* and to ....”

MOTION TO AMEND PASSES

TELLER COUNT CALLED

YES: 168 NO 53

AMENDED MOTION PASSES

*Declared a 2/3 Vote by the Moderator - Town of Carlisle has accepted MGL Chpt 39 Section 15 at its Annual Town Meeting held November 27, 2001, Article 4. The Town Moderator is not required to count a 2/3 required vote.*

There being no further business, Mr. Davis moved to adjourn the Special Town Meeting at 9:16 p.m.

## BOARD OF SELECTMEN

The Carlisle Board of Selectmen is pleased to submit this summary of the status of the Town's affairs for the year ending December 31, 2019. Overall, we are pleased to report that the affairs of the Town are in good order and we find ourselves in a healthy and stable financial position. Carlisle continues to be a place of uncommon beauty and a wonderful place to live and raise a family. Our approach to the management of Carlisle's government affairs is guided by four core principles:

1) The provision of excellent education for our children; 2) The protection of our unique physical environment; 3) The preservation of small town community values; and 4) Fiscal responsibility.

It is paramount to address the balance of our citizens' desires to maintain and enhance the services they have come to expect with the reasonableness of what we can expect all citizens to pay in taxes to fund these services. We see it as our responsibility to put before them budgets and proposals that reinforce the core values outlined above within a realistic financial framework. Ultimately, through the Town Meeting system, the citizens themselves make the decisions. Carlisle is fortunate to have an informed and involved citizenry who regularly make sound choices regarding town affairs.

### **FY2019 Financial Status**

Financially the town is in solid shape. For the Fiscal year ending June 30, 2019, the town received a clean audit report and a management letter outlining a very small number of non-critical issues we are working to address. General fund revenues and other financing sources for the fiscal year were approximately \$30.8 million and general fund expenditures and other financing uses for the fiscal year were approximately \$30.5 million. Certified free cash reserves were approximately \$2.7 million and the Stabilization Fund was approximately \$1.2 million. Total general fund unassigned fund balances as a percentage of total general fund revenues and other financing sources was approximately 11.9%, which is quite healthy. Our bond rating is Aa1 which is effectively the highest possible given the size of the town. As of June 30, 2019 the town had approximately \$11.2 million in long term debt, not including the Town's debt service obligations for the Concord-Carlisle Regional School District school construction.

For this current year (FY20) which will end on June 30, 2020, Town Meeting in May 2019 approved a budget of \$30.9 million in revenues and expenses. Within this budget \$250,000 of free cash was used to mitigate what would have been a sharp rise in debt service expenses and to keep the tax increase reasonable. Actually, revenue projected to be generated from the property tax (including new growth) rose by 3.58%. We also currently have excess levy capacity of almost \$1.9 million.

## Highlights from 2019

*Master Plan Kick-off.* The Master Plan Committee chose Civic Moxie to be the consultant for the process of creating a Master Plan. Public outreach meetings were held to kick-off the creation of a Master Plan for Carlisle which is fully supported by the Board of Selectmen.

*Town Treasurer Hiring.* Due to the unfortunate death of our Town Treasurer in July, the Town initiated a search for her replacement. Kimberly Kane was appointed on November 4, 2020.

*Town Clerk resignation and the appointment of Acting Town Clerk.* In October, Mary DeAlderete resigned her elected position of Town Clerk to become Town Clerk of Fitchberg. Peggy Wang, the assistant Town Clerk was appointed Acting Town Clerk on October 22, 2019 with a term ending with the election of a new Town Clerk.

*Policy review.* The Board of Selectmen initiated a process of reviewing one or more of the various town policies at each Board meeting. Some policies were eliminated due to their obsolescence while others were rewritten to be more up to the times (cf. mileage reimbursement policy). Some major policy changes were adopted or are under more complete review. Among the more important policies that were changed were the Financial Policy and the Personnel Staffing Policy and Procedures. The Budget Planning Policy is being reviewed jointly with the Finance Committee.

*New Committees formed:* Insurance Advisory Committee. During some contract negotiations, it was agreed that the percentage of health insurance benefits paid by employees would be reviewed. As a result, the Board of Selectmen created an Insurance Advisory Committee to study the issue and to make recommendations.

*Complete Streets Committee.* In response to the Complete Streets Policy written the prior year, the Complete Streets Committee was formed to ensure progress towards those goals.

### *Changed membership of Housing Trust:*

As a result of the dissolution of the Carlisle Housing Authority and the addition of its responsibilities to those of the Housing Trust, it was determined that the Housing Trust should have a more balanced membership to reflect its expanded scope. As a result, the representation from the Board of Selectmen was reduced to four members (excluding the Chair of the Board of Selectmen) and the number of at-large members was increased from two to three.

### *Facilities Manager Hiring (01/23/2019) -*

Through the Facilities Committee, the Board of Selectmen began the process of defining a Facilities Manager role and then conducting the search process. We are excited that Stephen Bastek joined us on February 8, 2019. We will continue to work through the Facilities

Committee’s prioritized list of projects that need to be undertaken both for “catch-up” for neglected issues and to provide improved services for the town. However, as with all expenses we must determine the timing of how these projects fit within the budget during a time of growing fiscal pressure.

#### *Fire Chief Search (08/2018 - 4/2019) –*

Following Fire Chief David Flannery’s announcement of his retirement effective 12/31/18, the Board of Selectmen appointed a Fire Chief Search Committee in July 2018 consisting of Police Chief John Fisher, Deputy Fire Chief Burt Rubenstein, Firefighter Matthew Herweck, Carlisle resident Marc Wey, Town Administrator Timothy Goddard, Selectman Alan Lewis and Selectman Nathan Brown.

The Fire Chief Search Committee (FCSC) retained Municipal Resources, Inc. (MRI) to assist with the recruitment effort. MRI assisted the FCSC by drafting a job description, position profile and advertisement for the full-time position of Fire Chief. Additionally, MRI screened the received applications and recommended to the FCSC five candidates for its consideration. The five candidates were interviewed by the search committee and participated in an extensive “knowledge, skills and abilities” exercise managed by MRI.

The FCSC submitted its recommendation to the Board of Selectman in January 2019. The Selectman interviewed the two finalists on March 7, 2019 and ultimately selected long-time Carlisle firefighter Bryon Sorrows as its first full-time Fire Chief. Chief Sorrows signed his contract on April 9, 2019.

#### **Current Selectmen Core Initiatives**

The Selectmen annually participate in an internal planning process to develop goals that guide our activities. While this is not a comprehensive list and requires detail, the following are high level categories of the initiatives developed for FY19.

- Sustainable Budget
- Excellent Schools
- Excellence in Public Safety and Citizen Services
- Environment and Infrastructure
- Effective Communication, Leadership and Staff Development

#### **Significant Challenges**

While the town’s affairs are generally in good shape, there are a number of significant challenges that we face.

- Rising health care costs continue to strain not only the town’s budget but also affects the personal finances of our employees. Carlisle is part of a consortium of towns to

try to obtain more negotiation power. While this is a tremendous help, health care insurance costs continue to rise well above the inflation rate, and more must be done for us to have a sustainable budget. These costs are impacting our ability to provide other services and will begin to cut into existing services if more is not done.

- We are so lucky to have wonderful, talented and dedicated employees in Carlisle. They are one of the Town's many jewels. We must find a balance between continuing excellent benefits and pay while at the same time keeping our costs as low as possible. Carlisle's only source of income is property tax. We must focus here to maintain Carlisle's affordability.
- As do all towns, Carlisle has substantial unfunded liabilities regarding benefits for retired employees. In 2014 we began the process of funding this liability by establishing a trust fund and depositing an initial \$250,000. This year we continued to contribute to this trust. Maintaining, and working to increase the funding to address this otherwise unfunded liability will take diligence as the liability continues to grow at a faster rate than our contributions.
- We continue to service the debt of large capital projects, the Carlisle Public School building, the new Concord-Carlisle high school building, and the new Safety Communication System. This year's warrant articles suggested by the Facilities Committee and a few potential upcoming projects the Town will be considering in future years, such as a community center and the future of the cranberry bog, all will put a strain on the taxpayer.

## **Appreciation**

The Selectmen would like to express our deep appreciation to the Board's dedicated professional staff, Town Administrator Tim Goddard and Executive Assistant Jennifer Gibbons. Their support is invaluable.

We also admire and appreciate all of our dedicated town employees who do such a wonderful job providing the services for all of us. We are fortunate to have such a wonderful group of employees and public servants.

Finally, Carlisle could not function without the involvement and expertise of so many town volunteers. The number of people who volunteer their time and effort to the town is truly extraordinary. It is their enthusiasm, energy and talent that allow us to plan and manage the programs that make our town so special.

Respectfully submitted,

Kate Reid Chair, Alan Lewis Vice Chair, Barney Arnold Clerk, Luke Ascolillo, Nathan Brown

## 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 procurement, contracts, insurance, land use, environmental law, wetlands protection, municipal finance, construction law, employment, open meeting and public records requirements, and ethics.

The pending litigation involving the Town includes:

John Fry, et al v. Zoning Board of Appeals, Superior Court No. 1981-CV-01906. In a decision dated June 17, 2019, the Zoning Board of Appeals conditionally granted a special permit authorizing the owner of 134 Ember Lane to operate a dog daycare. An abutter appealed the decision to Superior Court pursuant to M.G.L. c.40A, §17. This case remains active.

NOAH v. Board of Assessors, Appellate Tax Board Docket No. F335831. The petitioner is the owner of a 26-unit affordable apartment building for low and moderate income seniors. It applied for a property tax abatement for Fiscal Year 2018. The abatement was denied and the owner appealed to the Appellate Tax Board. The Assessors and NOAH settled the matter in late 2019.

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 2019

### GENERAL FUND TREASURER'S RECEIPTS

#### Taxes (net of refunds)

Personal Property/Real Estate	27,386,021	
Tax Title	13,983	
Motor Vehicle Excises	1,098,544	
61 A Forestry Rollback Tax	24,169	
Penalties & Interest - Property Tax	34,402	
Penalties & Interest - Excise	18,676	
	<hr/>	\$28,575,795

#### Fees

Planning Board	9,400	
Town Clerk	3,254	
Dogs	11,034	
Conscom	15,387	
Board of Appeals	1,950	
Selectmen	732	
Board of Health	940	
Assessors	1,850	
Recreation	41,944	
	<hr/>	\$86,491

#### Other Charges

Recycle	10,188	
Lien Certificates	4,125	
Other	3,487	
	<hr/>	\$17,800

#### Other Departments

Police Reports	30	
Police Special Detail	32,856	
Medicaid AAC	5,454	
	<hr/>	\$38,340

#### Licenses & Permits

Building Permits	118,726	
Wiring Permits	20,887	
Fire Alarm Permits	10,000	
Plumbing Permits	8,340	
Septic Licenses	4,750	

	Gas Permits	6,067	
	Gun Permits	2,113	
	Marriage Licenses	292	
			\$171,175
<b>Revenues from the State</b>			
	Additional Assistance	226,818	
	State Owned Land	157,217	
	Chapter 70	961,959	
	Veterans Benefits Reimbursement	5,720	
	Abatements to Elderly	502	
	Charter School Tuition Reimbursement	5,643	
			\$1,357,859
<b>Revenues from Other Governments &amp; Other Fines</b>			
	Court Fines	3,962	
	Parking Charges	30	
	Noise By-Law Fines	150	
	Payments in Lieu of Taxes (Federal Owned Land)	7,721	
			\$11,863
<b>Special Assessments</b>			
	Burials	5,400	
			\$5,400
<b>Library</b>			
	Fines & Fees	1,191	
			\$1,191
<b>Investments</b>			
	Treasurer's Interest	42,448	
			\$42,448
<b>Other Miscellaneous Revenue</b>			
	Solar Renewable Energy Credits (SREC)	3,775	
	E Rate Reimbursement	16,593	
	FEMA Reimbursement	55,200	
	111F Reimbursement	53,857	
			\$129,425
	Subtotal		\$30,437,787
<b>Transfers (Net)</b>		347,911	
<b>Cash Balance July 1, 2018</b>		5,567,022	
<b>Warrants Payable FY 19</b>		317,558	
			\$6,232,491
	Total Receipts		\$36,670,278

**TREASURER'S EXPENDITURES**

**GENERAL GOVERNMENT**

**Town Counsel**

Legal	107,586	
		\$107,586

**Historical Commission**

Wages, Part-Time	5,599	
Expenses	317	
		\$5,916

**Board of Appeals**

Wages, Part -Time	8,311	
Expenses	2,373	
		\$10,684

**Finance Committee**

Expenses	180	
		\$180

**Moderator**

Salary	50	
		\$50

**Selectmen**

Wages	54,582	
Training & Meetings	30	
Office Supplies	602	
Expenses	14,547	
Dues & Subscriptions	2,452	
		\$72,213

**Copy Machine**

Agreements	17,631	
Supplies	1,756	
		\$19,387

**Town/Fincom Reports/Town Meeting**

Printing	6,910	
Expenses	4,282	
		\$11,192

**Flag & Clock Care**

Wages, Part-Time	1,125	
Other Supplies	861	
		\$1,986

**Printing & Postage**

Postage	17,358	
Miscellaneous	1,263	
Printing	3,126	

			\$21,747
<b>Town Administrator</b>			
	Salary	142,000	
	Training/Meetings	1,603	
	Expenses	1,810	
	Telephone	600	
	DEP Testing Service	20,097	
	Dues	634	
	Insurance Premiums	1,000	
		<hr/>	\$167,744
<b>Small Capital</b>			
	Expenses	643	
		<hr/>	\$643
<b>Housing Authority</b>			
	Expenses	22	
		<hr/>	\$22
<b>Town Accountant</b>			
	Salary	95,167	
	Wages, Part-Time	23,019	
	Education	1,670	
	Office Supplies	1,033	
	Dues	110	
		<hr/>	\$120,999
<b>Professional Services</b>			
	Audit	31,000	
	Actuarial	6,350	
	GIS Maps Update	5,222	
	Planning	2,537	
	Financial Consultant	3,465	
	Facilities Cond Study	5,000	
		<hr/>	\$53,574
<b>Assessors</b>			
	Salary	95,447	
	Elected Officials	300	
	Wages	38,160	
	Computer-License & Support	7,400	
	Supplies	1,046	
	Mileage	615	
	Dues	300	
		<hr/>	\$143,268
<b>Town Treasurer/Tax Collector</b>			
	Salary	109,841	
	Assistant Treasurer/Collector	48,124	
	Wages Part Time	29,131	

	Part-Time Additional Wages	97	
	Assistant's Stipend	200	
	Equipment Service	1,844	
	Payroll Expense	9,604	
	Process Tax Bills	8,909	
	Consultant	6,525	
	Bond Expense	2,000	
	Training & Meetings	1,351	
	Office Supplies	473	
	Retention of Records	2,160	
	Mileage	625	
	Dues	330	
		<hr/>	\$221,214
<b>Town Clerk</b>			
	Elected Official	63,188	
	Wages, Part-Time	14,208	
	Assistant Town Clerk Stipend	1,200	
	Training & Meetings	1,363	
	Office Supplies	1,149	
		<hr/>	\$81,108
<b>Elections &amp; Registration</b>			
	Clerk	150	
	Election Wages	18,100	
	Salaries	50	
	Computer/Street List	760	
	Election Worker Con	393	
	Election Supplies	1,611	
		<hr/>	\$21,064
<b>Conservation Commission</b>			
	Wages, Part Time	36,335	
	Conscom Officer	77,460	
	Cranberry Bog Maint	5,860	
	Printing & Legal Notice	45	
	Education & Training	245	
	Dues	669	
	Office Supplies	190	
	Repair & Maintenance	1,741	
	Mileage	1,393	
		<hr/>	\$123,938
<b>Planning Board</b>			
	Wages	53,233	
	Planner	55,334	
	Meeting & Site Visits	75	
	Dues & Subscriptions	677	

	Office Supplies	228	
			\$109,547
<b>Municipal Facilities</b>			
	Town Hall Projects	19,431	
	Fire Station Projects	28,882	
	Police Station Projects	13,950	
	DPW Projects	21,576	
			\$83,839
<b>Town Hall</b>			
	Custodian/Maintenance	49,150	
	Facility Manager	14,971	
	Electricity	39,086	
	Heat	14,261	
	Facility Manager-Expenses	4,369	
	Contracts	62,734	
	Water Cooler	738	
	Computer Maintenance	44,190	
	Telephone	11,746	
	Building Maintenance	13,000	
	Grounds	216	
	Supplies	5,719	
	Mileage/Phone Reimbursement	1,061	
			\$261,241
<b>Town Hall Article</b>			
	Town Tech Capital Projects TM0415- TM0518	801	
	Major Repairs/ Replace TM0516	4,416	
	Technology Upgrades TM0517	2,547	
	Technology Upgrades TM0518	4,685	
			\$12,449
<b>Energy Task Force</b>			
	Expenses	2,969	
			\$2,969
<b>TOTAL GENERAL GOVERNMENT</b>			<u>\$1,654,560</u>
<b><u>EDUCATION</u></b>			
<b>District Administration</b>			
	Administrator	167,281	
			\$167,281
<b>School Committee</b>			
	Contracted Services	17,981	
	Legal Expense	19,680	
	Memberships	2,886	
	Advertising	830	

\$41,377

**School Administration**

Salaries	261,599	
Superintendent Insurance	2,250	
Postage	2,766	
Professional Development	9,350	
Office Supplies	2,630	
Memberships	24,346	
Travel	3,174	
	<hr/>	
		\$306,115

**Business Office**

Administration	108,909	
Office Supplies	387	
	<hr/>	
		\$109,296

**Regular Education**

Salaries - Substitutes	110,870	
Office Support	253,567	
Classroom Aides	147,450	
Technology Support	125,198	
Salaries - K-4	1,548,486	
Salaries - M.S. (5-8)	2,036,742	
Salaries - Physical Education	347,436	
Salaries - Art	223,927	
Salaries - Music	273,734	
Salaries - Media/Technology	140,655	
Salaries - ELL	83,570	
Summer Curriculum	67,193	
Professional Improvement	17,755	
Specialists	175,059	
Early Retirement	56,524	
Contracted Services-Home/Hospital	1,774	
Postage	4,094	
General Supplies	17,651	
Physical Education Supplies	8,588	
Art Supplies	5,572	
Music Supplies	3,445	
ELL Supplies	4,669	
Professional Development	35,864	
Stipends	61,321	
	<hr/>	
		\$5,751,144

**Student Services/SPED**

Administration	130,369	
Special Education Salaries	1,493,655	
Clerical	52,933	

	Aides	395,222	
	Contracted Services	78,898	
	Legal Expenses	1,785	
	Supplies	21,419	
	SPED Technology	<u>5,253</u>	
			\$2,179,534
<b>Texts, Regular Education</b>			
	Texts, Supplies, K-4	10,951	
	Language Arts	31,453	
	Math	16,698	
	Social Studies	1,803	
	Science	20,452	
	Foreign Language	3,351	
	Technology	<u>75,101</u>	
			\$159,809
<b>School Library</b>			
	Supplies	<u>14,580</u>	
			\$14,580
<b>School Psychologist</b>			
	Salary	330,355	
	Supplies	<u>2,843</u>	
			\$333,198
<b>Health Services</b>			
	Nurse Salary	135,663	
	Doctor's Stipend	750	
	Supplies	<u>1,520</u>	
			\$137,933
<b>Student Activities</b>			
	Transportation	<u>339,141</u>	
			\$339,141
<b>SPED Transportation</b>			
	Contracted Services	<u>87,304</u>	
			\$87,304
<b>Education Equipment</b>			
	Education Equipment	<u>17,220</u>	
			\$17,220
<b>Student Activities</b>			
	Supplies	<u>1,794</u>	
			\$1,794

<b>Custodial</b>			
	Custodians	462,311	
	Office Supplies	24,028	
	Wastewater Treatment Facility	66,581	
	Waste Disposal	<u>7,778</u>	\$560,698
<b>Heating of Buildings</b>			
	Gas Heat	<u>71,566</u>	\$71,566
<b>Utility Services</b>			
	Electricity	145,579	
	Telephone	12,579	
	Water	<u>13,678</u>	\$171,836
<b>Maintenance of Grounds</b>			
	Grounds	<u>4,250</u>	\$4,250
<b>Maintenance of Buildings</b>			
	Contracted Services	<u>73,757</u>	\$73,757
<b>Maintenance of Equipment</b>			
	Contracted Services	<u>53,601</u>	\$53,601
<b>Tuition to Mass. Schools</b>			
	Tuition	<u>627,832</u>	\$627,832
<b>School Articles</b>			
	Annual Maintenance TM0517	13,912	
	Technology Replacement TM0517	33,810	
	Technology Replacement TM0418	57,577	
	Annual Maintenance TM0418	11,675	
	Safety/Security Phase 2 TM0418	17,712	
	Wilkins-Bathroom Floor Tile TM0418	25,437	
	Corey Elevator	<u>23,593</u>	\$183,716
<b>CCRHS</b>			
	Assessment	<u>7,367,213</u>	\$7,367,213

**Vocational Schools**

Assessment	69,080	
Contracted Services	25,060	
	<hr/>	\$94,140

**TOTAL EDUCATION**\$18,854,335**PROTECTION OF PERSONS & PROPERTY****Police Department**

Salaries & Wages	1,508,044	
Education	8,577	
Printing	162	
Cruiser Repair	16,779	
Fuel/Maintenance	17,150	
Uniforms	25,165	
Dues	12,575	
Administration Expense	3,297	
Equipment	9,854	
	<hr/>	\$1,601,603

**Police Articles**

Cruiser Replacement TM0517-TM0418	79,300	
Computer Replacement TM0418	7,638	
	<hr/>	\$86,938

**Police Station**

Electricity	14,266	
Heat	3,691	
Water	957	
Computer/Printer	13,672	
Cable/Phone Service	7,646	
Repair & Maintenance	9,490	
Cleaning Supplies	587	
Subscriptions	525	
	<hr/>	\$50,834

**Fire Department**

Salaries	124,208
Secretarial Wages	10,035
Fire Wages	48,104
Fire Education & Training	40,710
Maintenance Wages	9,457
Fire Stipend-Availability	41,684
Inspections	22,516

Electricity-Station	9,526	
Heat	3,931	
Radio Repair	1,346	
Telephone & IT	8,554	
Building Repair/Maintenance	8,992	
Equipment Maintenance	13,872	
Water Cisterns Repair	6,915	
Water Cisterns Electricity	2,931	
Vehicles Repairs	39,671	
Gasoline	2,894	
Protective Clothing/Uniforms	15,672	
Dues/Membership	4,570	
Miscellaneous	2,815	
Fire Chief Expenses	1,586	
Additional Equipment	10,160	
Hose	4,944	
Municipal Fire Alarm Maintenance	6	
	<hr/>	\$435,099
<b>Fire Department Articles</b>		
Vehicle Replacement TM0516	2	
Station Maintenance TM0418	1,343	
Computer Replacement TM0418	1,526	
Car 2 Replacement TM0418	47,980	
Ambulance Replacement TM0418	300,000	
	<hr/>	\$350,851
<b>Immunization</b>		
Medical Supplies	72	
	<hr/>	\$72
<b>Ambulance</b>		
Ambulance Wages	48,944	
EMT-Stipends	33,501	
EMS Cooridinator	8,021	
EMT-Education & Training	17,116	
Gas & Oil	1,791	
Maintenance/Repair	7,413	
Medical Supplies	6,837	
Ambulance Billing Charges	3,855	
	<hr/>	\$127,478
<b>Building Inspector</b>		
Secretary	24,665	
Education	677	
Telephone	870	
Office Supplies	1,170	
Mileage	3,673	
	<hr/>	\$31,055

<b>Dog Officer</b>	Wages - Part Time	5,836	\$5,836
<b>Animal Control Officer</b>	Field Driver,Wages - Part Time	1,649	
	Expenses	<u>150</u>	\$1,799
<b>Communication Department</b>	Wages	301,503	
	Service Contracts	12,299	
	Education	331	
	Telephone	3,423	
	Office Supplies	4,915	
	Clothing	2,327	
	Equipment/Maintenance/Repair	<u>34,152</u>	\$358,950
<b>Communication System</b>	Telecommunication Design TM0516	<u>25,885</u>	<u>\$25,885</u>
<b>TOTAL PROTECTON OF PERSONS &amp; PROPERTY</b>			<u><u>\$3,076,400</u></u>
<b>DEPARTMENT OF PUBLIC WORKS</b>			
<b>DPW Administration</b>	Salaries & Wages	<u>600,927</u>	\$600,927
<b>Construction &amp; Maintenance</b>	Lines	11,448	
	Signs	1,512	
	Road Maintenance	<u>61,629</u>	\$74,589
<b>Snow &amp; Ice Removal</b>	Vehicular Supplies	31,538	
	Salt	51,341	
	CA & Deice	1,759	
	Sand	21,733	
	Miscellaneous	<u>13,071</u>	\$119,442

<b>Street Lighting</b>	Service Contract	2,446	
			\$2,446
<b>Other Highway</b>	Electricity	5,384	
	Fuel	8,301	
	Service Contracts-Trees	2,880	
	Telephone	411	
	Gasoline	10,942	
	Maintenance & Supplies	86,925	
	Uniforms	5,000	
		<hr/>	\$119,843
<b>Transfer Station</b>	Wages, Part-Time	64,595	
	Electricity	1,485	
	Dumping	123,336	
	Gasoline	34,420	
	Maintenance/Supplies	29,016	
		<hr/>	\$252,852
<b>DPW Article</b>	New Generator TM0418	36,000	
	Solid Waste Compactor TM0418	19,155	
		<hr/>	\$55,155
<b>TOTAL DPW</b>			<hr/> <hr/>

**HEALTH &  
SANITATION**

<b>Board of Health</b>	Wages, Part-Time	16,988	
	Agent	85,983	
	Animal Inspector	1,000	
	Inspections	100	
	Nursing Care	650	
	Training & Meetings	300	
	Flu Clinic	495	
	Rabies Clinic	36	
	Office Supplies	971	
	Mileage	35	
	Dues & Subscriptions	150	
		<hr/>	\$106,708
<b>BOH Special Articles</b>	BOH-Disease Prevention	207	
	BOH-Water Resource Protection	405	
		<hr/>	

		<u>\$612</u>
<b>TOTAL HEALTH &amp; SANITATION</b>		<u><u>\$107,320</u></u>

**PUBLIC ASSISTANCE**

**Council on Aging Articles**

Social Service Counseling	6,553	
Pilot Program-Disabled Resident		
Transportation	<u>2,208</u>	
		\$8,761

**Council on Aging**

Wages	177,551	
COA Van Driver Wages	7,375	
Office Operations	5,268	
Program	7,320	
Transportation	3,045	
Newsletter	<u>1,850</u>	
		\$202,409

**Veteran's Agent**

Wages, Part-Time	750	
Veteran's Benefits	<u>9,213</u>	
		<u>\$9,963</u>

<b>TOTAL PUBLIC ASSISTANCE</b>		<u><u>\$221,133</u></u>
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**Gleason Library**

Salaries & Wages	399,642	
Automation	26,862	
Training & Meetings	933	
Office Supplies	6,247	
Books	29,132	
Teen Books	5,217	
Children's Books	8,938	
Digital	30,525	
Audio	10,636	
Visual	7,908	
Periodicals	6,716	
Additional Equipment	<u>3,732</u>	
		\$536,488

**Library Building**

Custodial	39,198	
Repair & Maintenance	44,823	
Supplies	4,209	
	<hr/>	\$88,230

**Library Articles**

Technology TM0418	303	
	<hr/>	\$303

**TOTAL LIBRARY**

\$625,021

**RECREATION****Parks & Fields**

Salary	85,983	
Mowing	34,069	
Sprinkler Maintenance	6,390	
Electricity	1,621	
Scheduled Maintenance	32,320	
General Maintenance	2,370	
Sanitation	2,396	
	<hr/>	\$165,149

**TOTAL RECREATION**

\$165,149

**MISCELLANEOUS****Center Park**

Expenses	265	
		\$265

**Memorial Day**

Wages, Part-Time	209	
Miscellaneous	648	
	<hr/>	\$857

**State Assessments**

State & County Charges	90,792	
	<hr/>	\$90,792

**Encumbrances**

General Expenses	22	
Copy Machine	696	
Town Administrator	11	
Small Capital	3,208	
Town Accountant	1,000	
Assessors	708	
Conscom	3,200	
Planning Board	106	
Town Offices & Library	4,242	
Police	1,507	
Police-Generator	98,550	
Fire Dept	52	
Ambulance	380	
Communications	570	
Road Maintenance	6,851	
Street Lights	147	
Transfer Station-Solid Waste Compactor	20,795	
Library	47	
Parks/Fields	546	
Unemployment Insurance	9,604	
Insurance	100	
	<hr/>	\$152,342

**TOTAL MISCELLANEOUS** \$244,256

**INSURANCE & BENEFITS**

Group Insurance	1,115,296	
Blanket/Workmen's Comp	241,767	
Unemployment	4,679	
	<hr/>	\$1,361,742

**TOTAL INSURANCE & BENEFITS** \$1,361,742

**PENSIONS**

County Retirement	932,452	
	<hr/>	\$932,452

**TOTAL PENSIONS** \$932,452

**DEBT & INTEREST**

Retirement of Debt	960,000	
Interest on Long Term Debt	451,202	
	<hr/>	\$1,411,202

**TOTAL DEBT & INTEREST** \$1,411,202

**TRANSFERS TO CAPITAL FUND**

Transfer to Capital Fund	251,113	<u>\$251,113</u>
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<b>TOTAL TRANSFER TO CAPITAL FUND</b>		<u><u>\$251,113</u></u>
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**TRANSFER TO OPEB TRUST**

Transfer to OPEB Trust	375,000	<u>\$375,000</u>
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<b>TOTAL TRANSFER TO OPEB TRUST</b>		<u><u>\$375,000</u></u>
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Subtotal		\$30,504,937
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<b>Cash Balance June 30, 2019</b>	5,656,495	
<b>Due From Commonwealth</b>	98,243	
<b>Warrants Payable FY 2018</b>	410,603	
		<u>\$6,165,341</u>
Total		<u><u>\$36,670,278</u></u>

**TAX-2015****Personal Property**

Outstanding June 30, 2018	152	\$152
Outstanding June 30, 2019	152	\$152

**TAX-2016****Personal Property**

Outstanding June 30, 2018	401	\$401
Payments to Treasurer	5	
Outstanding June 30, 2019	396	\$401

**TAX-2017****Personal Property**

Outstanding June 30, 2018	177	\$177
Payments to Treasurer	20	
Outstanding June 30, 2019	157	

\$177

**Real Estate**

Outstanding June 30, 2018	<u>4,137</u>	\$4,137
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Payments to Treasurer	430	
Outstanding June 30, 2019	<u>3,707</u>	\$4,137

**TAX-2018**

**Personal Property**

Outstanding June 30, 2018	<u>1,422</u>	\$1,422
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Payments to Treasurer	1,233	
Outstanding June 30, 2019	<u>189</u>	\$1,422

**Real Estate**

Outstanding June 30, 2018	<u>207,547</u>	\$207,547
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Payments to Treasurer	111,716	
Outstanding June 30, 2019	<u>95,831</u>	\$207,547

**TAX-2019**

**Personal Property**

Commitments	<u>323,289</u>	\$323,289
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Payments to Treasurer	322,609	
Abatement/Exemptions	75	
Outstanding June 30, 2019	<u>605</u>	\$323,289

**Real Estate**

Commitments	<u>27,121,286</u>	\$27,121,286
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Payments to Treasurer	26,814,607	
Abatement/Exemptions	46,301	
Outstanding June 30, 2019	<u>260,378</u>	\$27,121,286

**MOTOR VEHICLE EXCISE**

**TAX - 2014**

Outstanding June 30, 2018	<u>852</u>	\$852
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Payments to the Treasurer		140	
Outstanding June 30, 2019		<u>712</u>	\$852
	<b>TAX - 2015</b>		
Outstanding June 30, 2018		<u>1,751</u>	\$1,751
Outstanding June 30, 2019		<u>1,751</u>	\$1,751
	<b>TAX - 2016</b>		
Outstanding June 30, 2018		<u>8,411</u>	\$8,411
Payments to the Treasurer		2,557	
Abatements		372	
Outstanding June 30, 2019		<u>5,482</u>	\$8,411
	<b>TAX - 2017</b>		
Outstanding June 30, 2018		<u>28,922</u>	\$28,922
Payments to the Treasurer		19,284	
Abatements		1,295	
Outstanding June 30, 2019		<u>8,343</u>	\$28,922
	<b>TAX - 2018</b>		
Outstanding June 30, 2018		115,956	
Commitments		<u>109,223</u>	\$225,179
Payments to the Treasurer		206,725	
Abatements		10,305	
Outstanding June 30, 2019		<u>8,149</u>	\$225,179
	<b>TAX - 2019</b>		
Commitments		<u>973,011</u>	\$973,011
Payments to the Treasurer		869,704	
Abatements		14,665	
Outstanding June 30, 2019		<u>88,642</u>	\$973,011

**SPECIAL REVENUE - SCHOOL LUNCH**

**RECEIPTS**

Cash Balance June 30, 2018	76,921	
Lunch Receipts	190,460	
State Reimbursements	<u>25,310</u>	
		\$292,691

**EXPENDITURES**

Salaries & Wages	110,436	
Food & Supplies	52,215	
Cash Balance June 30, 2019	128,608	
Warrants Payable FY 18	<u>1,432</u>	
		\$292,691

**COMMUNITY PRESERVATION ACT**

**CPA Surcharge - 2017**

Outstanding June 30, 2018	<u>308</u>	\$308
Payment to Treasurer	158	
Outstanding June 30, 2019	<u>150</u>	\$308

**CPA Surcharge - 2018**

Outstanding June 30, 2018	<u>3,986</u>	\$3,986
Payment to Treasurer	2,295	
Outstanding June 30, 2019	<u>1,691</u>	\$3,986

**CPA Surcharge - 2018**

Commitments	<u>476,745</u>	\$476,745
Payment to Treasurer	467,445	
Abatements/Exemptions	4,427	
Outstanding June 30, 2019	<u>4,873</u>	\$476,745

**CPA Surcharge**

Cash Balance July 1, 2018	1,240,122	
Receipts (Net of	<u>470,719</u>	

Refunds)		
State Receipt	87,326	
Interest	862	
FY19 Expenses	(1,750)	
Transferred to CPA Capital Fund	(40,571)	
Transferred from CPA Capital Fund	12,506	
CPA Balance June 30, 2019		\$1,769,214

Cash Balance June 30, 2019	1,769,214	\$1,769,214
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**CPA Capital Fund**

FY12 Initiatives:

Trails Improvements:

Balance July 1, 2018	3,762	
FY19 Expenses for Trails Improvements	(3,060)	
Balance June 30, 2019		\$702

FY16 Initiatives:

ConsCom Towle Field Grant #2016-3:

Balance June 30, 2018	2,400	
FY19 Expenses for ConsCom Towle Field Grant	(2,058)	
Balance June 30, 2019		\$342

FY17 Initiatives:

Town Clerk-Restoration and Preservation Project-Grant #2017-001:

Balance June 30, 2018	4,651	
FY19 Expenses for Town Clerk Grant	(4,189)	
Transferred to CPA	(462)	
Balance June 30, 2019		\$0

Carlisle Historical Society-Lighting-Grant #2017-003:

Balance June 30, 2018	1,478	
Transferred to CPA	(1,478)	
Balance June 30, 2019		\$0

Gleason Public Library-Preserving Mosquito Collection-Grant #2017-006:

Balance June 30, 2018	5,000	
Transferred to CPA	<u>(5,000)</u>	
Balance June 30, 2019		\$0
FY18 Initiatives:		
Rehabilitation of Banta Davis Little League Field-Grant #2017-004:		
Balance June 30, 2018	8,646	
FY19 Expenses for Rehabilitation of Banta Davis Little League Field	(3,080)	
Transferred to CPA	<u>(5,566)</u>	
Balance June 30, 2019		\$0
Carlisle Historical Society Heat Pump-Grant #2018-001		
Balance June 30, 2018	14,000	
FY19 Expenses for Carlisle Historical Society Heat Pump	<u>(13,045)</u>	
Balance June 30, 2019		\$955
Conservation Commission Well @Bog House-Grant #2018-002		
Balance June 30, 2018	280	
FY19 Expenses for Conservation Commission Well @Bog House	<u>(280)</u>	
Balance June 30, 2019		\$0
FY19 Initiatives:		
Town Clerk-Restore & Preserve Town Document-Grant #2019-001		
Transferred to CPA Capital	16,571	
FY19 Expenses for Town Clerk-Restore & Preserve Town Documents	<u>-</u>	
Balance June 30, 2019		\$16,571
Trails Committee-Restore & Construct Trails-Grant #2019-002		
Transferred to CPA Capital	15,000	
FY19 Expenses for Trails Committee-Restore & Construct Trails	<u>-</u>	
Balance June 30, 2019		\$15,000
2020 Open Space & Recreation Plan-Grant #2019-003		
Transferred to CPA Capital	9,000	
FY19 Expenses for Open Space & Recreation Plan	<u>-</u>	
Balance June 30, 2019		\$9,000
CPA Capital Balance June 30, 2019		\$42,570
Warrants Payable FY19		<u>\$0</u>

		\$42,570
Cash Balance June 30, 2019	42,570	\$42,570

**Affordable Housing Trust Fund**

FY07 Initiatives:

Affordable Accessory Apartment Program:

Balance June 30, 2018	90,000	
FY19 Expenses for Affordable Accessory Apartment Program	-	
Balance June 30, 2019		\$90,000

FY15 Initiatives:

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

Balance June 30, 2018	49,560	
FY19 Expenses for Grant #2015-1 Community Education on 40B & Support the Development of Community Housing	-	
Balance June 30, 2019		\$49,560

Earnings on Investments (Inception to Date)	10,054	
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, 2019		\$4,721

Affordable Housing Trust Fund Balance June 30, 2019		\$144,281
Warrants Payable FY19		\$0
Cash Balance June 30, 2019		\$144,281

**SEPTIC LOAN PROGRAM**

Cash Balance June 30, 2018	-	
Received from Residents-Betterment-Principal	5,195	
Received from Residents-Betterment-Interest	1,793	
Transferred to General Fund	(6,988)	
Cash Balance June 30, 2019		\$0
Cash Balance June 30, 2019		\$0

**OTHER SPECIAL REVENUE**

**RECEIPTS**

**School Grants**

Teacher Quality	6,914	
IDEA	142,851	
Sped Early Childhood	8,856	
Cultural Council-STARs Grant	1,900	
	<hr/>	\$160,521

**School Other**

CEF	49,033	
Educational Use of Bldgs	14,391	
Library/Lost Books	536	
Athletic Account	40,883	
School Gifts	77,502	
Music Account	30,583	
C. S. A.	10,074	
Preschool Gift	109,580	
Transportation Fee	36,135	
Circuit Breaker	181,234	
	<hr/>	\$549,951

**Miscellaneous**

Polling Hours	6,212
COA State Grant	12,360
Library State Aid	5,662
Cultural Council	4,507
Health 53E1/2	60,702
Stickers 53E 1/2	49,855
Recreation 53D	188,866
Planning Board 53G	28,156
Conscom Intents	4,895
Cemetery Lots	3,600
Library Gifts	1,400
Consevation Gifts	1,405
COA Gifts	6,995
COA Van/Transportation Gift	1,272
Trail Maps	2,700
Roadway Reconstruction	557,165
Ambulance Receipts	94,587
Pathways-Gifts	12

Elderly/Disabled Aid	23	
Historical 53E 1/2	330	
Zoning Board of Appeals 53G	2,500	
Foss Farm/Garden Plots 53E 1/2	1,795	
Library-Mini Grants	21,130	
Building 53E 1/2	153,771	
COA-Mini Grant	12,900	
COA 53E 1/2	21,571	
Center Park Gifts	6,663	
Conscom 53G	4,343	
911 Grants	47,961	
CHNA15 Grant	15,000	
Public Health Grants	6,162	
LRTA (Lowell Regional Transit Authority)	45,842	
Carlisle Community Chorus Gifts	6,794	
Friends of COA Grant	18,424	
Green Community Grant	128,976	
Trails Gifts	871	
COA-Transportation 53 E 1/2	5,337	
PEG Access/Cable TV	108,075	
State Grant-Complete Streets	29,985	
Transportation Network	333	
Deer 53 1/2	540	
Reserve for Capital	7,355	
	<hr/>	\$1,677,032
Warrants Payable FY 2019		\$106,060
Cash Balance July 1, 2018		\$1,755,895
		<hr/>
		<u>\$4,249,459</u>
Total		

**EXPENDITURES**

**School Grants**

Teacher Quality	6,914	
IDEA	142,851	
Sped Early Childhood	8,856	
Cultural Council-Stars Grant	1,900	
	<hr/>	\$160,521

**School Other**

CEF	50,403	
Educational Use of Bldg	10,249	

Athletic Account	39,729
School Gifts	88,855
Music Acct	32,564
CSA	8,863
Preschool Gift	235,972
Transportation	37,913
Circuit Breaker	117,654

\$622,202

**Miscellaneous**

Polling Hours	4,316
COA State Grant	12,360
Library State Aid	3,352
Arts Council	5,336
Health 53E1/2	59,722
Stickers 53E 1/2	53,700
Recreation 53D	164,870
Planning Board 53G	20,779
Conservation Intents	4,037
Cemetery Lots	1,943
Library Gifts	826
Conservation Gifts	51
Police Gifts	339
Fire Department Gifts	432
COA Gifts	50
Trails Grant	337
Roadway Reconstruction	614,544
Ambulance Receipts (Transfer to General Fund)	359,000
Town Gifts	475
Zoning Board of Appeals 53G	891
Historical 53E 1/2	90
Foss Farm/Garden Plots 53E 1/2	1,706
Library-Mini-Grants	12,834
Building 53E 1/2	140,387
COA-Mini-Grant	12,900
COA 53E 1/2	13,912
Center Park Gifts	1,128
ConsCom 53G	2,160
911 Grants	41,023
CHNA 15 GRANT	16,537
Public Heath Grants	6,270
LRTA (Lowell Regional Transit Authority)	45,842
Carlisle Community Chorus Gifts	5,461
Friends of COA Grant	18,001
Green Community Grant	128,671
Trail Gifts	40
COA-Transportation 53E 1/2	3,084

COA-Fuel Assistance Gifts	1,000	
PEG Access/Cable TV	25,719	
State Grant-Heat Smart Program	1,203	
State Grant-Complete Streets	8,316	
Deer 53 1/2	106	
	<hr/>	\$1,793,750
Warrants Payable FY 2018		\$39,309
Due from Commonwealth FY 2019		\$718,256
Cash Balance June 30, 2019		\$915,421
		<hr/>
		\$4,249,459
		<hr/> <hr/>
Total		

### AGENCY FUNDS

#### RECEIPTS

Cash Balance July 1, 2018	(28,100)	
Police Special Detail	349,974	
Meals Tax	438	
Student Activity Account	4,786	
Firearm Licenses	6,313	
Deputy Collector's Fees	4,612	
Warrants Payable FY 2019	7,477	
	<hr/>	\$345,500

#### EXPENDITURES

Police Special Detail	279,167	
Meals Tax	438	
Student Activity Account	7,220	
Firearm Licenses	6,238	
Deputy Collector's Fees	3,598	
Warrants Payable FY 2018	15,539	
Cash Balance June 30, 2019	33,300	
	<hr/>	\$345,500

### CAPITAL FUNDS

#### RECEIPTS

Cash Balance July 1, 2018	2,795,216	
Transferred from General Fund to Reduce Debt	251,113	
Warrants Payable FY 2019	97,689	

BANS Received	3,677,361	
		\$6,821,379
BANS Repaid	3,928,474	
FY19 Communications Project Expenses	1,719,937	
FY19 Pathways Expenses	24,000	
Cash Balance June 30, 2019	1,148,968	
		\$6,821,379

**INVESTMENT FUNDS  
STABILIZATION FUND**

Balance July 1, 2018	1,162,384	
Interest	29,796	
		\$1,192,180
Transferred to General Fund	14,945	
Balance June 30, 2019	1,177,235	
		\$1,192,180

**OPEB (OTHER POST EMPLOYMENT  
BENEFITS) TRUST**

Balance July 1, 2018	1,045,326	
Transferred from General Fund	375,000	
OPEB-Change in Market	14,716	
Interest	49,590	
		\$1,484,632
Balance June 30, 2019	1,484,632	
		\$1,484,632

**CONSERVATION FUND**

Balance July 1, 2018	61,401	
Interest	1,662	
		\$63,063
Balance June 30, 2019	63,063	
		\$63,063

**PERPETUAL CARE FUND**

Balance July 1, 2018	177,655	
Contributions Received	3,600	

Interest & Investment Income	563	
		\$181,818

Expended		
Balance June 30, 2019	181,818	
		\$181,818

**TRUST FUNDS**

**GLEASON SILENT POOR FUND**

Balance July 1, 2018	11,701	
Interest & Investment Income	37	
		\$11,738
Balance June 30, 2019	11,738	
		\$11,738

**SIMON BLOOD SCHOOL FUND**

Balance July 1, 2018	4,273	
Interest & Investment Income	13	
		\$4,286
Balance June 30, 2019	4,286	
		\$4,286

**GLEASON TOWN CLOCK FUND**

Balance July 1, 2018	1,754	
Interest & Investment Income	6	
		\$1,760
Balance June 30, 2019	1,760	
		\$1,760

**SELINA G. RICHARDSON LIBRARY  
FUND**

Balance July 1, 2018	1,257	
Interest & Investment Income	4	
		\$1,261
Balance June 30, 2019	1,261	
		\$1,261

**MARY A. HEALD WORTHY POOR FUND**

Balance July 1, 2018	503	
Interest & Investment Income	2	
		\$505
Balance June 30, 2019	505	
		\$505

**WILLIAM H. LITCHFIELD CEMETERY  
FUND**

Balance July 1, 2018	3,190	
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Interest & Investment Income	<u>10</u>	\$3,200
Balance June 30, 2019	<u>3,200</u>	\$3,200

**THOMAS A. & MARY GREEN  
CEMETERY FUND**

Balance July 1, 2018	6,326	
Interest & Investment Income	<u>20</u>	\$6,346
Balance June 30, 2019	<u>6,346</u>	\$6,346

**THOMAS A. GREEN PUBLIC GROUNDS  
FUNDS**

Balance July 1, 2018	2,532	
Interest & Investment Income	<u>8</u>	\$2,540
Balance June 30, 2019	<u>2,540</u>	\$2,540

**THOMAS A. GREEN SIDEWALK & TREE  
FUND**

Balance July 1, 2018	7,886	
Interest & Investment Income	<u>25</u>	\$7,911
Balance June 30, 2019	<u>7,911</u>	\$7,911

**MARY A. GREEN LIBRARY FUND**

Balance July 1, 2018	1,257	
Interest & Investment Income	<u>4</u>	\$1,261
Balance June 30, 2019	<u>1,261</u>	\$1,261

**FRED E. & RUTH M. ROBBINS FUND**

Balance July 1, 2018	58,857	
Interest & Investment Income	<u>186</u>	\$59,043
Balance June 30, 2019	<u>59,043</u>	\$59,043

**CAROLINE E. HILL LEGACY**

Balance July 1, 2018	179,704	
Interest & Investment Income	<u>567</u>	\$180,271

Expended	6,250	
Balance June 30, 2019	<u>174,021</u>	\$180,271
<b>ALVIN R. TITUS SCHOLARSHIP FUND</b>		
Balance July 1, 2018	15,602	
Interest & Investment Income	<u>49</u>	\$15,651
Balance June 30, 2019	<u>15,651</u>	\$15,651
<b>MELONE LIBRARY FUND</b>		
Balance July 1, 2018	270,412	
Interest & Investment Income	<u>854</u>	\$271,266
Balance June 30, 2019	<u>271,266</u>	\$271,266
<b>DONALD A LAPHAM SCHOLARSHIP FUND</b>		
Balance July 1, 2018	41,107	
Interest & Investment Income	<u>130</u>	\$41,237
Balance June 30, 2019	<u>41,237</u>	\$41,237
<b>HOLLIS TRUST FUND</b>		
Balance July 1, 2018	177,733	
Interest & Investment Income	<u>561</u>	\$178,294
Balance June 30, 2019	<u>178,294</u>	\$178,294
<b>VIVIAN CHAPUT MEMORIAL FUND</b>		
Balance July 1, 2018	3,077	
Interest & Investment Income	<u>9</u>	\$3,086
Balance June 30, 2019	<u>3,086</u>	\$3,086

TOWN OF CARLISLE, MASSACHUSETTS							
Combined Balance Sheet							
as of June 30, 2019							
	Governmental Fund Types			Fiduciary Fund Types	Account Groups	Totals	
	General	Special Revenue	Capital Projects	Trust and Agency	Long-term Debt	(Memorandum Only)	
<b><u>ASSETS</u></b>							
Cash and cash equivalents	5,656,494.94	2,957,523.68	1,191,538.50	3,723,453.28			13,529,010.40
Receivables:							
Personal property taxes	1,498.25						1,498.25
Real estate taxes	359,915.65	6,714.73					366,630.38
Allowance for abatements and exemptions	(150,003.17)						(150,003.17)
Tax liens	1,824.41	4.73					1,829.14
Tax foreclosures	87,421.95						87,421.95
Motor vehicle excise	113,077.63						113,077.63
Betterments Not Yet Due		32,333.46					32,333.46
Notes Receivable-NOAH		425,000.00					425,000.00
Due from Commonwealth of Massachusetts	98,243.00	718,256.69					816,499.69
Police Special Duty Receivable				25,225.57			25,225.57
Amounts to be provided - payment of bonds					11,205,000.00		11,205,000.00
Total Assets	<u>6,168,472.66</u>	<u>4,139,833.29</u>	<u>1,191,538.50</u>	<u>3,748,678.85</u>	<u>11,205,000.00</u>		<u>26,453,523.30</u>
<b><u>LIABILITIES AND FUND EQUITY</u></b>							
Liabilities:							
Accounts payable	191,413.68	99,456.05	97,689.00	273.00			388,831.73
Warrants payable	752,779.28	6,604.74					759,384.02
Accrued payroll and withholdings	371,209.92			7,203.80			378,413.72
Abandon Property & Unclaires Items	51,541.64						51,541.64
Agency Funds				51,048.44			51,048.44
Deferred revenue:							
Real and personal property taxes	211,410.73	6,714.73					218,125.46
Betterments Not Yet Due		32,333.46					32,333.46
Tax liens	1,824.41	4.73					1,829.14
Tax foreclosures	87,421.95						87,421.95
Motor vehicle excise	113,077.63						113,077.63
Notes receivable		425,000.00					425,000.00
BAN payable			3,677,361.00				3,677,361.00
Bonds payable					11,205,000.00		11,205,000.00
Total Liabilities	<u>1,780,679.24</u>	<u>570,113.71</u>	<u>3,775,050.00</u>	<u>58,525.24</u>	<u>11,205,000.00</u>		<u>17,389,368.19</u>
Fund Equity:							
Reserved for encumbrances	155,463.43						155,463.43
Reserved for expenditures	250,000.00						250,000.00
Reserved for continuing appropriations	746,899.86						746,899.86
Reserved for CPA-Open Space		47,966.00					47,966.00
Reserved for CPA-Historical		187,829.72					187,829.72
Reserved for CPA-Community Housing		422,404.02					422,404.02
Reserved for amortization of bond premiums	295,786.97	122					295,786.97
Undesignated fund balance	2,939,643.16	2,911,519.84	(2,583,511.50)	3,690,153.61			6,957,805.11
Total Fund Equity	<u>4,387,793.42</u>	<u>3,569,719.58</u>	<u>(2,583,511.50)</u>	<u>3,690,153.61</u>	<u>0.00</u>		<u>9,064,155.11</u>
Total Liabilities and Fund Equity	<u>6,168,472.66</u>	<u>4,139,833.29</u>	<u>1,191,538.50</u>	<u>3,748,678.85</u>	<u>11,205,000.00</u>		<u>26,453,523.30</u>

## TOWN TREASURER

The following is a summary of the financial records and balances of the Town Treasurer for the Fiscal Year ending June 30, 2019.

### CASH BALANCE

Cash Balance, July 1, 2018	\$ 14,892,854.73
<b>Cash Balance, June 30, 2019</b>	<b>\$ 13,529,010.40</b>

### ACCOUNT BALANCES

<b>Non-Interest-Bearing Accounts</b>	<b>\$ 0.00</b>
<b>Interest-Bearing Accounts:</b>	
Eastern Bank	\$ 2,306,198.08
Enterprise Bank	3,187,997.18
UNIBank	3,237,832.32
Mass. Municipal Depository Trust	281,948.20
<b>Total Interest-Bearing Accounts</b>	<b>\$ 9,013,975.78</b>
<b>Combined Investment Fund:</b>	
Eastern Bank	\$ 229,412.48
<b>Total Combined Investment Fund</b>	<b>\$ 229,412.48</b>
<b>Trust Funds</b>	
Eastern Bank	\$ 679,330.03
Enterprise	881,124.98
Mass. Municipal Depository Trust	1,290,232.67
Bartholomew & Company	1,434,934.46
<b>Total Trust Funds</b>	<b>\$ 4,285,622.14</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$ 13,529,010.40</b>

# TAX COLLECTOR

## Schedule of Outstanding Receivables

As of June 30, 2019

### **Real Estate & CPA Taxes**

Levy of 2019	\$ 265,252.00
Levy of 2018	\$ 97,522.00
Levy of 2017	\$ 3,857.00
Levy of 2016	\$ -
Prior Years	\$ -
<b>Total Real Estate Taxes</b>	<b>\$ 366,631.00</b>

### **Personal Property Taxes**

Levy of 2019	\$ 605.00
Levy of 2018	\$ 189.00
Levy of 2017	\$ 157.00
Levy of 2016	\$ 396.00
Prior Years	\$ 163.00
<b>Total Personal Property Taxes</b>	<b>\$ 1,510.00</b>

**Deferred Property Taxes** \$ -

**Taxes in Litigation** \$ -

### **Motor Vehicle Excise Taxes**

Levy of 2019	\$ 88,545.00
Levy of 2018	\$ 8,149.00
Levy of 2017	\$ 8,367.00
Levy of 2016	\$ 5,482.00
Prior Years	\$ 2,462.00
<b>Total Motor Vehicle Taxes</b>	<b>\$ 113,005.00</b>

**Tax Liens / Tax Title** \$ 1,824.00

**Tax Foreclosures / Tax Possessions** \$ 87,422.00

## 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 1<sup>st</sup> 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 \$14,474,473 in new growth valuation to the Department of Revenue, which was certified for the fiscal year 2019 tax rate setting process. The tax rate in the Town increased from \$18.17 to \$18.29 for fiscal year 2019. The Town has a total assessed valuation of \$1,508,195,611 which includes exempt properties.

Below is a chart listing the Fiscal Year 2019 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	1996	1,481,526,308	\$18.29	\$27,097,116.17	98.2317%
Open Space	-	-	0.00	-	0.00%
Commercial		7,814,607	18.29	142,929.16	0.5181%
Industrial	2	1,177,400	18.29	21,534.65	0.0781%
Personal Property	72	17,677,296	18.29	323,317.74	1.1720%
Exempt	175	73,761,000	0.00	0	0.00%
<b>Totals:</b>	<b>2314</b>	<b>1,508,195,611</b>		<b>\$27,584,897.72</b>	<b>100.00%</b>

The Board received 13 applications for abatement during the appeal period for FY 2018.

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

## **BOARD OF HEALTH**

## **BUILDING COMMISSIONER**

During the period January 1, 2019 through December 31, 2019, 242 building permits were issued as follows, and \$92,622.72 collected in fees, which were turned over to the Town Treasurer. The Building Inspector addressed 2 zoning issues and complaints.

### **Number of Permits**

9	New Dwelling
6	Addition
136	Alteration
5	Garage
11	Porch/Deck
1	Barns
4	Woodstove
1	Pool
46	Roof
16	Solar

## **INSPECTOR OF WIRES**

During the period January 1, 2019 through December 31, 2019, 254 electrical permits were issued and \$17,087.50 collected in fees and turned over the Town Treasurer.

## **PLUMBING INSPECTOR**

During the period January 1, 2019 through December 31, 2019, 112 plumbing permits were issued and \$6,767.50 collected in fees, which were turned over to the Town Treasurer.

## **GAS INSPECTOR**

During the period January 1, 2019 through December 31, 2019, 148 gas permits were issued and \$5,060.00 collected in fees, which were turned over to the Town Treasurer.

## CARLISLE AFFORDABLE HOUSING TRUST

On April 22, 2019, at the Annual Town Meeting, the town approved Article 32, a vote to dissolve the Carlisle Housing Authority. Subsequently, Article 33 was passed, amending Section 3.26.2 of the General Bylaws to change the designation from Housing Authority to Affordable Housing Trust.

At a meeting of the CAHT on June 25, prior to the regular meeting of the BoS, a change in the composition of the CAHT was approved, dropping one member of the BoS and adding a third at-large member.

At the BoS regular meeting on June 25, Kate Reid volunteered to come off the CAHT. The BoS voted unanimously to appoint the following members to the CAHT for a one-year term ending in June 2020:

Board of Selectmen: Barney Arnold, Luke Ascolillo, Nathan Brown, Alan Lewis

At-Large Members: Maureen Cosgrove-Deery, George Payne, Beverly Shorey

For the remainder of 2019, the CAHT focused on Benfield Farms as their main priority. As the leaseholder of the property on South Street, the CAHT worked with the Board of Health and other town officials to address the water and septic concerns at Benfield Farms as well as some of the maintenance, noise, and communications issues.

Over the course of many public meetings with NOAH (Neighborhood of Affordable Housing), the building owner, and the building management company, Peabody Associates, the Board of Health with active support from CAHT succeeded in making NOAH take responsibility for either repairing or replacing the failed septic system. This is a work in progress.

At the December 2019 meeting of the BOH with NOAH, the company announced that they had ended their contract with Peabody Properties and had hired a building manager of their own. Residents reported an immediate improvement in communication, attitude, and responsiveness of the NOAH leadership and the new manager.

In the fall, the Trust identified a deed restricted affordable unit in the Rocky Point 40B development on Lowell Street that continues to be unoccupied following a bank foreclosure in 2018. The goal of the Trust is to work with the bank and CHAPA (Citizens' Housing and Planning Association), the state monitoring agent for affordable housing, to find a qualified buyer for this unit.

### Current Members:

- Barney Arnold, Chair, Board of Selectmen
- Nathan Brown, Vice Chair, Board of Selectmen
- Luke Ascolillo, Board of Selectmen
- Alan Lewis, Board of Selectmen
- Maureen Cosgrove-Deery, At-large member
- George Payne, At-large member
- Beverly Shorey, At-large member

# COUNCIL ON AGING

## **Mission**

The mission of the Council on Aging (COA) is to provide advocacy and support services to help Carlisle seniors live dignified and independent lives. The COA strives to continually improve the quality of life for Carlisle residents age 60 years and older, by identifying the needs of the population and matching available resources, both public and private, to meet those needs.

## **What is the Council on Aging?**

The Council on Aging is a human services department within the Town of Carlisle with a volunteer Board of Directors who are appointed by the Carlisle Board of Selectmen. Established under Massachusetts General Laws, Chapter 40, Section 8B, Councils on Aging plan and implement programs designated to meet needs and concerns of the aging in coordination with programs of the Massachusetts Department of Elder Affairs.

Along with the policy direction, advice and support of the Council on Aging Board of Directors, the COA implements a multitude of programs for the benefit of Carlisle seniors and other residents to provide for social interaction, nutrition, physical exercise and intellectual and cultural stimulation. The COA also coordinates with area organizations such as Minuteman Senior Services to improve health and safety through direct outreach and education.

## **Who we serve?**

As our name implies, the Council on Aging was chartered to serve Carlisle's older adult population. In Massachusetts the older adult/senior cohort is considered anyone age 60 and over. As shown below, approximately 84% of the time that is indeed who we serve. However, sometimes social service needs, such as food or fuel assistance, and the value of intergenerational programming, surpass all, and our services extend to younger age groups. The following is a high-level breakdown of participant demographics for those who took place in our programs during 2019 (as of Dec 18, 2019 Town Clerk Report):

Age 60 +	84%	Under Age 60	17%
Female	66%	Male	34%
From Carlisle	75%	Out of Town	25%

Due to the maturation of the "Baby Boom Generation" Carlisle, like most towns, has seen an increase in our age 60 and over population. According to current Town Clerk records, the distribution of Carlisle's older adult age population at the end of 2019 stood at:

Age 40 +	59%	3,139 residents	Total Population = 5,366
Age 50+	46%	2,490	(as of 12/18/2019)
Age 60+	29%	1,575	
Age 70+	13%	701	
Age 80+	4%	209	
Age 90+	0.5%	28	

What we do: COA services and programs include but are not limited to: Outreach, Transportation, Senior Tax Workers, Nutrition such as Meals on Wheels, and group breakfasts & lunches, as well as Health & Exercise programs all of which help prevent cases of isolation. We also coordinate other social services such as Medicare/Healthcare assistance, report cases of abuse to Protective Services when necessary, and operate a durable medical equipment lending program, which are both facilitated by Carlisle volunteer SHINE counselor Clyde Kessel (SHINE stands for: Serving the Health Information Needs of Everyone).

It is also not uncommon for the COA to lend assistance to non-senior Carlisle residents, especially in the areas of food or fuel assistance. COA volunteer Gio DiNicola aids COA staff members in assisting Carlisle residents with filling out food & fuel assistance applications while Clyde Kessel coordinates our Medical Equipment program. Gio and Clyde are but 2 of over 100 volunteers that help Carlisle residents.

The following charts detail some participation numbers for the COA’s programs from 2019 and comparative figure from 2013 to 2019. The number of participants in COA based events or programs has increased about 30% in this seven-year span.

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 Annual Comparisons of COA Provided Programs and Events

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Unique Participants:	551	663	730	781	788	768	789
Overall Participation:	9,391	10,081	10,891	12,094	11,968	12,381	12,223

How much we do: COA Database Numbers for Calendar 2019

Overall Broad Categories of Service Activity Count/Unique Participants

COA Event Participation

Community & Health Education	395	175
Nutrition (lunches, etc.)	2,104	280
Cultural Events	490	148
Fitness/Exercise	2,398	113
Health Screening/Services	428	160
Recreation/Socialization	1,218	288
Other Programs	182	44

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Event Participation Sub-Total	7,215	643**
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Other COA Services Provided

Transportation	2,194	156
Meals on Wheels (home delivered food)	1,657	13
Volunteer Assistance Provided	888	195
Other Services (see next page – service statistics)	354	338

Total Served

12,308

794\*\*

**\*\*Note** – Unlike the ‘Activity Count,’ column, the Unique Participant totals DO NOT result by adding the totals from each individual category. Due to participant overlap between categories, the true aggregate figure is lower than the sum of the parts.

Outreach –During calendar year 2019, along with our volunteers, COA staff members Angela Smith, Deborah Farrell, Linda Cavallo-Murphy and Myriam Fleurimond averaged 651 client calls or meetings per month; more than an 8% increase in volume from the prior year and a 65% increase over the past five years. Below is a breakdown of the type of first-hand contacts that COA staff has had with Carlisle residents; this does not include additional help that is provided by Licensed Social Worker Peter Cullinane.

Annual ‘Calendar Year’ Comparisons of COA Outreach – Staff & Vol Contacts

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Monthly Average:	344	394	485	574	602	651	641
Annual Totals:	4,123	4,723	5,820	6,635	7,221	7,809	7,686

<u>2019 Annual Contacts (Added Service Stats in bold)</u>	<u>Annual</u>	<u>Monthly Averages</u>
Case Mgmt/Advocacy/Outreach	3,567	297
General Information	1,550	129
Volunteer Activity Coordination	680	57
Program Planning	434	36
Misc/Other	433	36
Social Worker* (tracking began in May,2019)	354	30
Senior Friendly Calls/Visits (Volunteers)	207	17
Senior Tax Worker	189	16
Food or Fuel Assistance – Seniors	130	11
Medical Equipment lent to Seniors	108	9
Housing (new tracking starting in 2018)	90	8
Contractor Communication	75	6
Senior Visits (Outreach)	64	5
SHINE (Medicare & Health assistance)	60	5
Food or Fuel Assistance – Non-Seniors	33	3
Yard Work	22	2
Medical Equipment lent to Non-Seniors	7	1
Employment	3	0
Legal Assistance Referrals	2	0
Total	8,008	668

Transportation/Trips – In 2019 the COA, through Transportation Coordinator Deborah Farrell, helped arrange more than an average of 177 rides per month for 150 different people (rides are defined by state transit authorities as one-way trips), which was an almost 21% increase over seven years. Most rides were medical in nature, to COA events, or shopping trips. Rides also included visits to local museums, plays and events arranged by our COA Transportation

Coordinator, Debbie Farrell or Volunteer Trip Coordinator Lillian DeBenedictis. About 5% of rides were provided through our volunteer driver network.

#### Transportation Services – Annual Comparisons of Rides Provided

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Monthly Rides:	146	165	186	207	213	204	183
Annual Rides:	1,759	1,987	2,236	2,490	2,556	2,452	2,194
Number of Riders:	147	143	150	161	162	150	156

#### Volunteers

COA staff, led by Outreach & Program Manager Angela Smith, Transportation Coordinator Debbie Farrell who also handles Meals on Wheels, and COA Outreach & Program Assistants Linda Cavallo-Murphy and Myriam Fleurimond, coordinated the efforts of 193 individual volunteers in 2019, providing 4,243 hours of volunteer service (including in-kind service) that saved the Town at least \$63,735 in wage expense.

Communications – One of the strengths of Carlisle’s Council on Aging is the strong mix of communications media utilized, including:

Hardcopy Monthly Newsletter – The *Carlisle Connection* is a twelve-page print newsletter that is delivered free of charge every other month to seniors in Carlisle and once a year to all Carlisle residents. Sponsorship in the form of ads in the newsletter helps our publisher cover the cost of printing, while mailing/postage costs are borne by a combination of Town funding and grants from the State and our Friends of the Carlisle Council on Aging group.

COA Email Newsletter(s) – *Bits & Bytes* is a summary of COA and other community events and activities that is emailed on a regular basis. *News You Can Use* includes resources and information that people may find helpful or interesting. Both electronic communications are produced by Principal Production Volunteer Maxine Crowther and COA staff.

Carlisle Mosquito - COA staff and board members contribute articles and letters to the *Mosquito*. COA Board members Verna Gilbert, Maxine Crowther and Ann Quenin are on the Mosquito staff.

Cable Television – The Council on Aging records a monthly cable television show, the Carlisle Community Forum, via the Minuteman Media Cable Network (MMCN). In 2019 the program was hosted by a rotation that included former Selectmen Tim Hult, Doug Stevenson, and Kerry Kissinger, as well as COA Board Member Jerry Lerman and former JFK Museum Curator Frank Rigg. With grateful assistance from Minuteman Media Network staff, the show was produced by COA volunteers: Abha Singhal, Reuben Klickstein, Bill Churchill and Chuck Bagnaschi.

How We Are Funded? - The Council on Aging is supported through the Carlisle Town budget, a departmental revolving fund for donations and fees, and a combination of grants, led by the *Friends of the Carlisle Council on Aging* (FOCCOA), which is a 501c (3) non-profit organization devoted to helping Carlisle Seniors. Grant support was also provided by the *Concord-Carlisle Community Chest*, the *Executive Office of Elder Affairs* through its State Formula Grant program,

and the *Carlisle Cultural Council*. Lastly, the Carlisle COA also receives funding through the Town's affiliation with the Lowell Regional Transit Authority (LRTA). The COA gratefully acknowledges the help and support of all these generous organizations.

#### Council on Aging Staff & Funding

COA Director (David Klein) – full-time - funded through the general town budget

Outreach & Program Manager – (Angela Smith) - full-time – town budget

Transportation Coord (Debbie Farrell) - 25 hours/week – town budget and LRTA\*

Administrative Assistant (Linda Cavallo-Murphy) – 17-19 hours/week – town budget

Administrative Assistant (Myriam Fleurimond) – 8-11 hours/week – town budget

Social Worker (Peter Cullinane) - 8 hours/week - Town Meeting Article and grant\*\*

Part-time drivers (Carl Cline, Joseph LaFlamme, George Payne, Dick Russell, Dana Smith, Emily Stewart, & Bert Williams) of up to 30 hours/week–Town budget and LRTA grant\*

\* LRTA = Lowell Regional Transit Authority

\*\*CCCC= Concord-Carlisle Community Chest

#### COA Highlights & Changes during 2019

COA – Strategic Planning: In 2019 the COA's Strategic Planning Committee members reviewed goals and streamlined the planning process to more easily update the plan from year to year. The Strategic Plan document contains strategic direction, background information, significant trends, and internally identified Goals supported by an Action Plan. A glossary aids the reader in understanding unfamiliar terms and organizations. Exhibits supporting conclusions can be found in the Appendices. While maintaining flexibility to work as circumstances dictate or opportunities arise, the COA Department and Board present this strategic plan with suggested improvement actions and annual focus areas to prioritize future direction:

- FY '17 Community/Senior Center Feasibility Study
- FY '18 Transportation; Continuation of Community/Senior Center Project
- FY '19 Senior Tax Relief; Housing Options; Web-based program, payment, registration service; Community/Senior Center

The full 2020 - 2022 COA Strategic Plan, update is available on the COA page of the Town Website at: <https://www.carlislema.gov/DocumentCenter/View/2020/Strategic-Plan-Fiscal-Year-2022---Updated-8-20-2019?bidId=>

Intergenerational Collaborations: In 2019 the Carlisle COA continued to build on the roots of Carlisle's 2015 designation as a *Best Intergenerational Community* (per Generations, Inc.) by pursuing opportunities to collaborate across the lifespan. Included were: The COA sponsored Patti Russo for several sessions of her *Partners in Rhyme* intergenerational poetry programs at Concord-Carlisle High School. Intergenerational quality time kicked into high gear during the summer as the COA worked with RecCom, holding a martial arts demonstration, a 'Walk the Solar System' Astronomy presentation & Ice Cream event, and a 'Music for the Community' concert by an ensemble of CCHS music students in tandem with a COA lunch.

Community Center Feasibility Study – With use of CHNA 15 grant funding, the COA collaborated with Carlisle’s RecCom, Planning Board, Public Schools and Board of Health to hire Abacus Architects to work with the departments to gather information on community needs, confirm through a town-wide survey, and ultimately create a feasibility study document with proposed renderings for future use.

Transportation Initiatives – In 2019, using grant money from CHNA 15, the COA piloted a program that discounted on-demand rides on Lyft, a Transportation Networking Company (TNC). The COA continued to also team with a livery service vendor, Flow Transportation, to provide alternative transportation options, and increased the scope of time and distance that Carlisle’s handicapped and senior residents may rely on *accessible*, public transportation rides. A voucher program supports the livery transportation program through funding authorized at Town Meeting in the spring of 2014. Information about the program is available at: [www.carlislematransportation.com](http://www.carlislematransportation.com). Both services are available at hours when the Carlisle vans are not operational.

Senior Housing: While opportunities for development of new senior housing in Carlisle did not present itself in 2019, members of the COA Board formed a new Accessory Apartment Working Group and the COA staff set up a ‘Carlisle Community Forum’ cable program to educate on various aspects of housing challenges and potential solutions, while at the same time continuing to build bridges in and among the Town’s existing senior housing facilities. Carlisle’s senior housing venues continued to host a variety of COA activities and services on a regular basis in 2019. Village Court’s Sleeper Room played host to COA sponsored Men’s & Women’s Breakfasts and monthly Coffees, which include Blood Pressure Clinics. Likewise, several COA sponsored programs and services were held at Benfield Farms, including: Yoga classes, a monthly Social Hour, bi-monthly Podiatry Clinics and newer programs Meditation and Reiki.

Miscellaneous Changes-Additions and/or Subtractions:

Additions: Chair Volleyball was added as a new exercise program run by volunteers  
Subtractions - Staff resource limitations brought on by the expanding demand of social services, which need to be provided to the growing numbers of Carlisle’s older adult population forced the COA to end sponsorship of two programs that had been popular in years past, including the:  
COA Senior Spring Fling Dance – Usually held in April or May  
COA Intergenerational Road Race – Held for 4 straight years on Veterans’ Day

Special thanks must be extended to our Council on Aging Board members, who are so often at the core of our volunteer efforts, and without whom much of what we do would not be possible. The COA Board during calendar year 2019 included:

COA Board Members

Abha Singhal, Chair  
Ann Quenin, Vice Chair  
Walter Hickman, Treasurer  
Verna Gilbert, Secretary  
Maxine Crowther

COA Board Members - Continued

Ann James  
Reuben Klickstein  
Jerome Lerman  
Robert Luoma  
Donna MacMullan

COA Board Associates: John Ballantine, Elisabeth Bojarski, and Sally Hayen

More Special Thanks - In the spirit of collaboration often seen in Carlisle, it is common for the Town's departments to work together. Examples are too numerous to fully describe here! The COA works with the Police and Fire Departments to help prevent scams and identify isolated and frail seniors who may benefit from a program called *RUOK*, in which the Carlisle PD provides a daily automated check-in telephone call. Similarly, the COA, in collaboration with the Town's Local Emergency Planning Committee, works with the Fire Department to manage a "special needs" list of residents who wish to be contacted during severe weather or other emergencies where they may need assistance.

The COA works with the Health Department on flu clinics and other health initiatives such as a Public Health Nurse. The COA and the Library have a very close working relationship, often coordinating and co-sponsoring cultural and community activities. The Friends groups of both the Gleason Public Library and the COA work together to co-fund programs in Carlisle. We simply could not run many of our most important programs and services without the support of the Friends of the Carlisle COA and the leadership and support of our Council on Aging Board. They're a special group of people.

## 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 Selectmen. 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 2019, the Carlisle Historical Commission reviewed nine applications, and issued eight Certificates of Appropriateness. The applications reviewed by the Commission included:

Property	Owner	Applicant	Project
8 Lowell Street	Town	Energy Task Force	Electric Car Station
8 Bedford Street	Winthrop Brown	Owner	Window Revisions
93 Lowell Street	Dale Ryder	Owner	Exterior Paint
41 Lowell Street	Town	Police Station	Police Station
11 East Street	Dweck & Van Valey	Owners	Hardscape Project
83 School Street	Ameresco, Inc.	Town	Solar Project
49 Concord Street	Sylvia Sillers	Owner	Driveway
Rotary	Town	Smart Street Committee	Rotary Re-design
66 Westford St	Town	Energy Task Force	Electric Car Station

The Commission also 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 2019, the Commission saw the completion of landscaping and the installment of a fence to shield a generator and platform on the property of First Religious Society.

In 2019, the Commission supported the following Town Meeting Warrant Articles:

- Article 12 – Funding for the Town Master Plan \$160,000
- Article 22 – CPC funding for the Open Space & Recreation Plan \$9,000
- Article 22 – CPC funding for the repair of the Greenough Dam \$300,000

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. At the close of 2019, there are two vacant alternate positions open.

The Commission Co-chairs hosted a Cider Social on October 6th for historic district residents to discuss pending changes to the historic district and to introduce new members to the neighborhood.

Administrative Assistant, Gretchen Caywood resigned from the Commission's staff and inhouse point of contact for the public at Town Hall in August, due to her responsibilities within the Town's Planning Department growing. The Commission would like to thank Gretchen for her thirteen years of dedicated service to the Commission and wish her success with her new responsibilities.

The Commission hired Maureen Adema in September as the support staff and in-house point of contact for the public at Town Hall. Maureen has over ten years of municipality administrative work with specific experience support historic commissions.

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.

Kathleen Keller, Co-chair

Annette Lee, Co-chair

Members: Eric Adams, Geoffrey Freeman, Ed Rolfe

Alternate Member: Jack O'Connor

## ZONING BOARD OF APPEALS

In 2019 the Zoning Board of Appeals (ZBA) met twelve (12) times for fifteen (15) new applications. This included fourteen (14) special permit applications and two (2) variance applications 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. 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 2019, the Board granted thirteen (13) special permits and one (1) variance; one (1) variance application and one (1) special permit were withdrawn without prejudice. 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 2019. Table 3 provides a list of all active special permits and includes the expiration date for each one.

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  
 Lisa Davis Lewis, Associate  
 Gretchen Anderegg, Associate  
 Eric Adams, Associate

**Table 1 : 2019 Petitions heard by Zoning Board of Appeals**

	Granted	Denied	Withdrawn	Extended/Review	Active
Petitions for Variance	1		1		
Applications For Special Permits	13		1		
Comprehensive Permits					
Comprehensive Permits Modifications					
Appeals of Administrative Decision					
Earth Moving					
Total	14		2		

**Table 2 – 2019 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>
H. Renfroe	1/7/19	1/22/19	Review of compliance to conditions	1/22/24
Rick West	1/7/19 2/3/19	2/19/19	Grant of Special Permit Under section 4.1.1.1 to build a sunroom on a non-conforming lot at 532 South Street	
Blake Duffy	2/4/29	2/19/19	Grant of Special Permit under Section 3.2.2.9 to operate a landscape business and store equipment at 247 North Street	2/4/20
Robert & Laura Schofield	3/4/19	3/18/19	Grant of Special Permit under Section 6.3 to build a garage on a non-conforming lot at 88 School Street	
Brian Cruise	3/4/19	3/18/19	Grant of Special Permit under Section 4.1.3.3 to purchase a portion of property at 71 Rodgers Road	
Linda Rubenstein	4/1/19		Withdrawn without prejudice request for Special Permit under Section 3.2.2.9 to operate a dog care business at 134 Ember Lane	
Linda Rubenstein	5/6/19 6/3/19	6/17/20	Grant Special Permit under Section 3.2.2.7 to operate Commercial Kennel at 134 Ember Lane	6/3/20 Appeal Pending
Eric Lawson	5/6/19	5/20/19	Grant Special Permit under Section 3.2.2.9 to operate a landscape Business and store equipment at 239 Lowell Street	5/6/20
Eric Adams & Angus Beasley	6/3/19 8/5/19	6/17/19 8/19/19	Grant Special Permit under Sections 3.2.4.3.2 and 6.3 to operate Professional Office in a Distinctive Structure and increase habitable space up to 505 at 21-23 Bedford Street	
Kyndra Thyne	8/5/19	8/5/20	Grant Special Permit under Section 3.2.2.9 to teach small group Yoga classes at 46 Concord Street	8/5/20
Barney Arnold	8/5/19	8/5/20	Grant Special Permit under Section 3.2.2.86 to operate a riding Academy and stable at 225 Lowell Street	8/5/20
Shauna Simek	9/9/19	9/23/19	Grant Special Permit under Section 6.3 to build an addition On a non-conforming lot at 480 South Street	
Nadia Puttini	10/10/10 12/2/19	12/23/19	Grant Special Permit under Section 3.2.2.9 to teach small group Yoga classes at 518 Rutland Street	10/4/22
Alexander Brady	10/10/19		Withdrawn without prejudice request for Variance under Section 3.2.2 to operate coffee roastery at 211 Cross Street	
Town of Carlisle	11/4/19	11/21/19	Grant a Variance under Section 4.3.1 for relief from side setback to build a garage and a Special Permit under Section 4.1.1.1 to allow for a change of use on a non-conforming lot at 41 Lowell Street	



**Table 3 – 2019 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.

Name	Location and Type of Permit	Expiration Date
Blake Duffy	Landscape Business 247 North Street Special Permit	2/4/20
Scott Jenney	Landscape Business 303 Brook Street Special Permit	4/1/20
Eric Lawson	Landscape Business 239 Lowell Street Special Permit	5/6/20
Linda Rubenstein Carlisle Canines	Operation of Commercial Kennel 134 Ember Lane Special Permit	6/3/20 Appeal Pending
Kyndra Thyne	Yoga Classes 46 Concord St Special Permit	8/5/20
Barney Arnold	Riding Academy and Stable 225 Lowell Street Special Permit	8/5/20
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	Professional Office 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 and 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
Richard Tornquist	Patrol Officer
Paul Smith	Patrol Officer
Christopher Arguoyan	Patrol Officer
Andrew Corwin	Detective
Debra Saponaro	Patrol Officer

**ADMINISTRATIVE ASSISTANT:** Susan Carrier

## **SPECIAL OFFICERS**

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

## **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 2019.

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 2019, the Police Department handled 13,172 calls for service, an increase of 426 calls when compared to 2018.

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.

Several important initiatives were started or continued in 2019. 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 is slated to be completed in the Spring of 2020. The Carlisle Facilities Committee also began significant work to prioritize repairs at the police departments building. The repairs were prioritized after reports were received by the committee from an architectural firm hired by the town to examine the state of town owned buildings. Work on the police department was slated to begin in early 2019, but has been postponed as a result of bids that exceeded the amount appropriated at Town Meeting. The Town received a Complete Streets Grant to improve pedestrian safety in the center of town. The work is slated to take place in the Summer of 2020 when the students are 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).

Our safety seat installers continued to provide their expertise and training for any resident interested in the proper installation of a child seats. Over the past year, they installed over 3child seats. We also assisted other towns with this program.

Department members received important annual use-of-force and firearms training. Our sworn members attended a 4 day annual in-service training at the Lowell Police Academy. Some of the specialty training received by members included: Firearms Instructor, Emergency Driving (EVOC), NEMLEC SWAT & RRT training, Sexual Harassment, Detective Interviewing, Police Prosecutor, Accreditation, Conflict of Interest, and Police Motorcycle Operation.

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 cybercrime

investigation. 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.

Traffic safety concerns, specifically speeding motor vehicles and crosswalk violations were the topic of several public discussions. As a result of these concerns expressed by residents, as well as a need to monitor new signage, the police department conducted 670 additional Directed Patrols (816 compared to 146). Department members stopped 330 more cars in 2019 than we did in 2018. Our officers issued 319 more warnings and 28 fewer citations than we did in 2018.

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. We share 5 civilian dispatchers with the Fire Department. They staff our Dispatch Center 24/7, manning the telephones and radios for our emergency service providers. 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.

<b>STATISTICS</b>	<b><u>2018</u></b>	<b><u>2019</u></b>
Accidents	66	89
Alarms	329	314
Animal Complaints	118	155
Assault and Battery	9	0
Sexual Assaults	3	2
Breaking and Entering		
Residence	3	5
Vehicle	10	2
Court Activity:		
Arrests	39	31
Citations	114	86
Warnings	908	1227
Restraining Orders	4	4
Disturbances Calls	17	45
Domestic Disputes	12	9
Property Checks		
House checks	1135	903
Business/town buildings	7513	7469
Larcenies		
General	28	17
Motor Vehicle	1	0
Liquor Violations	1	0
Drug Violations	1	0
Log Entries	12,746	13,172
Missing Persons	3	3
Malicious Destruction	2	6
Motor Vehicle Stops	1033	1363
Psychiatric Concerns	15	9
Suspicious Activity	264	333
Obscene/Harassing Calls	53	57
Traffic Complaints	82	123

## FIRE DEPARTMENT

The first quarter of the year, the department was ably led by Interim Chief Burt Rubenstein. The department and the town were very fortunate to have him step up to this role. After the conclusion of the search process, I was sworn in as the new Fire Chief on April 15, 2019. Burt continued to serve the department as Deputy Chief until his mandatory retirement from fire service at the end of the year. It was extremely helpful to have him continue in a leadership position as I began my new position. He will continue as the EMS coordinator and an EMT on the department.

We were very fortunate to have had very dedicated and capable officers leading the department in 2019. In addition to Burt Rubenstein being appointed as Deputy Chief and EMS coordinator, Matthew Svatek was appointed as Captain and is in charge of fire training and equipment. David Newman was appointed as Second Lieutenant and is in charge of maintaining the station. Robert Koning continued as First Lieutenant and is in charge of maintaining the vehicles and station generator.

One focus for the year was preparing a training environment for skill development and role promotion within the department. We implemented an aggressive training program including aerial ladder training for advanced firefighters and driver and pump operation training to promote auxiliary firefighters to regular status. As the frequency of fires has decreased and the types of calls that we respond to has changed, more training becomes necessary to be prepared to respond. In addition, we are needing to train new members. The department is experiencing turnover from mandatory retirement, career changes, and other life events of the members. In order to maintain coverage, we will need to replace these members as well as increase the number of firefighters and EMTs. As we end 2019, we are in a position to recruit and train members to take the department forward.

One new initiative we pursued in 2019 was to sponsor an EMT class in town. Because the fire station does not have an adequate space that the state would approve for the class, we worked with the Carlisle Public School to find a space to offer the course. As we ended the year, we had six current firefighters complete the class and we anticipate that several of the other community members who completed the class will join the department.

We were fortunate to have several members return to service after an absence. Robert Dennison, Kevin Brown and Richard Sibley returned and are providing training and expertise. New members Katherine Sorrows and Curt Peridina joined as Firefighter/EMTs and Alden Herring joined as an EMT and will work for the department during her college breaks. As the year ends there are several new people in the process of onboarding. An existing member, Ryan Strazerre mastered the skills required to be promoted to be a "Regular" Firefighter with the ability to drive and operate all the department's trucks and equipment. We were also pleased that Bonnie Evans completed the state fire academy call/volunteer recruit class and attained her national Firefighter I/II certification, Mark Gibson completed the fire academy's Pump Operator course, and David Newman completed the fire academy's Strategies and Tactics course. In addition, I completed the review process and became a credentialed Fire Chief and obtained my Fire Prevention Officer certification.

This year the department took delivery of the new ambulance purchased from the EMS receipts from transporting patients. It is named A1 and has been one of the least problematic new vehicles that we have introduced in recent memory. It has many new features including meeting all of the new safety standards. We retained the old ambulance, which has been used regularly when multiple ambulances are needed for vehicle accidents, multiple simultaneous calls, or other calls where there is more than one patient, as well as when the primary ambulance is out of service.

The department is eagerly awaiting the new radio system. Captain Svatek has been working with the technicians to ensure that it will be an effective solution to our ongoing radio deficiencies. The upgrade not only includes the towers and base stations but also an upgrade to the mobile radios in the vehicles and the portable radios. One of the many issues that will be resolved with the new system is interoperability with other departments. When surrounding towns respond to Carlisle, we need a reliable way to communicate with their crews, and also, as we found when we responded to Concord for a structure fire at the end of the year, we need our mobile radios to be compatible with the surrounding towns and district radio systems in order to be safe and fully effective.

Challenges: We foresee a challenge for the next few years to be able to maintain adequate staffing. The members who join find the ability to serve their community fulfilling. If you have weekday availability, please consider a conversation with one of the current members about joining us. As a department, we have outgrown our facility in terms of equipment, number of personnel, the types of tasks performed and the requirements to maintain compliance to current standards. In addition, the 35 year old SCBA compressor is well beyond its expected life and is likely to have an unreparable breakdown in the near future. In terms of new equipment, the department regularly responds to EMS calls in Carlisle's extensive open space, as well as brush fires where a UTV for off road use would greatly assist in our response.

Finally, I want to recognize the men and women who serve this town as members of the Fire Department. It is through their willingness to train extensively and provide availability to respond to calls that we can continue to provide the dynamic response required for a town without pressurized water sources. Many of our emergency responses require one engine to respond, but when we have a motor vehicle accident and need two ambulances and an engine, or we have a fire where we need four, five, or six engines, we are able to have the trained personnel to respond to the need. It is an honor to lead a team as dedicated and capable as the Carlisle Fire Department.

Bryan B Sorrows  
Chief of the Fire Department

## FIRE AND EMS STATISTICS

In 2019, we had 237 EMS calls and 178 Fire calls. We were fortunate to have no major fire losses this year, and it was very low year for brush fires.

<b>Fire Response</b>	
Residential Alarm	54
Master Box	19
CO Detector	17
Motor Vehicle Collision	16
<ul style="list-style-type: none"> <li>Commercial Alarm</li> </ul>	13
Wire Fire	10
Mutual Aid Given	6
Public Service	5
Gas Leak	5
Smoke Investigation	4
Gas Alarm	4
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>Total</b>	<b>168</b>

<b>EMS Call Type</b>	
Medical	188
Motor Vehicle Collision	12
Trauma (non-MVC)	13
Assist/Lifeline	20
Other	4

<b>Level of EMS Care</b>		% total
BLS	109	45.99%
ALS - Treat/Accompany	60	25.32%
ALS - Cancel	58	24.47%
ALS - release to BLS	7	2.95%
ALS - unavailable	3	1.27%

<b>EMS Outcome</b>		% total
Transport	157	66.24%
Cancel (before arrival)	12	5.06%
Refusal	45	18.99%
No Transport	11	4.64%
No Patient	12	5.06%
<b>Total Calls</b>	<b>237</b>	

<b>Destination Hospitals</b>	
Emerson	97
Lahey	49
Other	11

**FIRE DEPARTMENT  
PERSONNEL**

**Officers:**

Chief Bryan Sorrows, EMT  
Deputy Chief Burt Rubenstein,

**EMS Coordinator**

Captain Matthew Svatek, EMT  
Lieutenant Robert Koning  
Lieutenant David Newman, EMT

**Firefighters:**

John J. Bakewell  
John C. Bernardin  
Thomas J. Bishop, EMT  
Lloyd A. Burke  
Matthew Herweck  
George D.P. Middleton, EMT  
David P. Moseley  
Burt L. Rubenstein, EMT  
Douglas A.G. Stevenson  
Ryan Strazerre  
Michael DeRoche, EMT

**Auxiliary Firefighters:**

Tucker Bailey  
David W Canavan, EMT  
Kenneth Cole, EMT  
Jeffrey Dike  
Bonnie Evans, EMT  
Charles W Farrow  
Justin Fishlin  
Mark Gibson  
Jason James  
Matthew Paze  
Curt Peredina, EMT  
John Richardson, EMT  
Richard Sibley  
Katherine Sorrows, EMT  
Dana Sprong  
Douglas Torgersen, EMT

**EMTs**

Anthony Geanisis  
Eric G. Hedblom  
Carrie Patel  
Frank Sargent

**Administrative Assistant**

Kim Donovan

## CONSERVATION COMMISSION

The Carlisle Conservation Commission was established in 1965 and is a seven-member Carlisle 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. The Commission regularly meets in the Carlisle Town Hall at 7:00 pm, year-round, usually on the second and fourth Thursdays of each month. Agendas, meeting dates, deadlines and other information about the Conservation Commission are posted in the Carlisle Town Hall and on the Town of Carlisle website: [www.carlislema.gov](http://www.carlislema.gov). 2019 was a very busy year for the Commission. They met twenty-one times during for the purpose of permitting projects in wetland jurisdictional areas under the Massachusetts Wetlands Protection Act and the Carlisle Wetlands Protection Bylaw, for management challenges of approximately 1,140 acres of Town-owned Conservation lands and for reviewing other town initiatives. Additionally, members met over a dozen times as part of the Cranberry Bog Working Group (CBWG) to review more in-depth of some of the identified alternatives for the management of the Cranberry Bog as well as four additional times for a focused discussion regarding amending the Carlisle Non-zoning Wetlands Protection Bylaw. This bylaw has not been significantly revised since it was first approved by town meeting in 1992.

### **Conservation Land Management Challenges**

With the secession of active cranberry harvesting under the now-expired 20-year agreement with Carlisle Cranberries, Inc. in 2015, the Cranberry Bog Alternatives Committee (CBAC) spent more than year reviewing many potential alternatives for the future of the Cranberry Bog Conservation Land agricultural area. In July 2018, the Conservation Commission enthusiastically thanked CBAC for all their hard work and formed the Cranberry Bog Working Group (CBWG) to look even deeper into both the agricultural and the restoration alternatives for the bog, to hold public forums to increase public awareness of the alternatives and to seek public information on its hopes for this special conservation property. By the end of 2019, the Commission had reviewed costs associated with further agricultural use, with wet hay the only crop allowed, as well as a constructed restoration back to a natural wetland. The CBWG also began addressing a further option; potential management for wildlife habitat. This could be a way of managing the bog area as it currently is. To further understand the public's expectations for the property a survey was begun as well and year's end public response to the survey has been high.

The Conservation Commission holds Conservation lands that are encumbered by Conservation Restrictions (CR). It is the Conservation Commission's responsibility to ensure that these lands are managed according to the provisions of the CR document. Some CR's are granted to The Trustees of Reservations (TTOR), some to the Carlisle Conservation Foundation (CCF), and some to the New England Forestry Foundation (NEFF). In December 2018 a CR and conservation land violation was reported when tree removal was discovered on the Rockstrom Land. By year's end, some progress had been achieved but plantings have yet been implemented. Previously in the Buttrick Woods area of the same CR, a violation was cured when yard waste from an abutter's yard was removed.

Three years ago, the Conservation Commission secured the required permits for repairing the Greenough Dam, a critical piece of conservation infrastructure on the Greenough Conservation Land. All these permits needed extension for the repair the dam and its failed spillway. This was completed but funding this expensive project has been found to be a challenge. Through efforts by both Carlisle's State Senator Michael J. Barrett and Carlisle's Town Administrator Timothy Goddard, funds for the project were listed in the Environmental Bond Bill signed by Governor Baker in 2018. For the release of the funds, the Commission staff was tasked with drafting a request and supplying detailed supporting documentation of the environmental benefits and importance of this dam. CPA funds were also applied for but identified costs were too high. Funds from other grant sources for dam repair will be sought in the coming year.

### **Wetlands Permitting**

A major part of the Conservation Commission's work is implementing the Massachusetts Wetlands Protection Act and the Carlisle Wetlands Protection Bylaw. Property owners or applicants proposing projects which could alter the areas within the 100-foot Buffer Zone of a Bordering Vegetated Wetland, within wetland resource areas or within 200-feet of a perennial stream, must submit an application for a permit to the Commission for its review under the WPA and the Carlisle Wetlands Bylaw for permitting prior to the start of work. Alterations include tree and shrub removal as well as construction projects. Because water moves beyond property lines, this law, bylaw and the regulations were promulgated to provide a process to ensure protection of these sensitive public wetland resources from damage during and after proposed work and to protect other properties from damage by the work. It allows abutters and other citizens the chance to review what is proposed in order to assess any potential negative impacts to their own property. 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. Projects brought before the Conservation Commission and approved receive three-year permits.

The Commission continues to receive and review filings for projects with increasing regulatory complexity, close to or within protected wetland resource areas and close to its Conservation Lands. Projects with wetlands and flood zone impacts, with State listed rare species, for high density development, and those which involve other permitting boards can require multiple continuances, site visits, staff coordination and peer reviews to adequately address and provide satisfactory protection for all of the relevant conservation, habitat, water supply, wetlands and potential flooding and wetlands concerns they present. These projects require drafting complex Orders of Conditions (permits) in order to provide the necessary protection for the resource areas.

The Commission receives fees from applicants under both the Massachusetts Wetlands Protection Act (WPA) and under the Carlisle Wetlands Protection Bylaw. These fees help offset the expenses to the town for implementing applicant's wetlands protection filings. In 2019 the Commission turned in \$17,714.50 Bylaw fees to the Town's General Fund. Fees submitted under the Massachusetts WPA are accounted for separately and managed by the

Commission under the direction of the Board of Selectmen. This year \$5,512.50 were received.

In 2019, the Commission had the following permitting activity:

<b>ACTIVITY 2019</b>	<b>2017</b>	<b>2018</b>	
Applications			
Notice of Intent/Order of Conditions	25	20	23
Amendments to Orders of Conditions	1	3	3
Request for Determination (RDA/DOA)	6	5	8
Resource Area Delineation (ANRAD)	1	0	1
Order of Resource Area Delineation (ORAD)	1	0	0
Certificates of Compliance	21	17	20
Extensions to Orders of Conditions/ORAD	3	4	9
Enforcement Orders	5	2	7
Emergency Certificates/Administrative Approvals	2	16	4
Conservation Restriction Violation	0	3	1
Project Denials/Appeals	1	0	2
Conservation Land Use Permits	17	15	15
Camping Permits	1	0	1

To assist property owners who may feel they only need to remove two or three trees in a 100-foot Buffer Zone or Riverfront Area, the Commission now provides an Administrative approval procedure. In 2019 eight residents took advantage of this streamlined procedure.

### **Conservation Land Ongoing Management**

During the fall of 2019, four conservation lands and one municipal land were again subject to an archery deer hunt under the authority of the Carlisle Board of Selectmen. The conservation lands selected for the hunt were Davis Corridor, the Town Forest, Benfield and the Greenough Conservation Lands. Selected areas on these properties provided the required setbacks from roads, trails and abutting homes. The purpose of the hunt was for forest health by reducing the number of deer over time that graze on the forest understory. Only bow hunting from tree stands during bow season itself was permitted and the hunt itself was highly regulated. The hunt was organized through a Deer Committee and a deer agent and was provided administrative assistance by Mary Hopkins Conservation Commission’s Administrative Assistant. Eighteen hunters participated in the hunt and this year a total of 6 deer were harvested. Again, this year some residents disapproved of the hunt.

### **Woodward Conservation Land**

Six acres of this newly acquired Conservation land located off Maple Street were subject to grazing under a grazing license agreement by a small herd of goats owned by Carlisle resident, Desiree Ball. The property itself consisted of two lots carved out of the larger property owned by the Woodward family, long-time Carlisle residents. During the year

volunteers from the Carlisle Conservation Foundation and the Carlisle Trails Committee removed fencing that no-longer coincided with the property lines. Former Conservation Commission member Tom Brownrigg also worked to more visibly stake out the lot corners and to develop the Baseline documentation required by the Conservation Restriction (CR #68) on the property.

#### **Russell Conservation Land:**

This new 22-acre property on Russell Street was still subject to construction during 2019 with excavating and grading and seeding for constructed compensatory storage and wetland replication. Left to complete is restoration of a filled wetland area and removal of Japanese knotweed. To provide public access to this property, the Trails Committee submitted a Request for Determination for installing a boardwalk over a wetland and stream crossing and for access off Russell Street. The public cannot use common driveway due to a decision on a lawsuit brought by the other driveway user.

#### **Cranberry Bog Conservation Land**

Twice a year for the past several years representatives from both the Carlisle and the Chelmsford Conservation Commission have met regarding management of our abutting conservation lands previously purchased from Lowell Cranberry Company in 1986. The two towns share River Meadow Brook, its wetlands, impoundment ponds, and trail connections associated with the cranberry bog which was located in Carlisle. Chelmsford is very interested in Carlisle's future plans for the bog as Carlisle reviews management options now that cranberry harvesting has ceased. Although wildlife habitat is an important focus in both towns, Carlisle's historical active agricultural management objectives may be changing. Other concerns include that both towns find that their properties are increasingly being used by dog owners and by commercial dog-walkers. Signs posted encouraging proper dog etiquette and encouraging the use of dog waste bag dispensers have made a remarkable improvement to trail conditions. While the Commission continues its investigation of the options for the Cranberry Bog, the 2019 Town Meeting again authorized funds for the long-time farmer, Mark Duffy, to continue general maintenance of the bog area. During the summer of 2019 the Conservation Commission received notification from the Chelmsford Water District stating that the District intended to "initialize" their plan to install public water supply wells again on their land abutting the Chelmsford Cranberry Reservation. There had been an attempt to undertake this project in 1999 and in 2011. On both occasions the District withdrew from the plan.

#### **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 Foss Farm Conservation Land farmer Mark Duffy who has the license agreement for farming approximately 20 acres of Foss Farm Conservation Land. Volunteer Garden Manager, Jack O'Connor, continued to manage the maintenance of a dozen hand pump water supply wells (non-potable), assign plots to new and long-time gardeners and, with help from other gardeners, stake out plots in the spring. Over the past few years he oversaw the installation of all the required wells for the gardens and this year replaced an old unreliable well. The Community Gardens are a largely volunteer driven activity with administrative support provided by the Commission staff. The gardens have provided both a community and an educational experience to Carlisle and area towns'

residents for over thirty years. In 2019 most of the available gardens were in use, even expanding into a previously abandoned area.

The 55-acre Foss Farm Conservation Land is one of the most frequently visited town conservation properties by individuals and by groups. Sadly, during the fall of 2019 there were no requests for 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. Public nature walks were held during the year organized by Carlisle Conservation Foundation and by the Carlisle Trails Committee. In November, after the corn harvest, the Carlisle Cub Scouts held their annual all-day rocket launch event. Again, as in the last several years, the parking lot was occasionally used for parking for off-site private filming projects; much appreciated donations were made by the film company to the Conservation Gift Fund. 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. In 2016 a successful application was made for Community Preservation funds for treatment of invasive plants and poison ivy on the Towle field. Former Commission member Tom Brownrigg had been diligent for many years researching procedures to implement for successfully restoring the open field on Towle. The field, a former pasture for cows, had once been in regular use by ground nesting birds, Bobolinks but none have used the field for nesting for several years. Towle Field was badly damaged by the March 2018 windstorm which brought down many trees along the field's edges. A volunteer group from the Concord Carlisle High School spent a morning helping with clearing some of the edges, an effort what was greatly appreciated. During the fall of 2019 the edges of the field were cut back under a contract with a land clearing company. In the spring former Conservation Commission member and birder Ken Harte led the annual Mother's Day bird walk on the Towle Conservation land, which he has done for over 40 years. 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 and previous years under CPA grant.

### **Greenough Conservation Land**

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. Two manmade structures, a once-spectacular barn and a 300-foot long dam constructed around 1930 across Pages Brook remain on the land and challenge the town and the Commission. The barn is badly deteriorating, becoming an eyesore and an attractive nuisance. Eventual removal is certain. Funding to repair the dam, which is responsible for the only significant

Town-owned pond, is being sought as discussed earlier in this report. An application was made for CPA funds to undertake the repair, but following the bidding process, the cost was considered too high to pursue at this time.

### **Benfield Conservation Land**

Benfield Conservation Land which had been subject to extensive construction from the installation of a septic field, public water supply well and their associated conduits to support the Benfield housing on South Street appeared recovered and is now an open field with a stunning vista, all the more appreciated by a visit to the wildlife viewing platform extending out over the wetlands and close to Spencer Brook. The field mower Jack O'Connor mowed the field twice during the growing season. As with Towle field, two consecutive years of significant windstorms challenged maintenance of the field, especially around the field edges because of the many broken trees, broken and low hanging branches around and into the field. Control of invasive plants and poison ivy in field area will continue to be a challenge because of the public water supply well restrictions and septic monitoring wells. No agricultural or chemical treatment methods are allowed in most of the field. During 2019 evidence of breakout on the septic field became unmistakable. The Carlisle Board of Health required a Title 5 test; the septic field failed even though it had only been in full use since 2014. In an attempt to determine the cause wet areas in the septic field were excavated and existing soil was replaced by better soil. Some unacceptable foreign materials were found during the excavation. At year's end the situation had not yet been fully resolved and further evaluation including a possible peer review of the system is under consideration by the Board of Health.

### **Malcolm Land/Davis land**

The Carlisle have benefited a great deal from Eagle Scout projects. This year a cleanup was organized and undertaken by an Eagle Scout Candidate, of a long-existing dump of discarded metal and glass debris located on Malcolm Conservation land near Malcolm Meadows. Later a resident of Malcolm Meadows volunteered to undertake planting native plants on the site to continue the restoration.

### **Land Use Permits**

As noted in the chart above, the Commission issued fifteen Conservation Land Use Permits for group, day-long or evening activities including public nature walks, Scout rocket launching, bird watching, pony club events, planting New England Blazing Star, a state listed plant species of special concern, a winter moonlight trip sponsored by the Carlisle Trails Committee, an Easter Sunrise Service for a local church, Pack 235 boy scout troop camping, and for metal detection for historic artifacts to be donated to the Carlisle Historical Society.

### **Agriculture**

Several conservation properties have been in active agriculture now and historically. These include Foss Farm, Fox Hill, both on Bedford Road, Robbins and Hutchins Field, on Curve Street, Bisbee on Concord Street, Fisk Meadow on Lowell Street and Greenough off Maple Street. Agricultural practices increased with the introduction of goat grazing on the Woodward Conservation Land off Bedford Road and Maple Street. In March the Commission conducted its annual interview with farmers who hold the license agreements.

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.

### **Conservation Office**

The conservation staff, Sylvia Willard, Conservation Administrator and Mary Hopkins, Administrative Assistant continued to provide support to the members of the Commission, its associated committees as well as to the public as they have both done for many years. The office also acts as an important 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, the Land Stewardship Committee, its subcommittees, the Cranberry Bog Working Group and land trusts and state agencies include the Carlisle Conservation Foundation, 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 also continued to ensure the Commission's page on the Town's website remains current. That page 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.

The office personnel are often asked about wetlands or conservation restrictions on various properties by area realtors and potential property buyers, as well as information about town conservation lands. Homeowners planning future projects can review old files maintained by the office from as far back as 1973. The department maintains over 1,300 files with information from over forty years of projects proposed for wetland resource areas or the 100-foot Buffer Zone. Because of the heavy schedule of public hearings and other duties, the Commission has sought approval for increasing the hours and a grade change for the Conservation Administrative Assistant position. Approval of both was granted twice by the town's Personnel Committee. By year's end final approval is being sought from the Board of Selectmen.

The Commission sponsored public events during the year for education and for fun. These include the popular annual Riverfest Sunrise Canoe Trip on the Concord River in June as part of the National Park Service's Wild and Scenic Rivers Celebration. The Commission also continued to sponsor the public Conservation Coffees on the second Tuesday morning of most months in the Town Hall. During these coffees, residents, town committee representatives and invited speakers meet informally to discuss a broad range of local environmental, wildlife and land use subjects. In 2019 we were pleased to have, newly elected Representative Tami Gouveia, Pat Huckery, Regional Director of the Massachusetts

Division of Fisheries and Wildlife, representatives from Carlisle Conservation Foundation, members of the Cranberry Bog Working Group, and from the Agricultural Commission.

**Conservationist of the Year**

Marc Lamere was presented the annual “Conservationist of the Year” award at the 2019 Old Home Day event. This award was for his long-time service to Carlisle including 16 years on the Trails Committee, for 9 years on the Carlisle Planning Board years’ service and 10 years on the Conservation Restriction Advisory Committee. The town is extremely fortunate to have such dedicated and generous individuals like Marc who work hard to protect its natural resources and to assist providing access to our public lands.

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 2019 Town Report.

Commission members in 2019:

- Dan Wells, Chair
- Angie Verge, Vice Chair
- Ken Belitz
- Melinda Lindquist
- Lee Tatistcheff
- Helen Young
- Alex Parra

## CONSERVATION RESTRICTION ADVISORY COMMITTEE

The Conservation Restriction Advisory Committee (CRAC) advises the Town, in particular the Board of Selectmen and the Conservation Commission (ConsCom), on new Conservation Restrictions (CRs); it 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, and in some locations public walking trails, while often providing tax benefits. Much of the committee's work this year involved reviewing, revising and drafting CRs, and reporting on compliance with existing CRs.

This year, the committee completed work on two new CRs, one at 211 Bellows Hill Road and another at 767 Bedford Road. Both CRs were written to conform to a model CR from the Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA). The model CR states that a Baseline Report be provided giving information on the current condition of the parcels at the time the CR goes into effect. The Baseline Report will include maps showing property bounds, aerial images, and photographs taken at key locations. The CRs were approved by EOEEA and have been recorded at the Middlesex North Registry of Deeds. Copies of the Baseline Reports were given to the Grantors and to the Conservation Administrator.

767 Bedford Road, CR#68. Two parcels totaling 6.05 acres with frontage on Maple Street were purchased by the Town from the Woodward Family. The parcels are primarily open fields bordered by woodlands to the east, in proximity to Great Meadows National Wildlife Refuge. The fields have been used for agriculture for many years, including as an organic farm and for grazing of sheep and goats. The CR encourages continued agricultural uses, and public trails will be created outside fenced areas. The Grantor is the Town of Carlisle and the Grantee is the Carlisle Conservation Foundation (CCF).

211 Bellows Hill Road, CR#69. While working to complete CR#68, the committee continued its work on CR#69. This is an amended and restated CR that supersedes CR#10. New features of CR#69 include two building envelopes, one for structures and another for agriculture use. Another new feature is a trail easement that allows public access to other Town-owned lands and to the Estabrook Woods. The Grantor is Joanna Faith Haas, Trustee of 211 Bellows Hill Road Nominee Trust and the Grantee is the Town of Carlisle. The committee inspected the following CRs in 2019:

Elliott Concord River CR#65. This property is owned by Sudbury Valley Trustees (SVT), and public access is off Skelton Road, where there is a small parking lot. A trail leads over a footbridge to a wooded area along the Concord River. An inspection was conducted on April 11, 2019 accompanied by a representative of SVT. No encroachments were found, but there was concern about mowing equipment being able to access a portion of the field (bordered by a fence on private land) that is part of the CR.

Nickles Lane CR#24. This CR includes a public trail easement that leads to a large open space parcel, privately owned. The inspection was conducted June 1, 2019.

Suffolk Lane CR#23. The inspection was also conducted June 1, 2019. This CR includes a public trail easement from Suffolk Lane to the Blood Farm Trail. A portion of the trail easement is on an unbuilt lot that is on the market.

Brook Street CR#21. CR#21 is a trail easement between Brook Street and two properties off Bedford Road. It has the potential to link to a Town-owned parcel near Pages Brook in the future. The inspection was conducted July 20, 2019.

Benfield Hill CR#46. This CR is owned by CCF and is accessible via a public trail off West Street. The inspection was conducted November 3, 2019. Development is expected near CR#46 in the near future and more frequent inspections are planned.

No violations were noted during these inspections.

Other committee activities included updates to a letter sent periodically to CR owners reminding them of protections afforded CRs, and where to obtain additional information. In addition, the committee has revised a list of frequently asked questions (FAQ) regarding CRs that will be included with the letter.

As of the end of 2019, CRAC members include Tom Brownrigg, Nancy Cowan, Ken Harte, Marc Lamere (representing Trails Committee), and Melinda Lindquist (representing the Conservation Commission). Jonathan Stevens (representing the Planning Board) resigned and Wayne Davis retired. Wayne Davis was a valued CRAC member for 20 years and provided sound and expansive legal advice regarding conservation restrictions. Sylvia Willard, Conservation Administrator, continued to provide CRAC with expert guidance on all conservation matters.

## **CRANBERRY BOG WORKING GROUP**

The CBWG has focused on further defining criteria and options for using and maintaining the Carlisle Cranberry Bog. Alternatives for the bog house on the property have not yet been addressed, as the use of the bog may relate to options for the house.

### **Background**

Commercial production of cranberries at the Carlisle Cranberry Bog has ceased due to changes in market conditions and lack of feasibility. Consequently, changes will occur at the Carlisle bog.

### **Cranberry Bog Alternatives Committee (CBAC)**

Over 2 years: conducted research, identified criteria for town, and defined multiple options based on research and criteria. Recommendation: Agriculture – grow hay.

### **Cranberry Bog Working Group (CBWG) took over in October 2018**

Charter from Conscom: Building on research and work by CBAC, identify/ confirm optimal new use for Carlisle Bog, define pathway for implementation, gain town approval, and implement.

### **Opportunities/ Criteria**

- Preservation of agriculture and agricultural heritage
- Preservation or enhancement of conservation values including wildlife habitat
- Preservation or enhancement of recreational values
- Preservation or enhancement of access to open space
- Preservation of water rights

### **Challenges**

- Preservation of water rights in light of wells planned on edge of bog by Chelmsford Water District
- Regulatory constraints – this is a wetland and any activity (ie: ‘managing’) is strictly regulated
- Maintenance of berms, dikes, ponds, pathways, open space – beavers, water, active use
- Costs to town – capital investment for repurposing
- Costs to town – ongoing operating costs
- Effect of any change on dam classification
- Effect of any change on sustainability – economic and environmental
- Preservation/ maintenance of the cranberry bog house [off the table for now]

### **Alternatives Now Being Considered**

- Agriculture/ Hay - Maintain bog by converting to another agricultural use (hay)
- Full Engineered Restoration – Engineer to restore bog(s) to a natural wetland habitat by removing some/ all structures

- Do nothing –vegetative management as long as we can then let it go
- NEW ALTERNATIVE – Minimal restoration with a Maintenance Plan to keep the bog open

### **Regulatory Constraints – the Bog is a Wetland – protected and regulated**

- The bog is a wetland, protected by the Massachusetts Wetlands Protection Act and the Carlisle Wetlands Protection Bylaw. Activity permitted in wetlands is limited by this law and bylaw and by federal laws.
- UNLESS the bog is in an approved agricultural use or in conversion to a natural habitat (legally defined), activities such as mowing, cutting down trees, clearing ditches, and maintaining dams/berms/flumes will be subject to regulation and certain constraints.
- We cannot do whatever we want.
- The Carlisle Conservation Commission would oversee these activities, but in compliance with wetland regulations and agreements

### **ALTERNATIVES**

#### **Agriculture/ Hay Alternative**

- Farmer would convert all or some of the bog to grow grass/ hay (harvested wet in round bales)
- Requires conversion – \$9K/acre - change ditches, remove plants/ replant, new watering system
- Town would pay for conversion; farmer would implement (2-4 years), manage and maintain bog

MAJOR UPSIDES: Preserves agriculture in largest contiguous fields in town with history of agriculture for over 70 years; maintains ponds and berms – ‘cranberry ready’; maintains open vistas and access; farmer handles maintenance and related expense; maximum non-cranberry water rights

MAJOR DOWNSIDES: Up front conversion expenditure ~\$270,000 for 30 acres; grass/ hay less naturally diverse; dependence on farmer; sustainability depends on the annual value of the crop relative to the annual cost of harvesting and other potential additional costs associated with maintenance of berms, flumes and pathways.

#### **Full Engineered Restoration Alternative**

- Engineered conversion to a natural wetland, likely including digging up soil and ditches to access seeds; possibly taking down some dikes and flumes to allow water to flow freely
- Likely lose open dikes/ ponds and eventually open vistas

MAJOR UPSIDES: Diverse and wildlife friendly; likely sustainable as a wetland

MAJOR DOWNSIDES: Capital expenditure (>\$600K – possibility of grants) to convert; less water rights; ~~likely eventually lose~~ there is no guarantee that vistas will remain open vistas; Unknown impact on water flow in Carlisle and Chelmsford; maintenance expense for pathways

#### **Do the Minimum Alternative**

- Let nature take its course; no activity to maintain – maybe except pathways by trails committee
- Possible lose Vvistas over 5-10 years will be lost due to growth of trees (time frame uncertain)
- Possible loss of dams/ berms due to beavers and heavy rains

MAJOR UPSIDES: Minimal/ no capital expense; natural diversity; minimal maintenance of pathways, waterways and berms while they exist

MAJOR DOWNSIDES: Likely lose vistas and may lose ease of access if no maintenance of pathways and berms

**NEW -Restoration with a Maintenance Plan Alternative**

- Develop ‘minimal’ restoration plan that allows town to maintain vistas and pathways
- Expenditure to develop plan (\$5K?)
- Expenditure for continued maintenance – what and by whom?

MAJOR UPSIDES: Natural diversity; Define plan to allow maintenance to preserve vistas, berms, ponds and current structure AND to allow mowing/ tree removal and maintenance

MAJOR DOWNSIDES: Some expenditure to plan (\$5-10K?); less water rights; expenditure to mow bog, cut/ remove tree growth, maintain pathways (currently \$12K for farmer to maintain)

**What’s Happening Now?**

- 4 alternatives identified
- Conscom overseeing the process and recommendations
- Initiated contact with Sudbury Valley Trustees to see if we can use their nonprofit status for a new independent ‘Friends of the Carlisle Cranberry Bog’ – with potential to seek funding for bog conversion and maintenance. We have not yet met with their board, but they are open to this concept.
- Confirming pros/cons and costs related to alternatives
- Seeking input from citizens and committees and organizations related to criteria and alternatives via survey (at the bog and online) and public meetings in January and February

Melinda Lindquist (co-chair, Conscom)

Ken Belitz (co-chair, Conscom)

Alex Parra (Conscom)

Susan Provenzano (CBAC)

Luke Ascollilo (Selectman)

Helen Young (Conscom)

## AGRICULTURAL COMMISSION

Successfully passed a town “Right to Farm” bylaw at the Annual Town Meeting in April 2019.

Participated in the Cranberry Bog Alternatives Committee meetings to offer advice as needed on the different use options being considered. Provided information on existing state grant programs applicable to alternative uses of the bog.

Provided input regarding town-wide agricultural activities to the Carlisle Energy Task Force for their assessment of town-wide greenhouse gas emissions.

Worked with the local 4-H club to sponsor educational events, such as farm tours, and volunteer opportunities for local youth.

Desirée Ball  
David Ely  
Steve Huberman  
John Lee  
Peter Mastromarino (chair)  
Meridith Peirce  
Andrew Rodgers

## DEER COMMITTEE

The over-population of deer in eastern Massachusetts and the associated negative impacts on the forest ecosystem continues to be a concern of many conservation organizations. Carlisle's Land Stewardship Committee stated this year that the over-population of deer is diminishing the understory and degrading the level of biodiversity . Regionally, the Sudbury Valley Trustees stated they are concerned about the detrimental impacts on habitat by deer over-browsing . State-wide, the Trustees of the Reservations have stated that throughout Eastern Massachusetts deer populations exceed desirable densities and can alter ecosystems by preventing forest regrowth or eliminating plant species altogether .

Experts on deer management including these conservation related organizations, the Massachusetts Division of Fisheries and Wildlife (MassWildlife), and the US Fish and Wildlife Service have all determined that the most effective and efficient means of managing such deer over-population in the Northeastern US is through hunting .

It is with this backdrop that the Deer Control Committee is chartered to administer a Bow Hunting program on Carlisle town-owned Land. Our mission is to reduce the over-population of deer in Carlisle to mitigate the negative impact the deer have on the Town. This is the second year of the program.

Despite the overwhelming consensus from conservation organizations and government agencies on the nature of the deer over-population problem, its impacts on the forest ecosystem, and the efficacy of hunting to manage it, deer hunting remains a controversial issue in town. The year began with a citizen petition at Town Meeting to change the Town Bylaws to remove the ability of the Board of Selectmen to regulate hunting on town land. This petition failed to garner a majority of the votes at Town Meeting.

### Public Outreach

The Deer Control Committee decided to do significant public outreach. To that end, we held two public input sessions and a meet-the-hunters event available to abutters of the properties that were being hunted.

In the first public input session, we discussed possible changes to the bylaws from the previous year and asked the public for their recommendations, which we subsequently used in crafting this year's regulations.

In the second public input session, David Stainbrook, the MassWildlife Deer & Moose Project Leader, presented a detailed analysis of deer over-population, its impacts on the forest health, and management techniques used to reduce deer population including specific surveys of forest health done by MassWildlife on six of the Town's parcels in the summer of 2016. David also answered many questions from the public.

The meet-the-hunters event provided an opportunity for the abutters and hunters to meet each other socially as individuals and speak one-on-one on topics such as forest health, conservation, trail use, and the safety of bow hunting.

Members of the committee also attended a talk given by Dr. Allen Rutberg, a deer biologist and expert on deer reproduction and contraception. His talk described in detail his research on the

efficacy of contraception as shown by case studies in suburban areas, where it shows great promise. Unfortunately, it is not a viable alternative for Carlisle as it is still in the research phase and not currently permitted in Massachusetts.

The talks by both deer biologists this year were great opportunities for the town to learn more about deer and how to manage them. One key item learned this year from both talks is that deer have very localized ranges, which may cause pockets of town to have a larger number of deer than other areas. Another key item on which both biologists agree is that extensive regulation of hunting will limit the effectiveness of a hunting program in its ability to control deer populations.

### Overview of Regulations

The program ran from October 7 through to November 30, 2019. A total of eighteen hunters participated in the program which is the same number as for 2018. Seventeen of the hunters from the previous season were included, and one Carlisle resident who was on the waitlist was added.

Only bowhunting was allowed. This is considered the safest form of hunting (over shotgun and muzzleloader), being a short range (~20 yard) activity. There has never been a safety incident in Massachusetts involving a bowhunter shooting a member of the public.

Hunters were located in temporary tree stands about 20 feet high, shooting in a downward direction and away from the trails. Thirteen hunters used compound bows and five hunters used crossbows. The latter had a special permit, owing to a permanent disability, rendering them unable to draw a vertical bow (as per Mass Wildlife licensing).

Hunters were required to observe state-determined setbacks of 500 feet from an occupied dwelling and 150 feet from a paved road. Additionally, they were required to locate their stands at least 100 feet away from marked trails and not to shoot in the direction of any proximal trail. Based on experiences from the 2018 hunt, the regulations for 2019 were further enhanced by the Deer Control Committee and approved by the Selectmen. Key enhancements to the regulations were as follows:  
Tree stands less than 150 feet from a trail must not point towards the trail  
Expulsion penalty specified for not removing entrails  
Expulsion penalty specified for hunting outside Town Land boundaries

In addition, wording of the large format yellow signage put up at trailheads to the hunting parcels was improved and approved by Town Counsel.

As Carlisle is part of Zone 10 the season started on October 7, two weeks ahead of Zones 1-9 since MassWildlife is attempting to reduce the deer population in eastern Massachusetts. Following public feedback, we decided to end the season on November 30th which was the last day of the archery only season, although archery is legally permitted by MassWildlife until December 31.

Neither hunters or members of the public were requested or required to wear orange clothing.

### Hunting Parcels

The same five parcels from the previous year were hunted; 270 out of approximately 1,100 acres of Town-owned land (25%) being made available. Based on feedback from both hunters and the public, we moved two hunters from the Davis Corridor Malcolm Meadows parking lot to two recently identified parking locations on East Street abutting the Town Forest. The distribution of the 18 hunters thus was as follows:

Benfield (2, same as 2018)  
Conant Land (2, same as 2018)  
Davis Corridor (includes Sachs Greenway) (6, down from 8 in 2018)  
Greenough (North 2, South 2, same as 2018)  
Town Forest (4, up from 2 in 2018)

#### Hunter Credentials

In order to be eligible for selection, hunters had to have appropriate Massachusetts hunting licenses as well as Bowhunter Education Certificates. The latter requirement was aimed at setting the bar as high as possible, enabling us to include only the most proficient and safe bowhunters.

In order to maintain continuity, all eighteen hunters from the previous year were invited to reapply. Seventeen accepted and one hunter asked to be excused this year on medical grounds. This enabled us to select a Carlisle resident who was on the priority waitlist. This resulted in eight resident and ten non-resident hunters in the program.

All hunters were subjected to CORI checks. The new hunter was also interviewed by members of the Deer Control Committee and tested for proficiency by the Deer Agent.

Hunters were issued permits comprising a sticker that had to be attached to their tree stand, a card to be carried by them at all times, and a windshield card to be displayed on their parked vehicle.

The Carlisle Police Department had access to an online database of all the hunters, their contact details, as well as parcel and parking assignments, in the event they were required to make contact, or resolve any public inquiries.

#### Deer Harvest

In total six deer were taken, three bucks (males) and three does (females).

Date	Sex	Parcel
October 15, 2019	F	Conant
October 18, 2019	M	Davis
October 19, 2019	F	Davis
November 4, 2019	M	Davis
November 16, 2019	F	Town Forest
November 26, 2019	M	Davis

All the deer were taken by five hunters, with one hunter harvesting two deer (with a crossbow). All the other deer were taken with vertical bows. The cumulative total for the deer hunting program over a two-year period now rests at sixteen.

#### Observations

There were no reported issues or infractions. Hunters reported that they had very positive interactions with members of the public walking the trails.

This is the second year where the Davis Corridor has yielded the most deer. In 2018 it accounted for 80% and this year 67% of all deer taken. When compared with the percentage of hunters for the two

years (44% and 33% respectively), the Davis Corridor appears to have a higher enrichment of deer compared with the other parcels.

In addition to the 6 deer taken on town land as part of this program, 30 deer were taken on private property or in Great Meadows under the direction of the US Fish & Wildlife Service. There were also 25 reports of deer/car collisions, almost all of which appeared to be fatal for the deer.

In 2018, a total of 49 deer were taken during the hunt, 10 of which were through this program, with an additional 23 deer/car collisions. The 20-year trend of deer taken by hunting on private property averages about 31 deer per year. As such, 2019 was fairly average with 30 deer taken on private land, and the 6 additional taken through this program amounts to a 20% increase in the number of deer harvested by hunting. It is unclear why 2018 had such a high harvest count, nor why that amount was not repeated in 2019.

Current Members:

- Jonathan DeKock, Chair, Trails Committee
- Alex Parra, Vice-Chair, Conservation Commission
- Todd Thorsen, Secretary, Board of Health
- Dejan Bojanic, Deer Agent
- Barney Arnold, Board of Selectmen
- John Keating, Citizen at Large
- Andrew Corwin, Police Department

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<sup>1</sup> Land Stewardship Committee Meeting Minutes, Nov. 12, 2019  
[https://www.carlislema.gov/AgendaCenter/ViewFile/Minutes/\\_11122019-2111](https://www.carlislema.gov/AgendaCenter/ViewFile/Minutes/_11122019-2111)

<sup>1</sup> Sudbury Valley Trustees, Massachusetts Conservation Alliance, Deer Management  
<https://www.svtweb.org/mca/deer-management>

<sup>1</sup> The Trustees of the Reservations, 2019 Hunting Policy  
<http://www.thetrustees.org/assets/documents/what-we-care-about/Hunting-POLICY.pdf>

<sup>1</sup> Northeast Deer Technical Committee: “An Evaluation of Deer Management Options”  
<http://www.dem.ri.gov/programs/bnatres/fishwild/pdf/deeropts.pdf>

<sup>1</sup> 2019 Carlisle Deer Hunting Regulations  
<https://www.carlislema.gov/DocumentCenter/View/2116/Bow-Hunting-Regulations-Adopted-8-27-2019>

## ENERGY TASK FORCE

This report covers the years 2018 and 2019.

The Board of Selectmen approved the updated mission statement for the Energy Task Force on November 28<sup>th</sup>, 2018.

Help the town establish goals and approaches for lowering energy use and expanding the use of renewable energy, with a focus on lowering greenhouse gas emissions.

Recommend to the Select Board municipal bylaws and amendments to the bylaws that reduce energy use and encourage the use and generation of renewable energy.

Help town departments, residents, business, and organization learn about. Evaluate, and implement measures to lower energy use and expand the use of renewable energy.

Manage the towns relationship with the Massachusetts Green Communities and other renewable energy and energy-efficiency programs, including applying for grants, managing the grant projects and reporting to the grant programs.

Create a baseline to track and periodically evaluate community wide energy use, cost, and associated greenhouse gas emissions. “Community wide” energy use includes residential municipal commercial organizations and agricultural uses for both transportation and stationary applications.

### Green Community Grant Summary

Year	Description	Green Communities Grant	Utility Incentive	Total
	Grants and incentives 2012-2017	\$131,838	\$501,293	\$633,131
2018	LED interior lighting at the school and the DPW, anti-idling device in new police cruiser, de strat fans in school gym, Town Hall— Variable Frequency Drives and Motors on Domestic Hot Water Pump and an electric vehicle charging station.	\$171,968	\$15,680	\$187,648
2019	No grant applied for.			
	TOTAL	\$303,806	\$516,973	\$820,779

Operating Cost Reductions. From 2012 through June 2019, the energy reduction projects installed utilizing Green Communities Grants had saved the town \$ 434,839. In 2019 the annual operating costs had been reduced by \$120,934 compared to what the cost would have been of the energy saving projects had not been installed.

Budget Starting in FY 2019 the town’s budget included \$3500 for the Energy Task Force. \$2,969 was utilized to connect the newly installed Town Hall Variable frequency motors and drives hot water pump to the Building Management System.

In addition to fulfilling the Green Communities Grant projects and required quarterly and annual reports, the committee has worked on reducing Carlisle Greenhouse Gas emissions through the following;

Municipal Aggregation. In June 2018, the Carlisle Board of Selectmen opted to have renewable wind energy as the default option with municipal aggregation, (MAP). 89% of the Town residents are now on this option. Carlisle municipal buildings switched to the MAP in 2019.

Solar Array at School and DPW. In 2018, the Energy Task Force initiated a project to investigate the feasibility of installing solar arrays on Town property, and if viable to proceed with an RFP in utilizing the Massachusetts SMART initiative. Having received three responses, the Town formed a Solar Working Group to evaluate them and then once a vendor was selected to negotiate installation and lease related terms. At Town Meeting 2019, the town voted to install solar canopies over at the DPW Transfer Station and the School Parking Lot. The warrant consisted of required 2/3 vote to adjust the zoning bylaw to add a portion of the school property to the solar overlay district, a vote to permit a solar vendor to lease the site and install the solar arrays, and a vote to finance the repaving of the school parking lot in conjunction with the installation. Town Meeting overwhelmingly supported all three motions which were carried on a voice vote. The Transfer Station portion was later canceled due to concerns about the material beneath it in the former town dump. The canopies over the school parking lot have proceeded forward with planned installation in the summer of 2020. In addition to producing green energy, they will provide the town with revenue of \$22,500 in lease payments and \$11,277 in payment in lieu of taxes each year for the next 20 years.

Heat Smart Program. In 2018, Carlisle led a Heat-Smart Program with the towns of Lincoln and Concord encouraging residents to change from fossil fuel sourced heating to electric (renewable) heat pumps or modern wood heating. The original three-town initiative has grown to include 10 towns now known as the “HeatSmart Alliance”.

Electric Vehicle Charging Station. In 2018, the Energy Task Force embarked on an effort to install the first public Electric Vehicle Charging Station in Town at no cost to the Town. Attempts to install the station at the library, town hall, and Ferns all ran into complications. Subsequently in the summer of 2019 we approached the School Committee to see about installing the EV station in the School parking lot in conjunction with the Solar Canopies and parking lot repaving projects. The School Committee has been supportive and selected a location, vendor, and installer. The Board of Selectmen has also been supportive including allowing a trench under Church Street to service the new equipment. At the end of 2019 we are awaiting final plans from Eversource’s EV Make Ready project and hope to have the system installed and functional by the summer of 2020.

Pathway to Zero Emissions Report. In June 2019, the Energy Task Force estimated the carbon emissions of Carlisle and outlined a conceptual path to lower community-wide emissions, which will be utilized in the Master Planning process. The draft report is available on the Energy Task Force webpage.

By June 2019, Carlisle had reduced its Greenhouse gas emissions by municipal buildings and vehicles by 21.86% from the baseline in 2009.

Year	2009	2018	2019
Total MMBTU used	17527	14358	15236

Percentage of total energy used ( MMBTU) by departments and vehicles

Year	2009	2018	2019
Carlisle School Buildings *	46.2%	48.7%	50.6%
Carlisle School Wastewater Treatment Plant	2.3%	2.7%	0.9%
DPW	5.0%	5.1%	4.8%
Fire Station	2.6%	2.4%	2.9%
Gleason Public Library	4.9%	4.3%	4.3%
Police Station	3.1%	3.7%	3.3%
Town Hall	7.1%	4.3%	4.2%
Highland School	2.6%	1.7%	1.7%
Vehicle Fuel	26.1%	27.1%	25.7%

\*School area increased in 2012 with the new Spalding Building.

Percentage of total energy used ( MMBTU) by fuel type

Year	2009	2018	2019
Natural Gas	48.4%	46.3%	47.9%
Electricity	24.1%	24.6%	24.4%
Propane	1.4%	2.0%	1.9%
Gasoline	13.6%	14.2%	12.8%
Diesel	12.5%	12.9%	12.9%

Current members of the CETF are Debbie Bentley, Helen Young, Robert Zogg (chair), Jonathan DeKock.

Report submitted by Debbie Bentley.

## HOUSEHOLD RECYCLING COMMITTEE

### Solid Waste / Recycling

Carlisle generated a total of 2,675 tons of solid waste in 2019. There were 1,803 tons of trash taken to the NESWC incinerator for disposal and 872 tons were recycled. This was a recycling rate of 32.6%.

The following is the list of recycled materials for 2019.

<u>Recycled Item</u>	<u>Tons</u>
Newspaper	---
Mixed Paper	201
Cardboard	183
Wood (Construction Debris)	185
Metal	97
Glass (Mixed)	122
Mixed Plastic	57
Aluminum and Tin Cans	11.8
Tires	9.7
Freon Units	5.9
<b>TOTAL</b>	<b>872</b>

### Historical Summary (Tons)

<u>Recycled Item</u>	<u>2011</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>
Newspaper	90	71	68	59	51	41	39	27	----
Mixed Paper	166	184	186	184	196	193	185	178	201
Cardboard	161	153	161	160	182	184	176	186	183
Wood	321	271	256	243	250	238	217	222	185
Metal	86	88	83	88	107	88	97	100	97
Clear Glass	46	48	45	45	48	47	44	----	----
Colored Glass / Mixed	76	81	71	70	73	80	75	125	122
Milk Jugs	----	----	----	----	----	----	----	----	----
Mixed Plastic	55	66	48	56	58	60	57	56	57
Aluminum/Tin Cans	16	11	12	11	12	11	9.6	11.8	11.8
Tires	10	6.0	12	10	6.7	8.0	7.3	5.7	9.7
Freon Units	11	7.6	7.9	3.2	4.9	8.4	6.9	5.0	5.9
Recycle Total	1,037	985	948	929	989	960	915	917	872
Trash Total	1,874	1,818	1,809	1,855	1,826	1,784	1,811	1,811	1,803
Total Material	2,911	2,804	2,757	2,784	2,815	2,744	2,726	2,729	2,675

% Recycled	35.6%	35.1%	34.4%	33.4%	35.1%	35.0%	33.6%	33.6%	32.6%
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Household Recycling Committee - 2019

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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

- This year the net revenue (cost) from the recycled materials was \$ -12,000 which was about the same as last year's net revenue (cost) of \$ -12,215. This was a cost of \$13.76 per ton. This was a savings of \$54.93 from the average trash tipping fee of \$68.69

## **Other Activities**

### **Municipal Composting**

Reducing solid waste is a major goal for Transfer Station operations for economic and environmental reasons given the town's high solid waste tonnage. In keeping with that goal, a food-waste diversion/composting program for all residents with Transfer Station stickers was launched on June 4, 2019. 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 is popular and well used by residents as a welcome addition to the waste reduction program provided by the town. The town collects solid waste tonnage annually which provides data that can be used to assess and report on the impact of the food scraps diversion program on our overall solid waste tonnage.

### **Solid Waste Work Group**

The town was awarded a grant from Mass Department of Environmental Protection (MassDEP) for technical assistance to assess Transfer Station operations and options for improvements that would have the most impact on reducing the town's solid waste tonnage. A small working group consisting of Tim Goddard, Town Manager; Gary Davis, Department of Public Works Supervisor; Julia Greene, Carlisle's MA DEP Municipal Assistance Coordinator; Barney Arnold and Nathan Brown, Board of Selectmen; and Launa Zimmaro, Carlisle Household Recycling Committee, was formed in late January, 2019. This working group meets monthly to discuss options for improving convenience for residents while reducing solid waste and associated costs of the Transfer Station.

- More Than Words Bookstore and Café continued their pick-up of the used books from the Swap Shed instead of disposing of them with the recycled paper. The books are sold at their Bookstore/Café in Waltham, MA. More-Than-Words is a nonprofit social enterprise that empowers urban youth by helping them run a business.

Members:

Robert Peary, Chairman  
Daniel Scholten  
Robert Wallhagen  
Launa Zimmaro  
Gary Davis (DPW)

## 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.

In keeping with the mandate to support ConsCom, LSC members have been involved in: (1) the Cranberry Bog Working Group (CBWG), (2) reviewing various proposed regulations and requests for activities relating to town-owned conservation parcels, (3) assessing the state of signs on town-owned conservation parcels, (4) providing initial input into the town Master Plan process, 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.

Through the year, the CBWG discussed the land usage alternatives presented by the former Cranberry Bog Alternatives Committee (CBAC). LSC co-chair Warren Lyman (who was a key member of the CBAC along with former LSC co-chair Debby Geltner), drafted a white paper for the CBWG on why cranberry farming was not selected as an alternative. LSC member Tom Brownrigg also participated in CBWG meetings. Future usage of the Cranberry Bog Conservation Land remained under discussion by the CBWG at year end and it is expected that LSC members will continue to provide input into the ongoing process in the coming year.

Several different requests relating to activities relating to conservation land were discussed and acted upon this past year. A letter to the Executive Office of Energy and Environmental Affairs in support of funding for repair of the Greenough Dam was drafted and approved. Changes to Greenough Land trails were presented by Jonathan DeKock of the Trails Committee and reviewed and supported. Proposed deer hunting regulations drafted by the Deer Control Committee (DCC) were reviewed by the LSC and a brief statement expressing general support for the goals of the DCC was approved by the committee. Carlisle resident Kay Hurley presented to the committee a high-level plan to study the impact of deer browsing on the forest understory and the LSC provided feedback on her plan. Carlisle resident Judy Asarkof, a long-time user of the newly acquired Woodward conservation land, discussed ideas with the committee to manage that parcel in ways to preserve and enhance its biodiversity. The LSC officially supported Asarkof's efforts.

In April 2019 the members of the LSC initiated a major effort to assess the condition of all signage on town-owned conservation parcels. Each member took responsibility for a set of properties, walked those parcels, noted sign conditions (taking photos in many cases, cleaning and making minor repairs to existing signs when possible) and also provided input where needed signs did not yet exist. These observations were then submitted as individual informal reports for discussion by the full LSC and then a master spreadsheet of the signs and recommended actions was collated. The committee continues to review this information and

discuss prioritization and possible needed funding at year's end and will continue this activity into 2020.

In the latter half of 2019, the town began to gather input into the process for drafting a new Master Plan for the town. The Master Plan Steering Committee requested input from all town committees into this planning process. The LSC submitted input from its perspective in December.

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 monitored. Safety concerns about a log bench constructed at the Cranberry Bog were registered. A new beaver lodge and culvert blockage on one of the Cranberry Bog fields was brought to the attention of the Conservation Administrator.

Land Stewardship Committee members:

Tom Brownrigg

Dwight DeMay

Debby Geltner

Warren Lyman (Co-Chair)

Rhonda Michaud

Andrew Wilmot (Co-Chair)

Conservation Administrator: Sylvia Willard

## 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. Massachusetts state statutes and the Town's bylaws establish specific responsibilities and requirements for the Planning Board.

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, including 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 and adult 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. Finally, the Planning Board 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.

Beyond these responsibilities, the Planning Board is charged by state law (MGL Ch. 41) to "make careful studies and when necessary prepare plans of the resources, possibilities and needs of the town, and...submit to the selectmen a report thereon, with its recommendations." This charge also includes the Board's responsibility to prepare, from time to time, a Master Plan of the town. Although the most recent "Study Plan" was adopted by Town Meeting in 1995, the Planning Board has regularly worked with other boards in the preparation of more focused and contemporary plans that are required periodically by the Commonwealth. These include, most recently, a Housing Production Plan, updated and approved by the state in 2015, and a comprehensive update of the Open Space and Recreation Plan that was completed in 2013. But most importantly, in 2019 the Board took specific actions to initiate the preparation of a new Master Plan for the town.

### ***Mission***

The Board's overall responsibility under state law is to protect the health, safety and welfare of Carlisle's residents. Guided by the General Laws of the Commonwealth, the Zoning Bylaws, the Study Plan, and citizens' comments and concerns, the Board strives to preserve and enhance Carlisle's character through the use of its regulatory tools, while also respecting property owners' rights. To achieve these goals, the Board recommends and, as applicable, requires changes to development proposals through the permitting process. Board members and staff strive to work with project proponents, technical advisors, other Town officials, and Carlisle residents to shape development projects so as to preserve natural resources and minimize negative impacts upon the community.

### ***2019 Development Overview***

Consistent with the above mission, the Planning Board has long emphasized its attempts to manage residential growth in Carlisle, rather than simply permitting it in response to development applications. Increasingly, tracts proposed for development in Carlisle have been either large parcels that long-term 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 proposed for development, those with serious constraints, 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 extremely high levels of land development permitting. During these years, the surplus of lots available for development 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 2019 was only 13 parcels on scattered sites, slightly more than the inventory (10 lots) at the beginning of the year. This very modest supply, combined with the demand generated by a healthy economy, is likely to generate more proposals to subdivide available open land in the near future. From inquiries made to the Planning Board office late this year, there appear to be several sites under consideration, including a 24-acre parcel on South Street, a 22-acre parcel on Concord Street, and 156 acres at the intersection of West and Acton Streets that is currently on the market to develop 17 house lots with conservation restrictions. Therefore, Carlisle seems to be facing a period of increased growth, which the Board expects to continue to manage.

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

In 2019, the business of the Planning Board, and to a certain extent that of the Town as a whole, was focused on the steps to initiate the preparation of a new master plan to guide the development of the entire town. The Planning Board's permitting activity in 2019 did not produce many new individual house lots, but the Board granted a significant special permit to allow the development of a Residential Open Space Community (ROSC) on Bedford Road, to be known as Woodward Village, that will provide 18 clustered single-family and duplex units and 32.4 acres of Town-owned open space. This was the first such application since a Zoning Bylaw amendment allowing this development pattern, proposed by the Carlisle Conservation Foundation, was approved at a fall Town Meeting in 2017, and it required an extensive, multi-board preliminary and final plan approval process. The Board also granted a third special permit for an accessory apartment in a detached structure, taking advantage of a Zoning Bylaw amendment approved in 2017.

The Board also approved a special permit amendment to an existing 2-lot common driveway on Cross Street this year, and approved three Site Plans to construct Town facilities: a new Public Safety Communications tower on Westford Street, an amendment to an approved tower at the Banta-Davis fields on Bedford Road, and a Large-Scale Ground-Mounted Solar Photovoltaic facility for solar panels mounted on canopies at the School parking lot on Church Street.

In 2019, 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, Chestnut Estates, Arrowhead Lane, and Garrison Place condominiums (Russell Street), Extensions of time were also granted for Lion's Gate and the common driveways approved at 61 Judy Farm Road and 48 Bingham Road. See the Table 1 summarizing Carlisle's development status below.

### ***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.

The Board also continued to work with the Board of Health and the Council on Aging as a key collaborator in an on-going Community Health Needs Assessment and Implementation activities ("Caring4Carlisle"), begun in 2017 and completed this year. This has been sponsored by the Community Health Network Area 15 (CHNA15), and funded by a \$30,000 grant from Lahey Hospital and Medical Center. The effort allowed the Town, through the three collaborating departments and their staff, to address some of the identified needs, carried out over a 15 month period. These included: a pilot of a Public Health Nurse position; a pilot of individual and shared transportation services for seniors and residents with disabilities or other transportation challenges; and a feasibility study of creating an intergenerational community center. For the latter two projects, advisory groups were created including Planning Board members and staff. They oversaw services provided by Lyft, a Transportation Network Company, and Abacus, an architectural and planning firm. Both the transportation pilot's results and the community center's Feasibility Report are expected to be addressed in the master planning process in the coming year.

### ***Master Planning***

One of the Board's primary initiatives this year was to make substantial progress towards developing a Master Plan for the future development of the town, a responsibility prescribed by the state's planning statutes. This has been and will be a multi-year effort, initiated in 2016. Having established both a core Master Plan Steering Committee (MPSC) and a 40-member Advisory/Working Group of Carlisle citizens in prior years, as well as receiving input from the community at large, the Board started 2019 with agreed-upon purposes and themes to be addressed by such a plan. It was ultimately decided that the effort required professional consulting services and the Board sponsored an article in the 2019 Town Meeting warrant to appropriate \$160,000 for these services and ancillary Town costs to support this effort, the preparation of the first such comprehensive plan since 1975. The funds were approved, and the Board—with the assistance of the Selectmen and the Town Administrator—issued an RFQ for these services. Three proposals were submitted and, after interview presentations, the search committee recommended and the Board selected CivicMoxie of Brookline, MA, to design the process and prepare the plan. This firm had recently completed a Master Plan for Concord, and were highly recommended by references.

Guided by the MPSC, CivicMoxie began their work in September with data gathering and extensive interviews with all identified town stakeholders, and held the first open community meeting in November. They also conducted a town-wide on-line survey, which elicited responses from over 10% of Carlisle residents. The key findings of this initial outreach were that 74% of the respondents choose to live in Carlisle because of its open space and natural resources preservation, and/or the quality of the schools. Providing encouragement to the success of this Master Plan process, 86% of the respondents also expressed the desire to participate in small group discussions about the future of the town. As 2020 begins, there are processes in place to facilitate these discussions, additional community wide meetings are planned, and there is a lot of hard work to undertake.

2019-20 Master Plan Steering Committee members: Janne Corneil (Chair), Barney Arnold, Madeleine Blake, Kerry Kissinger, Stacy Lennon, Lynne Lipinsky, Jason Molten, Eva Mostoufi, Jessica Nierenberg, Angie Verge and Tatyana White.

### ***Zoning and General Bylaw Amendments***

In 2019, the Planning Board had a very active role in both proposing and reviewing Zoning Bylaw amendments for the Annual Town Meeting. Three of these Town Meeting articles concerned zoning regulations for marijuana facilities. Since the moratorium extension passed at the 2018 Town Meeting was not approved by the Attorney General's office, the original moratorium expired at the end of that year. The Board accepted the responsibility of offering the Town a chance to regulate these uses, rather than leaving them uncontrolled in a potentially active market. Based on an on-line survey taken by the Board, and Town Counsel's advice, the Board proposed (1) a complete ban on such facilities or (2) limited types of allowed facilities, not including retail sales, only in Business Districts outside the town center. Neither of these amendments achieved a 2/3 majority approval at Town Meeting, so they did not pass. The third article, to update the zoning regulations for medical marijuana facilities to be consistent with revised State regulations, did pass unanimously.

The Board also proposed minor amendments to the ROSC bylaw and a proposal to extend the Solar Facilities Overlay District to include a portion of the School property. Both of these amendments passed Town Meeting. Each of these amendments were the subjects of public hearings by the Planning Board, followed by their formal recommendations to Town Meeting, which actions are required by the Massachusetts General Laws.

The Planning Board was also the sponsor of a General Bylaw amendment to add two scenic and historic roadways to the inventory of 20 designated Scenic Roads in Article XII. The two roads added are Rockland Road and Stearns Street. With that designation, per state statute, the stone walls and trees within the rights-of-way of these streets may not be removed or altered without the formal consent of the Planning Board. Later in the year, the Board held a public hearing and issued its consent to make minor alterations to stone walls on Stearns Street.

### ***Construction Management***

A substantial portion of the work of the Planning Board and its staff involves the oversight of 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. 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 development as of December 31, 2019, is summarized in the following tables. Table 1 summarizes residential construction. Table 2 is a status report on all personal wireless facilities in the town.

**Table 1**

<b>Location</b>	<b>Lots</b>	<b>Name</b>	<b>Status</b>
<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 incomplete
	2 lots	#491-95 (no name)	Amendment approved work complete
Off Rutland Street	4 lots 3 lots	Chestnut Lane Twin Beech Road	Approved 2007 Not yet complete
268-270 Fiske Street	2 lots	(no name)	Approved 2008; reapproved 2017 Complete
291 River Road	6 lots	Elliott Farms Way	Approved 2011; Amended 2015 Construction begun 2016 Not yet complete
61 Judy Farm Road	3 lots	Isaac's Way	Approved 2014 Extended 2018; not built
48 Bingham Road	2 lots	(no name)	Approved 2018; not built
<b><u>Special Permit - Conservation Cluster</u></b>			
Rutland Street	7 lots	Chestnut Estates	Approved 2007 Not yet complete
<b><u>Special Permit – Senior Residential Open Space Community</u></b>			
81 Russell Street	16 units	Garrison Place	Approved 2014;

			appealed to Land Court, remanded & approved 2016 Under construction
<b><u>Special Permit – Residential OpenSpace Community</u></b>			
Bedford Road	18 units	Woodward Village	Approved 2019; not yet begun

Table 2

<b><u>Planning Board Special Permits - Personal Wireless Service Facilities</u></b>		
<b><u>AT&amp;T Wireless</u></b>		
871 Bedford Road	189 ft. monopole	Court ordered 2003, <u>operational</u>
<b><u>Sprint PCS</u></b>		
871 Bedford Road	189 Ft. monopole	Court ordered 2003, <u>operational</u>
<b><u>T-Mobile - Omnipoint</u></b>		
871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2006, <u>operational</u>
1022 Westford Street	80-90 ft. monopole	Permit granted 2007, <u>operational</u>
27 School Street	Stealth installation	Permit granted 2008, <u>operational</u> within bell tower
<b><u>Metro PCS</u></b>		
871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2008, <u>operational</u>
<b><u>Verizon Wireless</u></b>		
871 Bedford Road	189 ft. monopole	Court ordered monopole, permit for this provider granted 2009, <u>operational</u>
27 School Street	Stealth installation	Permit granted 2017, <u>operational</u> within church steeple

### ***Finances***

Planning Board activities during 2019 generated a total income of \$8,850 through application fees, all of which was paid to the General Fund. The Planning Board has no statutory mechanism to retain application fees, unlike many other Town boards, and is entirely reliant on Town Meeting appropriations to conduct planning activities.

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 \$19,500 for 2019. 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. As noted, none of these fees can be used for planning initiatives by the Town.

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 in 2019 nor in the intervening years, but there were some necessary expenditures this year to support the efforts of the Master Plan Steering Committee for public outreach and participation prior to the Town Meeting vote to fund the production of the Plan. These, expenditures, including GIS licenses, advertising, printing and mailing totaled \$2,228.60.

### ***Membership***

In the 2019 annual election, three 3-year positions were available. Incumbents Ed Rolfe, Rob Misek and Jason Walsh all ran unopposed for re-election. For the second year in a row, that preserved the entire Board membership all having served together for the last three years. In addition, long-serving Associate Member Tom Lane was appointed to a new 3-year term beginning July 1, 2019. Previously, such continuity was rare in Carlisle, but it is very helpful when making decisions on the complex matters that come before this Board.

In the reorganization after the election, Peter Gambino was re-elected to serve as Chair, Jonathan Stevens as Vice-Chair, Madeleine Blake as Treasurer, and Ed Rolfe as Board Clerk. But this valuable continuity and was short-lived this year. In the early fall, both Chair Gambino and Vice-Chair Stevens moved out of town, and thus had to resign their elective positions. They should both be warmly thanked for all the service they have provided the town over the years, and they were difficult to replace. In fact, until well-qualified volunteers, Jonathan DeKock and Adelaide Grady, stepped forward in November to be appointed to temporary membership positions by the Board of Selectmen and the Planning Board jointly, the Board’s formal business had to be suspended for about a month. However, at the same time, the request for volunteers brought forward a third citizen, Richard Terry, who agreed to be appointed to the Board’s second Associate Member position, serving until 2022. The Board also re-organized its 2019-20 leadership, with Madeleine Blake as Chair, Peter Yelle as Vice Chair, Rob Misek as Treasurer, and Ed Rolfe remaining 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 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 2018, the Board is pleased to report that there is no pending litigation in which it is involved.

The Planning Board's staff has continued to provide excellent service throughout the year. Planning Administrator George Mansfield has completed 24 years providing highly knowledgeable and professional support to the Board. Mr. Mansfield has agreed to delay retirement, but at his request, his position is now part-time (25 hours/week). The Board has agreed to develop a succession plan to respond to Mr. Mansfield's expected retirement, and anticipates working with other boards and departments to consider joint responsibilities in the overlapping approvals for land use development. The Board is also served by a capable and very experienced Assistant to Planner, Gretchen Caywood, who has served the Board since 2005, and works nearly full time (33 hours/week). This allows Ms. Caywood to staff the office each day during regular Town Hall hours. She provides a professional level of services similar to those typically offered by Assistant or Associate Planners in comparable municipalities. This year Ms. Caywood resigned her role (since 2006) as Administrative Assistant to the Historical Commission, but brings the knowledge gained from this experience, as well as from her previous service to the Board of Health and as part-time Assistant Town Clerk, to broaden the Planning Board's ability to carry out its mission.

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

During 2020, the Board will continue to confront the challenges of the changing needs and resources of the town. The Board is engaged and moving forward with talented and committed resident support and professional assistance to complete the lengthy and intensive master planning effort. The Board also 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. While it is difficult to predict the level of new development, with the Town's long-range planning efforts, the expectation of continuing applications for both conventional development and for the new Residential Open Space Community option, the continuation of the build-out of Board-approved projects, the provision of Site Plan Review for the Police Station expansion, the completion of the Town's Public Safety Communications System and solar generation facilities, and responding to expressed commercial interest in expanding personal wireless services facilities and other non-residential development, including possible marijuana facilities, 2020 is expected to be a very busy year.

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, Chair  
Peter Yelle, Vice Chair  
Rob Misek, Treasurer  
Ed Rolfe, Clerk  
Jonathan DeKock  
Adelaide Grady  
Jason Walsh

**Associate Members:**

Richard Terry  
Tom Lane

## TRAILS COMMITTEE

The major event for the Trails Committee in 2019 was Carlisle Trails Day in May. Over 270 Carlisle residents walked the trails on one glorious spring day, collectively covering every mile of trail in Carlisle. 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 five public walks this year. A January 19 full moon hike at Foss Farm attracted 16 walkers on a cloudy night at the start of a major snowstorm. They were cheered by a warming fire, smores, and hot cocoa and cider. On April 27, 15 people joined wetlands biologist Bryan Windmiller exploring a vernal pool at the Conant Land in celebration of Earth Day. On May 18 the first Carlisle Trails Day was a smashing success. Conceived by Wayne Davis of the Carlisle Conservation Foundation and cosponsored by CCF and the Trails Committee, the goal of having every trail in Carlisle walked in one day was met. Over 270 people participated in led walks or went out on their own, covering 25 predefined routes. Perfect spring weather contributed to the strong turnout, in addition to free ice cream at Kimball’s for younger walkers. As a side benefit, walkers reported trail issues so the entire 60-mile trail system was surveyed in one day. The weather was good for our annual Double Sundae Sunday Saunter on Old Home Day on June 23; 27 people did all or part of the 7 mile loop to both ice cream stands. The committee’s booth at Old Home Day was well attended and 20 copies of the Trails in Carlisle book were sold. The annual post-Thanksgiving walk on Nov. 29 featured the relocated trail at Bartlett Farm and a ramble in Estabrook Woods. 26 people enjoyed walking off their stuffing.

The Trails Committee sponsored a chain saw safety workshop on Nov. 2 at the Town Hall parking lot. Arborist and former Trails Committee member Bob Eaton led a wide-ranging talk and demonstration for 27 interested townsfolk.

Volunteer webmaster Lisa Ankers spearheaded getting the Trails Committee’s page on the Town website up and running ([carlislema.gov/189/Trails-Committee](http://carlislema.gov/189/Trails-Committee)). The old web site, [carlisletrails.pbworks.com](http://carlisletrails.pbworks.com), will be maintained for a while as we look at differences in functionality. Individual trail maps are available on the websites, as well as information on the Carlisle Trekker Award and notices for upcoming walks and work days. Lisa also added a downloadable Carlisle Trekker log spreadsheet to the web site. Volunteer Kim Schive (Trekker #17) maintains a Facebook page, “Carlisle Trails”, to reach out to a different audience with trail information. 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 three people earned their Carlisle Trekker awards for hiking all of Carlisle’s trails: Steve Hamilton (#41), Nancy Jaysane (#42), and Leslie Kmiec (#43).

The committee made good progress on its multi-year project to add uniquely numbered intersection markers at all major trail junctions in town (outside of Great Brook Farm, which has its own markers). These locations are shown in the trail book maps. We partner with middle school art students at the Carlisle Public School to add nature-themed art work to each marker, as a way to raise awareness of trails and conservation land in the students and their families, and to make the markers more interesting to hikers. 24 markers were completed and installed this year, bringing the total to 128. 13 markers remain to be painted by the students with completion expected in fall 2020.

Trail maintenance and construction – A nor'easter in October brought down trees all over town, particularly very large oaks. 42 trees across trails were removed by the committee that month. Trees came down throughout the year at what seems to be an increasing rate in many wind events. The Google Docs spreadsheet the committee uses to keep track of fallen trees blocking trails had 167 entries for the year, compared to 143 last year. Arborist Andrew Joslin helped with trees that were beyond the Trails Committee's capabilities in the Towle Land, Town Forest, and Bartlett Farm.

We invited volunteers to help in a public work day in May (12 people). Activities included clearing fallen trees, repairing boardwalks, installing a recycled bridge, and brush clearing.

Other maintenance projects included repairing 12 boardwalks in the Davis Corridor, Great Meadows, Towle, Rockstrom, Benfield Conservation, and the Twin Peaks Trail, replacing a bridge on the Holmes-Avery Trail, and installing a recycled bridge on the Cedar Loop in the Benfield Conservation Land. A backed-up culvert on the Wood Duck Trail at Greenough was cleared. The Committee mowed trails in the Town Forest, Foss Farm, Greenough, and Fox Hill multiple times with a member's tractor, mowed trails in Great Meadows, the Elliott Preserve, and Woodhaven Farm with a DR Trimmer, and used a string trimmer to clear the Otter Slide Trail and trails in the Sachs Greenway and Greenough Land. An overgrown trail into the Greenough Land from Maple Street was reopened by cutting back brush, removing fallen logs, and mowing to knock back the poison ivy. In the fall, Committee members raked leaves off all the boardwalks and bridges to prevent rot.

Volunteers Ted and Adam Selig proposed and built a test bed to evaluate different methods of dealing with slick boardwalks. Over time, boardwalks in shady areas develop a biofilm that is extremely slippery when wet. Located on a boardwalk near West Street on the Twin Peaks trail, the test bed includes roofing shingles, chicken wire, wire mesh hardware cloth, mesh for plaster walls, and a cement coating in different sections attached to the boardwalk. The test bed will be monitored for at least two years to see which treatment is most effective and durable. The test was approved by ConsCom and a report of the results will be supplied to them.

In September we built a 40-foot extension of the boardwalk on the Rodgers Road Connector trail after a wet area developed in the spring. Girl Scouts, Boy Scouts, their families, and other community members joined the Trails Committee to build the boardwalk. The committee also worked with Boy Scout Aidan O'Connor to plan the replacement of an old

boardwalk off Bellows Hill Road for his Eagle Scout project. The construction should happen in spring 2020.

Jonathan DeKock developed a comprehensive plan for trail improvements in the Greenough Land. He applied for and was awarded a \$1500 grant from the SUASCO River Stewardship Council to cover the cost. ConsCom and the Land Stewardship Committee were co-applicants. The work will be done in 2020.

In three work days, the Committee constructed 12 trailside wooden benches. Three of them were installed, at Towle Field, the Cranberry Bog, and the Rockstrom Trail in Bartlett Farm. The remainder will be installed next year. The design by Bert Willard has proven popular with trail users.

Using donated and recycled materials, the Committee installed a total of 204 feet of duckboards this year. 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. Duckboards were installed on the Blood Farm Trail in the Davis Corridor, the Blueberry Trail in Greenough, the Outer Loop in Malcolm Meadows, the Rangeway Trail, Spencer Brook Reservation, Sachs Greenway, and Woodhaven Farm.

As part of an effort to provide better trailside parking, the Committee examined locations on Rutland Street and North Road as possible parking areas for the Rangeway Trail, which currently has no public parking.

The Shneider family generously donated a table saw to the Trails Committee. This was the saw Hal Shneider used to make over 100 trail signs before he passed away.

Preserving trails and new trails – (1) A section of the Banta-Davis Trail was rerouted through the woods instead of through the grassy area next to the track. This was done so dog walkers could use the trail without entering an area off-limits to dogs. (2) The Trails Committee worked with the Planning Board and the developer of Woodward Village to finalize trail easements through the new development. (3) The Committee also worked with other stakeholders on proposed trail locations in the Town-owned Woodward land. (4) The Committee filed with the ConsCom for a wetlands permit for trail access to the Russell Conservation Land, transferred to the Town last year. The ConsCom was OK with the proposed boardwalk, but asked for alternatives to an earthen ramp from Russell Street that would be wetland fill. A wooden staircase will be proposed. (5) A new conservation restriction including public trail access at Bartlett Farm was approved. A section of existing trail near the Kibby Trail was relocated, including a small bridge, and opened in the fall.

Interfacing with other boards and committees – In a meeting with ConsCom, it was clarified that repairing existing, previously approved, boardwalks and installing narrow duckboards do not require new wetland filings. After a motion to ban deer hunting on Town land failed at Town Meeting, Steve Tobin retired from the Deer Committee as the Trails Committee's representative and Jonathan DeKock volunteered to take his place. Jonathan also became a

member of the Planning Board. 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 committee and the Town Master Plan committee.

Finances – A Community Preservation Act request for \$15,000 to fund trail projects over multiple years was approved at Town Meeting. At year's end there were \$8,619 in the Trail Maps revolving fund, \$14,439 in the CPA account, \$583 in the Trails Grant account, and \$3,248 in the Gifts account. \$1,291 was donated to the Gift account by a Carlisle mountain bike group after their Carlisle riding tour.

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), Henry Cox, Louise Hara (clerk), Roy Herold, Marc Lamere (chair and treasurer), Warren Spence, and Steve Tobin (chair-elect). Jonathan DeKock is an Associate Member.

Report submitted by Steve Tobin.

## 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 committee consists of Drew McMorrow (Chair), Mark Spears, Amy Smack, Courtney Bittelari and Lynette Kelleher.

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

Committee members work 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 2019 and made progress on a variety of initiatives. We welcomed a new committee member, Lynette Kelleher, and bid farewell to outgoing board member, Peter Best.

Top priorities in 2019 included:

1. Overseeing field and facility maintenance bids and contracts
2. Program development and oversight
3. Securing funding at Town Meeting for a Spalding field study
4. Coordinating with the COA on the development of the Community Center proposal
5. Participation in the Master Plan Working Group
6. Participation on updating the 2020 Open Space & Recreation Plan
7. Research on a grant to build a sustainable dog park
8. Continued dialogue with the Superintendent of Schools on programming space at the Brick Building and field use at Spalding field and Banta-Davis fields.
9. The Recreation Commission is working toward three important goals:
10. Professionalizing the maintenance of our existing facilities, which have in the past relied on volunteers for much of their maintenance,
11. Upgrading and improving our existing facilities, as funds allow, so that the community can get the best possible use of them, and
12. 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.

#### Fields and Facilities Maintenance

The Recreation Commission oversees the contract for field fertilization and pest management with GreenScape Land Design, Inc. A new company, Golf Course Management, was awarded a one-year contract for field maintenance (mowing, trimming, field refurbishments and management) and received high praises from school personnel and local sports programs officials.

The Town guided the Recreation Commission to use an organic maintenance program for all of its fields. Organic maintenance was administered by GreenScape in 2017 and 2018, however the organic maintenance introduced some issues with pest control and field quality. Despite their best efforts, the use of beneficial nematodes did not prove robust enough to match the grub infestation. GreenScape recommended rotating the use of the fields in order to facilitate a program of turf replacement in the areas where pest infestation has been most damaging. With the present number of fields we have and the high demand on those fields, we have been unable to rotate field use. Given the state of the fields, GreenScape advised returning to a non-organic, chemical maintenance program. Careful deliberations were made on the type and quantity of treatment options and local beekeepers were consulted before proceeding with field treatment. Spalding field, while far from perfect, did show significant signs of improvement once the grub problem had been addressed.

#### Fields & Facilities Enhancements

Enhancements to fields and facilities are needed. The Recreation Commission continues to discuss the best course of action for a rotation of fields to manage overuse. The Commission is also committed to increasing user and spectator ADA accessibility and compliance at all recreational fields and facilities.

#### 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 and a sand wasp problem was addressed.

The Town voted on a Community Preservation grant for the renovation of the infield, drainage, and grading at Banta-Davis Baseball Field. The rehabilitation of the Banta Baseball field was completed in 2018.

The Recreation Commission instituted a dog ban at Banta Davis fields beginning at 10:00am daily during the soccer season, September to November. Carlisle residents are permitted to walk their dogs at Banta-Davis in the morning hours from sunrise to 10:00am. This measure has had an enormous impact on the reduction of dog waste on the fields.

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 2008, further proposals were considered but not realized.

**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. Several companies are being considered for this work to take place in 2020.

**DIMENT PARK:** The tot lot is used as a place for children up to age 5 years old as one of the only venues in town to meet and socialize. Boy Scout Tanner Buckelew led a clean-up effort at Diment 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 is ideal for young children while their families are watching soccer, baseball and softball games.

**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:** A temporary ice skating rink was donated by a Carlisle resident and installed at the Kimball's parking lot for the winter months. Maintenance of the ice skating rink has been led by Courtney Services for set-up/take-down and liner replacement. A joint effort by RecCom members, the Fire Department, volunteers and the DPW keeps the ice skating rink functional and safe each year.

**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, overhanging trees were trimmed back and a "Town Tennis Courts" sign was added.

Mr. Wiener made some recommendations regarding on-going maintenance with brooms to clear the surface of leaves and branches and those brooms were purchased and put to use as well.

Tennis lessons for adults and children were offered for five weeks in the afternoons in spring, week-long sessions in the summer, and for five weeks in the mornings and afternoons in the fall. 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 Recreation to use the Brick Building, located on school campus, for programs and events in 2019. 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

Recreation programs included a variety of recreational opportunities to meet the needs of all segments of our community. We offer a range of fitness, arts & crafts and life skills classes during the spring, summer, fall and winter seasons using the town hall and school facilities as well as some outside vendor locations. Families with preschool children continue to enjoy the PreK-K transitional program offered for preschool aged children. This program is held at the Brick Building two days per week.

Two of our most popular and well-attended programs are Pottery for Kids and Musical Theater. The pottery class is taught by Carlisle resident, Karin Lemmerman at her studio on South Street. Children design various pottery pieces that are keepsakes. The Musical Theater program runs in both fall and spring with two casts and two shows each season. Over 70 children enjoy this program each season and perform a show for friends and family at the end of the 8- week session.

The Summer Fun Program for youth (age 4+) is offered for six weeks during the summer using the school facility and the outdoor recreation facilities. Ten young people are employed during the summer as counselors and swim instructors. Carlisle residents graciously offer their pools for swim lessons each summer.

Recreation has continued to work with the Nashoba Valley Ski Area to offer ski and snowboard programs for youth. The ski program brings 50 children straight from school to the ski mountain on Friday afternoons during the winter months. Parent chaperones make this program run smoothly and efficiently.

STEM programs continue to be highly valued after-school options for students and families. Engineering using LEGO, circuit-making, chemistry, and science classes offer opportunities to develop problem-solving skills in a fun, exploratory environment. Before school drawing classes were well attended.

Recreation works closely with surrounding towns to collaborate on various programs and trips. An archery company alternates program locations between Acton, Carlisle, and Bedford so that participants can pursue the sport year-round should they choose to do so. Creative and hip hop dance, karate, fencing, multi-sport, and track & field were some of the popular fitness and movement options for students. Gators Volleyball Club offered a beach volleyball program during the summer months, which was well attended.

Home Alone courses for tweens and teens, babysitting certification courses, social etiquette courses for children, CPR courses, Zumba classes, yoga classes and parent/child art classes

were some of the most successful offerings in 2019. Adult evening badminton, basketball and pickleball programs were popular again this year.

Recreation offers a wide range of programs for residents at all age levels and pursuant to many disparate interests. Programs include a variety of health and wellness, nutrition, child development, science, arts, sports, and education classes. Fitness, meditation and tennis lessons were offered before school beginning at 8:00am.

#### 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

# 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.

## **Strategic Plan**

In 2019, the Library completed a five-year strategic plan for 2021-2025. A committee consisting of community representatives, Library staff, and Library trustees was assembled to assist in the development of the plan. A public survey was developed to gather feedback on current Library services, to identify which Library services are most important to the Carlisle community, and to gauge interest in a variety of possible new services; the survey received over 300 responses. Based on the results of the survey and brainstorming from the committee, a strategic plan for the Library was prepared. The Library Trustees approved the final plan on September 23, 2019.

The five primary goals identified in the plan are:

1. **SPACE:** Library users find a welcoming physical space that meets their needs for quiet focus, community gathering, work, and learning.
2. **LIFELONG LEARNING:** The library is a center of collaborative education in the community.
3. **AVAILABILITY/ACCESSIBILITY:** The library's programs and resources are available when and where people need them. Information on library services is easily accessible to all users.
4. **SUSTAINABILITY:** The library fosters environmental sustainability in Carlisle.
5. **CELEBRATE READING!**

The Library is greatly indebted to the people of Carlisle for their contributions to the planning process and for their ongoing support of the Library. In particular, the Library is grateful for the participation of the following in the planning meetings: Maxine Crowther, Karen Gettings, Naomi Kablotsky, Karin Klinger, Virginia Lamere, Catherine Mastromarino, David McKay, Jessica Nierenberg, Kate Reid, Christine Stevens, Priscilla Stevens, Thalia Westland, Jane Williams, and facilitator Deb Hoadley.

## **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, 42,000 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) continued to rise. GPL also provided access to computers, printing, online research databases, and the Internet. In 2019, GPL added the following services and resources:

#### New Collections/Services:

- Kanopy – A streaming movie service including independent films, documentaries, foreign films, Great Courses, and more.
- Author Alerts – Users can now subscribe to automatic email or text notifications when new releases by their favorite authors are added to the Merrimack Valley system.
- Non-English collections – A collection of Spanish-language books for adults was added, along with Spanish and French-language books for children.
- Overdrive Reciprocal Lending – MVLC joined other Massachusetts libraries in enacting reciprocal lending for Overdrive ebooks and eaudiobooks, providing access to millions of additional titles for Carlisle patrons.

#### New Equipment/Technology:

- Laptops now available for patrons to borrow and use in-library
- Assistive Hearing Devices<sup>2</sup> for use at library programs
- Instagram account: [instagram.com/gleasonpubliclibrary](https://www.instagram.com/gleasonpubliclibrary)

### **Building & Grounds**

GPL is fortunate to be housed in a beautiful facility that is well used and well loved by the community. In 2019, regular maintenance and improvements included:

HVAC System: Municipal Facilities Manager Steve Bastek coordinated a significant amount of maintenance to our HVAC system, including replacing filters and cleaning plugged units. In the summer, clogged fan coil units led to water damage in staff room; the wall had to be cut out, mold remediation performed, and wall replaced.

TBA Architects report: The Municipal Facilities Committee commissioned a report by TBA Architects to assess building maintenance/repair needs; a number of recommendations were made, with priorities ranked, that will guide funding requests.

Well: A crack in the well was identified by a camera inspection and sealed in May. Following the repair, nitrate levels were lower than previously measured.

Roof: Several small leaks in the roof were repaired in June.

### **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. GPL was pleased to offer the following in 2019:

Story Times: Story times were offered for babies through children aged six. Over 50 sessions were attended by about 300 people. Noah's Ark Preschool visited GPL monthly for a story time session. Story times were led by Nicole Claire, Miranda Griffiths, and Tahleen Shamlan.

Book Clubs: A variety of book discussion groups met regularly at the Library, 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 4 (led by Nicole Claire, Miranda Griffiths and Tahleen Shamlan). The middle school book club (led by Tahleen Shamlan) expanded from grades 5 and 6 to include grades 7 and 8.

Poetry: GPL held its ninth Annual Poetry Contest<sup>1</sup> during National Poetry Month in April. The theme was “Left.” The winners were Alden Cox, Charlie Molten, Gabriel Pereira Duraes, and Kay Hurley. Winning poets were invited to recite their poems at a special poetry reception. 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 2019. All events were coordinated by Nicole Claire (January through August) and Miranda Griffiths (October through December), with assistance from Tahleen Shamlan, unless otherwise noted.

Summer Reading: 149 children signed up for this year’s program, themed “A Universe of Stories”, and total participation and attendance at events for all ages was over 800. Reading incentives included a special Book Bingo and Reading Raffle. Summer Reading included educational shows by the Hampstead Stage Company<sup>1</sup>, ScienceTellers, and Flying High Frisbee Dogs<sup>1</sup>, and musical performances by Jeff Jam<sup>1</sup>, Tom Sieling<sup>1</sup>, and Rolie Polie Guacamole<sup>1</sup>. Craft workshops<sup>1</sup> included Alien Spaceship and Galaxy Slime activities, as well as an origami class. For teens, there was a reading raffle with scratch tickets<sup>1</sup>, and for adults, there was a book bingo<sup>1</sup>.

35<sup>th</sup> Annual Pumpkin Spectacle<sup>1</sup>: More than 30 pumpkins were entered by students in grades K-4. The event featured spooky stories and shadow puppets by David Mello, followed by a pumpkin contest.

Polar Express Story Time & Party<sup>1</sup>: In December the Library hosted its 6<sup>th</sup> annual Polar Express Story Time. 70 pajama-clad participants and their families listened to a reading of the book, made a craft, posed in a photo booth, and enjoyed seasonal refreshments.

Special Events: Other special events included a Sing-Along with Jeannie Mack<sup>1</sup>, Dinoman<sup>3</sup>, Baby Sign Language<sup>1</sup>, Dentist Storytime, Preschool Mindfulness<sup>1</sup>, Storytime Yoga<sup>1</sup>, Sing to Your Baby with Julie Stepanek<sup>1</sup>, Gingerbread Houses<sup>1</sup>, and a welcome event<sup>1</sup> for the new Children’s Librarian.

### **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.

TAB<sup>1</sup>: The Teen Advisory Board meets monthly to gather input from local high school students about what they want to see in the Library. The group has helped by volunteering at

events such as the Pumpkin Spectacle, Summer Reading, and the Polar Express Party. The Teens also provided valuable advice on collections and programs most appealing to a teen audience.

Special Events<sup>1</sup>: Special events included Henna Tattoos and Henna Alchemy with Mandy Roberge, Teen Painting 101, and Brush Lettering led by CCHS student Claire Sun, and High School Study Nights during exam periods.

Make and Takes<sup>1</sup>: A variety of craft workshops were provided after school once each month, including Snowglobes, Painted Pots, Locker Magnets, Pumpkins, and Turkey Lanterns.

Early Release Movies<sup>1</sup>: Each month on the Carlisle School's early release day, GPL screened a movie for students in grades 5-8.

Leveling Up: In May, the Gleason presented at an event geared toward rising middle school students and their parents, on the expectations, privileges, and responsibilities of visiting the library and other town areas without parental supervision.

### **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 4 shows in 2019:

- Bedford Arts & Crafts Society Group Exhibit (January-March)
- From Table to Tableau: Landscapes and Floral Art – Mountain Photographs by Bert Willard, Pastels by Cynthia L. Rodday, and Floral Displays and Gardening Information by the Carlisle Garden Club (March-June)
- Carlisle School Student Art Exhibit, featuring art by 4<sup>th</sup> grade and middle school students, and in the upstairs stairwell, pottery, photography, and painting by CCHS students (June-September)
- Social Fabric by Michele Fandel Bonner and Artistic Mathematics by Thomas Pendock (September-December)

An after-hours Friday evening reception, featuring live music, wine, and snacks, was held for the spring exhibit; others chose Saturday afternoon openings.

Community Conversations<sup>2</sup>: Community Conversations were held monthly during the school year and featured a variety of topics and local speakers. 2019 topics included: Brain-Healthy Cooking for One, Don't Get Scammed, Decluttering, and Antique Clocks.

Summer Reading<sup>1</sup>: For the sixth 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 \$50 restaurant gift certificate.

Cultural Programs: Educator and artist Jane Blair returned to present a three-part lecture series on art<sup>1,2</sup>; subjects included Impressionism, Post-Impressionism, and Alexander Calder. In the fall, cultural and educational lectures<sup>1,2</sup> included “America at War, 1941-45” with Gary Hylander, “Myth and Religion” with Jason Giannetti, and “American Folk Music” and “Music and the Military” with Richard Travers. Local volunteer Claire Smith continued to present monthly genealogy classes.

Nature & Science Programs: Talks related to science and nature included Paul Sellev of Little Leaf Farm<sup>4</sup>, “Search for the Medusa”, and “Tales from the Home of the World's Worst Weather”<sup>3</sup>.

Health & Wellness Programs: GPL partnered with the Carlisle Council on Aging to offer a variety of health and wellness programs in 2019<sup>1,2</sup>, including “Think positively and live longer and healthier!”, “Oh, Your Aching Joints!”, Oral Health, Integrated Therapies, and Alternative Medicines.

Cookbook Club<sup>1</sup>: GPL began offering a Cookbook Club (led by library assistant Emma McKenna), meeting several times over the course of the year to share dishes from selected cookbooks and discuss recipes, cooking, and more.

### **Stewarding Carlisle’s History**

Historic Collections Curation: Janet Hentschel continued to catalog the library’s historic collections into an online database, and presented a class on Preserving Heirlooms and Documents. A portrait of Gleason’s first librarian, Mary Green, was framed and put on display.

Exhibitions: Carlisle resident John Troast curated an exhibition of WWI items related to Carlisle in the spring. In the fall, Janet Hentschel assembled a display of Civil War artifacts at the library, and Gettysburg artifacts were loaned to the Carlisle Historical Society for a display curated by John Troast.

Carlisle Mosquito digitization: GPL tax workers and volunteers scanned thousands of pages to complete the project of digitizing back issues of the Carlisle Mosquito for preservation and public access on the Mosquito website.

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

The library was sorry to see the following staff move on: Children’s Librarian Nicole Claire, who resigned in August to resume graduate studies in education; and library assistants Andrea Dollen, Marcus Valenzuela, and Kimberly Money Priddy. The library also mourned the passing of custodian George Collins in February, and retired Children’s Librarian and Assistant Director Marty Seneta in April.

Miranda Griffiths was hired as Children’s Librarian in the fall. Vincent Carfagno, who had been working temporarily as a custodian, was hired permanently in the spring. New library assistants included Helen Lyons, Marie Rice, and Kathleen Taffel.

Two long-time library trustees also left Carlisle in 2019: Steve Golson resigned in May after 8 years on the board; Dale Joachim was appointed as his replacement. In August, Priscilla Stevens resigned and was replaced by Karen Gettings. Stevens had served on the board for a total of more than 12 years between 2004 and 2019.

### **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 234 members supported a variety of museum passes, many special events, and technology enhancements. Local author Marcella Pixley spoke at the Annual Meeting in November on her upcoming book *Trowbridge Road*. The Friends fundraised through their annual membership drive, book sales in the library foyer, and two “pop-up” book sales, one in February and one on Old Home Day.

Volunteers & Senior Tax Program: In addition to the Friends, dozens of volunteers and tax workers donated their time and energy in 2019. 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 1300 hours of work were contributed by volunteers, boards, Friends, and Tax Workers.

### **Library Statistics\***

Hours open per week	
January—June and September—December:	55
July—August:	51
Items owned by GPL (physical):	49,176
Items owned (downloadable):	42,093
Items provided by other libraries:	14,071
Items provided to other libraries:	23,887
Carlisle patrons:	5,644
Total direct circulation:	76,562
Digital circulation:	7,656
Number of visitors:	71,905
Number of reference transactions:	2,944
Meeting room uses by public:	408
Public computer sessions / wifi sessions:	8060 / 31,862
Number of programs / attendees:	249 / 4,818

### **Library Staff**

Director: Martha Feeney-Patten  
 Assistant Director/Head of Technology: Jennifer Pike  
 Children’s Librarian: Miranda Griffiths  
 Teen and Children’s/Reference Librarian: Tahleen Shamlan

Reference and Special Collections Librarian: Janet Hentschel  
Reference Librarian: Kay Edelberg  
Head of Circulation: Deena Scaperotta  
Library Assistants: Jenn Buliszak, Linda Dodge (substitute), Leslie Kmiec (substitute),  
Helen Lyons, Emma McKenna, Shoba Ramapriya (substitute), Marie Rice, Ellen Royalty,  
Kathleen Taffel  
Assistant to the Director: Kathryn Untermeyer  
Custodians: Dan Brainard, Vincent Carfagno  
Library Pages: Sally Duscha, Marisa Ih

**Board of Trustees**

Christine Stevens, Chair	Term expires 2021
Dale Joachim, Treasurer	Term expires 2020
Karen Gonzalez Gettings, Secretary	Term expires 2020

Submitted by Martha Feeney-Patten, Library Director.

\*Circulation and Holdings data is based on FY2019 (July 2018-June 2019) 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

## 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 citizen.

The Carlisle Cultural Council has a number of mandatory duties that are carried out by a volunteer body appointed by the Board of Selectmen. 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

### **Community outreach**

In 2018, the Council resolved to increase its presence in the community by sponsoring a community activity and participating in Old Home Day. In keeping with this resolution, in 2019 the Council sponsored and produced a free community Singalong + Open Mic event on the Friday night of Old Home Day weekend. On a beautiful summer evening under a tent outside the First Religious Society in front of more than 60 people, the event featured a rousing singalong of patriotic and popular songs led by the Carlisle Community Chorus, as well as musical and spoken word performances by several townspeople.

Based on this success, during the FY20 planning process, the Council determined to produce several Open Mic events in 2020, including a return to Old Home Day.

The Council entered a float in the 2019 Old Home Day parade. Members created costumes and designed the float to reflect the “Sounds of Carlisle” theme. The float also included signage acknowledging the FY19 cultural grant recipients.

The Council also determined to increase awareness of its activities through social media. A Facebook page was created to promote cultural events, related news and stories, and Council activities. Carlisle residents were encouraged to Like and Follow the page.

### **Cultural grant funding**

In 2019, the Carlisle Cultural Council (CCC) awarded \$5,150 in grants for local projects in the performing arts, visual arts, education and community outreach for FY20. These grants are made possible by the Massachusetts Cultural Council, a state agency that funds local cultural councils. The annual allocation from the MCC to Carlisle for FY20 was \$4,800. An additional \$350 of unencumbered funds from the FY19 grant cycle was available for FY20 grants.

The Cultural Council received 24 applications for FY20, a 20% increase over FY19, and awarded grants to 17 recipients, a 54% increase.

FY20 grant awards:

Carlisle Chamber Orchestra: \$450 for Concert of American Music, Carlisle Congregational Church, May 8, 2020

Discovery Museum: \$100 for their Free Friday Night Fun, first Friday of each month and every Friday during the summer, Discovery Museum, Acton

Kevin Driscoll: \$300 for Council On Aging program Comedy for Seniors, Carlisle Congregational Church, June 3, 2020

Concord Orchestra: \$400 for Young Artist Concerts, 51 Walden, Concord, January 24-25, 2020

Carlisle Public School: \$100 for Storytelling with Len Cabral at Carlisle Public School, April 2020

Carlisle Mosquito: \$300 for color photo essays in several editions of the newspaper during 2020

Savoyard Light Opera Company: \$500 for The Music Man, October 25-26 and November 1-3, 2019

Christine Lear: \$100 for Legacy Tile Project, Carlisle Public School, Spring 2020

Carlisle Community Chorus: \$500 for Community Concerts, Corey Auditorium, January 14 and May 12, 2020

The Concord Chorus: \$300 for Concerts 2020, Church of St. Brigid, Lexington, May 30, 2020

Carlisle Artisans: \$500 for Celebrating Carlisle's Landscapes, Gleason Library, September 19 to December 26, 2020

Davis Bates & Roger Tincknell: \$300 for Earth Rhythms: Songs & Stories for the Whole Earth, Gleason Library, April 23, 2020

Carlisle Garden Club: \$500 for Carlisle Earth Day Celebrations, Carlisle Public School and Town Common, April 22 and 26, 2020

Concord Art: \$300 for Annual CCHS Art Exhibition, Concord Art, May 14-31, 2020

Chinese Family Network: \$300 for Creative dramatics and readers' theatre, Gleason Library, April-May, 2020

Indian Hill Music: \$100 for Bach's Lunch Concert Series, Indian Hill Music, Littleton, one Thursday each month, September, 2019 – June, 2020

Virginia Thurston Healing Garden: \$100 for Nature & Art Therapy Series, Virginia Thurston Healing Garden Cancer Center, Harvard, January – December, 2020

## **Membership**

Caren Ponty, Chair (Jan-Sep)

Mark Levitan, Co-Chair (Sep-Dec)

Jennifer Sagalyn, Co-Chair (Sep-Dec)

Abby Zimmerman, Secretary (Sep-Dec)

Alain Bojarski, Treasurer

Morgen Bearse

Jill Henderson

Carren Panico

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 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 in 2019 to continue the tradition of providing an excellent educational experience for the children of Carlisle. Our mission statement and core values continued to guide all that we do:

*The mission of the Carlisle Public Schools is to provide a collaborative and caring community in which each student is known, understood, and valued so that students can learn to their fullest potential in a safe, inclusive environment with high expectations and clear standards for all.*

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:

- o Provide a Rich, Rigorous, and Relevant Curriculum
- o Build a Community of Respect and Inclusion in a Safe and Healthy Learning Environment
- o 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 three long-time and respected school employees in June of 2019. Nicole Baker, World Language Teacher, worked at the Carlisle Schools since 1992. Nicole, with her unique flair, could always be counted on to interject a few phrases in French into any conversation. Students in her classes often learned through fun hands-on activities. Christine Denaro, 5<sup>th</sup> grade teacher, worked at the Carlisle Schools since 2004. Chris was passionate about children, education and sports. Her students remember and enjoyed many class projects including learning about weather and turtles. In the Student/Faculty basketball games, Chris was often the high scorer on the Teacher team. Margaret Heigl, Physical Education teacher, started at the school in 1993. Margaret was full of energy and was able to motivate students across all grade levels. She was also a tremendous athlete and had a wonderful sense of humor. All of these professionals cared deeply about students and the Carlisle Schools, and will truly be missed.

On July 1, 2019, the District implemented PowerSchool, a new Student Information System. After months of research and decision-making, followed by data migration and training, we

brought this updated and innovative platform to Carlisle. PowerSchool allows us to automate and streamline many of our existing systems. The teachers and staff, as always, have enthusiastically embraced the new system and practices. Parents are supporting the new processes as well, that include new report card designs and online new and returning student registration.

### **Carlisle Middle School Highlights of 2019**

Middle School Principal Matthew Mehler oversees students and teachers in Grades 5-8. Carlisle Middle School focuses on academic and social-emotional learning of nearly 270 students. 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 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.

The instructional day at Carlisle Middle School is supplemented with extracurricular activities such as athletics, music and clubs. Interscholastic sports include middle school cross country (5-8), soccer, field hockey, basketball, baseball and softball. Music programs include middle school choir, advanced choir, pop choir, symphonic band, concert band and jazz band. The Middle School Band and Choir students participated in auditioned ensembles including the Junior District Band and Choirs. In addition, bands and choir performed at Mechanic's Hall in Worcester in the winter of 2019. Members of these groups also performed for the Council on Aging in Carlisle. Some examples of clubs include; the creative writing club, art club, computer coding, nature exploration, chess program, model United Nations (UN), student newspaper – the Bite, folk dance club, Early Act Rotary Club, video club, writer's guild, drama club, math league, and the Clark Farm After School Program.

In addition to our continued dedication to supporting early adolescent social-emotional and academic excellence, our middle school students participate in activities that connect to real world learning such as conversations with authors and other schools around the globe. Student involvement in community service and outreach remains strong as seen in our music performances for the Council on Aging, the Memorial Day parade, and at Old Home Day.

The middle school students also engage in various celebrations of cultural events such as the Carlisle Chinese New Year. Our student government collects and distributes non-perishable food items that are delivered to Open Table Food Pantry in Concord. The Carlisle 6<sup>th</sup> grade class attended Outdoor Education/Nature's Classroom at the Sargent Center in New Hampshire in the fall. The 7<sup>th</sup> grade continued the tradition of performing for the wider Carlisle community and the 2019 play was *Once Upon a Mattress*. Our 8<sup>th</sup> graders travelled to Washington D.C. in early June, viewed many monuments and memorials, and experienced a wonderful bonding and civic learning time in the nation's capital.

Carlisle Public School graduated 77 eighth graders in a lovely evening ceremony on Thursday, June 13 that was held in the school auditorium, due to inclement weather. The class speakers were Lucas Lee and Sydney Wiggins. The graduates were glowing as their family members looked on with pride. Many school faculty and administrators were in attendance at this milestone for our graduating 8<sup>th</sup> graders.

### **Carlisle Elementary School Highlights of 2019**

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

We are very happy that our cultural diversity is expanding. We have had multicultural fairs in past years, but this year we ran the fair on a Friday, so that all Carlisle children could attend and participate. We had 18 different countries represented from our Carlisle school families. These families created activities and booths for children from each grade level to visit and learn about the culture of each country. It was a fun and wonderful experience for our children and I would like to thank all the parents that organized this fair.

Fundations is a phonemic awareness, phonics, spelling and handwriting program that we use here in Carlisle. In the spring we finished the implementation of the Fundations program in grade three. Now the program is used in all classrooms in grades kindergarten through grade three. In the Fall we started the implementation of a Fundations sister program called Just Words in our fourth grade. The training for grade four teachers took place over the summer. Teachers have worked together as a team along with Dr. Macklis, our Reading Specialist, to be ready for implementation of this new program.

We finished our first-grade pilot that changed the timeline of our major communications with parents. This new timeline moved the first parent/teacher conference to October, then the first report card was distributed in late January, followed by a parent/teacher conference in March and ending the school year with a June report card. We collected feedback from the first-grade team as well as the first grade parents. The results of the survey told us that both the teachers and the parents thought the new timeline was beneficial to building a strong teacher/parent relationship and kept the parents up-to-date on their child's progress. This year we expanded this timeline from just first grade to grades kindergarten through fourth grade. All elementary teachers and parents will be surveyed to collect feedback on this new parent communication timeline.

This year we added a communication platform with parents called SeeSaw. This software allows teachers to send home pictures, recordings and videos of presentations, activities or student learning that is taking place in the classroom. Parents are able to hear their child explain their thinking in solving a math problem, read a piece of writing that they created or see pictures of a group project. We are using SeeSaw in grades kindergarten through grade four. Each year the teachers are sending multiple posts of each child, so at the end of grade four a parent will have a digital record of their child in pictures, videos and recordings from each of the elementary grades. Parents are sent an email each time the teacher posts something new. A parent can open the link each time a new post is available or the parent can wait and look at multiple posts at one time. Parents can also comment on the post and have a back and forth dialog with the child or the teacher.

### **Carlisle Special Education Highlights of 2019**

Carlisle Special Education has a new Director of Student Support Services. Lori Bruce, who joined us in July 2019, has been getting to know staff, students and our programs. She has been working with families and faculty to broaden our understanding of the strengths and areas for growth within Special Education and the entire Student Support Services department. Lori has been meeting with staff both individually and in groups, as well as, spent time observing classrooms and meeting with students personally.

Training has taken place on how to write more student-centered and consistent Individualized Education Programs (IEPs). Literacy development continues to be a strong focus with members from both general and special education attending the Harvard University-sponsored conference on Dyslexia this past fall. All special educators have been trained on the Heggerty Phonemic Awareness Screener. Additional assessment tools are being used to identify students earlier who may have a specific learning disability. These include the Qualitative Reading Inventory (QRI), and Dynamic Indicators of Basic Early Literacy Skills (DIBELS) to allow for more accurate baseline data. The Star Reading Renaissance assessment adopted by the middle school ELA teachers has also provided helpful information for special education staff to support literacy development.

Carlisle Public Schools has over 100 students receiving special education services in the district, and 8 students who are placed out of the district. Each student in the district has a Case Manager who works closely with Lori and the students' team to allow for wrap-around support by both special and general education. Lori has been to each of the out-of-district schools and met with families and students to ensure all of our community's students are well placed and having their needs met. Our community prides itself on our ability to continue to serve students in the least restrictive environment. Carlisle's dedicated staff sets high standards for achievement and work collaboratively to help students achieve their highest potential. Lori is appreciative of all the support she has been provided in the past few months and is looking forward to continuing to get to know our faculty and families.

### **Final Thoughts**

We are very thankful to have such involved and active parents and families as part of our school community. Our parents not only volunteer their time in many ways (library, lunch/recess, classrooms, field trips, and activities) but also 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 citizens of Carlisle graciously attend our school events, such as musical and play performances, the Spaghetti Supper, and sports competitions. 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:

David Model  
Sara Wilson  
Eva Mostoufi  
Shannon May Lavery

**Carlisle Public Schools  
Enrollment by Grade  
December 31, 2019**

<b>Grade</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
Pre-Kindergarten	11	3	14
Kindergarten	17	35	52
Grade 1	34	28	62
Grade 2	32	34	66
Grade 3	39	29	68
Grade 4	32	32	64
Grade 5	37	28	65
Grade 6	40	38	78
Grade 7	38	28	66
Grade 8	40	33	73
Out of District/ Services Only	6	3	9
<b>Total</b>	<b>320</b>	<b>288</b>	<b><u>608</u></b>

## **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 1281 students in grades 9-12. CCHS experienced an increase of nine 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

Executive Committee: Rebecca Britten ‘Bee’ Loprete - Chair, Travis Minor - Assistant Chair, Welles Hatch - Treasurer, Albert Powers - Assistant Treasurer, Elaine DiCicco - Secretary, Paul Ressler - Past Chair, Lucy V. Miller - Past Chair

Trustees: Kenneth Anderson - Associate Trustee, Dorothy Bean - Emerita Trustee, Edward Bernard - Associate Trustee, Hanna Bruno, Nick Carter, Jeanne DeTemple, Molly Q. Eberle, Devra Feshbach-Meriney, Janet Rhodes Friedman, David Gould - Emeritus Trustee, Julie Hagan, Danae Laura - Associate Trustee, Leah Levinger - Associate Trustee, Deb Mayerson, Tom Rutledge - Associate Trustee, Priscilla White Sturges

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 22-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 2019, the trustees awarded \$218,250 supplemented by \$53,140 from The Scholarship Fund’s affiliated organizations, bringing the total to \$271,390 awarded to 73 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 2019-2020 academic year.

- Scholarships marked with one asterisk are managed by the Scholarship Fund of Concord and Carlisle.
- The scholarships marked with two asterisks are managed by the Trustees of Town Donations of the Town of Concord.
- All other scholarships are managed by the named affiliate organization.

The Abby Memorial Scholarship\*  
Andrenae Jones

The Acton Toyota of Littleton Scholarship  
James Rice

The William W. Anderson Memorial Scholarship\*  
Mahera Malek

The Janet Babb Memorial Scholarship\*  
Christopher Secunda

The Bean Family Scholarship\*  
Yoonjae Song

The Trudy Biernson Memorial Scholarship\*  
Kira Johnson

The Carlisle Policemen's Scholarship  
Jai-Anah Bennett  
Fiona Sills

The Eleanor Winstanley Childs Memorial Scholarship\*  
Jillian Cupp

The Class of 1962 John F. Donovan Scholarship\*  
Kira Johnson

The Concord Children's Center Scholarship  
Marin Gerstmyer

The Concord Firefighters' Relief Association Scholarship  
Denkeis Hunter

The Concord Lions Club Scholarship  
Joshua Glazer  
Hugo Zhang

The Concord Policemen's Relief Association Scholarship  
Tyler Heber  
Andrenae Jones

The Concord Women's Club – Ruth Bullerwell Scholarship\*  
Yeruksew Hoyt-Rouse

The Mary Connorton Memorial Scholarship\*

Elizabeth Fineberg

The Guido S. D'Asti Memorial Scholarship\*

Tyler Hebert

The Clair Day Memorial Scholarship\*

Yeruksew Hoyt-Rouse

The Charles W. & Nancy I. Dee Memorial Scholarship\*

Tyler Hebert

The Joan M. & Norman E. Dee Scholarship\*

Minjae Song

The Elaine DiCicco Scholarship\*

Kira Johnson

The Guy P. & Teresa E. DiGiovanni Scholarship\*\*

Denkeis Hunter

The Engel & Völkers Scholarship

Jai-Anah Bennett

The Charles Evans Scholarship\*

Mahera Malek

The John B. Finigan Memorial Scholarship\*

Catherine Whitlock

The Wilson Flight Scholarship\*

Fiona Sills

The Garden Club of Concord Scholarship

Sara Fein

The Essie Golden Scholarship\*

Sara Fein

The Bobby Gray Memorial Scholarship\*

Isabella Eliot

The Margaret Haggerty Scholarship\*

Marin Gerstmyer

The Teresa ("Teri") D. Hale Memorial Scholarship\*

Philip Haddad

The Wells A. Hall Memorial Scholarship\*  
Isabella Eliot

The Anthony Halls-Keenan Smith Scholarship\*  
Jai-Anah Bennett

The Thomas Hart Memorial Scholarship\*  
Yoonjae Song

The Christopher Hentchel-WIQH Scholarship\*  
Philip Haddad

The Seitaro & Shina Ishihara Memorial Scholarship\*  
Christopher Secunda

The Jiro & Tama Ishihara Memorial Scholarship\*  
James Rice

The Vinod Jalan Memorial Scholarship\*  
Zoe Donovan

The Casper C. Jenney & Eleanor M. Jenney Memorial Scholarship\*  
Tyler Hebert  
Denkeis Hunter  
Minjae Song  
Yoonjae Song

The Diane Kenneally Memorial Scholarship\*  
Benjamin Keaton

The Knights of Columbus Scholarship\*  
Isabella Eliot

The Sally Lanagan Memorial Scholarship\*  
Maiya Bowen

The Norton Levy Scholarship\*  
Benjamin Keaton

The Charles E. Manion, Jr. Memorial Scholarship\*  
Maiya Bowen

The Adrian A. Martinez Memorial Scholarship\*  
Philip Haddad  
Andrenae Jones

Marinna Kaufman  
Gabriel Zeinoun

The Elizabeth A. Mattison Memorial Scholarship\*  
Yeruksew Hoyt-Rouse

The Mary F. McHugh Memorial Scholarship\*  
Mahera Malek

The Dr. Barbara Schips Miller Scholarship\*  
Marin Gerstmyer

The Middlesex Savings Charitable Foundation Scholarship  
Elizabeth Fineberg

The Janet Gates Peckham Memorial Scholarship\*  
Minjae Song

The Albert L. & June B. Powers Scholarship\*  
Elizabeth Fineberg

The David Prifti Memorial Scholarship\*  
Christopher Secunda

The Katrina J. Przyjemski Memorial Scholarship\*  
Christopher Secunda

The Marguerite Purcell Memorial Scholarship\*  
Dalia Katerji

The Nick Ressler Memorial Scholarship\*  
Benjamin Keaton

The Rivercrest – Deaconess – Newbury Court Scholarship  
Joshua Glazer

The Maura Roberts Memorial Scholarship\*  
Maiya Bowen

The Al Robichaud Scholarship\*  
Philip Haddad

The Rotary Club of Concord Scholarship  
Jillian Cupp  
Marin Gerstmyer

The Rotary Club of Concord Interact Scholarship  
Sara Fein

The Rotary Club of Concord William L. Eaton Memorial Scholarship  
Tyler Hebert

The Rotary Club of Concord Richard L. Hale Scholarship  
Jai-Anah Bennett

The Rotary Club of Concord Thomas R. Huckins Memorial Scholarship  
Andrenae Jones

The Scholarship Fund of Concord and Carlisle Scholarship\*

Anna Badalament

Ryan Baker

Laud Bosomprah-Bonsu

Paris Brooks

Jennifer Brown

Alexander Burch

Jessica Chin

Ismael Cisse

Chelsea Claggett

Thomas Copland

Alyssa Cucinotta

Jillian Cupp

Julia Dunn

Serina Gaines

Nicholas Gallant

Joshua Glazer

Jovan Grant

Diamond Green

Leah Hardacker

Erika Hedden

Elanna Honan

Audrey Hunt

Denkeis Hunter

Aliya Huseni

Julia Jacobs

Lucy Jin

Nancy Jin

Willow Kangas

Jillian Chelton

Dalia Katerji

Benjamin Keaton

Liviya Kovacevik

Chloe Koval

Mahera Malek  
Jurgens Michel  
Maureen Moniz  
Matthew Moreau  
Angela Ortiz  
Isabella Parker  
Julian Rojas Valvo  
Robert Sanderson  
Madison Seiss  
Charisse Stakutis  
Alexa Thomas  
Amanda Tong  
Nala Tull  
Sativa Unger-Laffin  
Catherine Whitlock  
Gabrielle Wilson  
Caroline Young  
Dante Zayas  
Tashim Zene

The James E. Shepherd Memorial Scholarship\*  
Fiona Sills

The Farnham W. Smith Memorial Scholarship\*  
Erika Hedden  
Aliya Huseni  
Alexa Thomas

The David S. Soleau Memorial Scholarship\*  
Benjamin Keaton

The Maybeth F. Sonn Scholarship\*  
Dalia Katerji

The Mark Teverovsky Memorial Scholarship\*  
Minjae Song

The Jeanne A. Toombs Memorial Scholarship\*  
Yoonjae Song

The Town of Concord Scholarships\*\*  
Zoe Donovan  
Sara Fein  
Erika Hedden  
Caroline Young

The Trustees Scholarship  
Isabella Eliot

The United Women's Club of Concord Scholarship  
Paris Brooks  
Zoe Donovan  
Yeruksew Hoyt-Rouse

The Video Revolution, Ralph & Ellie Grossi Scholarship\*  
Joshua Glazer

The Maureen Wesinger-Lewis Memorial Scholarship\*  
Jillian Chelton

The Doug White Memorial Scholarship\*  
Jillian Chelton

The Charles K. Yeremian Scholarship\*  
Minjae Song

The Tameji & Chiyo Yoshimura Memorial Scholarship\*  
Benjamin Keaton