

Town of Carlisle



TOWN WARRANT

With Finance Committee
Recommendations

Finance Committee Hearing on the Warrant and Budget
Wednesday, April 17, 2024, 6:30 p.m.
Remote Meeting with Zoom (Link to be published on agenda)

Annual Town Meeting
Monday, May 13, 2024
Carlisle Public School, 7:00 p.m.

Town Elections
Tuesday, May 21, 2024
Town Hall
Polls Open 7:00 p.m. to 8:00 p.m.

Please bring this report with you to Town Meeting

Table of Contents

Volunteer Response Form	1
Quick Start Guide	2
Glossary of Terms	5
Finance Committee Report	7
Annual Town Meeting Warrant	12
Article 1: Consent Agenda	12
Article 2: Town Reports**	13
Article 3: Salaries of Elected Officials**	13
Article 4: Actuarial Valuation of Post-Employment Benefits**	14
Article 5: FY 2025 Chapter 90 Authorization**	14
Article 6: PEG (Public, Educational, Government) Local Access Appropriation**	14
Article 7: Department Revolving Funds Authorization**	15
Article 8: FY 2025 Salary/Wage Table**	15
Article 9: Revoke the Opioid Settlement Stabilization Fund and Create a Special Revenue Fund** ..	17
Article 10: FY 2025 Operating Budget	17
Article 11: Capital Equipment.....	19
Article 12: Ongoing Municipal Facilities Maintenance	19
Article 13: Police Station Renovation	20
Article 14: Fire Engine Purchase and Borrowing Approval.....	20
Article 15: Transfer to Capital Stabilization.....	21
Article 16: GIS Program – Three Year Costs.....	21
Article 17: Cranberry Bog Maintenance	21
Article 18: CPA Annual Recommendations.....	22
FY25 CPA Appropriations	22
CPA Recommendation – Cranberry Bog Hydrologic Study.....	22
CPA Recommendation – Greenough Pond Hydrologic Study.....	22
CPA Recommendation – Rental Assistance for Carlisle Seniors.....	23
CPA Recommendation – Benfield Farms ADA Accessible Doors.....	23
Annual Town Election Warrant	24

Town of Carlisle

Volunteer Response Form

GOOD GOVERNMENT STARTS WITH YOU

Town government needs citizens who are willing to give time in the service of their community. If you are interested in serving on a town committee or board, please fill out this form indicating your interest and return to: Office of the Select Board, 66 Westford St, Carlisle, MA 01741 or use the form on our website: [Form Center • Volunteer Application Form \(carlislema.gov\)](https://www.carlislema.gov/FormCenter/VolunteerApplicationForm)

Applications for the FY25 appointment cycle are due **June 4, 2024**. The Select Board will appoint the slate for vacant positions on June 11th.

Name: _____ Email: _____

Address: _____ Occupation: _____

Do you serve on another public body (board, committee, working group, etc.)?

- Yes
- Previously, but not currently
- No

If “yes” or “previously”, what public body did you serve? _____

Please **attach a letter of interest** including any personal background, reasons for interest in the position, and any qualifications.

LIST IN ORDER OF PREFERENCE

Only Boards/Committees with vacancies for the FY 25 appointment cycle are listed.

- | | |
|---|-----------------------------------|
| Affordable Housing Trust | Historical Commission |
| Agricultural Commission | Land Stewardship Committee |
| Celebrations and Veterans Committee | Municipal Facilities Committee |
| Cemetery Task Force | Recreation Commission |
| Cranberry Bog Working Group | Scholarship Advisory Committee |
| Conservation Commission | Trails Committee |
| Conservation Restriction Advisory Committee | Transfer Station Action Committee |
| Council on Aging and Human Services Board | Safety Committee |
| Cultural Council | Youth Commission |
| Environmental Sustainability Committee | Zoning Board of Appeals |
| Finance Committee | Other |

Quick Start Guide

Prepared by
Wayne Davis, Town Moderator

Each qualified inhabitant of the town has an indisputable right to vote upon every question presented, as well as to discuss it, or there is no Town Meeting. This is universally understood as the vital feature of the town system of government as practiced from a long time before the Declaration of Independence until the present.

Opinion of the Justices (Supreme Judicial Court), 229 Mass. 601 (1918)

Town Meeting is a gathering of all people in the town who are eligible to vote, acting as the legislative branch of our local Town government. Almost uniquely in modern American public life, Town Meeting embodies direct – not representative – democracy. Welcome to Carlisle’s Town Meeting.

This “Quick Start Guide” provides essential information to know in advance of the meeting, along with guidelines at the meeting itself. For further details, see “Carlisle Town Meeting Introduction and Procedures” available at the Town Meeting page at the Town website: www.carlislema.gov.

BEFORE THE MEETING – FAQs

What is the Warrant?

The agenda for the meeting is established in the Warrant, published beforehand. Each specific item in the Warrant is described in an “article” which provides notice of the matters to be taken up. As each article is taken up, the Moderator will ask someone to make a motion, which is a more precise statement of the action to be taken by Town Meeting. Be sure to pick up a copy of the Motions handout on your way into the meeting.

Can I bring my kids to Town Meeting?

Yes, of course. If they can be reasonably quiet and well behaved, they may sit with you. We particularly welcome middle and high school students who may be interested in witnessing democratic government in action. Please make sure they do NOT join in on voice votes! If they need room to run around, you may sit with them in the cafeteria and participate in the proceedings from there.

What if I need special accommodations to be able to participate?

Carlisle welcomes the participation of all citizens at Town Meeting. We provide special areas for wheelchairs and headsets for audio enhancement and will do our best to provide other reasonable accommodations as needed and requested. Please contact the Town Clerk in advance to discuss any special needs. Advance notice increases the likelihood of satisfactory accommodation.

I am immuno-compromised and concerned about being in a room with a lot of other people. What are my options?

You may sit in the school cafeteria, where there are typically fewer people and you may have more room to distance yourself from others. Or you may participate from the remote location in the meeting room on the second floor at Benfield Farms where there will also typically be fewer people.

AT THE MEETING GUIDELINES

The following guidelines exist to facilitate an orderly, dignified, respectful and fair discussion of issues leading to informed votes and good decisions. We all deserve the respect and courtesy of our neighbors, and we owe them the same. The Moderator will politely, but firmly enforce these guidelines for the benefit of all. This “Quick Start Guide” is just a summary.

Addressing the Meeting

- You must first be recognized by the Moderator before addressing the Meeting. *How* you get recognized depends on the circumstances:
 - Once debate on a particular item has been opened, please move to one of the available microphones.
 - If there is not time to get to a microphone (for example, the Moderator has asked “Does anyone else wish to speak?”) you may stand up at your seat and say in a loud voice, “Mr. Moderator!” and then wait to be recognized.
 - if you wish to challenge the appropriateness of a procedural ruling from the Moderator, you may stand at your seat and say loudly, “Point of Order!” and then wait to be recognized.
 - During use of a Consent Agenda and at certain other times, the Moderator may ask if anyone wishes to hold an item for separate discussion. One may simply say “HOLD” in a loud voice in this situation.
- **The usual time limit for comments from the floor is TWO (2) minutes.** *Note: This is a change from prior years, where the floor debate time limit had been three minutes.*
- **Begin by stating your name and address** (and the board/committee you represent if speaking in an official capacity).
- Speak only to the motion before the Meeting at the time.
- Address your remarks to the Moderator. No personal speech--you may reference or respond to a prior speaker’s comments, but do not engage in personal commentary, *e.g.*, about the person, his or her character, *etc.*
- Rude or disrespectful speech will not be tolerated.
- While anyone may speak on a motion more than once, no one may speak a second time until everyone who so wishes has spoken once. Repetitive or redundant comments should be avoided.

How to Ask Questions

Speakers may ask a question of another person in the hall (typically, a prior speaker or Town official), but that question must be addressed through the Moderator. For example, “Mr. Moderator, I have a question for the Finance Committee.” The Moderator will determine whether and when to have the question answered. Dialogue between two persons is not allowed.

How to End Debate

Town Meeting acts as a legislature. As observed in the quotation at the top, its purpose is not simply to vote, but to discuss and debate the issues. The Moderator attempts to manage the debate so that it stays informative and enlightening, but the Town Meeting voters may conclude that they have heard enough. A voter may make a motion to end debate, sometimes known as “Call the Question.” Such a motion is *only* permitted if it is the only business of the recognized speaker; a speaker may *not* participate in debate and then finish their comments with a motion to end debate. The Moderator may exercise his discretion not to entertain such motions if, in his judgment, the motion is premature. If allowed, this motion is not subject to debate and requires a two-thirds majority.

Amendments

Simple amendments to a motion that change only a few words or numbers can be moved verbally. **All other amendments must be presented to the Moderator in writing.** All amendments must be “within the scope” of the article under consideration, *i.e.*, broadly consistent with the issue as described in the article. Anyone

considering a possible amendment is encouraged to consult the Moderator in advance of the Meeting for guidance on formatting, procedures, and timing of introduction.

Voting

The Moderator will generally call for a voice vote. When a count is required, we will use an electronic voting system using hand-held devices. Separate instructions for how to use these devices will be provided.

After voting by any method, the Moderator will declare the outcome. Any seven (7) voters may challenge the Moderator's call of the vote and demand a formal count (or re-count). Such a challenge must be made immediately after the Moderator declares the outcome. The challenger should immediately call out, "I question the vote!" and then the Moderator will ask whether six additional voters also wish to challenge the declared outcome.

Point of Order

You may rise and call out loudly "Point of Order" to either question the appropriateness of the procedures or to challenge any of the Moderator's rulings.

For further information see the Town Meeting page at www.carlislema.gov/160/Town-Meeting or you may contact the Moderator at Moderator@carlislema.gov.

Glossary of Terms

Conservation Fund: Raised by the Town and expended by vote of the Conservation Committee for land purchases or any other conservation use. This fund may be invested and accrue interest.

Capital Exclusion: A town may assess taxes in excess of its Levy Limit by voting a Capital Exclusion. Capital exclusions do not become part of the Levy Limit base but increase the property tax for only the year in which they are passed. This can be used only for capital outlay expenditures.

Chapter 90: Chapter 90 is a 100% reimbursable program. Each year an amount approved by the State is authorized at Town Meeting to be expended for maintaining, repairing, improving, and constructing Town roads and bridges (pathways are also included) that qualify under State Aid Highway Guidelines. All projects must be pre-approved by the State and work completed before the State will reimburse the Town 100% for its expenditures.

Community Preservation Act: The Community Preservation Act is statewide enabling legislation to allow cities and towns to levy a property tax surcharge of up to 3.0% on real property for the purpose of creating a local community preservation fund and qualifying for state matching funds. Carlisle voted to levy a 2% surcharge. CPA funds can be used to acquire and protect open space, preserve historic buildings and landscapes, and create and maintain affordable housing. Annually, at least 10 percent of the funds must be earmarked for each of these areas with the remaining 70 percent available to allocated among the three areas, plus active recreation, or set aside for future spending.

Debt Exclusion: A town may assess taxes in excess of its Levy Limit by voting a Debt Exclusion. Debt exclusions are temporary property tax increases. The amount of this excluded debt does not become part of the Levy Limit base but is added on for the duration of the debt. Most of Carlisle's bonded indebtedness is excluded debt outside the levy limit.

Free Cash: A budgetary fund balance built up over time if town receipts exceed expenditures. Once a year the Town's Free Cash balance is certified by the State (reserving amounts we know have been committed to spend), and this balance can be used to reduce the tax levy. Credit rating agencies and other members of the financial community use this, in conjunction with a Stabilization Fund and other factors, to make judgments regarding a community's fiscal stability.

Levy: The total amount the Town raises through property taxes.

Levy Limit: This is the maximum amount a community can raise through taxes without an override. Under Proposition 2 1/2 the Levy can be raised only 2 1/2 % over the previous year's Levy plus an amount reflecting new growth in the total tax base in the Town. The Assessors must document this new growth and receive approval from the Department of Revenue before it can be added. A town may also increase its levy limit by voting an override.

Long Term Debt: Loans and obligations with a maturity of longer than one year; usually accompanied by interest payments. Long Term Debt represents a commitment of taxable resources over the period of debt repayment. In Town budgets it represents a line item expense that local governments must budget to support voted debt.

New Growth: The taxing capacity added by new construction and other increases in the property tax base. New Growth is calculated by multiplying the value associated with the new construction by the tax rate of the previous fiscal year. Increases as a result of revaluation or appreciation do not factor into new growth.

Override: A Levy Limit Override provides a community with flexibility to levy more than their levy limit and is used to obtain additional funds for annual operating budgets and fixed costs. An Override is a permanent increase in the amount of property taxes a community may levy. The Override becomes a permanent part of the Levy Limit base in future years.

Proposition 2 1/2: A State law that restricts the amount of taxes that a City or Town can raise and the amount taxes can increase each year without an override.

Regional School Debt: Under Proposition 2 ½ a member of a regional governmental unit may exclude its assessed share of debt service on district borrowings. This form of debt exclusion is proportionally assessed to each community over the life of the debt. It does not become part of the Levy Limit base.

Reserve Fund: This fund is established by the voters at the Annual Meeting and may be added to at a Special Town Meeting. It may not exceed 5% of the tax levy of the preceding year. Transfers from this fund are within the exclusive control of the Finance Committee and are for “extraordinary or unforeseen expenditures” by various town departments.

Revolving Fund: A Revolving Fund allows the town to receive revenues for a specific service, which can then used for that specific purpose without appropriation. Revolving Funds must be reauthorized by town meeting each year and a limit on the total amount that can be spent from each fund is established at that time.

Stabilization Fund: A stabilization fund is analogous to a bank account, town meeting can appropriate (make deposits) into for use at a future time. Sometimes seen as a “rainy day” fund, this fund is used to stabilize the financial picture of the community and can be appropriated from by a two-thirds vote at town meeting for any legitimate municipal purpose. Credit rating agencies and other members of the financial community use this, in conjunction with Free Cash and other factors, to make judgments regarding a community’s fiscal stability.

Tax Rate: The dollars paid by the taxpayer per thousand dollars of the taxpayer’s assessed property value.



Finance Committee Report

To the Voters of Carlisle:

The Carlisle Finance Committee has completed its budget review and presents its recommendations concerning the Fiscal Year 2025 (“FY25”) budget in the attached Warrant Book. Please refer to the glossary at the end of this Warrant Book for an explanation of the terms used in this letter.

Introduction

The Finance Committee, appointed by the Select Board, advises the Town Meeting on financial matters. Per Town Bylaw, members of the Finance Committee are not permitted to be part of any department, board or committee that might request or expend Town funds.

The Committee, as required by law, presents a balanced budget to the annual Town Meeting. Town expenditures are fully funded by revenues from property taxes within the Levy Limit, state aid, forecasted local receipts (such as excise taxes), and transfers from Free Cash.

Budget Process

FY25 has been a year to recalibrate to a new normal post pandemic for the Town, in financial terms. The budget process began with reviewing the process in mid-September with the Town Administrator. The Select Board outlined their goals and priorities for the FY25 budget. The Town Administrator met with departmental heads in November to gather feedback on their budget considerations. In December, the Finance Committee sent a letter to all departments, CCRSD, boards and committees requesting information about current expenditures for consideration as part of the proposed FY25 budget.

In late January public meetings were held with all budgeting entities to review their submissions. In February and March, we held follow up joint meetings with the Select Board to review and discuss the preliminary budget. During this time, the Committee frequently met to refine the budget, analyze the budgetary impact on the Town, review capital requests as well as long-term capital planning and financial Warrants, incorporating the Select Board’s input throughout the process. The Finance Committee jointly met with the Concord Finance Committee as part of the Concord-Carlisle Regional School budget review. This iterative process culminated in the Finance Committee voting to approve the FY25 budget in this Warrant Book on March 25, 2024, and presented to the Select Board on March 26, 2024.

Balancing the Budget

The balanced budget presented in the Warrant Book meets the basic municipal and educational needs of the Town of Carlisle, including the Carlisle Public School (CPS) and the Concord-Carlisle Regional School District (CCRSD). The budget assumes the approval of all financial articles in the Warrant. As has been the case for many years, this recommendation does not require a Proposition 2 ½ override vote.

The ongoing challenge facing the Town is the limited new growth revenue, the ability to keep pace with rising cost pressures as well as major Capital considerations on the horizon. The Town's predominant source of revenue relies on residential property taxes, keeping in mind the constraints of Proposition 2 ½. Carlisle, like other similar affluent suburbs, will continue to experience slow growth in new properties, due to existing zoning bylaws of the Town. Commercial zoning is restricted due to limited commercial space within the areas designated for commercial zoning. In FY24, new growth slowed. As highlighted in last year's review, future growth is projected to continue to slow in subsequent years. New growth allocation alleviates the tax burden; however, the Town continues to be well below the Levy Limit and is not required to finance the ongoing operations of the Town this budget year.

FY25 the remaining funds from the American Rescue Plan Act (ARPA) will be exhausted. It is the Finance Committee's ongoing expectation the Select Board will allocate any remaining funds in this fiscal year for capital and other one-time costs to alleviate some pressure on the overall Town budget.

The ongoing expenses will continue to escalate the operating budget to the Town to meet the market wage increases both contractually as well as non-contract employees to remain competitive to continue to retain staff, expand staffing positions, health insurance pressures, OPEB and retirement funding. The current debt service for Carlisle School and the CCRSD is declining, however remains a material cost to the Town. The Town has deferred repairs and investments to Town buildings and anticipated major renovations to the town's public safety facilities. These needed investments and considerations will have a material impact on the debt service to the Town, which remains an ongoing topic and has been highlighted in prior Town Meetings. It is projected that the burden placed on the taxpayers will not subside.

Revenue

The Finance Committee forecasts that FY25 revenue from all available sources (state aid, local receipts, excluding fund transfers) will increase by 6.8%. The impact on the FY25 aggregated property tax increase will be 3.1% as compared with a 2.8% increase in FY24.

It is anticipated that in the years to come will continue to be a challenge with anticipated capital needs including consideration of public safety building improvements and fire truck replacement. The Town should continue to be prudent to reserve Free Cash.

Free Cash is the accumulated result of unexpended budget appropriations in prior years and of unanticipated revenues. Our policy has been to apply Free Cash to one-time or non-recurring items. For FY25, we propose to use Free Cash in the amount of \$100,000 toward the operating budget; \$1,069,120 for Capital purchases and \$64,500 toward the proposed Warrants. If any article does not

pass, the Free Cash will become part of next year's balance.

Assuming these article pass, the Town will be left with cash Reserves (Free Cash plus Stabilization Fund) of \$4,672,850 or 13.2% of the FY25 Budget, which is within the Finance Committee's longstanding policy of maintaining Reserves between 10% and 12% of the budget.

Spending

Total operating budget will increase by 3.06% in FY25. One of the biggest expense increases is costs related to staff. This increase includes an additional 1% increase toward the employee health insurance contribution, a 2.25% proposed cost of living increase as well as a 10% increase in insurance premiums.

Education continues to be a top priority of the Town and comprises 60.9% of the overall budget (excludes the cost of health insurance for CPS and projected debt impact from CCRSD). In FY25 this category shows an increase of 5.49%, of which Carlisle Public School has a 3.3% increase and a 2.18% increase for CCRSD including their debt. CCRSD reflects a decrease to Carlisle due to a change in the enrollment split between Concord and Carlisle for Carlisle's portion. It is projected the enrollment shift will hold steady in FY26 for CSRSD. The largest increase is the Vocational costs, which rose 43% due to added enrollment for FY25 and are projected to maintain the same level in FY26.

Debt payments for both CCRSD and the Town continue to trend down in the coming year. The principal for this debt, attributable primarily to the construction of new buildings, is gradually going down. However, with the projected projects proposed this should be carefully managed.

Contractually obligated wage increases (Education, Police, Communications) and cost of living adjustments will continue to drive expenditures across all Town departments. Due to the establishment of the OPEB Trust Fund, "Other Post-Employment Benefit" the biggest cost drivers is health insurance for retirees. Alternatives for managing these costs are under consideration for FY26, as it remains a substantial sum to the Town and is being monitored.

Excess Levy Capacity

The FY25 budget recommendation results in an Excess Levy Capacity of \$3,664,608, up slightly from the current Fiscal Year. Excess Levy Capacity is the difference between the amount the Town can tax its residents under Proposition 2 ½, and the actual amount needed to pay for that year's budget. Carlisle has maintained extra Levy Capacity since FY12 through conservative spending, the application of Free Cash and the use of excluded debt.

The Excess Levy Capacity continues to hold steady at 10.4% of the projected FY25 budget. It represents potential resources should the Town encounter a new fiscal crisis or a need for a major investment.

Debt Exclusion

There are no warrants for review or anticipated additions to the current Debt for FY25.

Finance Committee Conclusions

The town has managed to navigate and minimize any residual budgetary impact due to the pandemic. As previously outlined, The Town leveraged extra cost impacts with ARPA funding, which will be exhausted in FY25.

There are ongoing concerns by the Finance Committee regarding the growth in spending and the limited revenue options in the years ahead:

- Carlisle, new residential growth will remain modest and will provide limited offset.
- Debt service continues to decline; however, it remains a material amount of the operating budget. Anticipated new capital and building projects will offset these reductions from declining payments of the existing analysis.
- Based on the ten-year capital plan (excluding the Concord-Carlisle High School), there is a backlog of material capital maintenance required on Town buildings for several more years as well as capital needs for the town. Requests are pending for a comprehensive capital plan from the Concord-Carlisle Regional School District.
- FY25 education costs continue to escalate. Enrollment for Concord-Carlisle is expected to level out over the next couple of years. CPS enrollment is projected to increase by 3% in FY25. Continued attention and closely working with both schools and associated committees should be a major focus to maintain educational quality while looking at cost containment alternatives.
- Contractual and non-contractual wage increases continue to pressure departmental budgets which also flow into future retirement and OPEB obligations.

The Finance Committee supports efforts by the Select Board and Town Administrator to continue to uncover and pursue ongoing efficiencies to deliver Town services, including shared resources and staffing among departments, regionalization of services options with other towns and identifying innovative revenue opportunities.

The Finance Committee is committed to maintaining a balance between providing quality services, while addressing the growing needs of the Town residents and continuing to minimize tax impact.

We would like to thank the Town Administrator, Treasurer and Collector, Town Accountant, the School Superintendents, and the many Town staff who have helped to develop the FY25 budget presented today.

We always welcome Town residents' input during the process beyond the Town Meeting. Committee

meetings are posted on the Town's website and in the Towns newspaper The Mosquito.

We invite you to review the material in this Warrant Book and attend the Finance Committee hearing being held virtually, Wednesday, April 17, 2024, at 6:30p.m. Zoom access is available by contacting the Chair at carlislefincom@gmail.com.

Sincerely,

The Carlisle Finance Committee

Lynne Lipinsky, Chair
James Catacchio, Vice-Chair
Marc Bernstein
Aaron D'Elia
Victor Liang
Craig Leelman
Heidi Sjoberg

**WARRANT
ANNUAL TOWN MEETING – MAY 13, 2024
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 in the Corey Auditorium at the Carlisle Public School, 83 School Street, and at Benfield Farms at 575 South Street, in said Carlisle on Monday, May 13th, 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:

CONSENT AGENDA

To streamline Town Meeting and make it more inviting to voters, the Select Board will propose a Consent Agenda. The Select Board, in consultation with the Moderator and Finance Committee, identifies warrant articles that are unlikely to generate controversy and can be voted on without debate. These uncontroversial warrant articles are then grouped together as a Consent Agenda 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.

ARTICLE 1 – Consent Agenda: To see if the Town will vote to adopt certain procedures to govern the conduct of the 2024 Annual Town Meeting, or to take any other action related thereto. (SELECT BOARD)

*Summary: The Consent Agenda procedure speeds the passage of Articles that the Select Board 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. As of the publication of the warrant, the Select Board intends to recommend that the following Articles be acted upon under the Consent Agenda: Articles 2, 3, 4, 5, 6, 7, 8, and 9. The Articles to be taken up under the Consent Agenda are identified by a double asterisk (**).*

If the Town Meeting approves the use of the Consent Agenda, the Moderator will call out the article numbers one by one. If you object to any article being included in the Consent Agenda, please say the word “Hold” in a loud voice when the article number is called. That 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. If you have any questions about the Consent Agenda or procedure, please contact the Town Administrator at 978-371-6688 before the Town Meeting.

Finance Committee: Recommends passage of all articles in the consent agenda
Select Board: Recommends passage of all articles in the consent agenda

ARTICLE 2 - Town Reports:** To see if the Town will vote, hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or to take any other action related thereto. (SELECT BOARD)

Summary: M.G.L. c. 40, § 49 requires that the Select Board publish an Annual Town Report containing reports and information from all Town Departments. Article 24 of the 2004 Annual Town Meeting requires the Town Administrator to report annually to the Town Meeting on any information in the Town’s possession about the way the Patriot Act is being implemented in the Town. The Town Administrator has reported the following: there have been no investigations implemented by Town Departments using the Patriot Act since the last Annual Town Meeting. Town Meeting voters are asked to accept these annual reports as a routine matter.

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 2025, beginning July 1, 2024, or to take any other action related thereto.

	Voted FY23	Voted FY24	FY25 Proposed
Moderator	\$ 50	\$ 50	\$ 50
Town Clerk	\$ 76,688	\$ 83,476	\$ 86,214
<i>Assessors</i>			
Chair	\$ 100	\$ 100	\$ 100
Member	\$ 100	\$ 100	\$ 100
Member	\$ 100	\$ 100	\$ 100

(SELECT BOARD/FINANCE COMMITTEE)

Summary: M.G.L. c. 41, § 108 requires that the salaries of all elected officials be set by Town Meeting. The Moderator and the members of the Board of Assessors receive a stipend; the Town Clerk is the only elected official that is paid a salary. The Town Clerk position was added to the

Town's Wage and Classification Plan in 2023 at Grade 10. The amount shown above includes the Townwide 2.25% COLA in addition to a step increase given to all employees who meet expectations in their annual review.

The Town voted at the Fall 2023 Town Meeting to move the Town Clerk position from elected to appointed. This also requires a Town Election ballot vote (see the election warrant on page 13). Should the Town vote to adopt Ballot Question #3 at the Town Election to be held on May 21, 2024, and convert the Town Clerk position from elected to appointed, the Town Clerk would continue to be paid pursuant to the Town of Carlisle, Massachusetts FY 2025 Classification & Compensation Plan under Article 9. This plan lists the Town Clerk as a Grade 10 position.

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 Select Board for professional services in connection with GASB 74/75 actuarial valuation of post-employment benefits for the Town, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Summary: This Article plans for and budgets a percentage of the cost of the actuarial valuation that the Town must do every two years. Historically, Carlisle has appropriated \$3,000 annually for this service.

ARTICLE 5 - FY 2025 Chapter 90 Authorization:** To see if the Town will vote to accept funds from the Commonwealth of Massachusetts 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. (SELECT BOARD/FINANCE COMMITTEE)

Summary: The Commonwealth of Massachusetts funds roadway repairs pursuant to M.G.L. c. 90. The Town will receive approximately \$250K in Chapter 90 funds in FY 2025. The DPW plans to expend FY 2025 Chapter 90 funds for repairing and paving roads as identified in a coming road maintenance plan to be approved by the Select Board.

ARTICLE 6 – PEG (Public, Educational, Government) Local Access Appropriation:** To see if the Town will vote to appropriate the sum of one hundred thousand dollars (\$100,000) 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. (SELECT BOARD/FINANCE COMMITTEE)

Summary: The General Laws require Carlisle to deposit all revenue received under the subscriber provisions of our license agreement with Comcast into a special revenue fund for PEG Local Access and then appropriate funds as necessary at a Town Meeting. Since October 2018, the Town has contracted with the Town of Concord for local cable access programming. This fund also assists the Town with purchasing cable-related capital equipment to include projects that

increase access for Town residents. The estimated cost to provide service to Carlisle and maintain equipment in FY 2025 is \$100,000.

ARTICLE 7 - Department Revolving Funds Authorization:** To see if the Town will vote to amend Article XVI of the Town Bylaw, Revolving Funds, to reauthorize certain revolving funds in accordance with M.G.L. c. 44, §53E1/2, and to set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2025; or to take any other action related thereto. (SELECT BOARD / FINANCE COMMITTEE)

Summary: M.G.L. c. 44, § 53 E1/2 requires annual authorization of department revolving funds which are self-supporting and pay for department expenses from user fees and charges. The actual amounts of each revolving fund authorization are printed in the Town Meeting Motion Book.

ARTICLE 8 – FY25 Salary/Wage Table:** To see if the Town will vote to adopt the Town of Carlisle, Massachusetts FY 2025 Classification & Compensation Plan, as shown below, or to take any other action related thereto. (SELECT BOARD)

Summary: The annual salary/wage tables used by non-union Town employees must be approved by Town Meeting each year. This article appears in the form of a classification table, listing all positions by pay grade and the actual wage/salary table that lists all Grades/Steps for all fifteen classifications. This table describes the wages effective July 1, 2024, when a 2.25% cost of living adjustment (COLA) will be applied.

**TOWN OF CARLISLE, MASSACHUSETTS
FY 2025 COMPENSATION PLAN
(all numbers expressed as hourly rates)**

STEP	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Grade 1	20.25	20.44	20.64	20.86	21.06	21.28	21.48	21.70	21.92	22.14	22.36	22.59	22.81	23.04	23.27
Grade 2	22.07	22.28	22.51	22.73	22.96	23.19	23.43	23.66	23.90	24.13	24.38	24.61	24.87	25.11	25.36
Grade 3	24.06	24.29	24.54	24.79	25.03	25.29	25.53	25.79	26.04	26.31	26.57	26.84	27.11	27.37	27.65
Grade 4	26.24	26.49	26.76	27.02	27.30	27.58	27.85	28.13	28.41	28.69	28.98	29.27	29.56	29.86	30.15
Grade 5	28.58	28.87	29.16	29.45	29.74	30.04	30.34	30.64	30.95	31.26	31.57	31.89	32.21	32.53	32.85
Grade 6	31.16	31.46	31.78	32.10	32.41	32.74	33.07	33.41	33.73	34.07	34.41	34.75	35.10	35.45	35.81
Grade 7	34.27	34.61	34.96	35.31	35.66	36.02	36.38	36.74	37.11	37.48	37.85	38.23	38.62	39.00	39.40
Grade 8	37.69	38.07	38.45	38.83	39.22	39.61	40.01	40.41	40.82	41.23	41.64	42.06	42.47	42.89	43.32
Grade 9	41.83	42.25	42.67	43.10	43.53	43.97	44.41	44.85	45.30	45.75	46.21	46.67	47.14	47.61	48.09
Grade 10	46.43	46.90	47.37	47.84	48.32	48.80	49.29	49.79	50.29	50.79	51.29	51.81	52.32	52.84	53.37
Grade 11	51.55	52.07	52.59	53.12	53.65	54.18	54.72	55.28	55.83	56.38	56.94	57.52	58.09	58.67	59.25
Grade 12	57.22	57.79	58.36	58.96	59.54	60.13	60.74	61.35	61.96	62.58	63.20	63.83	64.48	65.12	65.77
Grade 13	63.51	64.14	64.79	65.43	66.08	66.75	67.41	68.09	68.77	69.46	70.15	70.85	71.56	72.28	73.00
Grade 14	70.49	71.20	71.90	72.63	73.35	74.08	74.83	75.57	76.33	77.10	77.86	78.64	79.43	80.23	81.02
Grade 15	80.59	81.39	82.21	83.03	83.87	84.70	85.55	86.40	87.27	88.14	89.02	89.91	90.81	91.72	92.64
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

**TOWN OF CARLISLE, MASSACHUSETTS
 FY 2025 CLASSIFICATION PLAN
 Permanent Full and Part-time Employees**

1	8
Library Page	Executive Assistant
2	Planning Assistant
Van Driver	General Foreman
3	9
Library Assistant II	Facilities Manager
4	COAHS Social Services Manager
Driver/Laborer	10
Library Assistant I	Conservation Administrator
Maintenance Custodian	Town Clerk
5	Assistant Library Director
Head of Circulation	11
Part-Time Police Officer I*	Building Commissioner
ZBA Assistant	Public Health Nurse
Municipal Assistant	DPW Director
Heavy Equipment Operator	Health Agent
Transportation and Office Manager	COAHS Director
6	Recreation Director
Fire Assistant	Town Planner
Police Assistant	Assistant Town Administrator
COAHS Program Manager	12
Part-Time Police Officer II*	Town Accountant
DPW Mechanic	Treasurer Collector
7	13
Finance Assistant	Assessing Director
Assessing Assistant	14
Health Assistant	Deputy Police Chief
Assistant Town Clerk	15
Traffic Safety Member*	No Positions
Teen Librarian	NOTES
Part-Time Police Officer III*	<i>*Part-time officers are classified based on experience and academy training</i>
Children's Librarian	

ARTICLE 9 – Revoke the Opioid Settlement Stabilization Fund and Create a Special Revenue Fund:** To see if the Town will vote to revoke the dedication of funds to the Opioid Settlement Stabilization Fund pursuant to G.L. c. 44, s. 53, Clause 4 as voted by Article 5 of the October 23, 2023 Special Town Meeting and to place all statewide opioid settlement receipts previously received and received in the future into a special revenue fund as allowed by Chapter 77 of the Acts of 2023; or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Summary: The Select Board agreed to join the Massachusetts Attorney General’s settlement agreement against opioid manufacturers, granting Carlisle access to funds available for helping to mitigate the opioid epidemic. The General Laws require special handling of this revenue. Last fall, Town Meeting approved a stabilization fund for the opioid settlement revenue because it was the best available financial mechanism for managing these payments. Since that time, the Commonwealth has authorized the use of a special revenue fund, a better and more efficient mechanism according to the Town’s Financial Management Team and the Finance Committee. This article revokes the stabilization fund and authorizes the use of the special revenue fund.

ARTICLE 10 – FY 2025 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 2025, beginning July 1, 2024, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Current FY25 Budget Estimate

	FY2024 BUDGET	FY2025 RECOMMENDED
<u>GENERAL GOVERNMENT</u>		
Town Hall & General Expense	\$ 577,179	\$ 594,954
Town Hall Maintenance & Facilities	\$ 413,696	\$ 485,179
Historical Commission	\$ 15,037	\$ 15,513
Zoning Board of Appeals	\$ 14,653	\$ 13,360
Town Accountant	\$ 177,834	\$ 182,057
Treasurer	\$ 317,412	\$ 238,513
Town Clerk	\$ 142,524	\$ 146,707
Assessors	\$ 208,881	\$ 216,238
Planning Board	\$ 151,541	\$ 163,966
Energy & Sustainability	\$ 44,925	\$ 15,000
sub-total	\$ 2,063,682	\$ 2,071,487
<u>PROTECTION OF PERSONS & PROPERTY</u>		
Police	\$ 2,049,115	\$ 2,116,063
Fire	\$ 740,443	\$ 761,435
Communications	\$ 479,044	\$ 470,100
Conservation	\$ 175,218	\$ 188,472
Dog & Animal Control	\$ 12,000	\$ 11,000
Building & Inspection Services	\$ 187,361	\$ 233,453
Street Lights	\$ 4,000	\$ 4,000
sub-total	\$ 3,647,181	\$ 3,784,523

<u>PUBLIC WORKS</u>		
Department of Public Works	\$ 871,056	\$ 918,893
Snow & Ice	\$ 90,000	\$ 90,000
Transfer Station	\$ 275,089	\$ 269,200
Road Maintenance	\$ 88,416	\$ 87,800
sub-total	\$ 1,324,561	\$ 1,365,893
<u>HEALTH & HUMAN SERVICES</u>		
Youth Commission	\$ 3,293	\$ 3,300
Board of Health	\$ 148,057	\$ 154,624
Council on Aging	\$ 277,139	\$ 280,850
Veteran's Agent	\$ 21,000	\$ 21,000
sub-total	\$ 449,489	\$ 459,774
<u>EDUCATION</u>		
Carlisle Public School	\$ 12,794,097	\$ 13,217,833
CCRS (w/o debt)	\$ 6,942,949	\$ 7,143,268
CCRS Debt Service	\$ 951,035	\$ 922,717
Vocational	\$ 84,702	\$ 121,223
sub-total	\$ 20,772,783	\$ 21,405,041
<u>CULTURE & RECREATION</u>		
Library	\$ 693,048	\$ 713,839
Recreation	\$ 212,071	\$ 214,818
sub-total	\$ 905,119	\$ 928,657
<u>INSURANCE & FRINGE</u>		
Blanket Insurance	\$ 389,000	\$ 403,450
Group Insurance & Medicare	\$ 1,474,712	\$ 1,621,678
OPEB Trust	\$ 215,000	\$ 215,000
County Retirement	\$ 1,402,244	\$ 1,488,276
Unemployment Insurance	\$ 30,000	\$ 30,000
sub-total	\$ 3,510,956	\$ 3,758,404
<u>UNCLASSIFIED</u>		
Reserve Fund	\$ 150,000	\$ 150,000
sub-total	\$ 150,000	\$ 150,000
<u>DEBT SERVICE</u>		
Debt Service	\$ 1,280,569	\$ 1,225,075
sub-total	\$ 1,280,569	\$ 1,225,075
Total Operating Budget	\$ 34,104,340	\$ 35,148,854
	% Increase	3.06%

Summary: The budget estimated above represents an increase of 3.06% from FY24 spending. For more details and information about the budget, please see the Town's Budget Book: <https://www.carlislema.gov/1083/Budget-Information>

Finance Committee: Recommends passage of Article 10
Select Board: Recommends passage of Article 10

ARTICLE 11 – Capital Equipment: 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 six hundred fifty thousand seven hundred dollars (\$650,700), to be used for capital equipment, or to take any other action related thereto. (SELECT BOARD/FINANCE COMMITTEE)

Item	Dept	Location	FY25	Location
Concrete Work	CPS	Grounds	\$ 40,000	Grounds
WWTP Repairs	CPS	WWTP	\$ 143,400	WWTP
Walkway and Drainage	CPS	Courtyard	\$ 50,000	Courtyard
Sofit Clean and Repair	CPS	CPS	\$ 25,000	CPS
Alarm System Repair	CPS	CPS	\$ 50,000	CPS
1-Ton Dump Truck	DPW	DPW	\$ 107,000	DPW
20-Yard Open Top Container	DPW	DPW	\$ 5,300	DPW
Garage Bay heaters	Fire	CFD	\$ 13,000	CFD
UPS Replacement	Dispatch	CPD	\$ 35,000	CPD
Cruisers (2)	Police	CPD	\$ 145,000	CPD
Defibrillators	Police	CPD	\$ 8,000	CPD
Tasers	Police	CPD	\$ 14,000	CPD
IT Upgrades	Town Hall	Town Hall	\$ 15,000	Town Hall
Total			\$ 650,700	

Summary: The Select Board and Finance Committee reviewed these capital requests during the FY25 budget process. This list of necessary items was vetted by both boards in consultation with Town Departments and compared with priorities identified in a five-year plan. For more information, see the Town’s Budget Book: <https://www.carlislema.gov/1083/Budget-Information>

Finance Committee: Recommends passage of Article 11

Select Board: Recommends passage of Article 11

ARTICLE 12 – Ongoing Municipal Facilities Maintenance: 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 five hundred twenty thousand dollars (\$520,000) for facilities maintenance and improvement projects to the Town Hall, Police Station, Gleason Library, Bog House, Department of Public Works, and Carlisle School facilities, all which projects are expected to be completed by June 30, 2026; (SELECT BOARD/FINANCE COMMITTEE/MUNICIPAL FACILITIES COMMITTEE)

Summary: This article would authorize the expenditure identified on essential facilities and capital projects. The Municipal Facilities Committee (MFC) has been working to prioritize the Town’s needs for the past several years. Working with the Finance Committee, the MFC has adopted a strategy of working with a fixed amount of funding on an annual basis in accordance with the Town’s long-range capital plan to address these maintenance problems over time. For

more information, see the Town's Budget Book: <https://www.carlislema.gov/1083/Budget-Information>.

Finance Committee: Recommends passage of Article 12

Select Board: Recommends passage of Article 12

ARTICLE 13 – Police Station Renovation: To see if the Town will vote to appropriate a sum of money to pay the costs of designing, engineering, renovating, and equipping the Town's police station located at 41 Lowell Street, including site preparation, remediation, and all other costs incidental and related thereto; to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto. (SELECT BOARD)

2/3 VOTE REQUIRED

Summary: This article is asking residents to approve the proposed police station renovation project. The estimated cost of this project at the time of this Town Meeting Warrant's printing is \$3.1 million. An updated number based on the recommendations of a professional estimator will be provided at the Town Meeting. The goals of this project include improving the station's accessibility and allowing the department to achieve state accreditation. Achieving these goals will increase safety for department employees and visitors, assist with the retention and recruitment of qualified police officers, add female locker space to address parity concerns, and reduce overall Town liability. Finally, the project will add community space on the first floor, improving the department's ability to provide programming and increasing the amount of community space available to residents.

Finance Committee: Recommends passage of Article 13

Select Board: Recommends passage of Article 13

ARTICLE 14 – Fire Engine Purchase and Borrowing Approval: To see if the Town will vote to appropriate nine hundred seventy-five thousand dollars (\$975,000), or any other amount, to pay the costs of purchasing a new fire engine for the Fire Department, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by borrowing or otherwise, or to take any other action related thereto. (SELECT BOARD)

2/3 VOTE REQUIRED

Summary: This article recommends replacing Engine 3, the first engine used for structure fires. The current Engine 3 was put into service in 2000 with a projected 25 year lifespan. This article will authorize the town to buy a replacement engine with a similar configuration. Current supply shortages indicate that it can take 3+ years to deliver a fire engine. The proposed engine purchase will be designed to meet the Town's current needs, servicing larger homes that are more difficult to access and better suited to the skills of the current and projected fire staffing.

Finance Committee: Recommends passage of Article 14

Select Board: Recommends passage of Article 14

ARTICLE 15 – Transfer to Capital Stabilization: To see if the Town will vote to transfer a sum of money from available funds or Free Cash into the Capital Stabilization Fund, or to take any other action related thereto (SELECT BOARD).

Summary: This article moves available funds not appropriated for a specific reason to a Town savings account called the Capital Stabilization Fund. Town officials seek to increase this savings fund to protect against future deferred capital costs and/or to buy down the borrowing costs of any proposed building projects. For more information, see the Town's Budget Book: <https://www.carlislema.gov/1083/Budget-Information>.

Finance Committee: Recommends passage of Article 15

Select Board: Recommends passage of Article 15

ARTICLE 16 – GIS Program – Three Year Costs: 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 forty-five thousand (\$45,000), to be used for improving the Town's GIS capabilities and functionality, or to take any other action related thereto. (PLANNING BOARD)

Summary: The Planning Board is looking to fund a three-year investment in the new Geographic Information System (GIS) program spearheaded by the Town Planner for use by all Town departments and residents. GIS is a system that creates, manages, analyzes, and maps all types of data. GIS connects data to a map, integrating location data (where things are) with all types of descriptive information (what things are like there). This project includes building out local layers and functionality to make the tool more accessible to staff and the public. The request also will cover any hardware or software costs needed to support the GIS program over the next 3 years. The needs will be determined as the program is rolled-out and be based on the published GIS Strategic Plan. This plan is available at <https://www.carlislema.gov/1194/GIS-Online-Mapping>.

Finance Committee: Recommends passage of Article 16

Select Board: Recommends passage of Article 16

ARTICLE 17 – Cranberry Bog Maintenance: 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 sixteen thousand five hundred dollars (\$16,500), to be used for improving and maintaining the Town's Cranberry Bog and surrounding areas, or to take any other action related thereto. (CONSERVATION COMMISSION)

Summary: The Conservation Commission is looking to correct deferred maintenance at the Cranberry Bog and its surrounding land that is not covered in the operating budget. The investment will allow Town officials to correct current deficiencies and build a long-term plan for maintaining the Bog.

Finance Committee: Recommends passage of Article 17

Select Board: Recommends passage of Article 17

ARTICLE 18 – CPA Annual Recommendations: To see if the Town will vote to act on the report of the Community Preservation Committee for Fiscal Year 2025, as detailed below in roman numerals I through V, and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds, for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, and to authorize the Select Board 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, as follows; or to take any other action related thereto. (COMMUNITY PRESERVATION COMMITTEE)

I. FY25 CPA APPROPRIATIONS:

That the following amounts be appropriated from the Fiscal Year 2025 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Sixty-four thousand dollars (\$64,000), be appropriated to the Community Housing Reserve Fund.
- b. Sixty-four thousand dollars (\$64,000), be appropriated to the Historic Reserve Fund.
- c. Sixty-four thousand dollars (\$64,000), be appropriated to the Open Space and Recreation Reserve Fund.
- d. Thirty thousand dollars (\$30,000), be appropriated for Administrative Expenses.

II. CPA RECOMMENDATION – Cranberry Bog Hydrologic Study

That fifty-six thousand dollars (\$56,000) be appropriated from the Open Space and Recreation Reserve Fund to the Conservation Commission for the purposes of conducting a scientific hydrologic study of the watershed impacting the Carlisle Cranberry Bog Dam #1, the Carlisle Cranberry Bog Fiske Street Dike, its infrastructure formerly used for agriculture, evaluating dam design options and water outlet operations to manage pond levels, and that such sums be expended by the Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2025-001, and further, that any portion of such sums not expended by June 30, 2026 shall be returned to the Open Space and Recreation Reserve Fund.

III. CPA RECOMMENDATION – Greenough Pond Hydrologic Study

That thirty thousand dollars (\$30,000) be appropriated from the Open Space and Recreation Fund to the Conservation Commission for the purposes of conducting a scientific hydrologic study of

the watershed impacting the Greenough Pond and surrounding areas, and evaluating the watershed for infrastructure management and to manage pond levels, and that such sums be expended by the Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2025-002, and further, that any portion of such sums not expended by June 30, 2026 shall be returned to the Open Space and Recreation Fund;

IV. CPA RECOMMENDATION – Rental Assistance for Carlisle Seniors

That fifty thousand dollars (\$50,000) be appropriated from the Community Housing Reserve Fund to the Carlisle Council on Aging and Human Services (COAHS) to provide rental assistance for seniors whose income is at or below the Area Median Income (AMI) and who pay more than 30% of their income for rent. The total rent is also limited to the Fair Market Rent (FMR) standard plus \$500, and applicants cannot own any real property worth more than \$50,000. The maximum amount of rental assistance per household shall be \$400 per month. Such sums to be expended by the COAHS shall be pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2025-003, and further, that any portion of such sums not expended by June 30, 2026, shall be returned to the Community Housing Reserve Fund.

V. CPA RECOMMENDATION – Benfield Farms ADA Accessible Doors

That sixty thousand dollars (\$60,000) be appropriated from the Community Housing Reserve Fund to the Carlisle Affordable Housing Trust (CAHT) to provide ADA accessible doors for the entrances and residential apartment doors of the Benfield property located at 475 South Street, and that such sums be expended by the CAHT pursuant to the terms of the Town of Carlisle Community Preservation Committee Grant Agreement #2025-004, and further, that any portion of such sums not expended by June 30, 2026, shall be returned to the Community Housing Reserve Fund.

Summary: Any changes to Community Preservation Committee recommendations and any relevant presentations will be available in the Town Meeting Motion Book at the May 13, 2024, Annual Town Meeting. These materials will also be available on the Town website.

Finance Committee: Recommends of Article 18
Select Board: Recommends passage of Article 18

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 21st day of May, 2024 between the hours of seven o'clock in the morning and eight o'clock in the evening and there to vote on the following:

**TOWN ELECTION – MAY 21st, 2024
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:

Select Board	one 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 Trustee	one for a term of three years
Planning Board	two for a term of three years
School Committee	one for a term of three years
Town Moderator	one for a term of three years
Town Clerk	one for a term of three years

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 for the bonds issued in order to pay costs of purchasing a new fire engine for the use of the Fire Department, including the payment of all costs incidental and related thereto?

Yes ____ No ____

Question 2 - 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 for the bonds issued in order to pay costs of designing, engineering, renovating and equipping the Town's police station located at 41 Lowell Street, including site preparation, remediation and all other costs incidental and related thereto?

Yes ____ No ____

Question 3 - Shall the Town of Carlisle vote to have its elected Town Clerk become an appointed Town Clerk of the town?

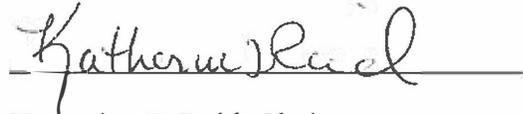
Yes ____ No ____

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 9th day of April in the Year of Our Lord 2024.

SELECT BOARD



Katherine T. Reid, Chair



Travis J. Snell, Vice Chair



Barbara T. Arnold, Clerk



Nathan C. Brown, Member



Seth D. Model, Member

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 attested copies of the same at the United States Post Office and on the Town Bulletin Board located at Town Hall in said Town at least seven (7) days before the date of the Meeting, as within directed.



Constable of Carlisle

Date Posted: April 11, 2024



CONSTABLE JOSEPH TOPOL
MIDDLESEX COUNTY CONSTABLE
POST OFFICE BOX 311 • CARLISLE • MA 01741