

To the Voters of Carlisle:

The Carlisle Finance Committee has completed its budget review and presents its recommendations concerning the Fiscal Year 2011 (“FY11”) budget contained 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 Board of Selectmen, advises the Town Meeting on financial matters. The Committee, as required by law, presents a balanced budget to the annual Town Meeting. In this budget, Town expenditures are fully funded by revenues from property taxes within the levy limit, state aid, forecasted local receipts, and transfers from available funds such as free cash. Revenue from potential overrides may not be used to fund the balanced budget.

Balancing the Budget

The balanced budget presented in the attached Warrant meets the basic municipal and educational needs of the Town of Carlisle (the “Town”), including the Carlisle Public Schools (CPS) and the Concord-Carlisle Regional School District (CCRS) for Fiscal 2011.

The Town is in the third successive year of minimal-growth budgeting. The Finance Committee does not expect this pressure to abate in the upcoming years, as rising costs are expected to greatly exceed revenue from new growth. We expect a significant decline in the value of new housing construction, from \$21,000,000 in the twelve-month period ending on June 30, 2009 to \$15,000,000 for the same period ending June 30, 2010. Because the Town relies on housing for virtually 100% of its tax revenue, the slowdown in residential construction affects Carlisle more than other communities in the Commonwealth. On the positive side, Carlisle is less dependent on state aid than most communities, so the forecast reduction in this aid is less burdensome.

Revenue

The Finance Committee forecasts that FY11 revenue from all sources available will grow only 3.5% over FY10. Although revenue raised through the property tax will grow by approximately 4.2%, including “new growth”, state aid is forecast to drop 7% against the prior year and local receipts are forecast to increase by only 0.5%.

Transfers from our free cash balance are also considered revenue. The recommended free cash transfer for FY11 to support operational budgets is \$219,828. The Finance Committee also recommends \$75,000 be transferred to the Town’s Stabilization Fund, and that \$20,000 of free cash be applied towards a fire department cistern. All told this will leave the Town with over \$1,000,000 in free cash before the FY11 certifications, which, along with the almost \$1,000,000 in the Stabilization Fund, represents a prudent reserve for future operational and capital expansion needs.

Generally, the Finance Committee recommends free cash for “one-time” expenses and not to support ongoing operational items, because free cash does not permanently increase the levy limit, as an override would. However, in order to avoid placing an override request on the taxpayers at this time, we do recommend the above-described nominal use of free cash to provide a workable budget without raising taxes beyond the statutory 2 1/2% limit.

Levy Limit Spending

Total operational spending within the levy limit, excluding town debt service and capital expenditures increased 3.5% as compared with FY10 (See Table 1). The debt service for FY11 will decrease by 7.3%. The FY11 capital budget is decreased by 8.5%.

Operating Budget

The Town operating budget breaks down as follows:

- Education 65.0%
- Other Town Departments 19.8%
- Insurance & Benefits & Retirement 8.0%
- Debt Service and Other 7.2%

The balanced budget for education will grow 5.8%, which reflects an essentially flat CPS budget, but an increase in Carlisle's assessment for CCRSD. The assessment for Minute Man Regional High School (MMRHS) is down 9%, representing a dollar decrease of \$ 16,718.

Most non-education Town departments were held flat against FY10. The Finance Committee supported modest increases in the following areas:

- Protect Persons and Property (Police/Fire/Communications) 2.1%
- Public Works (DPW/Snow & Ice/Road Maintenance/Transfer Station) 1.1%
- Public Assistance 1.5%
- Library 2.9%

The cost of insurance and retirement benefits the Town provides to employees (including CPS) increased by 7.4%.

Debt and Capital Exclusions

The proposed Warrant Articles do not include any capital exclusions for FY11. The Warrant does include three debt exclusion articles as follows:

- CCRSD School Building Feasibility Study \$ 1,300,000
(Carlisle's apportioned share of this study will be about \$ 390,000)
- Minuteman Feasibility Study \$ 725,000
(Carlisle's apportioned share of this study will be about \$12,387)
- Fire Truck \$ 410,000

Although these amounts do not affect the FY11 budget, we recommend passing the debt exclusions for the Minuteman Feasibility Study and for the Fire Truck. At the time of this letter, the Finance Committee did not have enough information to take a position on the CCRSD Feasibility Study.

Debt

In FY11, net excluded debt levy will decrease by 5.9%. Actual net debt service levels will decrease by 7.3% compared to FY10, primarily due to a refinancing of a portion of the Town's debt completed in the spring of 2010.

Finance Committee Conclusions

The Finance Committee has ongoing concerns about the overall growth of spending relative to revenue, now and in the future. In particular:

- New growth of residential housing is expected to remain below historic levels;
- State aid will likely be further decreased as the Commonwealth struggles with its own budget issues;
- The Town is encountering the three-year "bump" in its assessment ratio with CCRSD, and is aggressively planning for the likely increased educational costs over that period; and
- The proposed new school building, plus other infrastructure investments, while necessary, will result in increased budgetary pressure.

The Finance Committee and the Board of Selectmen have sought new sources of revenue and alternative ways to deliver Town services. Some of the focal areas continue to be:

- New, nontraditional sources of revenue
- Sharing with, or purchasing services from, adjacent towns
- Sharing resources and staff between town departments.

We welcome citizen input into the process beyond the annual Town Meeting and its associated hearings. Committee meetings are posted in the Mosquito and we urge you to attend or e-mail your thoughts to us at:

fincom@carlisle.mec.edu.

Meanwhile, please review the material in this booklet and attend the Finance Committee hearing on the Warrant at 7:30 pm in the Town Hall on Monday, April 26th.

Sincerely,

The Carlisle Finance Committee

David Guarino, Chair
Michael Bishop
Barbara Bjornson
Jerome Lerman
David Model
Edward Sullivan
David Verrill

**Table 1 - Town of Carlisle Finance Committee
FY'11 Summary Budget Presentation**

<u>SUMMARY</u>	FY'10 Budget	FY'11 Levy Limit Operating Budget (Articles 4,5,8,11,12,13,18,19,21,22 & 23)	
		Budget	% Change from FY'10
Revenue:			
Property Taxes - within levy limit	\$19,087,540	19,892,923	4.2%
Property Taxes - excluded debt	1,172,001	1,123,492	-4.1%
Property Taxes - capital exclusion	-	-	
State aid	1,252,944	1,165,241	-7.0%
Local Receipts	1,110,800	1,115,800	0.5%
Fund Transfers	410,188	550,217	34.1%
Total Revenue	23,033,473	23,847,673	3.5%
Expenditures:			
State, County & Other	154,106	136,564	-11.4%
LTCRC Warrant Articles	239,000	218,680	-8.5%
Operating Budgets			
General Government	1,088,758	977,359	-10.2%
Protection of Persons & Property	1,832,926	1,872,035	2.1%
Board of Health	77,491	72,440	-6.5%
Public Works	1,024,611	1,035,921	1.1%
Public Assistance	118,152	119,879	1.5%
Education	14,654,232	15,508,679	5.8%
Library	497,110	511,586	2.9%
Recreation	116,462	112,635	-3.3%
Insurance & Benefits	1,224,765	1,316,000	7.4%
Unclassified	151,632	151,632	0.0%
County Retirement	569,130	594,740	4.5%
Debt Service	1,194,098	1,107,023	-7.3%
Total Operating Budgets	22,549,367	23,379,929	3.7%
Capital Exclusion	-	-	
Separate Articles	91,000	112,500	23.6%
Total Budgeted Expenditures	23,033,473	23,847,673	3.5%
Surplus/(Deficit)	\$ -	\$ -	

**WARRANT
ANNUAL TOWN MEETING – MAY 10, 2010
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 150 Church Street in said Carlisle on Monday, the Tenth of May 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:

CONSENT AGENDA

In an effort to streamline Town Meeting and therefore 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 which the Selectmen feel, in consultation with the Moderator and Finance Committee, should generate no controversy and can be properly voted without debate. The purpose of the Consent Agenda is to allow motions under these articles to be acted upon as one unit and to be passed without debate.

THE TOWN WILL BE ASKED TO APPROVE THE USE OF A CONSENT AGENDA UNDER ARTICLE 2.

Should the Town approve the use of a CONSENT AGENDA the Selectmen have voted to recommend that the following articles be acted upon on the Consent Agenda (Articles 3, 4, 5, 6, 7, 8, and 9). The articles to be taken up on 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, they should say the word "Hold" in a loud voice when the number is called. The Article will then be removed automatically 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 items in the Consent Agenda, the Moderator will ask that all items remaining be passed AS A UNIT by the voters.

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

ARTICLE 1 - Town Reports: To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 2 – Consent Agenda: To see if the Town will vote to adopt certain procedures to govern the conduct of the 2010 Annual Town Meeting, or 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 Chapter 41, Section 108 of the General Laws, as amended, for the Fiscal Year 2011, beginning July 1, 2010, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

	<u>Voted FY'09</u>	<u>Voted FY'10</u>	<u>Recommended FY'11</u>
Moderator	\$50	\$50	\$50
Town Clerk	\$51,306	\$52,588	\$53,640
Assessors - Chairman	\$100	\$100	\$100
Second Member	\$100	\$100	\$100
Third Member	\$100	\$100	\$100

Finance Committee Recommendation: The Finance Committee recommends approval of Article 3.

ARTICLE 4 – Revaluation **: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Board of Assessors for the purpose of professional services in connection with revaluation of real estate and personal property in the Town, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 4 for \$5,000 to be spent by the Board of Assessors for professional services connected with revaluation. The intent of this article is to plan for and budget a portion of the cost for the revaluation that must be done every three years by the Assessors, in each of the years leading up to the revaluation.

ARTICLE 5 – Actuarial Valuation of Post-Employment Benefits:** To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Board of Selectmen for the purpose of professional

services in connection with GASB 45 actuarial valuation of post employment benefits for the Town, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 5 for \$4,000 to be spent by the Board of Selectmen for professional services connected with the Actuarial Valuation. The intent of this article is to plan for and budget a portion of the cost for the actuarial valuation that must be done every two years by the Treasurer.*

ARTICLE 6 - Department Revolving Funds Authorization **: To see what revolving funds the Town may authorize or reauthorize pursuant to Massachusetts General Laws Chapter 44, Section 53E ½ for the Fiscal Year 2011, beginning July 1, 2010, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 6 that authorizes the existence of the following revolving special revenue funds: School buses, Board of Health, Hazardous Wastes, Trails Committee, Conservation Wetlands, Conservation Foss Farm, Conservation Building Maintenance, Historical Commission, Youth Commission, Building Department, and Council on Aging. All of these Funds receive their revenues from user fees and grant awards, which are spent to provide services as determined in each of the fund’s charter.*

Revenue Funds	Revenue Source	Authority to Spend	Use of Fund	Spending Limit
School Buses	User Fees Collected by School	School Committee	To provide transportation for 7 th and 8 th grade students	\$60,000
Board of Health Inspections	Board of Health Fees	Board of Health	Specific expert engineering and consulting services to review septic and well installations and repairs, sanitary inspections and other appropriate reimbursable expenses.	\$50,000
Hazardous Wastes	Transfer Station User Fees & Grants Received	Board of Selectmen	Collection and disposal of household hazardous waste.	\$40,000
Trails Committee	Sale of Trails in Carlisle Book	Board of Selectmen	Building, maintaining and enhancing recreation trails.	\$5,000
Conservation Wetlands	Fees from Carlisle Wetland Protection Bylaw	Conservation Commission	Specific expert engineering and consulting services to review Wetland Bylaw filings and other appropriate reimbursable expenses.	\$30,000
Conservation Foss Farm	User Fees	Conservation Commission	Activities and maintenance associated with Foss Farm.	\$2,500

Conservation Building Maintenance	Fees and/or Rent	Conservation Commission	Maintenance and repairs associated with the Buildings located on Conservation Commission Lands	\$30,000
Historical Commission	Fees	Historical Commission	Reasonable expenses related to filings/applications.	\$3,000
Youth Commission	Event Admission Fees	Board of Selectmen	To provide for dances and other events sponsored by the Youth Commission.	\$10,000
Building Inspector	User Fees	Board of Selectmen	To cover inspectional services and administrative expenses.	\$75,000
Council on Aging	User Fees	Council on Aging	To provide for events sponsored by the Council on Aging	\$10,000

ARTICLE 7 – Real Estate Tax Exemption **: To see if the Town will vote to accept G.L. Chapter 59, Section 5 (clause 41C) to grant an additional real estate tax exemption of up to one hundred (100%) percent, or take any other action related thereto. (BOARD OF SELECTMEN/BOARD OF ASSESSORS)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 7.

ARTICLE 8 - Fiscal Year 2011 Reserve for Debt Services – MSBA Transfer **: To see what sums the Town will vote to transfer from Reserve for Debt Services – MSBA to be applied to the payment of principal and interest on Debt Service or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends approval of a transfer of \$24, 071 from Reserve for Debt Services – MSBA to be applied to the payment of principal and interest on Debt Service Article 8.

ARTICLE 9 - FY 2011 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 Chapter 90 of the Massachusetts General Laws, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee recommends approval of Article 9 to fund road reconstruction and improvement of public ways. Under the General Laws, the Commonwealth of Massachusetts will reimburse the Town for these monies.

ARTICLE 10 – Fiscal Year 2010 Budget Transfers: To see what sums the Town will vote to transfer into various line items of the Fiscal Year 2010 operating budget from other line items of said budget or from other available funds, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: The Finance Committee will make its recommendation at Town Meeting.

ARTICLE 11 - Operating Budget: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, to fund the various departments, boards, commissions, and operating expenses of the town for the Fiscal Year 2011, beginning July 1, 2010, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Article 11

	FY 2010 Budget	ARTICLES 11&24 FY 2011 Levy Limit Budget	ARTICLES 8 & 22 FY 2011 Transfers Budget
General Government	1,088,758	977,359	977,359
Protection of Persons & Property	1,832,926	1,872,035	1,872,035
Board of Health	77,491	72,440	72,440
Public Works	1,024,611	1,035,921	1,035,921
Public Assistance	118,152	119,879	119,879
Education	14,654,232	15,508,679	15,508,679
Library	497,110	511,586	511,586
Recreation	116,462	112,635	112,635
Insurance & Benefits	1,224,765	1,316,000	1,316,000
Unclassified	151,632	151,632	151,632
Retirement & Tax Title	569,130	594,740	594,740
Long Term Debt	1,002,678	871,634	910,653
Total	22,357,947	23,144,540	23,183,559

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 11, in the total amount of \$23,144,540 as further detailed below subject to approval of \$219,828 in free cash transfer under Article 24.*

General Government

	<u>ARTICLES 11&24</u>		<u>ARTICLES 8& 22</u>	
	<u>FY 2010</u>	<u>FY 2011</u>		<u>FY 2011</u>
	<u>Budget</u>	<u>Levy Limit</u>	<u>Transfers</u>	<u>Budget</u>
General Government				
General Expense	513,853	433,132		433,132
Citizen Recognition	170	170		170
Treasurer/Collector	137,439	135,659		135,659
Town Clerk	62,575	63,272		63,272
Registrars & Elections	8,141	8,229		8,229
Assessors	97,522	97,522		97,522
Town Hall	190,499	160,632		160,632
Planning Board	78,559	78,743		78,743
sub-total	<u>1,088,758</u>	<u>977,359</u>		<u>977,359</u>

General Expenses: *The Finance Committee recommends a balanced budget appropriation of \$433,132 for this budget item.*

Citizen Recognition: *The Finance Committee recommends a balanced budget appropriation of \$170 for this budget item.*

Treasurer/Tax Collector: *The Finance Committee recommends a balanced budget appropriation of \$135,659 for this budget item.*

Town Clerk: *The Finance Committee recommends a balanced budget appropriation of \$63,272 for this budget item.*

Registrars and Elections: *The Finance Committee recommends a balanced budget appropriation of \$8,229 for this budget item.*

Assessors: *The Finance Committee recommends a balanced budget appropriation of \$97,522 for this budget item.*

Town Hall: *The Finance Committee recommends a balanced budget appropriation of \$160,632 for this budget item.*

Planning Board: *The Finance Committee recommends a balanced budget appropriation of \$78,743 for this budget item.*

Protection of Persons and Property

	FY 2010 Budget	ARTICLES 11&24 FY 2011 Levy Limit Budget	ARTICLES 8 & 22 FY 2011 Transfers Budget
Protection of Persons & Property			
Police	1,160,448	1,189,278	1,189,278
Fire	270,534	270,722	270,722
Communications	275,129	285,980	285,980
Conservation	60,125	61,592	61,592
Dog & Animal Control	9,730	9,730	9,730
Inspectional Services	33,860	31,633	31,633
Street-Lighting	23,100	23,100	23,100
sub-total	1,832,926	1,872,035	1,872,035

Police: The Finance Committee recommends a balanced budget appropriation of \$1,189,278 for this budget item.

Fire: The Finance Committee recommends a balanced budget appropriation of \$270,722 for this budget item.

Communications: The Finance Committee recommends a balanced budget appropriation of \$285,980 for this budget item.

Conservation: The Finance Committee recommends a balanced budget appropriation of \$61,592 for this budget item.

Dog & Animal Control: The Finance Committee recommends a balanced budget appropriation of \$9,730 for this budget item.

Inspectional Services: The Finance Committee recommends a balanced budget appropriation of \$31,633 for this budget item.

Street Lighting: The Finance Committee recommends a balanced budget appropriation of \$23,100 for this budget item.

Board of Health

	<u>FY 2010 Budget</u>	<u>ARTICLES 11&24 FY 2011 Levy Limit Budget</u>	<u>ARTICLES 8 & 22 FY 2011 Transfers Budget</u>
Board of Health	77,491	72,440	72,440

***Board of Health:** The Finance Committee recommends a balanced budget appropriation of \$72,440 for this budget item.*

Public Works

	<u>FY 2010 Budget</u>	<u>ARTICLES 11&24 FY 2011 Levy Limit Budget</u>	<u>ARTICLES 8 & 22 FY 2011 Transfers Budget</u>
Public Works			
DPW (incld trees)	620,778	632,088	632,088
Snow & Ice	65,132	65,132	65,132
Transfer Station	252,018	252,018	252,018
Road Maintenance	86,683	86,683	86,683
sub-total	1,024,611	1,035,921	1,035,921

***DPW:** The Finance Committee recommends a balanced budget appropriation of \$632,088 for this budget item.*

***Snow & Ice:** The Finance Committee recommends a balanced budget appropriation of \$65,132 for this budget item.*

***Transfer Station:** The Finance Committee recommends a balanced budget appropriation of \$252,018 for this budget item.*

***Road Maintenance:** The Finance Committee recommends a balanced budget appropriation of \$86,683 for this budget item.*

Public Assistance

	<u>FY 2010 Budget</u>	<u>ARTICLES 11&24 FY 2011 Levy Limit Budget</u>	<u>ARTICLES 8 & 22 FY 2011 Transfers Budget</u>
Public Assistance			
Youth Commission	2,594	2,594	2,594
Council on Aging	102,763	104,490	104,490
Senior Tax Voucher Program	11,250	11,250	11,250
Veteran's Agent	1,545	1,545	1,545
sub-total	118,152	119,879	119,879

***Youth Commission:** The Finance Committee recommends a balanced budget appropriation of \$2,594 for this budget item.*

***Council on Aging:** The Finance Committee recommends a balanced budget appropriation of \$104,490 for this budget item.*

***Senior Tax Voucher Program:** The Finance Committee recommends a balanced budget appropriation of \$11,250 for this budget item.*

***Veteran's Agent:** The Finance Committee recommends a balanced budget appropriation of \$1,545 for this budget item.*

Education

	<u>FY 2010 Budget</u>	<u>ARTICLES 11&24 FY 2011 Levy Limit Budget</u>	<u>ARTICLES 8 & 22 FY 2011 Transfers Budget</u>
Education			
Carlisle Public Schools	9,007,421	9,007,421	9,007,421
CCRSB	5,251,176	6,080,142	6,080,142
CCRSB debt service	210,642	252,841	252,841
MMRHS	184,993	168,275	168,275
sub-total	14,654,232	15,508,679	15,508,679

Carlisle Public Schools: *The Finance Committee recommends a balanced budget appropriation of \$9,007,421 for this budget item.*

Concord Carlisle Regional High School: *The Finance Committee recommends a balanced budget appropriation of \$6,080,142 for this budget item.*

Concord Carlisle Regional High School Debt Service: *The Finance Committee recommends a balanced budget appropriation of \$252,841 for this budget item.*

Minuteman Regional High School: *The Finance Committee recommends a balanced budget appropriation of \$168,275 for this budget item.*

Library

	ARTICLES 11&24	ARTICLES 8 & 22
FY 2010	FY 2011	FY 2011
Budget	Levy Limit	Transfers
Budget	Budget	Budget
Library	497,110	511,586
	511,586	511,586

Library: *The Finance Committee recommends a balanced budget appropriation of \$511,586 for this budget item.*

Recreation

	ARTICLES 11&24	ARTICLES 8 & 22
FY 2010	FY 2011	FY 2011
Budget	Levy Limit	Transfers
Budget	Budget	Budget
Recreation	116,462	112,635
	112,635	112,635

Recreation: *The Finance Committee recommends a balanced budget appropriation of \$112,635 for this budget item.*

Insurance & Benefits

	<u>FY 2010 Budget</u>	<u>ARTICLES 11&24 FY 2011 Levy Limit Budget</u>	<u>ARTICLES 8 & 22 FY 2011 Transfers Budget</u>
Insurance & Benefits			
Blanket Insurance	160,000	160,000	160,000
Group Insurance	1,014,765	1,106,000	1,106,000
Unemployment Insurance	50,000	50,000	50,000
sub-total	1,224,765	1,316,000	1,316,000

***Blanket Insurance:** The Finance Committee recommends a balanced budget appropriation of \$160,000 for this budget item.*

***Group Insurance:** The Finance Committee recommends a balanced budget appropriation of \$1,106,000 for this budget item.*

***Unemployment Insurance:** The Finance Committee recommends a balanced budget appropriation of \$50,000.*

Unclassified

	<u>FY 2010 Budget</u>	<u>ARTICLES 11&24 FY 2011 Levy Limit Budget</u>	<u>ARTICLES 8 & 22 FY 2011 Transfers Budget</u>
Unclassified			
Interest, fees, & costs	1,000	1,000	1,000
Public Celebrations	632	632	632
Reserve Fund Balance	150,000	150,000	150,000
sub-total	151,632	151,632	151,632

***Interest, Fees, & Costs:** The Finance Committee recommends a balanced budget appropriation of \$1,000 for this budget item.*

***Public Celebrations:** The Finance Committee recommends a balanced budget appropriation of \$632 for this budget item.*

Reserve Fund: The Finance Committee recommends a balanced budget appropriation of \$150,000 for this budget item.

County Retirement

	<u>ARTICLES 11&24</u>	<u>ARTICLES 8 & 22</u>
	FY 2011	FY 2011
FY 2010	Levy Limit	Transfers
<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
County Retirement	<u>569,130</u>	<u>594,740</u>

County Retirement: The Finance Committee recommends a balanced budget appropriation of \$594,740 for this budget item.

Long Term Debt Service

	<u>ARTICLES 11&24</u>	<u>ARTICLES 8 & 22</u>
	FY 2011	FY 2011
FY 2010	Levy Limit	Transfers
<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Long Term Debt	<u>1,002,678</u>	<u>910,653</u>

Long Term Debt: The Finance Committee recommends a balanced budget appropriation of \$871,634 for this budget item with the passage of transfer funds under Articles 8 and 22.

ARTICLE 12 – Capital Equipment: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute for various capital purposes, or provide by any combination of these methods, or take any other action related thereto. (BOARD OF SELECTMEN/LONG TERM CAPITAL REQUIREMENTS COMMITTEE)

**Long Term Capital Requirements
FY'11**

Energy Task Force	Energy Efficiency projects	14,680
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CPS	Annual Maintenance Projects	25,000
DPW	One Ton Truck	47,000
Library	Computer replacement	8,000
Police	Cruiser	32,000
Police/Fire/Municipal	Communications Cable	45,000
Fire	SCBA Air Bottles	47,000
		218,680

Combined Finance Committee and Long Term Capital Requirements Committee

Recommendations: Both Committees recommend approval of the preceding amounts for the items described under Article 12, FY 2011 Balanced Budget for \$218,680.

ARTICLE 13 – Capital Expenditure – Cisterns: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute for the Board of Selectmen to expend to purchase and install cisterns for the Fire Department, or provide by any combination of these methods, or take any other action related thereto. (BOARD OF SELECTMEN/LONG TERM CAPITAL REQUIREMENTS COMMITTEE)

Combined Finance Committee and Long Term Capital Requirements Committee

Recommendations: Both Committees recommend the use of free cash in the amount of \$20,000 to provide additional funding for Fire Department Cisterns.

ARTICLE 14 – Borrowing Authorization – Engine 6 Replacement: To see what sums the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to provide funding, to be expended by the Board of Selectmen, to purchase a new pumper truck to replace Carlisle Fire Department Engine 6, and to authorize the Board of Selectmen to sell, trade-in, or otherwise dispose of the existing Engine, or take any other action related thereto. (BOARD OF SELECTMEN/LONG TERM CAPITAL REQUIREMENTS COMMITTEE)

Combined Finance Committee and Long Term Capital Requirements Committee

Recommendations: Both Committees recommend approval of the FY 2011 Debt Exclusion in the amount of \$410,000 for a new fire engine to replace Engine 6. This Debt Exclusion is contingent upon passage of Ballot Question 3.

ARTICLE 15 – CCRSD Technology Stabilization Fund: To determine whether the Town will vote to authorize the Concord-Carlisle Regional School District Treasurer to establish a Stabilization Fund, pursuant to Section 16G1/2 of Chapter 71 of the Massachusetts General Laws, for the purpose of reserving funds to lower future tax levy impacts of operating budgets for Concord-Carlisle Regional School District technology equipment replacements and networking service upgrades, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law; and further, that the sum of \$5,800 be transferred from the available

year end balance reserved at June 30, 2009 and transferred into said Stabilization Fund effective July 1, 2010, or take any other action relative thereto. (BOARD OF SELECTMEN/CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE)

***Finance Committee Recommendation:** The Finance Committee recommends approval of Article 15 for the transfer of \$5,800 to the CCRSD Technology Stabilization Fund.*

ARTICLE 16 – Borrowing Authorization– CCRSD Feasibility Study: To determine whether the Town will vote to approve the sum of \$1,300,000, or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee to be expended, as advised and recommended by the Regional School Building Committee, and as approved by the Concord-Carlisle Regional School District’s appointed Chief Procurement Officer, for the CCHS Feasibility Study & Schematic Design, Concord-Carlisle High School, 500 Walden Street, Concord, MA, for which feasibility study the Concord-Carlisle Regional School District may be eligible for a grant from the Massachusetts School Building Authority. The MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Concord-Carlisle Regional School District incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Concord-Carlisle Regional School District, or take any other action related thereto. (BOARD OF SELECTMEN/CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE)

***Finance Committee Recommendation:** The Finance Committee will make its recommendation at Town Meeting.*

***Long Term Capital Requirements Committee:** The Long Term Capital Requirements Committee will make its recommendation at Town Meeting.*

ARTICLE 17 – Borrowing Authorization – Minuteman Regional HS Feasibility Study: To see if the Town will approve the sum of \$ 725,000 of borrowing authorized by the Minuteman Regional Vocational Technical School District, for the purpose of paying costs of a feasibility study to consider options for making improvements to the District’s high school building located at 758 Marrett Road, Lexington, Massachusetts, which options shall include, but not be limited to renovating, reconstructing, expanding, remodeling and adding to the District’s high school, or any combination of the foregoing, said sum to be expended at the direction of the School Building Committee. The Massachusetts School Building Authority’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs of the Project that the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District, and that the total amount of the borrowing authorized by this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA, , or take any other action related thereto. (BOARD OF SELECTMEN/MINUTEMAN REGIONAL SCHOOL COMMITTEE)

Finance Committee Recommendation: *The Finance Committee recommends approval of the FY 2011 Debt Exclusion in the amount of \$725,000 for the Minuteman Regional Vocational Technical School District. This Debt Exclusion is contingent upon passage of Ballot Question 2.*

Long Term Capital Requirements Committee: *The LTCRC has not yet taken a position on this article.*

ARTICLE 18 – Professional Services - Council on Aging: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Board of Selectmen upon the recommendation of the Council on Aging for the purpose of Council on Aging professional services to aid the residents of Carlisle, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 18 for \$3,500 for the Council of Aging for professional services.*

ARTICLE 19 – Professional Services - Planning Board: To see what sums of money the Town will raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute to be spent by the Planning Board in consultation with the Board of Selectmen for the purpose of professional planning and engineering services, or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 19 for \$5,000 for the Planning Board for professional services.*

ARTICLE 20 – Reduction/Rescission of Community Preservation Act surcharge: To see if the Town will vote to request the Selectmen place an article on a subsequent Town Meeting warrant to either reduce the surcharge, or rescind the acceptance by the Town, of the Community Preservation Act, Sections 3 to 7 of Chapter 44B of Massachusetts General Laws, and further to place such rescission or reduction if approved by the Town Meeting on the ballot for acceptance by the voters of the Town of Carlisle at the next qualifying Town or State election, or take any action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *The Finance Committee takes no position regarding Article 20.*

ARTICLE 21 – CPA Annual Authorization: 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 to convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources, open space restriction 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. (BOARD OF SELECTMEN/COMMUNITY PRESERVATION COMMITTEE)

- 1) A motion will be made to approve the 2011 budget for the Community Preservation Committee.
- 2) A motion will be made to approve \$165,000 for the restoration and rehabilitation of the cranberry bog house.
- 3) A motion will be made to approve \$50,000 to fund the Housing Coordinator Position for the Town of Carlisle for up to 28 hours per week in FY11.
- 4) A motion will be made to approve \$15,000 to fund boardwalks, bridges, kiosks and signs for the Carlisle Trails System over the next five years.
- 5) A motion will be made to modify a previously approved application for design funds for the Bruce Freeman Trail in Carlisle increasing the funding by \$5,000 and extending the timeframe by two years.
- 6) A motion will be made that will allow certain administrative housekeeping matters regarding previously completed projects.

Finance Committee Recommendation: *The Finance Committee will make its recommendation at Town Meeting.*

ARTICLE 22 - Fiscal Year 2011 Stabilization Account Transfer for Debt Service: To see if the Town will vote to transfer from the Stabilization Account a sum of money to be applied to the payment of principal and interest on Debt Service or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 22 to transfer from the Stabilization Fund a sum of \$14,948 to be used to repay the principal and interest on a portion of the debt service, resulting in the FY 2011 long-term debt service appropriation to \$910,653.*

ARTICLE 23 – Fiscal Year 2011 Free Cash Transfer to Stabilization Fund: To see what sum the Town will vote to transfer from Free Cash (Surplus Revenue) in the treasury of the Town to increase the Stabilization Account or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: *The Finance Committee recommends the transfer of \$75,000 from Free Cash to the Stabilization Fund.*

ARTICLE 24 – Fiscal Year 2011 Free Cash Transfer to Support Operating Budget: To see what sum the Town will vote to transfer from Free Cash (Surplus Revenue) in the treasury of the Town to meet the appropriations for Fiscal Year 2011, beginning July 1, 2010 or to authorize the Assessors to use in establishing the tax rate, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Finance Committee Recommendation: *The Finance Committee recommends the transfer of \$219,828 from Free Cash to be used to support the FY11 Town Operating Budget.*

ARTICLE 25 – Wetland/Flood Hazard District Zoning Bylaw amendment: To see if the Town will vote to amend Section 5.2 of the Town of Carlisle Zoning Bylaws entitled “Wetland/Flood Hazard District,” as follows, or to take any other action related thereto:

By adding a new section 5.2.1.4 as follows:

5.2.1.4 FEMA Regulations

“FEMA Regulations” shall mean the provisions of 44 C.F.R. Ch. I, §§ 59 and 60 issued by the Federal Emergency Management Agency (FEMA), including but not limited to §§ 60.3(b), (c) and (d), related to emergency and flood plain management criteria for flood-prone areas.

By amending the title of section 5.2.4 to “Permitted and Prohibited Uses” and inserting a new Section 5.2.4.5 as follows:

5.2.4.5 In Zones AE, as defined by the FEMA Regulations, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels during the occurrence of the base flood discharge along watercourses that have a regulatory floodway designated on the Middlesex County FIRM.

By adding a new Section 5.2.7 as follows:

5.2.7 Base Flood Elevation and Floodway Data

5.2.7.1 In Zones A and AE, as defined by the FEMA Regulations, along watercourses that have not had a regulatory floodway designated, encroachments are prohibited in regulatory floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

5.2.7.2 Base flood elevation data is required for all new subdivision proposals and other new proposed developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.

By adding a new Section 5.2.8 as follows:

5.2.8 Subdivision Proposals and Developments in Flood-Prone Areas

All subdivision proposals wholly or partially in Zones A and AE shall be designed to assure that:

- (i) such proposals minimize flood damage;
- (ii) all public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
- (iii) adequate drainage is provided to reduce exposure to flood hazards.

By adding the following new Section 5.2.9:

5.2.9 Notification of Watercourse Alteration

In a riverine (meaning relating to, formed by, or resembling a river, tributary, stream or brook) situation, the Town Administrator or his agent shall notify adjacent communities and the NFIP State Coordinator and NFIP Program Specialist at the following addresses of any alteration or relocation of a watercourse.

- NFIP State Coordinator
Massachusetts Department of Conservation and Recreation
251 Causeway Street, Suite 600-700
Boston, MA 02114-2104
- NFIP Program Specialist
Federal Emergency Management Agency, Region I
99 High Street, 6th Floor
Boston, MA 02110

By adding the following new Section 5.2.10:

5.2.10 FEMA Regulations

Notwithstanding any provision in this Section # 5.2 to the contrary, if any provisions of this Section #5.2 are inconsistent with the FEMA Regulations, then to the extent they are inconsistent the provisions of the FEMA Regulations shall govern; except, however, to the extent the Town, acting through its applicable permit granting authority, determines that such provisions of this Section 5.2 inconsistent with the FEMA Regulations are more stringent than the FEMA Regulations, then the provisions of this Section # 5.2 shall govern.

Prior to any new (i) construction, (ii) substantial improvements, or (iii) other developments being undertaken or implemented wholly or partially within the

Wetland/Flood Hazard District, all persons undertaking or implementing such construction, improvements, or developments shall ensure that the same comply with the FEMA Regulations, and any permit, special permit, variance, order, license or other approval issued pursuant to the Town's Zoning Bylaws and related to new (i) construction, (ii) substantial improvements, or (iii) other developments undertaken or implemented wholly or partially within the Wetland/Flood Hazard District, may, in addition to other conditions and requirements, include a condition requiring compliance with the FEMA Regulations (but shall not be necessary to be included to require such compliance).

(BOARD OF SELECTMEN)

ARTICLE 26 –Location of Districts Zoning Bylaw amendment: To see if the Town will vote to amend Section 2.2 of the Town of Carlisle Zoning Bylaws by deleting the third sentence of Section 2.2 and adding the following new paragraph, or to take any other action related thereto.

The Wetland/Flood Hazard District is shown on a map entitled “Property Maps, Carlisle, Massachusetts,” consisting of an index map and 36 sheets together with all amendments thereto subsequently adopted by the Town on file with the Town Clerk, the District being depicted as “Wetland/Flood Hazard Zoning District, adopted March 31, 1980,” amended on May 3, 1988, and further amended as required to be consistent with the Middlesex County Flood Insurance Rate Map (FIRM) dated June 4, 2010 and issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that show flood zones located wholly or partially within the Town include map panel numbers 25017C0242E, 25017C0244E, 25017C0253E, 25017C0254E, 25017C0261E, 25017C0262E, 25017C0263E, 25017C0264E, 25017C0266E and 25017C0268E dated June 4, 2010. The exact boundaries of the flood hazard areas within the Wetland/Flood Hazard District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated June 4, 2010. The FIRM and FIS report are incorporated herein by reference and are hereby made a part of the Zoning District Map of the Town of Carlisle. (BOARD OF SELECTMEN)

ARTICLE 27– Site Plan Review Zoning Bylaw amendment: To see if the Town will vote to amend the Town of Carlisle Zoning Bylaws, Section 7.6, Site Plan Review, by making deletions and insertions/additions (deletions shown by [~~striketrough~~] and insertions/additions shown by [**bold**]) as follows:

7.6 Site Plan Review

7.6.1 For the purpose of administering the provisions of the bylaw relating to non-residential **[and certain other]** uses in all districts, not including **[a senior residential open space community as allowed under Section 5.7 of these bylaws,]** personal wireless communication facilities as allowed under Section 5.9 of these bylaws, accessory apartments as allowed under Section 5.6 of these bylaws and accessory uses permitted in General Residence Districts under Section 3.2.1.11 of these bylaws, and to ensure the most advantageous use of all properties within the same district and for the reasonable protection of the legitimate interests of adjoining property owners, site plan approval shall be required prior to the:

7.6.1.1 Construction of a new building or structure, the principal use of which is non-residential;

7.6.1.2 Construction of an addition to or alteration of any existing building, the principal use of which is non-residential;

7.6.1.3 Establishment of a principal non-residential use in an existing building not theretofore used for such purposes;

7.6.1.4 Establishment of a more intensive non-residential use on the site of a previous non-residential use, including, but not limited to, the establishment of or alteration to any parking, loading or vehicular access, or the increase in number of employees at the site or proposed pedestrian traffic to and from the site;

7.6.1.5 Construction of a new building or structure, or an addition or alteration of any existing building or structure, for use as multifamily housing; or

7.6.1.6 Construction or alteration of a municipal parking, cultural, recreational, water supply or protective use

pursuant to this Section 7.6 in addition to any special permits or other approvals required under these bylaws.

7.6.2 No building permit shall be issued for the purposes described in Section 7.6.1.1 through 7.6.1.6 unless a site plan ~~[prepared by a professional architect, engineer or land surveyor]~~ has been submitted and approved by the Board of Selectmen as provided in this Section 7.6.

Any person desiring approval of a site plan shall submit [~~said plan~~][**an application for such containing the information set forth herein or in the Rules and Regulations governing Site Plan Review (“Rules and Regulations”)**] to the Board of Selectmen and to the Planning Board. The Board of Selectmen shall not take final action on such plan until it has held a public hearing thereon in accordance with the provisions of Chapter 40A of the General Laws and has received a report and recommendations from the Planning Board or until the Planning Board has allowed [~~thirty-five (35)~~][**forty-five (45)**] days to elapse from the date on which the site plan and all accompanying materials [**required herein or in the Rules and Regulations**] have been submitted to the Planning Board without submission of a report [, **unless such timeframe is extended by the Chair of the Board of Selectmen. The Rules and Regulations shall, among other things, provide that the Planning Board will seek input from other Town boards, committees and departments concerning the application.**] The Board of Selectmen may also request a report and recommendations from the Board of Appeals, Fire Department, Police Department, Department of Public Works, Conservation Commission, Board of Health and any other Town [~~Board or Committee~~][**board or committee**].

Failure of the Board of Selectmen to take final action on such [~~plan~~][**site plan review application**] within sixty (60) days following the [~~close of the~~] public hearing [**held by the Board of Selectmen**] shall be deemed to be an approval thereof[;] [**and**] it shall forthwith make an endorsement to this effect on such plan, and on its failure to do so the Town Clerk shall issue a certificate to the same effect.

- 7.6.3 In considering a site plan the Board of Selectmen shall assure to a degree consistent with a reasonable use of the site for the purpose permitted either by the regulations of the district in which it is located or by special permit:
 - 7.6.3.1 Compliance with all provisions of the zoning bylaw;
 - 7.6.3.2 Protection of adjoining premises against detrimental or offensive use of the site;
 - 7.6.3.3 Convenience and safety of vehicular and pedestrian movement on the site and in relation to adjacent streets, property or improvements and for the location of driveway openings in relation to street traffic;
 - 7.6.3.4 Adequacy as to the arrangement and the number of parking and loading spaces in relation to the proposed uses of the premises;
 - 7.6.3.5 Adequacy as to the arrangement of proposed buildings, structures, free-standing signs, siting, screening and landscaping;
 - 7.6.3.6 Adequacy of the methods on the site for sewage, refuse and other waste disposal, and for surface and sub-surface drainage;
 - 7.6.3.7 Protection of the Town’s resources, including the effect on public or private water supply and groundwater resources;

[7.6.3.8 Protection of the public health and safety, and maintenance of ways against extraordinary wear or damage that may be caused by construction operations, as well as minimization of the impact of construction operations on the quality of daily life in the Town;]

and may impose such appropriate conditions, limitations and requirements as will insure compliance with the terms of the Board's approval.

7.6.4 ~~[Site Plans shall indicate all boundaries, existing and proposed topography at a two foot contour interval, use of adjacent land and buildings thereon, all existing and proposed structures, parking and loading spaces, driveways and driveway openings, service areas and other open areas, and all facilities for lighting, for sewage, refuse and other waste disposal, for surface and sub surface drainage, for screening and other landscape features. The Board of Selectmen any promulgate or amend Rules and Regulations which pertain to the site plan approval process so long as the Rules and Regulations conform to this Section 7.6 of the Zoning Bylaw.]~~**[The Board of Selectmen shall promulgate or amend Rules and Regulations which pertain to the contents of the site plan review application and the site plan approval process, which Rules and Regulations shall be consistent with this Section 7.6 of the Zoning Bylaw.]**

7.6.5 Any ~~[application]~~ **[applicant]** seeking site plan approval shall submit an Application pursuant to this Section **[and the Rules and Regulations]** and pay such fees as shall be determined by the Board of Selectmen to cover any expenses connected with a public hearing and review of ~~[plans]~~ **[the application]**, including, but not limited to, the costs of any engineering or planning consulting services necessary for review purposes, as set forth in the Board's Rules and Regulations pertaining thereto.

7.6.6 In applications for which a special permit pursuant to Section 7.2 must be obtained in addition to site plan approval, the applicant must obtain and file such special permit with the application for site plan review pursuant to this Section 7.6.

7.6.7 ~~[Within fifteen (15) days after the approval of said site plan a]~~ **[A]** copy ~~[thereof]~~ **[of the decision]** bearing the approval of the Board of Selectmen shall be filed in the office of the Town Clerk~~;~~ ~~and the plan as approved shall be carried into effect and completed by the Applicant for such site plan approval or his assigns]~~ within ~~[one (1) years]~~ **[fifteen (15) days]** after the ~~[date of]~~ approval **[of said site plan]**.

7.6.8 The Board of Selectmen shall have power to modify or amend its approval of a site plan on petition of the ~~[Applicant]~~ **[applicant]** or his assigns, or upon its own motion if such power is reserved by the Board in its original approval. All of the provisions of this Section 7.6 applicable to approval shall, where appropriate, be applicable to such modification or amendment.

7.6.9 ~~[Term of Approval]~~

Site plan approval shall lapse if construction **[or, in the case of a change or intensification in use, the substantial use thereof,]** is not commenced within two (2) years from the date of approval. An extension may be granted ~~[for up to six (6) months]~~ by the Board of Selectmen **[for good cause. The Board of Selectmen may**

include as a condition of approval an outside date for substantial completion of construction.]

7.6.10 [Appeal]

Any appeal of an approval or condition of approval of a site plan by the Board of Selectmen shall be made in accordance with Section 7.4 of these bylaws [**and M.G.L., Ch. 40A, S. 17**].

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

ARTICLE 28 – Adoption of Stretch Code: To see if the Town will vote to amend the Town of Carlisle General Bylaws by inserting a new Article 4.8, as set forth below, entitled “Stretch Energy Code” for the purpose of adopting Appendix 120.AA of the Massachusetts State Building Code, 780 CMR, the “Stretch Energy Code”, regulating the design and construction of buildings for the effective use of energy, including amendments or modifications thereto, a copy of which is on file with the Town Clerk, or take any other action related thereto.

4.8 Stretch Energy Code

4.8.1 Definitions

International Energy Conservation Code (IECC) 2009 - a building code created by the International Code Council as a model code, which has been adopted by many state and municipal governments in the United States, for the establishment of minimum design and construction requirements for energy efficiency.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120.AA, the Stretch Energy Code is the International Energy Conservation Code (IECC) 2009 with amendments contained therein.

4.8.2 Purpose

The purpose of the Stretch Energy Code is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the Massachusetts State Building Code for both new construction and existing buildings.

4.8.3 Applicability

The Stretch Energy Code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 61, or 93, as applicable.

4.8.4 Authority

The Town hereby adopts the Stretch Energy Code pursuant to 780 C.M.R. Appendix 120.AA, Section 101.3.

4.8.5 Incorporation of Stretch Energy Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 120.AA, including any amendments or modifications, is herein incorporated by reference into the Town of Carlisle General Bylaws, Chapter IV.

4.8.6 Enforcement

The Stretch Energy Code is enforceable by the Building Commissioner and Deputy Inspector of Buildings, including without limitation enforcement by means set forth in Section 1.4 of these Bylaws and in 780 C.M.R. 118 and 119.

(BOARD OF SELECTMEN)

ARTICLE 29 – Acquisition of Hanover Hill Pathway Easements: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain, pursuant to G.L. chapters 40 and 79 and other applicable laws, easements for the construction, installation, inspection, repair, renewal, replacement, operation and maintenance of public pathways, and other title interests, easements and rights of way over land situated on the northerly side of Westford Street, Carlisle, being those portions of Lot 1 shown as “Pathway Easement E” and of Lot 28 shown as “Pathway Easement F” on the plan of land entitled “Easement Plan of Land in Carlisle, Massachusetts (Middlesex County), For: Wilkins Hill Realty, LLC Scale: 1” = 40’, June 5, 2009” prepared by Stamski and McNary, Inc., 80 Harris Street, Acton, Massachusetts, which plan is recorded at the Middlesex North District Registry of Deeds in Plan Book 230 as Plan No. 21 and being those portions of Lot B shown as “Pathway Easement H” and of Lot 29 shown as “Pathway Easement G” on the plan of land entitled: “Easement Plan of Land in Carlisle, Massachusetts (Middlesex County), For: Wilkins Hill Realty, LLC Scale: 1” = 40’ September 1, 2009” prepared by Stamski and McNary, Inc., 80 Harris Street, Acton, Massachusetts, which plan is recorded at said Registry in Plan Book 230 as Plan No. 20; to see if the Town will vote to appropriate, borrow pursuant to any applicable statute or transfer from available funds, a sum of money for such purposes; and to take any other action related thereto. (BOARD OF SELECTMEN)

ARTICLE 30 - Acquisition of Bruce Freeman Rail Trail Easements: To see if the Town will vote to authorize the Board of Selectmen, for purposes of establishing, constructing, operating and maintaining a multi-use rail trail/bicycle path for non-motorized transportation, open space and recreation purposes and for all other purposes for which rail trails are now or hereafter may be used in the Commonwealth, to acquire by purchase, gift, eminent domain or otherwise fee, easement, leasehold, license and/or other real property interests in, on, over, across, under and along (a) all or any portion of the land, premises, easements, rights-of-way and other rights in Carlisle comprising the former Lowell Secondary Track railroad right-of-way acquired by the Commonwealth of Massachusetts (acting through its former Executive Office of Transportation and Construction) by deeds dated April 28 and November 29, 1982, and recorded in the Middlesex South District Registry of Deeds at Book 14609, Pages 302-317 and Book 14836, Pages 507-512, and (b) abutting and underlying properties as necessary for clearing title to said railroad right-of-way, laying out a rail trail/bicycle path in that right of way and within

associated easements, and providing access to the rail trail area for construction, maintenance and repair purposes, on such terms and conditions as the Selectmen may determine, and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for these purposes, or take any other action related thereto. (BOARD OF SELECTMEN)

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 the Town Hall Building at 66 Westford Street in said Carlisle on Tuesday, the 18th day of May, 2010 between the hours of seven o'clock forenoon and eight o'clock in the afternoon and there to vote on the following:

BALLOT QUESTIONS

TOWN ELECTION – MAY 18, 2010

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	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
Housing Authority	one for a term of five 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

DEBT EXCLUSION QUESTIONS

G.L. c. 59, s. 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 for the Town of Carlisle's apportioned share of a bond to be issued by the Concord-Carlisle Regional School District for a feasibility study/schematic design for Concord Carlisle High School?

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 the Town's apportioned share of the bond issued by the Minuteman Regional Vocational Technical School District for the purpose of paying costs of a feasibility study to consider options for making improvements to the District's high school building located at 758 Marrett Road, Lexington, Massachusetts, which options shall include, but not be limited to renovating, reconstructing, expanding, remodeling and adding to the District's high school, or any combination of the foregoing?

YES _____ NO _____

Question 3: 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 bond to be issued to fund the purchase of a new pumper truck to replace Carlisle Fire Department Engine 6?

YES_____ NO_____

NON-BINDING PUBLIC OPINION REFERENDUM QUESTION

Question 4: Shall the Town of Carlisle request the Selectmen place an article on a future Town Meeting warrant to either reduce the surcharge, or rescind the acceptance by the Town, of the Community Preservation Act, Sections 3 to 7 of Chapter 44B of Massachusetts General Laws, and further to place such rescission or reduction if approved by the Town Meeting on the ballot for acceptance by the voters of the Town of Carlisle at the next qualifying Town or State election?

YES_____ NO_____

Background Information:

This non-binding referendum question asks whether the Town wishes to request the Selectmen place an article on a future Town Meeting warrant to consider either amending the Town's acceptance of G.L. c.44B, §§3-7, also known as the Community Preservation Act (the "CPA"), by decreasing the surcharge imposed on real property or rescinding that acceptance and thereby eliminating the surcharge. The results of this referendum will give the Board of Selectmen a sense of where the townspeople stand on this issue and will help the Board decide whether to pursue the matter further.

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 23rd day of March in the Year of Our Lord 2010.

BOARD OF SELECTMEN

Timothy F. Hult

John D. Williams

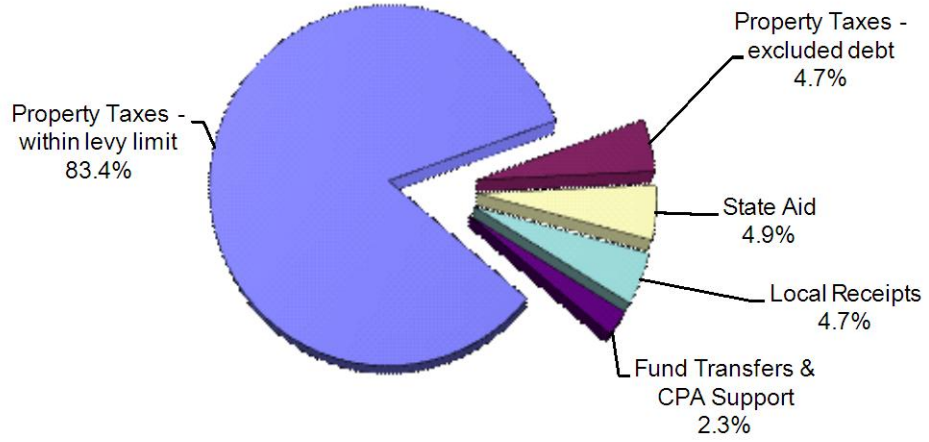
William R. Tice, Jr.

Peter Scavongelli

Douglas A.G. Stevenson

REVENUES & EXPENDITURES

Sources of Revenue FY'11 Balanced Budget



Expenditures by Category FY'11 Balanced Budget

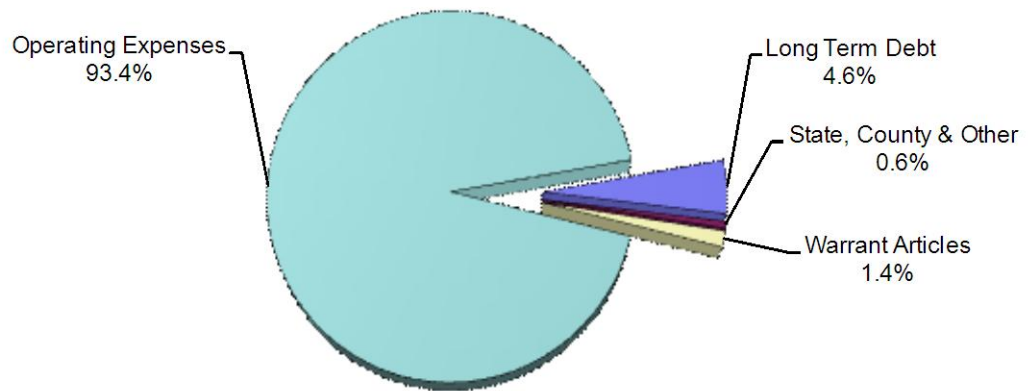
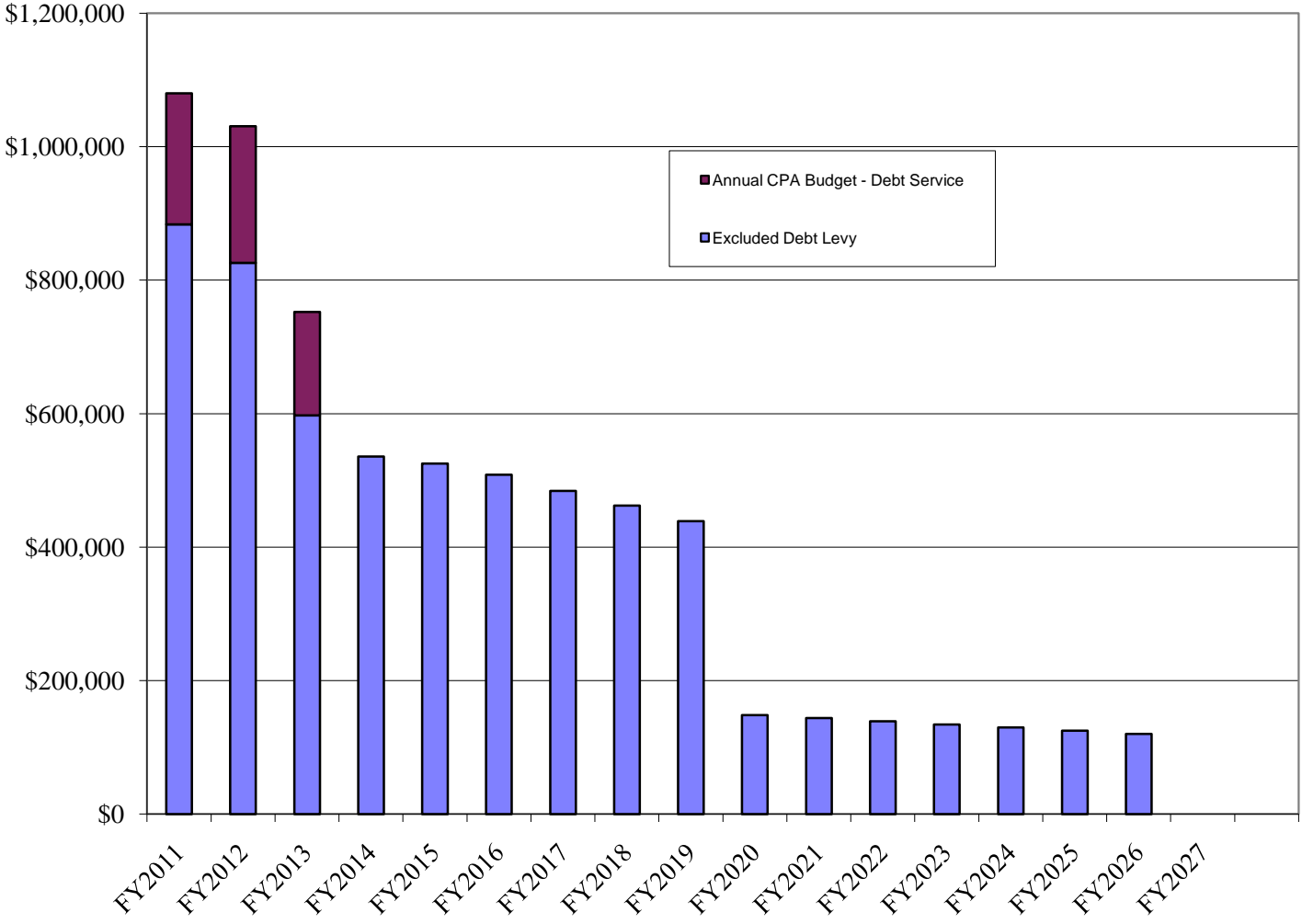


TABLE II - LONG TERM DEBT SERVICE & EXCLUDED DEBT LEVY

<u>LONG TERM DEBT SERVICE</u>		<u>FY'10 Budget</u>	<u>FY'11 Budget</u>	<u>% Change</u>
6/15/97	Town hall	115,600	-	
6/15/99	Town hall	5,938	-	
6/15/99	Ambulance	-	-	
6/15/99	School roof	-	-	
6/15/99	Athletic fields	47,500	-	
6/15/99	School	4,046	3,922	
6/15/99	School	18,222	-	
6/15/00	Wang Coombs	173,907	-	
6/15/00	Library	118,503	-	
6/15/00	Fire truck	-	-	
7/1/02	Building remodeling	22,425	41,774	
7/1/02	Department equipment	-	-	
7/1/02	Department equipment	-	-	
7/1/02	Department equipment	89,700	86,500	
4/1/06	Wastewater Treatment	101,841	99,865	
4/1/06	Wastewater Treatment	93,296	91,572	
4/1/06	Pathways	32,700	31,200	
4/5/06	Land (Benfield Parcel A)	191,420	196,370	
	Installment on Boiler	15,000	-	
	Installment on Fire Truck	100,000	-	
	Installment on Cisterns Mass WPAT	40,000	-	
3/18/10	R/I - Athletic Facility		43,140	
3/18/10	R/I -Building Construction		5,400	
3/18/10	R/I - Building Construction		15,870	
3/18/10	R/I - Land Acquisition		144,473	
3/18/10	R/I - Building Addition		99,005	
3/18/10	R/I - Building Construction		103,920	
3/18/10	School Boiler		41,453	
3/18/10	Fire Truck		66,093	
3/18/10	Cisterns		29,258	

Total Long Term Debt Service - Carlisle	<u>1,170,098</u>	<u>1,099,815</u>	<u>-6.01%</u>
Net CCRSD Debt Levy (Carlisle's Assessment)	<u>210,642</u>	<u>252,841</u>	<u>20.03%</u>
Gross Debt Service	<u>1,380,740</u>	<u>1,352,656</u>	<u>-2.03%</u>
EXCLUDED DEBT LEVY	<u>FY'10 Budget</u>	<u>FY'11 Budget</u>	<u>% Change</u>
Long term debt - Carlisle	1,170,098	1,099,815	-6.01%
CCRSD Long term debt	210,642	252,841	20.03%
Short Term Interest	22,500	7,208	67.96%
Wang Coombs Stabilization Transfer	(14,948)	(14,948)	0.00%
Amortization of Premiums & Grants	(24,871)	(25,054)	0.74%
Paid by CPA contribution	(191,420)	(196,370)	2.59%
Net Excluded Debt Levy	<u>1,172,001</u>	<u>1,123,492</u>	<u>-4.14%</u>

**Long Term Debt Service
FY'11 thru FY'27**



Future Long Term Capital Projects

<u>Project/Program</u>		<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
Levy Limit					
Carlisle Schools	Technology Replacement - Desktop/Laptop	80,000	80,000	80,000	80,000
	Technology Replacement - Network Infrastructure	20,000	20,000	20,000	20,000
	Annual Maintenance (misc projects)	25,000	25,000	25,000	25,000
	Roof Repair - Spalding	10,000			
	Wilkins Student Lockers	12,000			
Fire	Annual Furniture Replacement		7,500	7,500	7,500
	Generator replacement		35,000		
	Repave parking lot	50,000			
	Carlisle 10 (F250) replacement		50,000		
	Replace Water Rescue Boat			35,000	
Police	Replace Car-1		30,000		
	SCBA bottles/packs replacement				7,000
	Cruiser Replacement	32,000	36,000	33,000	34,000
	Lighting	10,000			
	Fencing	3,000			
Town Hall	Billing Software	11,000			
	Antenna (Westford Rd)			12,000	
	ADA	5,000	5,000	5,000	5,000
Library	Computer Replacement	2,000	10,000		
Levy Limit Totals		260,000	298,500	217,500	178,500
Debt/Capital Exclusions					
Fire	Cisterns		130,000	130,000	130,000
Fire	Additional Tanker			450,000	
DPW	Sand & Dump Truck ('79)	110,000			
DPW	DPW Roof	250,000			
DPW	Tractor w/ Road Side Mower		75,000		
DPW	Sweeper		100,000		
DPW	big Dump Truck		95,000		
DPW	Pathway "plow"			?	
DPW	Salt Shed Replacement		?		
Debt/Capital Exclusions Total		360,000	400,000	580,000	130,000
Grand Total		620,000	698,500	797,500	308,500

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 preference and return to: *The Board of Selectmen, P.O. Box 827, Carlisle, Massachusetts 01741.*

Name: _____

Home Phone: _____

Address: _____

Occupation: _____

Background: _____

LIST IN ORDER OF PREFERENCE

PLANNING AND PRESERVATION

Conservation Commission
Planning Board Activities
Board of Appeals
Historical Commission
Metropolitan Area Planning Council
Other

HOUSING

Housing Authority
Other

EDUCATION

Scholarship Advisory Committee
School Building Committee
Other

PERSONNEL

Personnel Board
Other

RECREATION

Recreation Commission
Trails Committee
Youth Commission
State Park Advisory Committee
Other

GENERAL GOVERNMENT

Finance Committee
Long-Term Capital Requirements
Other

OTHER

Council on Aging
Town Building Committee
Bylaw Review Committee
Cable TV Committee
Animal Control Officer
Hanscom Field Advisory Committee
Americans with Disabilities Task Force
Household Waste Committee
Arts Council
Memorial Day Committee

Help Promote Good Government By Serving Your Community

EVERYTHING YOU'VE ALWAYS WANTED TO KNOW ABOUT TOWN MEETING

By Carlisle 2000

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, 229 Mass. 601, 1918

Town Meeting is a gathering of all people in the town who are eligible to vote. Voters who do not attend must abide by the decision of those who do attend. Its decisions affect the lives and pocketbooks of all the citizens, therefore, there are very special requirements, which must be followed in calling and conducting the meeting. Failure to meet these requirements may invalidate the action of the meeting.

Important items of business of the town meeting are:

1. Deciding what officers the town shall have, what salary it will pay for these officers and their terms of office.
2. Electing citizens to fill these offices.
3. Deciding for what purposes the town will spend money and how much may be spent for each purpose.
4. Adopting and changing bylaws to govern the conduct of business.
 - a. Regulating the government of the town, i.e., the conduct of town meetings
 - b. Regulating the organization and procedures for administration of town business
 - c. Regulating the conduct of citizens
 - d. Regulating the use of land
 - e. Regulating certain occupations

Only registered voters are admitted to the floor of the meeting. Visitors are customarily permitted to observe the meeting, but are separated from the voters. A quorum must be attained before the meeting is called to order.

The Moderator presides at Town Meeting, keeps order and makes a public declaration of all votes. She presents the articles in the order in which they appear on the Warrant. She first reads the article, then, calls for a motion, which is customarily made by the sponsor of the article. If money is involved, the Finance Committee is given an opportunity to state its recommendations early in the discussion. Any voter may discuss an article, may amend an article, amend an amendment, and vote on all motions and amendments.

The Warrant. Every town meeting is called by the issuing of a warrant. The warrant is a legal document that notifies the voters and states (1) the time of the meeting, (2) the place of the meeting, (3) the business to be taken up at the meeting.

Voting. Although most matters are settled with simple voice votes, there are times when a voice vote is not sufficient. If the vote is questioned, the moderator may appoint tellers and then ask for a rising vote or a show of hands to be counted by the tellers. On matters which require an unusual majority - such as a two-thirds vote to borrow money - the vote must be counted unless it is unanimous.

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.

NOTES

