

Town of Carlisle

Finance Committee

To the Voters of Carlisle:

The Carlisle Finance Committee has completed its budget review and presents its recommendations concerning the FY 2010 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 FY 2010 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).

The Town is in the second successive year of almost "zero growth" budgeting. The Finance Committee does not expect this pressure to abate in the upcoming years, as revenue from new growth is far outpaced by rising costs. Although a slight increase in new housing value is forecast, from \$13,000,000 in the twelve-month period ending on June 30, 2008 to \$15,000,000 for the same period ending June 30, 2009, this level of activity remains considerably lower than growth enjoyed by the Town in previous years. Because the Town relies on housing for virtually 100% of its tax revenue, the slowdown in residential construction affects Carlisle more than other Commonwealth towns. 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 FY 2010 revenue from all sources available will grow only 2.8% over FY 2009. Although revenue raised through the property tax will grow 4.2%, including "new growth", state aid is forecast to drop 10% against the prior year and local receipts are forecast to decrease by 5%.

Transfers from our free cash balance are also considered revenue. The recommended free cash transfer for FY 2010 to support operational budgets is \$88,812. The Finance Committee also recommends an additional \$15,813 from free cash be applied toward long term capital requests and \$75,000 be transferred to the Town's Stabilization Fund. All told this will leave the Town with over \$800,000 in free cash before the FY09 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 1.67% as compared with FY 2009 (See Table 1). The debt service for FY 2009 will increase by 9.4%, while capital expenditures will increase by almost 60%. However, this figure is misleading, because last year the Long Term Capital Requirements Committee (LTCRC) reduced its budget to provide more operational cash for the CPS. The FY 2010 capital budget is restored to the FY 2008 level.

Operating Budget

The Town operating budget breaks down as follows:

- Education 63.0%
- Other Town Departments 21.0%
- Insurance & Benefits 8.5%
- Debt Service and Other 4.5%

The balanced budget for education will grow 1.9 %, which reflects an essentially flat CPS budget (less than 1% increase), and a 3.2% increase in Carlisle’s assessment for CCRSD (including a reduction in debt service for the region). The assessment for Minute Man Regional High School (MMRHS) is up 21%, but this only represents a dollar increase of \$31,908.

The Town’s operating budget outside of education will only increase by 1.3%. Most Town departments were held flat against FY 2009. The Finance Committee supported modest increases in the following areas, representative of what it feels are the non-educational priorities for Town services:

- Protect Persons and Property (Police/Fire/Communications) 2.5%
- Public Works (DPW/Snow & Ice/Road Maintenance/Transfer Station) 2.0%
- Council on Aging 7.8%
- Library 2.1%

The cost of insurance and retirement benefits the Town provides to employees (including CPS) did not increase overall, although retirement benefits increased by 8.8%, offset by a decline in insurance costs.

Debt and Capital Exclusions

The proposed Warrant Articles do not include any capital exclusions for FY 2010. The Warrant does include four debt exclusion articles as follows:

- School Building Schematic Design and Project Management \$ 450,000
- CCRSD Capital Improvements (our share of this total) \$ 750,000
- DPW Roll-off Truck \$ 154,000
- Fire Department Cisterns \$ 60,000

Although these amounts do not affect the FY 2010 budget, we recommend these debt exclusions as necessary to maintain and improve the town infrastructure.

Debt

In FY 2010, net excluded debt will increase by 3.9%. Actual net debt service levels will increase by 9.4% compared to FY 2009, primarily from new installments coming due on FY 2008 approved debts for a new school boiler, a fire truck and cistern construction. (See Table II.)

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) has remained below historic levels, and is expected to continue to do so for FY 2011;
- State aid will likely be further decreased as the Commonwealth struggles with its own budget issues;
- The Town faces a three-year “bump” in its assessment ratio with CCRSD, which could result in approximately \$2,000,000 of 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 agreed to join forces and seek new sources of revenue and alternative ways to deliver Town services. Some of the focal areas are:

- 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 27th.

Sincerely,

The Carlisle Finance Committee

David Model, Chair
Thornton Ash
Barbara Bjornson
David Guarino
Jerome Lerman
Edward Sullivan
David Verrill

**Table 1 - Town of Carlisle Finance Committee
FY'10 Summary Budget Presentation**

<u>SUMMARY</u>	FY'09 Budget	Articles 4,5,9,10,15,16,17,18,19,& 22		Article 23	
		FY'10		FY'10	
		Levy Limit Operating Budget Note A		Demolition of Highland Bldg. Note B	
		Budget	% Change from FY'06	Budget	% Change from FY'06
Revenue:					
Property Taxes - within levy limit	\$18,370,699	19,106,703	4.0%	19,106,703	4.0%
Property Taxes - excluded debt	1,187,340	1,201,592	1.2%	1,201,592	1.2%
Property Taxes - capital exclusion	-	-		-	
State aid	1,496,305	1,445,052	-3.4%	1,445,052	-3.4%
Local Receipts	1,224,707	1,110,800	-9.3%	1,110,800	-9.3%
Fund Transfers	368,283	406,142	10.3%	539,692	46.5%
Total Revenue	22,647,334	23,270,289	2.8%	23,403,839	3.3%
Expenditures:					
State, County & Other	173,720	164,938	-5.1%	164,938	-5.1%
LTCRC Warrant Articles	149,500	239,000	59.9%	239,000	59.9%
Operating Budgets					
General Government	1,070,151	1,072,758	0.2%	1,072,758	0.2%
Protection of Persons & Property	1,836,773	1,881,926	2.5%	1,881,926	2.5%
Board of Health	77,491	77,491	0.0%	77,491	0.0%
Public Works	1,006,290	1,024,611	1.8%	1,024,611	1.8%
Public Assistance	110,731	118,152	6.7%	118,152	6.7%
Education	14,387,064	14,654,232	1.9%	14,654,232	1.9%
Library	487,110	497,110	2.1%	497,110	2.1%
Recreation	116,462	116,462	0.0%	116,462	0.0%
Insurance & Benefits	1,308,765	1,224,765	-6.4%	1,224,765	-6.4%
Unclassified	113,990	151,632	33.0%	151,632	33.0%
County Retirement	522,882	569,130	8.8%	569,130	8.8%
Debt Service	1,277,405	1,387,082	8.6%	1,387,082	8.6%
Total Operating Budgets	22,315,114	22,775,351	2.1%	22,775,351	2.1%
Capital Exclusion	-	-		-	
Separate Articles	9,000	91,000	911.1%	224,550	
Total Budgeted Expenditures	22,647,334	23,270,289	2.8%	23,403,839	3.3%
Surplus/(Deficit)	\$ -	\$ -		\$ -	

**WARRANT
ANNUAL TOWN MEETING – MAY 4, 2009
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 Fourth 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 propose the introduction 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.

Should the Town approve the use of a CONSENT AGENDA the Selectmen have voted to recommend all those articles on the Consent Agenda (Articles 3,4,5,6,and 7). 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 2009 Annual Town Meeting, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.

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 2010, beginning July 1, 2009, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

	<u>Voted FY'08</u>	<u>Voted FY'09</u>	<u>Recommended FY'10</u>
Moderator	\$50	\$50	\$50
Town Clerk	\$49,812	\$51,306	\$52,588
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 the 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 **: 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 2010, beginning July 1, 2009, 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.

Department Revolving Funds

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	\$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 2009 Budget Transfers: To see what sums the Town will vote to transfer into various line items of the Fiscal Year 2009 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 9 - 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 2010, beginning July 1, 2009, or take any other action related thereto.
(BOARD OF SELECTMEN/FINANCE COMMITTEE)

Article 9

	<u>FY 2009</u> <u>Budget</u>	<u>ARTICLES 9&19</u> <u>FY 2010</u> <u>Levy Limit</u> <u>Budget</u>	<u>ARTICLES 16 & 17</u> <u>FY 2010</u> <u>Transfers</u> <u>Budget</u>
General Government	1,070,151	1,072,758	1,072,758
Protection of Persons & Property	1,836,773	1,881,926	1,881,926
Board of Health	77,491	77,491	77,491
Public Works	1,006,290	1,024,611	1,024,611
Public Assistance	110,731	118,152	118,152
Education	14,387,064	14,654,232	14,654,232
Library	487,110	497,110	497,110
Recreation	116,462	116,462	116,462
Insurance & Benefits	1,308,765	1,224,765	1,224,765
Unclassified	113,990	151,632	151,632
Retirement & Tax Title	522,882	569,130	569,130
Long Term Debt	1,092,635	1,160,565	1,195,662
Total	<u>22,130,344</u>	<u>22,548,834</u>	<u>22,583,931</u>

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 9, in the total amount of \$22,548,834 as further detailed below subject to approval of \$104,625 in free cash transfer under Article 19.*

General Government

	<u>FY 2009</u> <u>Budget</u>	<u>ARTICLES 9&19</u> <u>FY 2010</u> <u>Levy Limit</u> <u>Budget</u>	<u>ARTICLES 16 & 17</u> <u>FY 2010</u> <u>Transfers</u> <u>Budget</u>
General Government			
General Expense	497,853	497,853	497,853
Citizen Recognition	170	170	170
Treasurer/Collector	135,090	137,439	137,439
Town Clerk	62,575	62,575	62,575
Registrars & Elections	7,883	8,141	8,141
Assessors	97,522	97,522	97,522
Town Hall	190,499	190,499	190,499
Planning Board	78,559	78,559	78,559
sub-total	1,070,151	1,072,758	1,072,758

General Expenses: *The Finance Committee recommends a balanced budget appropriation of \$497,853 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 \$137,439 for this budget item.*

Town Clerk: *The Finance Committee recommends a balanced budget appropriation of \$62,575 for this budget item.*

Registrars and Elections: *The Finance Committee recommends a balanced budget appropriation of \$8,141 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 \$190,499 for this budget item.*

Planning Board: *The Finance Committee recommends a balanced budget appropriation of \$78,559 for this budget item.*

Protection of Persons and Property

	FY 2009 Budget	ARTICLES 9&19 FY 2010 Levy Limit Budget	ARTICLES 16 & 17 FY 2010 Transfers Budget
Protection of Persons & Property			
Police	1,189,816	1,209,448	1,209,448
Fire	259,132	270,534	270,534
Communications	267,276	275,129	275,129
Conservation	53,859	60,125	60,125
Dog & Animal Control	9,730	9,730	9,730
Inspectional Services	33,860	33,860	33,860
Street-Lighting	23,100	23,100	23,100
sub-total	1,836,773	1,881,926	1,881,926

Police: *The Finance Committee recommends a balanced budget appropriation of \$1,209,448 for this budget item.*

Fire: *The Finance Committee recommends a balanced budget appropriation of \$270,534 for this budget item.*

Communications: *The Finance Committee recommends a balanced budget appropriation of \$275,129 for this budget item.*

Conservation: *The Finance Committee recommends a balanced budget appropriation of \$60,125 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 \$33,860 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>ARTICLES 9&19</u>	<u>ARTICLES 16 & 17</u>
	FY 2010	FY 2010
FY 2009	Levy Limit	Transfers
Budget	Budget	Budget
Board of Health	77,491	77,491

***Board of Health:** The Finance Committee recommends a balanced budget appropriation of \$77,491 for this budget item.*

Public Works

	<u>ARTICLES 9&19</u>	<u>ARTICLES 16 & 17</u>
	FY 2010	FY 2010
FY 2009	Levy Limit	Transfers
Budget	Budget	Budget
Public Works		
DPW (incl trees)	591,826	620,778
Snow & Ice	65,132	65,132
Transfer Station	262,649	252,018
Road Maintenance	86,683	86,683
sub-total	1,006,290	1,024,611

***DPW:** The Finance Committee recommends a balanced budget appropriation of \$620,778 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

	FY 2009 Budget	ARTICLES 9&19 FY 2010 Levy Limit Budget	ARTICLES 16 & 17 FY 2010 Transfers Budget
Public Assistance			
Youth Commission	2,594	2,594	2,594
Council on Aging	95,342	102,763	102,763
Senior Tax Voucher Program	11,250	11,250	11,250
Veteran's Agent	1,545	1,545	1,545
sub-total	110,731	118,152	118,152

***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 \$102,763 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

	FY 2009 Budget	ARTICLES 9&19 FY 2010 Levy Limit Budget	ARTICLES 16 & 17 FY 2010 Transfers Budget
Education			
Carlisle Public Schools	8,941,684	9,007,421	9,007,421
CCRSB	4,772,248	5,251,176	5,251,176
CCRSB debt service	268,437	210,642	210,642
MMRHS	153,085	184,993	184,993
sub-total	13,180,844	14,654,232	14,654,232

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 \$5,251,176 for this budget item.*

Concord Carlisle Regional High School Debt Service: *The Finance Committee recommends a balanced budget appropriation of \$210,642 for this budget item.*

Minuteman Regional High School: *The Finance Committee recommends a balanced budget appropriation of \$184,993 for this budget item.*

Library

	ARTICLES 9&19	ARTICLES 16 & 17
FY 2009	FY 2010	FY 2010
Budget	Levy Limit	Transfers
Budget	Budget	Budget
Library	487,110	497,110

Library: *The Finance Committee recommends a balanced budget appropriation of \$497,110 for this budget item.*

Recreation

	ARTICLES 9&19	ARTICLES 16 & 17
FY 2009	FY 2010	FY 2010
Budget	Levy Limit	Transfers
Budget	Budget	Budget
Recreation	116,462	116,462

Recreation: *The Finance Committee recommends a balanced budget appropriation of \$116,462 for this budget item.*

Insurance & Benefits

	FY 2009 Budget	ARTICLES 9&19 FY 2010 Levy Limit Budget	ARTICLES 16 & 17 FY 2010 Transfers Budget
Insurance & Benefits			
Blanket Insurance	145,000	160,000	160,000
Group Insurance	1,014,765	1,014,765	1,014,765
Unemployment Insurance	149,000	50,000	50,000
sub-total	1,103,862	1,224,765	1,224,765

***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 \$1,014,765 for this budget item.*

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

Unclassified

	FY 2009 Budget	ARTICLES 9&19 FY 2010 Levy Limit Budget	ARTICLES 16 & 17 FY 2010 Transfers Budget
Unclassified			
Interest, fees, & costs	1,000	1,000	1,000
Public Celebrations	632	632	632
Reserve Fund Balance	112,358	150,000	150,000
sub-total	100,186	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 9&19</u>	<u>ARTICLES 16 & 17</u>
	FY 2010	FY 2010
FY 2009	Levy Limit	Transfers
<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
County Retirement	<u>522,882</u>	<u>569,130</u>

County Retirement: *The Finance Committee recommends a balanced budget appropriation of \$569,130 for this budget item.*

Long Term Debt Service

	<u>ARTICLES 9&19</u>	<u>ARTICLES 16 & 17</u>
	FY 2010	FY 2010
FY 2009	Levy Limit	Transfers
<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Long Term Debt	<u>1,092,635</u>	<u>1,160,565</u>

Long Term Debt: *The Finance Committee recommends a balanced budget appropriation of \$1,195,662 for this budget item with the passage of transfer funds under Articles 16 and 17.*

ARTICLE 10 – 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'10**

CPS	Computers and related devices	80,000
CPS	Network replacement	20,000
CPS	Annual Maintenance Projects	25,000
CPS	Spalding Roof Repair	10,000
CPS	Dishwasher	30,000
Police	Cruiser	36,000
Police	Replacement boiler	13,000
Fire	Base Transmitter	25,000
		239,000

Combined Finance Committee and Long Term Capital Requirements Committee

Recommendations: Both Committees recommend approval of the preceding amounts for the items described under Article 10, FY 2010 Balanced Budget for \$239,000.

ARTICLE 11 – Capital Expenditure - Carlisle Public Schools Renovation/Replacement:

To see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute, or transfer from available funds, a sum of money to be expended under the direction of the School Building Committee and the Board of Selectmen for schematic design and project management services associated with the additions, renovations and sitework improvements to the Carlisle Public Schools located on the existing school campus on School Street in Carlisle, MA, for which feasibility study the Town 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 Town 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 Town; or take any other action related thereto. (BOARD OF SELECTMEN/SCHOOL BUILDING COMMITTEE)

Finance Committee Recommendation: The Finance Committee recommends approval of the FY2010 Debt Exclusion in the amount of \$450,000 for the Carlisle School Building Committee and the Board of Selectmen. This Debt Exclusion is contingent upon passage of Ballot Question 1.

ARTICLE 12 – Capital Expenditure - CCRSD Improvements: To determine whether the Town will vote to approve or disapprove Seven Hundred Fifty Thousand Dollars (\$750,000) or any other sum, of debt authorized by the Concord-Carlisle Regional School Committee for the purposes of financing, the repair and renovation to Concord Carlisle High School,

improvements to safety systems, and to address and plan remediation of space constraints provided that the amounts required to pay the Town's assessable share of the bonds to be issued by the Concord-Carlisle Regional School District are voted by the Town to be exempt from the limitation of taxes imposed by Massachusetts General Law and Acts in amendment thereof or in addition thereto, Chapter 59, Section 21C, in accordance with clause (k) of said section, or take any other action related thereto. (BOARD OF SELECTMEN/CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE)

Combined Finance Committee and Long Term Capital Requirements Committee

Recommendations: Both Committees recommend approval of the FY 2010 Debt Exclusion in the amount of \$750,000 for the Concord-Carlisle Regional School District. This Debt Exclusion is contingent upon passage of Ballot Question 2.

ARTICLE 13 – Capital Expenditure – DPW Roll-off Truck: 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 a DPW Roll-off Truck, 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 approval of the FY 2010 Debt Exclusion in the amount of \$154,000 for a DPW Roll-off Truck. This Debt Exclusion is contingent upon passage of Ballot Question 3.

ARTICLE 14 – Capital Expenditure - Fire Department Cisterns: 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 and install cisterns for the Fire Department, 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 2010 Debt Exclusion in the amount of \$60,000 for a Fire Department Cisterns. This Debt Exclusion is contingent upon passage of Ballot Question 4.

ARTICLE 15 – 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 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 15 for \$7,000 for the Council of Aging for professional services.

ARTICLE 16 - Fiscal Year 2010 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 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 16 to transfer from the Reserve for Debt Services – MSBA account a sum of \$20,149.00 to be used to repay the principal and interest on a portion of the debt service for the Carlisle Public School, increasing the FY 2010 long-term debt service appropriation to \$1,180,714.

ARTICLE 17 - Fiscal Year 2010 Stabilization Account Transfer: 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 17 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, increasing the FY 2010 long-term debt service appropriation to \$1,195,662.

ARTICLE 18 – Fiscal Year 2010 Free Cash Transfer: 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 19 – Fiscal Year 2010 Transfer Free Cash: 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 2010, beginning July 1, 2009 or to authorize the Assessors to use to establish the tax rate, or take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

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

ARTICLE 20 - FY 2010 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 20 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 21 – Transfer of Highland Building: To see if the Town will vote pursuant to G. L. Ch. 40, s. 15A to transfer the care, custody, and control of the Highland Building from the Carlisle School Committee to the Board of Selectmen for general municipal purposes, or take any other action related thereto. (BOARD OF SELECTMEN/CARLISLE SCHOOL COMMITTEE)

Finance Committee Recommendation: Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.

ARTICLE 22 – CPA 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)

Community Preservation Committee: The Community Preservation Committee recommends the following:

1. *Open Space and Recreation Plan – That \$16,610 be appropriated from the Community Preservation Undesignated Fund for the Conservation Commission, through the Board of Selectmen, to expend for the preparation, mapping, compilation and printing of the Open Space and Recreation Plan, which plan will support the planning, preservation, creation, and acquisition of land for open space, recreational use, and community housing.*
2. *Gleason Library Historic Building Envelope Preservation – That \$775,000 be appropriated from the Community Preservation Historic Fund and the Community Preservation Undesignated Fund for the Trustees of the Gleason Public Library, through the Board of Selectmen, to expend for preservation of the Gleason Public Library historic building envelope by repairing the basement, foundation, roof, masonry walls and windows of such historic building envelope.*

3. *Highland Building Preservation – That \$445,000 be appropriated from the Community Preservation Historic Fund and the Community Preservation undesignated Fund for the Board of Selectmen to expend for the preservation of the Highland Building by the installation and upgrading of fire safety, plumbing and heating systems, and by repairing the exterior façade of the building, including the roof, chimney, siding, windows, and front porch and stairs.*

Finance Committee Recommendation: *The Finance Committee will make its recommendation on Article 22 at Town Meeting.*

ARTICLE 23 – Highland Building Demolition: 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 to pay for the demolition of the Highland Building, or take any other action related thereto. (BOARD OF SELECTMEN/CARLISLE SCHOOL COMMITTEE)

Finance Committee Recommendation: *The Finance Committee will make its recommendation on Article 23 at Town Meeting.*

ARTICLE 24 – Inclusion of Town Clerk under Chapter 152: To see if the Town will vote to authorize the Board of Selectmen, pursuant to M.G.L. c.152, sec. 69, to designate the position of Town Clerk to be included as an elected official in the group of employees covered under the Town of Carlisle Workers’ Compensation Program, to authorize the Board of Selectmen to execute appropriate documentation of such designation with the Commonwealth Division of Industrial Accidents, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.*

ARTICLE 25 – Town Ways/Acceptance of Carriage Way: To see if the Town will vote to accept Carriage Way as a town way as recommended by the Planning Board and laid out by the Board of Selectmen pursuant to M.G.L. Chapter 41 and Chapter 82, as amended, as shown on the plan entitled “Carriage Way Carlisle, Massachusetts”, dated January 3, 2007, revised July 10, 2007 prepared by Stamski and McNary, Inc. filed with the office of the Town Clerk; to see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain any title interest in the land constituting said ways; and further to see if the Town will vote to raise or appropriate, borrow pursuant to any applicable statute, or transfer from available funds, a sum of money for such purposes; or to take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.*

ARTICLE 26 – Town of Carlisle Contract Waste-Management: To see if the Town will vote to authorize the Board of Selectmen to amend the current Contract and extend the current Contract between the Town of Carlisle and Wheelabrator North Andover, or take any other action related thereto. (BOARD OF SELECTMEN)

Finance Committee Recommendation: *The Finance Committee recommends approval of Article 26.*

ARTICLE 27 – CPS Wastewater Plant Management Contract: To see if the Town will vote to authorize the Carlisle School Committee to enter into a five year contract for Management of the Wastewater Plant, or take any other action related thereto. (BOARD OF SELECTMEN/CARLISLE SCHOOL COMMITTEE)

Finance Committee Recommendation: *Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.*

ARTICLE 28 – Acquisition of Easements: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain easements, pursuant to G.L. chapters 40 and 79 and other applicable laws, over the lands described below for the purposes of drainage, fire protection, and public pathways, including but not limited to the easements listed below:

Stearns Street Drainage Easement – Drainage and construction easements over a portion of land located at 6 Patten Lane in Carlisle and shown on a plan of land entitled “Easement Plan of Land in Carlisle, Massachusetts (Middlesex Country)”, prepared by Stamski and McNary, Inc. for the Town of Carlisle, dated January 23, 2007 and on file at the Town Clerk’s office; and

Hanover Hill Pathway Easements – Easements for the construction, installation, inspection, repair, renewal, replacement, operation and maintenance of public pathways over land situated on the northerly side of Westford Street, Carlisle and shown as Pathway Easement A, Pathway Easement B, Pathway Easement C, and Pathway Easement D on a plan of land entitled “Hanover Hill in Carlisle, Massachusetts (Middlesex County) Lot Layout Plan, for: Wilkins Hill Realty, LLC, Scale 1” = 40’, August 24, 2007,” prepared by Stamski and McNary, Inc., dated August 24, 2007, last revised June 3, 2008, filed with the Middlesex County Registry of Deeds Northern District in Plan Book 227, Page 36, and on file at the Town Clerk’s office; and

Hanover Hill Fire Protection Easement – Easements for the construction, installation, inspection, repair, renewal, replacement, operation and maintenance of fire-protection

systems over a land located northerly off Westford Street, known as the Hanover Hill subdivision and as shown on the plan of land entitled “Hanover Hill in Carlisle, Massachusetts (Middlesex County) Lot Layout Plan, for: Wilkins Hill Realty, LLC, Scale 1” = 40’, August 24, 2007,” prepared by Stamski and McNary, Inc., dated August 24, 2007, last revised June 3, 2008, filed with the Middlesex County Registry of Deeds Northern District in Plan Book 227, Page 36, and on file at the Town Clerk’s office; and

Bedford Road Pathway Easement - Easements for the construction, installation, inspection, repair, renewal, replacement, operation and maintenance of a public pathway located at the intersection of Bedford Road and Lowell Street, commonly known and numbered as 8 Lowell Street, Map 22, Parcel 43, as shown on plan entitled “Proposed Footpath Plan of Land Lowell Street, Carlisle, Massachusetts (Middlesex County)”, dated October 4, 2005, prepared by Stamski and McNary, Inc., and on file at the Town Clerk’s office; and

Westford Street Pathway Easement – Easements for the construction, installation, inspection, repair, renewal, replacement, operation and maintenance of a public pathway located at 546 Westford Street, known as Map 20, Parcel 10 as shown on plan entitled “Plan of Land in Carlisle, Massachusetts, Middlesex County for: Wilkins Hill Realty, LLC”, dated May 12, 2008, prepared by Stamski & McNary , Inc., and on file at the Town Clerk’s office; and

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

***Finance Committee Recommendation:** Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.*

ARTICLE 29 – Transfer of Land: To see if the Town will vote to authorize the Board of Selectmen to transfer to the Conservation Commission the care, custody, and control of a one (1) acre, more or less, parcel of land, identified as Carlisle Assessor’s Map 5, Parcel 46 for conservation and recreational purposes, or any portion thereof or interest therein, or take any other action related thereto. (BOARD OF SELECTMEN)

***Finance Committee Recommendation:** Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.*

ARTICLE 30 – Dog License Fees: To see if the Town will vote to amend the Article XIV Section 14.6.2.3 Regulation of Dogs, Licenses of the General Bylaws as follows:

By deleting Section 14.6.2.3 and replacing it with the following: “The Town Clerk shall, pursuant to G.L. c.40, Section 22F, from time to time fix reasonable annual fees to be charged for the issuance of licenses for dogs.”

And by deleting Section 14.6.2.4 and replacing it with the following: “The Town Clerk shall, pursuant to G.L. c.40, Section 22F, from time to time fix reasonable annual fees to be charged for the issuance of licenses for kennels.”

And by making the following deletions and insertions/additions (deletions shown by ~~{strikethrough}~~ and insertions/additions shown by **{bold}**):

14.6.2.6 Any person who is the owner or keeper of a dog in the Town of Carlisle, and who fails to license said dog by April 1st of any year, shall be subject to a penalty of twenty dollars (**\$20.00**) to ~~be~~ payable, in addition to the license fee, to the Town Clerk upon demand by the Dog Officer. Any person who fails to license a dog which is owned or kept in the Town of Carlisle within ~~ten~~ **fifteen (15)** days after the demand made by the Dog Officer shall be subject to a penalty of ~~twenty-five~~ **thirty dollars (\$30.00)**, said penalty to be collected as provided by law.

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

Finance Committee Recommendation: The Finance Committee recommends approval of Article 30.

ARTICLE 31 – Wetland Protection General Bylaw Revisions: To see if the Town will vote to amend Article XIII WETLAND PROTECTION of the General Bylaws by making deletions and insertions/additions (deletions shown by ~~{strikethrough}~~ and insertions/additions shown by **{bold}**) as follows:

13.1 Purpose and Jurisdiction

13.1.5 It is not the purpose or intention of this Bylaw to exceed Mass. Gen. Laws Ch. 131 Sec. 40 as amended February 14, 1997, or the Wetland Protection Act Regulations 310 CMR 10.00 as amended ~~on March 1, 2005~~ **May, 2008**, except in the following Bylaw sections: 2, 10, and 11.

13.7 General Provisions, Presumptions and Performance Standards

13.7.1 The provisions set forth in 310 CMR 10.03(1) through 10.03(6) as defined ~~on~~ **March 1, 2005** **May, 2008**, and 310 CMR 10.51 through 10.60 as defined ~~on~~ **March 1, 2005** **May, 2008**, shall be used for the interpretation and implementation of this Bylaw except in the event of a conflict with other provisions of this Bylaw, in which case the other provisions of this Bylaw shall take ~~presence~~ **precedence**.

13.11 Definitions

13.11.1 Unless specifically stated otherwise in this Bylaw, the definitions set forth in Mass Gen. Laws Ch. 131, Sec. 40, as defined on February 14, 1997, and in 310 CMR as defined ~~on~~ **March 1, 2005** **May, 2008**, shall be used for the interpretation and implementation of this Bylaw.

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

Finance Committee Recommendation: Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.

ARTICLE 32 – Public Consumption of Marijuana and Tetrahydrocannabinol General

Bylaw: To see if the Town will vote to amend the Town of Carlisle General Bylaws ARTICLE XIV MISCELLANEOUS by adding the following new Section 14.9:

14.9 Public Consumption of Marijuana or Tetrahydrocannabinol

14.9.1 No person shall smoke, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol (as defined in G.L. c. 94C, Sec. 1, as amended) while in or upon any street, sidewalk, public way, footway, passageway, stairs, bridge, park, playground, beach, recreation area, boat landing, public building, schoolhouse, school grounds, cemetery, parking lot, or any area owned by or under the control of the Town; or in or upon any bus or other passenger conveyance operated by a common carrier; or in any place accessible to the public.

14.9.2 This Bylaw may be enforced through any lawful means in law or in equity including, but not limited to, enforcement by criminal indictment or complaint pursuant to G.L. c. 40, Sec. 21D, by the Board of Selectmen, the Town Administrator, or their duly authorized agents, or any police officer. The fine for violation of this Bylaw shall be three hundred dollars (\$300) for each offense. Any penalty imposed under this Bylaw shall be in addition to any civil penalty imposed under G.L. c. 94C, Sec. 32L.

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

Finance Committee Recommendation: Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.

ARTICLE 33 –Solar Power Generation and Wind Conversion Systems Bylaw: To see if the Town will vote to amend the Town of Carlisle Zoning Bylaws as follows: by amending Section 3. DISTRICT USE REGULATIONS by adding the following new subsection 3.2.1.11.6:

3.2.1.11.6 Roof-top residential installations of photovoltaic panels for the generation of solar power and heating, subject to the provisions of Section 4.6, and the installation of solar power photovoltaic panels on structures other than roof tops under the following conditions:

3.2.1.11.6.1 The applicant shall submit to the Building Commissioner a plot plan showing the lot lines and the proposed location of the photovoltaic panels and supporting structure with a minimum of forty (40) foot setbacks from all property lines.

- 3.2.1.11.6.2 To prevent unauthorized access to photovoltaic panels on a free-standing structure over ten (10) feet in height, climbing apparatus shall be removed to at least ten (10) feet above the ground or anti-climbing shrouds placed over the bottom portion of the structure.
- 3.2.1.11.6.3 The design of the proposed photovoltaic panel installation shall be such that in the event of loss of utility power, the photovoltaic panel shall not back feed a dead power line.
- 3.2.1.11.6.4 If the Building Commissioner determines that any photovoltaic panel installation on a separate structure has been abandoned or not used for more than twelve (12) months, he may revoke its permit and may require that it be removed by the owner.
- 3.2.1.11.6.5 If the Building Commissioner determines that any photovoltaic panel installation, either on a roof-top or on a separate structure, has become a hazard, she/he may revoke its permit and may require that it be removed by the owner.

and by amending Section 4, INTENSITY AND DIMENSIONAL REQUIREMENTS by amending Section 4.6 by adding the following new last paragraph:

- 4.6 Notwithstanding the provisions of Section 4.7, accessory solar power generating and solar water heating installations mounted on a building may be no higher than three (3) feet above the highest point of the roof thereof, and accessory wind turbine facilities mounted on a building may be no higher than provided in 5.10.3.3.

and by amending Section 5, SUPPLEMENTARY REGULATIONS, by adding the following new Section 5.10

5.10 Wind Energy Conversion System

5.10.1 Purpose

The purpose of this Section 5.10 is to permit the siting of residential and commercial accessory wind conversion systems within the Town and to regulate their impacts and their location. There shall be no more than one (1) wind conversion system per lot with the exception of municipal applications, which shall not be subject to such one (1) system per lot limitation.

5.10.2 Wind Energy Conversion Systems: Administration

- 5.10.2.1 Placement of Wind Energy Conversion Systems-hereafter referred to as wind turbines - on any property in any zoning district in the Town of Carlisle shall require a special permit from the Board of Appeals, in addition to a building permit and any relevant electrical permits. Permit procedure shall be as set forth in Section 7.2 of this By-law.

5.10.2.2 The applicant shall submit a plan and supporting data including the following:

- a. a certified plot plan showing property lines of the applicant and abutters, proposed location of the wind turbine, location of buildings, overhead transmission and distribution lines, and any radio or telecommunications towers within two hundred (200) feet of the wind turbine; drainage or utility easements crossing within two hundred (200) feet of proposed power or control lines to or from the wind turbine;
- b. certified engineering drawings will be required for tower and foundation; certification by a registered engineer that tower design is sufficient to withstand a wind load for structures as established by the Mass Building Code;
- c. documentation showing that the proposed wind turbine and electronics package is pre-engineered production combination;
- d. wind turbine design data including manufacturer's specifications and installation/operation instructions;
- e. data to support a minimum capacity factor of ten (10) % based on Massachusetts Technology Collaborative, True Winds data or appropriate wind data. The term "capacity factor" (cf) is defined for purposes of this Section 5.10 as the measured energy output of the wind turbine over a given period of time (generally a month or a year), in kilowatt hours, divided by the energy output the turbine would have produced if running continuously at nominal net rated capacity over the same period. CF is expressed as Energy Output in period (in kWh) / [net rated capacity (in kW) times hours in period] "for purposes of this Section.
- f. a visual representation of the proposed wind turbine sited on the property.

5.10.2.3. Abandonment: If the Building Inspector determines that any wind turbine has not been in use for more than twelve (12) months, or has become a hazard, she/he may revoke its permit and may require that it be removed by the owner, subject to the procedures and penalties set forth in Mass. General Laws Chapter 139, Section 3A and Mass. General Laws Chapter 143, Section 9.

5.10.3 Wind Turbine Standards

5.10.3.1 Setback: The wind turbine tower shall be set back at least one (1) tower height plus one (1) rotor radius from any property line, except that setback may be reduced by the Board of Appeals if it finds there is no risk to the public safety or welfare or risk to the safety or welfare of abutting properties. In addition, the Board of Appeals may reduce or eliminate the

setback requirement where the application is a “joint” application for one (1) wind turbine tower submitted by two (2) abutting property owners and the setback at issue is from the boundary line between the two (2) abutting properties owned by the applicants. In making this determination the Board of Appeals may consider, without limitation, the safety record for the type of wind turbine proposed and the consequences of tower failure for the proposed type of tower.

- 5.10.3.2 Impact: In all wind turbine installations, visual screening and sound attenuation shall be required where necessary to limit visual and noise impacts to neighbors. Visual and sound impacts shall have minimal effects on the characteristics of the surrounding neighborhoods and the Town.
- 5.10.3.3 Height: The maximum total height of tower and rotor shall be limited to one hundred forty (140) feet above average mean grade before construction. The lowest blade tip shall not be higher than twenty (20) feet above the average tree height.
- 5.10.3.4 Minimum blade height: Minimum blade elevation shall be not less than twenty (20) feet above the ground at the lowest point of blade arc.
- 5.10.3.5 Noise: Applicant will provide noise data that shows the noise level at any property line will not exceed 5dBA and 5dBC above the ambient level at ground level at the property line when the unit is operating in average wind speed conditions for the site.
- 5.10.3.6 Labeling Requirements: At least one (1) sign shall be posted near ground level on the tower structure warning of high voltage. In addition, the following information shall be posted on a label on the generator or alternator of the wind turbine, and on the wind turbine control panel:
 - a. Maximum power output of system and wind speed at which it is achieved.
 - b. Nominal voltages and maximum current;
 - c. Manufacturer's name and address, model number and serial number;
 - d. Normal and emergency shutdown procedures;
 - e. Maximum windspeed the wind turbine, in automatic unattended operation, can sustain without damage to structural components, or loss of ability to function normally.
- 5.10.3.7 Safety: The design of the proposed wind turbine shall be such that:
 - a. In the event of loss of utility power, wind turbine shall not backfeed a dead power line;

- b. In the event of wind speeds, of forty five (45) miles per hour or greater, the wind turbine shall brake or feather below survival blade speed;
- 5.10.3.8 Access: To prevent unauthorized climbing, wind turbine access shall be restricted by one of the following:
- a. a fence at least six (6) feet high, constructed around the perimeter of the base of the supporting structure, provided that such fence is not required for any wind turbine erected on a dwelling or other structure which provides no opportunity for climbing for at least six (6) feet; or
 - b. removal of climbing apparatus on the support structure to at least ten (10) feet above the ground; or
 - c. anticlimbing shrouds over the bottom portion of the structure.
- 5.10.3.9 Tower Type: Lattice and monopole towers may be allowed by the special permit granting authority. Guyed towers are prohibited. Towers must be hinged for maintenance and lowering in high wind conditions.
- 5.10.3.10 Output: Any wind turbine generating over fifty (50) kilowatts is not covered by this bylaw and is not permitted with exception of municipal applications, which shall not be subject to such fifty (50) kilowatt limitation.
- 5.10.3.11 Tower Use: Towers approved under this bylaw are prohibited for any other purpose than support of wind turbine equipment. No advertising or lighting is allowed.
- 5.10.3.12 Shadowing / Flicker: Wind turbines shall be designed and sited in a manner that does not result in significant shadowing or flicker impacts on surrounding neighborhoods. Data must that the Board of Appeals determines is adequate must be provided to support this.
- 5.10.3.13 Color: Wind turbines shall be painted a color to minimize impact with a non-reflective finish. Such color must be approved by the Board of Appeals.

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

Finance Committee Recommendation: *Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.*

ARTICLE 34 – Wireless Zoning Bylaw Revisions: To see if the Town will vote to amend Section 5.9 of the Town of Carlisle Zoning Bylaws, Personal Wireless Communication Facilities, by replacing the current Section 5.9 with the following:

5.9 Personal Wireless Communication Facilities.

5.9.1 Purpose. The purpose of this Section is to permit the siting of Personal Wireless Service Facilities within the Town, to regulate their impacts, their location and use in a manner that complies with federal and state laws and regulations regarding the placement of such Facilities, including the National Wireless Telecommunications Siting Policy of the Telecommunications Act of 1996, Section 332 (c) (47 U.S.C. 332 (c)), and to the extent feasible:

- 5.9.1.1 protects the scenic, historic, natural and man-made resources of the Town;
- 5.9.1.2 minimizes the impact on the character of the community while facilitating beneficial use of Personal Wireless Services;
- 5.9.1.3 minimizes any adverse impacts on the residents of the Town with regard to the general safety, welfare and quality of life in the community (such as, but not limited to, attractive nuisance, noise, and falling objects);
- 5.9.1.4 minimizes any adverse impacts on property values;
- 5.9.1.5 minimizes any adverse impacts on the environment and existing vegetation;
- 5.9.1.6 minimizes the collective impact of Personal Wireless Facilities throughout the Town by controlling the quantity, height, visibility and appearance of Facilities in a fashion that is compatible with their surroundings; and
- 5.9.1.7 minimizes the visual impact on the community to the extent practicable by:
 - (a) encouraging Facilities to be Concealed within pre-existing structures;
 - (b) encouraging Facilities attached to pre-existing structures to be Camouflaged;
 - (c) encouraging, where location on or within pre-existing structures is not feasible, the co-location of Facilities, including, but not limited to, the location of Facilities on Utility Poles;
 - (d) discouraging the construction of new Towers; and
 - (e) encouraging the use of the least visually intrusive technology available in the industry.

5.9.2 Definitions.

As used in this Section, the following terms shall have the meanings indicated:

5.9.2.1 *Act:* The Federal Telecommunications Act of 1996.

- 5.9.2.2 *Antenna*: A device that emits and/or receives radio waves propagating through the air.
- 5.9.2.3 *Associate Antenna Equipment*: Any Antenna and equipment that is mounted with or in proximity to the Antenna and supporting the purpose of the Antenna, such as cables, in-line mounted amplifiers, filters, sensors, actuators, hardware and the like.
- 5.9.2.4 *Base Station*: The point of communication between one Personal Wireless Service Provider and its mobile subscribers. It consists of a Personal Wireless Service Provider's transmission and reception equipment, along with any related equipment including; Antennas, Associated Antenna Equipment, and any Communication Equipment Shelters.
- 5.9.2.5 *Camouflaged*: A Facility disguised, shielded, hidden, painted or otherwise made to appear as part of an existing or proposed structure or to resemble an architectural feature of an existing or proposed structure or building on which it is placed.
- 5.9.2.6 *Communication Equipment Shelter*: A building designed principally to enclose equipment used in connection with the provision of Personal Wireless Services.
- 5.9.2.7 *Concealed*: A Facility that is entirely contained within an existing building or structure and is not visible from the outside of the structure, but this definition does not include a Concealed Antenna Monopole.
- 5.9.2.8 *Concealed Antenna Monopole or CAM*: A Monopole that fully contains Antennas and cables concealed within its tubular outer surface.
- 5.9.2.9 *Facility Site or Site*: A parcel of land that on any part thereof one or more Personal Wireless Service Providers operate one or more Personal Wireless Service Facilities.
- 5.9.2.10 *Monitoring*: The evaluation of the emissions and operation of a Personal Wireless Service Facility for compliance with applicable standards or requirements.
- 5.9.2.11 *Monopole*: A Tower that is self-supporting vertical pole, with no guy wires, that supports Antennas and through the interior of which Antenna and control cables are routed to maintain an uncluttered continuous exterior surface. Antennas are mounted to Monopoles in several fashions, including those mounted on wide frames or platforms extending from the Monopole surface, surface-mounted to the pole exterior (sometimes called "flush mounts"), concealed within the pole's surface (see *Concealed Antenna Monopole*) or disguised by materials such as those emulating natural vegetation.

- 5.9.2.12 *Overall Tower Height*: the height of a Tower, measured from the ground level surrounding the base of the Tower to the higher of the top of the Tower itself or any appurtenance extending beyond the top of the Tower.
- 5.9.2.13 *Personal Wireless Services*: Commercial mobile services, unlicensed wireless services, and common carrier wireless exchange services, as defined in 47 U.S.C. sec. 332(c)(7)(C)(i). These services include but are not limited to: cellular services, personal communication services (PCS), specialized mobile radio services and paging services.
- 5.9.2.14 *Personal Wireless Service Facility or Facility*: the arrangement of any of the following at a location (Facility Site, building or other structure) that enables the provision of Personal Wireless Services; Base Stations, Antennas, Associated Antenna Equipment, Communication Equipment Shelters and Personal Wireless Towers.
- 5.9.2.15 *Personal Wireless Service Provider or Provider*: An entity engaged in the business of providing Personal Wireless Service(s).
- 5.9.2.16 *Personal Wireless Tower*: A Tower or Monopole that is primarily intended to support Antenna(s) and Associated Antenna Equipment for Personal Wireless Service.
- 5.9.2.17 *Repair of an existing Personal Wireless Service Facility*: The replacement or repair of any part of a Personal Wireless Service Facility with a part that has similar visual and technical characteristics, for the purpose of improving the reliability or performance of Personal Wireless Service.
- 5.9.2.18 *Small Form Factor Technologies (collectively, or individually, "SFFT")*: such as, without limitation, the following:
- A. *Repeater*: A small relay transceiver and associated Antennas designed to provide general extension of Personal Wireless Service coverage by repeating communications through the use of an over-the-air link with a host Personal Wireless Service Facility. Repeater electronics packages are typified by their self-containment, low volume (5 cubic feet or less) and ability to be attached to an existing structure such as a building or Utility Pole.
 - B. *Distributed Antenna System (DAS)*: A network of components that employs a multiplicity of small Antennas distributed throughout an area, often mounted to Utility Poles, each of which is served by a small (3 to 30 cubic feet., typical) electronics package mounted with the Antenna, and which Antennas and electronics packages are linked to a central Base Station facility by intermediate media such as fiber, wire, or wireless links.

C. *Distributed Network Elements*: A means of distributing Antennas throughout an area in manner that does not employ the central Base Station of a DAS and instead employs small (5 cubic feet., typical) Base Station packages mounted locally with each Antenna.

5.9.2.19 *Special Permit Granting Authority*: The Town board charged with the responsibility for granting special permits for personal wireless service facilities shall be the Carlisle Planning Board (“Planning Board”). The Special Permit Granting Authority may be assisted by an *ad hoc* committee convened by the Planning Board.

5.9.2.20 *Tower*: Any structure that is uninhabitable and exceeds the height limit for habitable structures in the applicable zoning district.

5.9.2.21 *Utility Pole*: A pole installed for the purpose of conveying one or more utilities. For the purposes of this Bylaw, a Utility Pole is considered a structure and is not considered a Tower or a Personal Wireless Tower, unless its overall height is in excess of 60 feet.

5.9.3 Priorities.

If requested by the Planning Board, Applicants shall demonstrate to the satisfaction of the Planning Board that they have investigated locations or Facilities higher in priority ranking than the one they are applying for and that such higher priority ranked alternative(s) is (are) not available to provide coverage that would be substantially similar to the coverage that would be provided by the Facility which is proposed or that any such higher ranked alternative is singly or in the aggregate more visible or otherwise will have a more detrimental impact on the community than the proposed Facility. The following are the priority rankings from highest to lowest rankings:

- (a) Concealed, per Section 5.9.5;
- (b) Camouflaged in connection with an existing building or structure, per Section 5.9.5;
- (c) Co-located with an existing Facility;
- (d) SFFT located on a Utility Pole or other structure;
- (e) Camouflaged in connection with a proposed building or structure;
- (f) A Concealed Antenna Monopole located on land owned or leased by the Town of Carlisle;
- (g) A Concealed Antenna Monopole not located on land owned or leased by the Town of Carlisle.

5.9.4 General Requirements.

- 5.9.4.1 Pre-Application Conference. Applicants are strongly encouraged to meet with the Planning Board at a public meeting to discuss the proposed application for a new Facility and to discuss in general terms the proposed facility prior to the formal submission of an application.
- 5.9.4.2 Application Process. Each Personal Wireless Service Provider desiring to construct or install a Personal Wireless Service Facility shall submit a written application for a special permit including without limitation a plan of the site of the proposed Personal Wireless Service Facility to the Planning Board. The application shall be submitted in accordance with the requirements of the Rules and Regulations regarding Special Permits for Personal Wireless Communications Facilities, adopted by the Planning Board, as the same may be amended from time to time (“Rules and Regulations”). Except for Repairs of existing Personal Wireless Service Facilities as defined in Section 5.9.2.17, a special permit is required for the installation of any new Personal Wireless Service Facility. The applicant must demonstrate to the Planning Board a significant lack of service currently being provided. The applicant must prove to the Planning Board the need for the particular proposed Facility. As part of the Application Process, the applicant must demonstrate the need for the proposed Facility as detailed in the Rules and Regulations.
- 5.9.4.3 New Personal Wireless Service Facilities shall be permitted in the Town of Carlisle only when the applicant has demonstrated that the provision of its Personal Wireless Service cannot be achieved with existing Facilities or with an adjustment of those Facilities.
- 5.9.4.4 Applications for new Personal Wireless Service Facilities shall be reviewed by the Planning Board in accordance with the Priorities set forth in Section 5.9.3 above. Any Monopoles shall be designed to camouflage, minimize, or conceal their appearance. Facilities within or attached to an existing building or structure shall comply with Section 5.9.5. Other Antenna supporting structures such as truss (also known as lattice) or guyed Personal Wireless Towers shall not be permitted. Any Tower existing for another purpose may be employed for Personal Wireless Service Antennas and Associated Antenna Equipment in a fashion consistent with this paragraph and this Bylaw.
- 5.9.4.5 The proposed Facility must be designed and constructed in accordance with the Commonwealth of Massachusetts building code, laws, rules and regulations, and any other applicable Federal, State building codes, laws, rules and regulations. The designer of record of the Facility must be a registered professional engineer in the Commonwealth of Massachusetts. The Planning Board may, at its discretion, hire a professional engineer to review the design of the Facility, the cost of such verification to be borne by the applicant.

- 5.9.4.5.1 Without limiting Section 5.9.4.5, proposed Facilities located within the current mapped Priority Habitat and Estimated Habitat of State Listed Rare Wildlife shall comply with the review process required by the Natural Heritage and Endangered Species Program of the Massachusetts Division of Fisheries and Wildlife, as the same may be amended from time to time, and applicants of proposed Facilities located within the review area of the Wild and Scenic River Corridor shall notify the Sudbury, Assabet and Concord Wild and Scenic River Stewardship Council.
- 5.9.4.6 The Personal Wireless Service Facility shall have, to the maximum extent feasible, negligible adverse visual effects on the environment.
 - 5.9.4.6.1 The Planning Board may impose reasonable conditions to ensure this result, including painting, landscaping and lighting requirements or limitations, provided that no such requirement conflicts with any Federal standard, including those of the FAA. Personal Wireless Service Facilities, collectively and individually, shall be developed in a manner that to the greatest extent possible avoids FAA lighting requirements.
 - 5.9.4.6.2 If, in the opinion of the Planning Board, the Facility Site is in a vegetated area, and protection of a vegetated buffer will prevent or minimize detrimental changes in the visibility of the Facility, the Planning Board may require protection of a vegetated buffer with specifications of its choosing.
 - 5.9.4.6.3 To the extent feasible, all utility connections to the Personal Wireless Service Facility shall be via underground lines unless the use of above-ground lines on any portion of the route has no detrimental impact to the safety or the visual effects of the surrounding environment as determined by the Planning Board.
 - 5.9.4.6.4 Existing on-site vegetation shall be preserved to the maximum extent practicable. Any and all plans for construction in connection with the Facility, including, but not limited to, Personal Wireless Towers, roads and utility trenches, shall, where applicable, be reviewed and approved by the Carlisle Conservation Commission, as well as by the Planning Board and the Building Commissioner.
- 5.9.4.7 Traffic associated with and access to the proposed Personal Wireless Service Facility shall not adversely affect abutting ways.

5.9.4.8 The applicant shall obtain written, legally valid and binding authorization for the use of each Facility Site from the owner thereof; or, where applicable, from the utility companies whose facilities are used; or from the Carlisle Board of Selectmen with respect to public ways and Town-owned facilities, and shall provide such evidence to the Planning Board.

5.9.4.9 Unless the Planning Board determines that safety and aesthetic concerns are not served by the installation of such fencing, the area around a Personal Wireless Tower and Facility and associated Communication Equipment Shelters shall be completely fenced and gated for security, with fencing acceptable to the Planning Board. Personal Wireless Towers shall be inherently inaccessible to unauthorized climbers or shall maintain anti-climbing devices the first twenty feet of the Personal Wireless Tower.

A sign shall be posted adjacent to the entry point indicating the Facility owner(s) and a 24-hour emergency telephone number. Advertising on any part of the Facility or Site, including but not limited to, any Antenna, Personal Wireless Tower, fencing, accessory building or Communication Equipment Shelter is prohibited.

5.9.4.10 All Personal Wireless Service Facilities shall be powered from electric company distribution lines. Transportable emergency generators may be deployed to and used at the site only in the event of a sustained outage. A permanent generator to be used for supplying backup power in the event of a power outage will only be considered by the Planning Board if the sound created by such a generator is compliant with Commonwealth of Massachusetts Department of Environmental Protection Noise Control Regulation 310 CMR 7.10, or any successor regulation, as the same may be amended from time to time or any more stringent applicable requirement, as demonstrated by a thorough evaluation conducted and reported by a qualified acoustical engineer.

5.9.4.11 All radio frequency emissions from any Personal Wireless Service Facility shall comply with Federal Communications Commission (FCC) requirements codified in 47 CFR §1.1307 *et seq* as further interpreted by FCC Office of Engineering and Technology Bulletin 65, *Evaluating Compliance with FCC Guidelines for Human Exposure to Radio Frequency Electromagnetic Fields*, or any successor regulation or bulletin, as the same may be amended from time to time.

5.9.4.12 Communication Equipment Shelters shall be designed to be architecturally similar and compatible with each other and the surrounding area. The Personal Wireless Service Provider shall use the Communication Equipment Shelter only for the housing of equipment related to the Facility, and shall not use the Communication Equipment Shelter or the Facility Site for storage, maintenance, office, manufacturing or other purposes unless such use is permissible under the Carlisle Zoning Bylaw and all necessary permits and approvals have been

obtained. Changes to the proposed Communication Equipment Shelter design, as well as additional supplemental screening, may be required by the Planning Board to lessen adverse visual or auditory impacts.

5.9.4.13 If a substantial amount of Personal Wireless Service provided by the proposed Personal Wireless Service Facility is outside the Town of Carlisle, the Planning Board may deny the application in favor of solutions that address the coverage requirements in the Town of Carlisle in a fashion that better satisfies the purposes of this Bylaw.

5.9.4.14 The Facility shall be designed and constructed so as to provide adequate emergency access to the Facility and the Facility Site. The Planning Board shall request input from the Carlisle Fire and Police Departments and other town emergency services regarding the adequacy of emergency access to the site.

5.9.4.15 In coordination with the Planning Board, an applicant for a new Tower or an extension to an existing Tower shall perform a visibility test. The visibility test shall be as set forth in the Planning Board's Rules and Regulations. The applicant shall publish advance notice of the test in a manner directed by the Planning Board. The applicant shall submit to the Planning Board a visibility analysis of a proposed Personal Wireless Service Facility as set forth in the Rules and Regulations.

5.9.4.16 The Planning Board may require that the equipment of all Providers on a Facility shall be subject to relocation to another nearby Facility if such relocation, when considered individually or in concert with existing or potential new Facilities, does not create a significant gap or gaps in the Provider's coverage as determined by the Planning Board as set forth in the Rules and Regulations when so directed by the Planning Board at a later time in its effort to maximize co-location of Providers. The Planning Board may then order the removal of a Tower if such is no longer required for wireless service after the relocation is completed.

5.9.4.17 The Planning Board may require that the equipment of all users of a Facility shall be subject to rearrangement on the Site if so directed by the Planning Board at a later time in its effort to maximize co-location of Providers. This may result in different vertical Antenna locations, reduced vertical separation of Antennas, and changes of Antenna arrangements, to the extent feasible without causing technically unacceptable radio frequency signal interference between the Antennas of the co-locators and without creating new significant gap or gaps in the existing coverage of incumbent Providers on the Facility.

5.9.5 Installation of SFFT or a Personal Wireless Service Facility in or on an Existing Building or Structure.

5.9.5.1 Notwithstanding Sections 5.9.6 and 5.9.7, the Planning Board may permit a Personal Wireless Service Facility to be installed in a manner that is not visible or easily recognizable to the public provided the proposed Facility meets the following criteria:

(a) The proposed Facility must be Concealed or Camouflaged as part of an existing building or structure and such shall not substantially alter the external appearance of the building or structure or site, as viewed from the street or any adjacent building, or must be a SFFT Facility. However, architectural features that are customarily applied in Carlisle for other purposes may be applied to the building or structure in a manner that is in keeping with the architecture of the structure and the character of the surroundings. For example, a cupola might be added to conceal Antennas, or an attached addition or detached shed might be installed for a Base Station or Communication Equipment Shelter if they maintain the character of the site. The Planning Board may require a pictographic analysis of the proposed Facility, or other demonstration of the anticipated appearance of the Facility, as a condition before granting a special permit hereunder.

5.9.6 Height Limitations.

5.9.6.1 New Personal Wireless Towers shall not exceed the height necessary to address provision of Personal Wireless Service requirements specified in the application under consideration unless the Planning Board determines that the benefits of approving a greater height to accommodate co-location outweigh the detriments of the increased height, provided such increased height shall not exceed the height limitations set forth in Sections 5.9.6.2 through 5.9.6.4 below.

5.9.6.2 Subject to Sections 5.9.5 and 5.9.7.3.1, in areas where there is no significant tree cover or vegetative screening, the maximum Overall Tower Height of a new Personal Wireless Tower shall not exceed eighty (80) feet above finished grade of the ground elevation. Such finished grade shall not be distorted above the pre-existent natural grade as a way to achieve additional height.

5.9.6.3 Subject to Sections 5.9.5 and 5.9.7.3.1, the maximum Overall Tower Height of a new Personal Wireless Tower may exceed eighty (80) feet in areas where there is significant tree cover, and the maximum Overall Tower Height of a new Personal Wireless Tower in such area shall not exceed ten (10) feet above the average height of the natural preexistent tree canopy within a one-hundred fifty (150) foot radius of the proposed Personal Wireless Tower.

5.9.6.4 Notwithstanding the height limitations in Sections 5.9.6.2 and 5.9.6.3 should an applicant or applicants propose a Facility with more than one Provider seeking to co-locate Facilities on an existing or proposed Personal Wireless Tower, the installation of which would require or

cause an increase in the overall height of said Tower, that increase shall be the smallest height increase required to address the provision of Personal Wireless Service requirement established by the applicant to the satisfaction of the Planning Board; however the increased height shall not exceed by more than 10 feet the 80 foot height as specified in Section 5.9.6.2 or by more than 10 feet the height as specified in Section 5.9.6.3., as applicable. Once a Facility has been increased in height for co-location, no additional co-location shall be allowed that would require a height increase beyond the total 10 foot increase allowance for co-location set forth herein.

5.9.6.5 Should the height of a Facility be increased because of co-location pursuant to Section 5.9.6.4 or 5.9.7.3.1, and should one or more Providers on such Facility cease to operate, and therefore the Facility ceases to have co-location, the holder of the Special Permit for the Facility shall provide Notice to the Planning Board within 30 days of the cessation of such operation. Within 90 days from said notification, an application for a new co-locator on the Facility must be filed. If approval for a Special Permit for a new co-locator is not obtained within 1 year of the date one or more of the Providers ceased to operate, the additional height granted the Facility because of the co-location must be removed and the Facility shall be subject to the maximum height limitations set forth in this Bylaw as if there was no co-location.

5.9.7 Setbacks.

5.9.7.1 Subject to Section 5.9.5, new Personal Wireless Towers shall be set at a distance at least equal to 1.5 times the maximum planned height of the Personal Wireless Tower from all lot lines of the site on which the Personal Wireless Tower is to be located, provided that the Planning Board may allow a setback less than 1.5 times the maximum planned height if it finds that a substantially better design will result with such reduction, provided, however, such set back shall in any event not be less than the maximum planned height of the proposed Facility, nor less than the setback required for structures within the zoning district that the Personal Wireless Tower is proposed. In making such finding, the Planning Board shall consider the visual and safety impacts of the proposed Facility.

5.9.7.2 Subject to Section 5.9.5, no Personal Wireless Service Facility, except as may be allowed by waivers under Section 5.9.7.3, shall be located within:

5.9.7.2.1 nine-hundred (900) feet, on a horizontal plane, to the structure of an existing child care facility or to any existing structure which is, or is able to be, occupied or habitable on the property of any school;

5.9.7.2.2 nine-hundred (900) feet, on a horizontal plane, to the structure of an existing residence, or the footprint of a future residence for which a Building Permit has been issued, not including those residential buildings located at the Site;

5.9.7.2.3 nine-hundred (900) feet, on a horizontal plane, to any structure in a Historic District, or listed, or eligible to be listed, on the State or Federal Register of Historic Places.

5.9.7.2.4 one-hundred (100) feet, on a horizontal plane, to any Massachusetts certified vernal pool.

5.9.7.3 The Planning Board may waive any setback requirement of Section 5.9.7.2 for the implementation of a Personal Wireless Facility if the Planning Board determines that the purposes of this Bylaw, as set forth in Section 5.9.1 are substantially satisfied. Justification for granting waivers under this section shall include the following

(a) Documented evidence that the proposed provision of Personal Wireless Service cannot be substantially obtained by means not requiring such waivers, or documented evidence that the provision of such service by such means is substantially more detrimental to the purposes of this Bylaw than with the grant of the exceptions;

(b) Demonstration that the proposed Facility or Facilities substantially satisfy the purposes of this Bylaw, including without limitation Section 5.9.3; and

(c) Documented proof that any exceptions requested will not violate or exceed the limits of any federal, state environmental laws or regulations.

5.9.7.3.1 If a waiver is granted by the Planning Board pursuant to Section 5.9.7.3, any Concealed Antenna Monopole shall not exceed 60 feet in height, provided, however, if the Facility shall be subject to co-location by one or more Personal Wireless Service Provider, the height of such CAM shall not exceed 80 feet.

5.9.8 Approval criteria.

5.9.8.1 A special permit shall be issued under this section only if the Planning Board shall find that the project is in harmony with the general purpose and intent of this Bylaw.

5.9.8.2 The Planning Board, with the advice of outside review consultants and/or an advisory committee, if requested, shall make all the applicable findings before granting the special permit, as follows:

- 5.9.8.2.1 that the applicant has demonstrated that a substantial improvement in its provision of Personal Wireless Service in Carlisle will be obtained with the proposed Facility;
 - 5.9.8.2.2 that the applicant has demonstrated to the satisfaction of the Planning Board that the use of existing Personal Wireless Service Facilities and Facility Sites, or the adjustment of same, does not eliminate or substantially diminish the need for the proposed Facility;
 - 5.9.8.2.3 that the applicant has complied with Section 5.9.3 of this Bylaw;
 - 5.9.8.2.4 that the proposed Personal Wireless Service Facility minimizes to the extent possible any adverse impact on historic resources, scenic views, residential property values, and natural or man-made resources;
 - 5.9.8.2.5 that the applicant has agreed to implement all reasonable measures to mitigate the potential adverse impacts of the Facility;
 - 5.9.8.2.6 that the Planning Board has been presented satisfactory evidence that the proposed Facility will be compliant with FCC requirements regarding human exposure to radio frequency energy; and
 - 5.9.8.2.7 that, if the application is for a Personal Wireless Tower, the applicant has agreed to provide any available space on its Personal Wireless Tower to other Personal Wireless Service Providers, on a reasonable and non-discriminatory basis.
- 5.9.8.3 If a special permit is granted, the Planning Board may impose any such additional conditions and safeguards as public safety, welfare and convenience may require, either as recommended by consultants or upon its own initiative.
- 5.9.9 Monitoring, Structural Evaluation and Modifications.
- 5.9.9.1 Requirements for the monitoring of Personal Wireless Service Facilities for compliance with federal emissions standards shall be specified in the Planning Board's Rules and Regulations.
 - 5.9.9.2 Requirements for the structural evaluation of Personal Wireless Service Facilities for compliance with applicable state building codes shall be specified in the Planning Board's Rules and Regulations.
 - 5.9.9.3 The owners of all Personal Wireless Service Facilities shall notify the Planning Board, in writing, prior to any modifications to an existing Facility or Facility Site that would substantially change its appearance or visibility, or otherwise change its performance under this Bylaw and/or

the terms of its Special Permit, and such proposed modifications must receive prior approval from the Planning Board. The Board may elect, depending on the significance of the proposed changes, to require the owner(s) of the Facility to submit an application to amend their Special Permit. In any event, all proposed modifications, including repairs as set forth in Section 5.9.2.17, must receive all appropriate permits and approvals including, but not limited to those required by the Building Commissioner.

5.9.10 Removal of Facilities.

When a Personal Wireless Service Facility ceases to operate, it must be removed by the permittee or owner and the site restored to its original condition as described below. "Ceases to operate" is defined as not providing Personal Wireless Service for a period of one year. Prior to the removal of a Personal Wireless Facility, the owner or permittee shall notify the Planning Board in writing of its intent to remove the Facility. At the time of removal, the Facility Site shall be restored such that all Personal Wireless Service Facility improvements that have ceased to operate shall be removed and the site shall be restored to its original condition unless otherwise required by the owner of the Site and/or the Planning Board. Existing trees shall only be removed if necessary to complete the required removal. If all Facilities on a Personal Wireless Tower have ceased to operate, the Personal Wireless Tower (including the foundation) and all associated Antenna Equipment and any Communication Equipment Shelter(s) shall also be removed and the site shall be restored by the owner of the Personal Wireless Tower or Facilities and/or the owner of the site to the condition it was in prior to the installation of such Facilities. The Planning Board may, in connection with the granting of any special permit, require the providing of funds, posting of a bond, insurance certificate, or other financial instrument (collectively "Collateral") as designated by the Planning Board to fund the removal of the Facility and restoration of the Site in the event the Facility ceases to operate, and the permittee or owner fails to comply with this section or lawful orders to remove the Facility. If, following lawful notice given to the owner of the site and/or Facility owner(s) demanding removal of the Facility, the owner fails to do so, the Planning Board or the Building Commissioner may initiate removal at the owners' expense and may utilize the Collateral provided for the removal of the Facility and restoration of the Site under the terms of this Bylaw. At the discretion of the Planning Board, removal shall either be done by the Facility owner, under the supervision of the Town of Carlisle, or by the Town of Carlisle.

5.9.11 Exemptions. The following types of wireless communications facilities are exempt from this Section 5.9:

5.9.11.1 Amateur radio transmitting and receiving structures used in accordance with the terms of any amateur radio service license issued by the Federal Communications Commission and protected by Massachusetts General Laws c. 40A, sec. 3, provided that the transmitting and receiving structure is not used or licensed for any commercial purpose;

5.9.11.2 Non-commercial satellite dishes and antennas used only for reception of radio, television and data signals; and

5.9.11.3 Communication facilities employed by police, fire, ambulance and other emergency dispatch.

5.9.12 Term of Permit.

Any special permit issued for a Facility shall be valid for not more than 3 years, unless such is extended by the Planning Board for a period not to exceed 2 years, provided, however, the Planning Board may provide longer terms for Facilities set forth in Section 5.9.3(a)-(f).

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

Finance Committee Recommendation: *Because the impact on town finances is unknown at this time the Finance Committee has no recommendation on this article.*

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 12th day of May, 2009 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 12, 2009

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
Town Clerk	one for a term of three years
Selectmen	two for a term of three years
Board of Assessors	one for a term of three years
Board of Health	two for a term of three years
Housing Authority	one for a term of five years
Library Trustees	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

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 bond issued to fund schematic design and project management services associated with the additions, renovations and sitework improvements to the Carlisle Public Schools located on the existing school campus on School Street in Carlisle, MA?

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 Town of Carlisle's apportioned share of a bond to be issued by the Concord-Carlisle Regional School District for improvements to safety systems, and to address and plan remediation of space constraints to Concord Carlisle High School?

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 issued to fund the purchase of a Roll-Off Truck for the Carlisle DPW?

YES____ NO____

Question 4: 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 issued to fund the purchase and installation of cisterns for the Fire Department?

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 24th day of March in the Year of Our Lord 2009.

BOARD OF SELECTMEN

Douglas A.G. Stevenson

John D. Williams

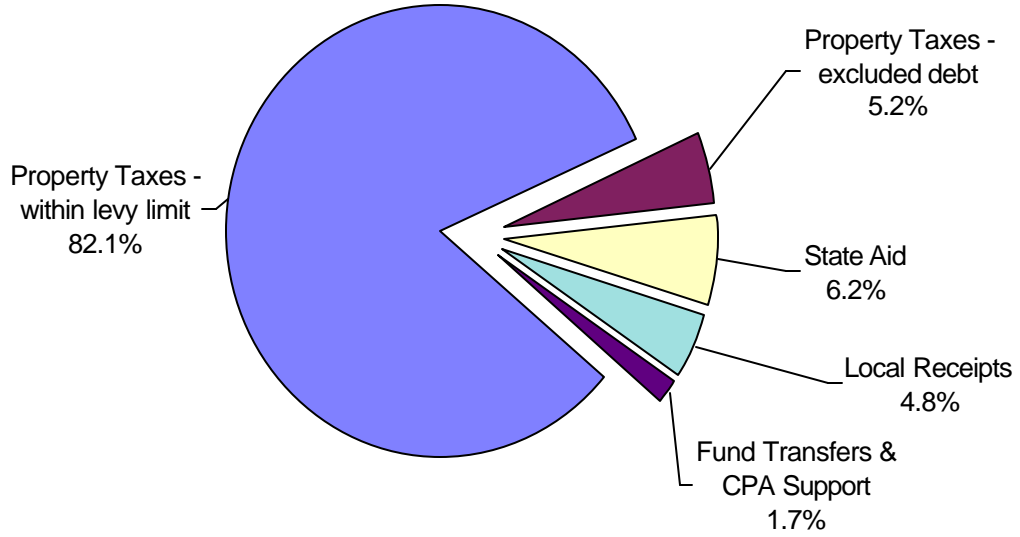
William R. Tice, Jr.

Alan C. Carpenito

Timothy F. Hult

REVENUES & EXPENDITURES

Sources of Revenue
FY'10 Balanced Budget (All Articles, exclusive of Article 23)



Expenditures by Category
FY'10 Balanced Budget (All Articles, exclusive of Article 23)

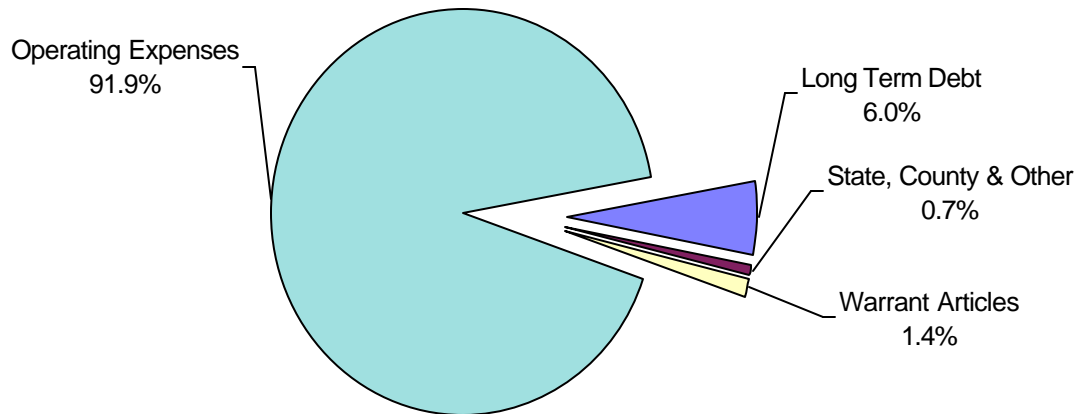


Table II – LONG TERM DEBT SERVICE

	<u>FY'09</u>	<u>FY'10</u>	<u>FY'09/FY'10</u>
	<u>Budget</u>	<u>Budget</u>	<u>%</u>
			<u>Change</u>
<u>Long Term Debt Service:</u>			
6/15/97 Town Hall	120,650	115,600	-4.2%
6/15/99 Town Hall	6,160	5,938	-3.6%
6/15/99 Athletic Fields	49,280	47,500	-3.6%
6/15/99 School	206,749	197,030	-4.7%
6/15/99 School	20,179	18,222	-9.7%
6/15/00 Wang Coombs	164,666	173,907	5.6%
6/15/00 Library	122,392	118,503	-3.2%
7/1/02 School – Air quality systems	23,175	22,425	-3.2%
7/1/02 Fire Dept. - Ladder Truck	92,700	89,700	-3.2%
School - Wastewater			
4/5/06 Treatment	205,036	195,137	-4.8%
4/5/06 Pathways	34,200	32,700	-4.4%
4/5/06 Land (Benfield Parcel A)	184,770	191,420	3.6%
BAN installment – Boiler	0	15,000	New
BAN installment – Fire Truck	0	100,000	New
BAN installment – Cisterns	0	40,000	New
Total Long-Term Debt Service – Carlisle	<u>1,244,905</u>	<u>1,327,985</u>	<u>6.7%</u>
Net CCHS Debt Service - Carlisle	<u>268,437</u>	<u>210,642</u>	<u>-21.5%</u>
<u>Excluded Debt Levy:</u>			
	1,060,13		
Long Term Debt - Carlisle	5	1,171,662	10.5%
	(137,807		
SBAB CPS Reimbursement)	(168,787)	22.5%
Short Term Interest	32,500	24,000	-26.2%
Wang Coombs Stabilization			
Transfer	(14,948)	(14,948)	0.0%
CCHS Debt – Carlisle	268,437	210,642	-21.5%
Amortization of Premiums & Grants	(20,977)	(20,977)	0.0%
	(184,770		
Paid by CPA contribution)	(191,420)	3.6%
	<u>1,187,34</u>		
Net Excluded Debt Levy – Carlisle	<u>0</u>	<u>1,201,592</u>	<u>1.2%</u>
Total Capital Exclusion – Carlisle	<u>0</u>	<u>0</u>	<u>0.0%</u>

**Long Term Debt Service
FY'10 thru FY'28**

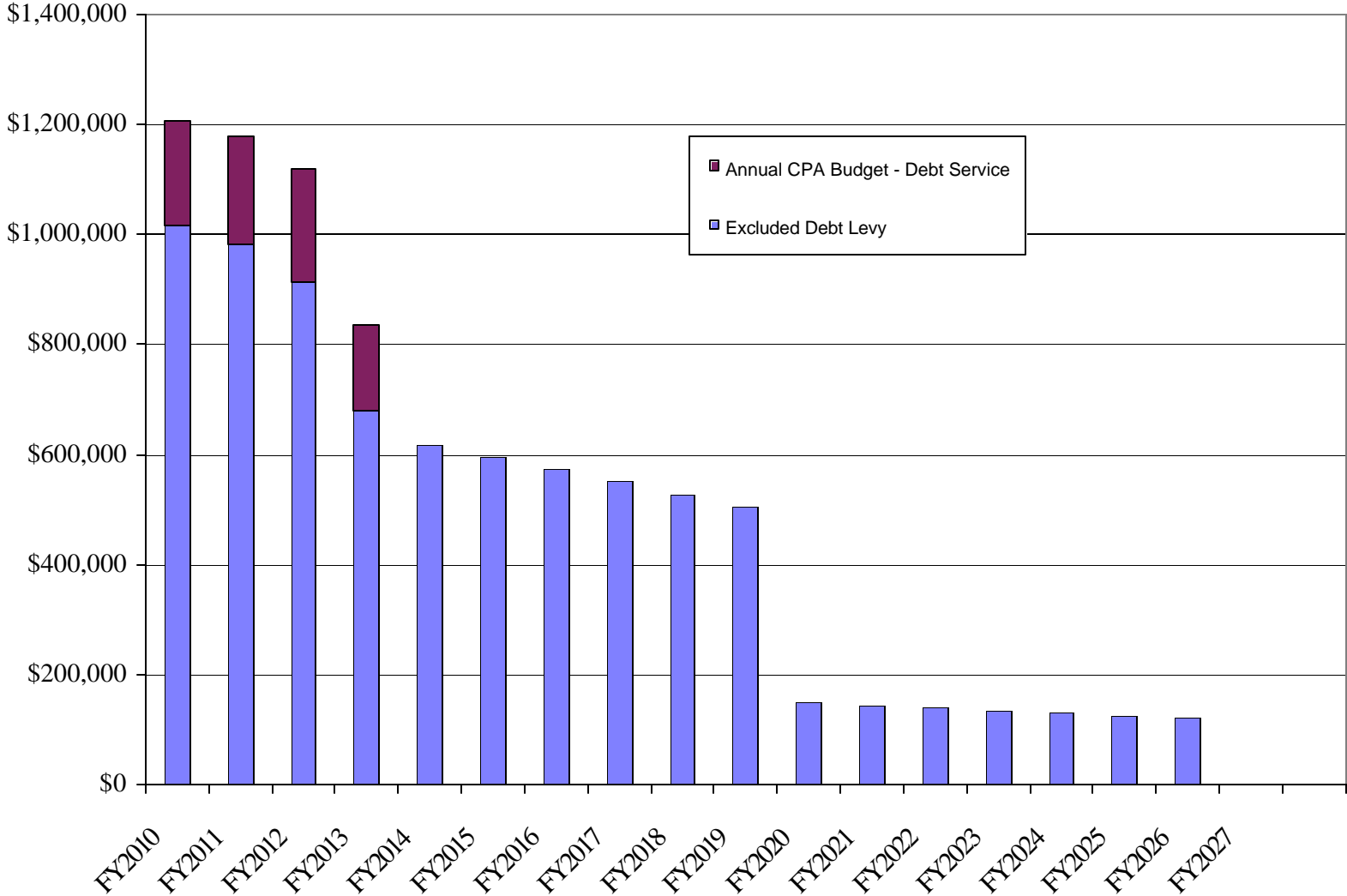


Table III - LONG-TERM CAPITAL REQUIREMENTS FY'10 – FY'13

<u>Project/Program</u>		<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>Unknown Year</u>
Levy Limit						
Carlisle Schools	Technology Replacement - Desktop/Laptop	80,000	80,000	80,000	80,000	
	1 Technology Replacement - Network Infrastructure	20,000	20,000	20,000	20,000	
	1 Annual Maintenance (misc projects)	25,000	25,000	25,000	25,000	
	1 Roof Repair - Spalding	10,000	10,000			
	1 Wilkins Student Lockers	12,000				
	2 Annual Furniture Replacement	7,500		7,500	7,500	
	3 Wastewater Treatment Plant					?
Fire	Generator replacement	35,000				
	Repave parking lot	50,000				
	Fire Alarm Control Units	45,000				
	SCBA bottles/packs replacement	40,000				
	Replace Water Rescue Boat		35,000			
	Carlisle 10 (F250) replacement		50,000			
	Replace Car-1			30,000		
DPW	One Ton Dump Truck ('96)		47,000			
	Salt Shed Replacement				?	
Communications	Communications Cable (saves \$4K/yr)	50,000				
Police	Cruiser Replacement	36,000	38,000	36,500	36,500	
	Antenna @ school	15,000				
	Lighting	10,000				
	Fencing	10,000				
	Billing Software	11,000				
	New Digital Radios System	20,000				
	Antenna (Westford or Sorli)	10,000				
Town Hall	ADA	5,000	5,000	5,000	5,000	
Library	Computer Replacement	10,000		10,000		
Finance	Payroll Software (saves 2K/yr)					30,000
Levy Limit Totals		501,500	310,000	214,000	174,000	
FinCom Level Budget						
Budget Request						

<u>Project/Program</u>		<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>Unknown</u> <u>Year</u>
Debt/Capital Exclusions						
Library	Septic/Connect to WWTP					100K/400K
CPS	Generator for Corey/Emergency Shelter					450,000
Fire	Cisterns		125,000	125,000	125,000	
Fire	Engine 6 (off-road) replacement	475,000				
Fire	Additional Tanker			450,000		
DPW	DPW Roof	250,000				
DPW	Sand & Dump Truck ('79)	110,000				
DPW	Tractor w/ Road Side Mower	75,000				
DPW	Sweeper		100,000			
DPW	big Dump Truck			95,000		
DPW	Pathway "plow"					75,000
ConsCom	Greenough Dam Repair					150,000
Debt/Capital Exclusions Total		910,000	225,000	670,000	125,000	
MSBA Funding						
CPS	Corey Roof		840,000			
	Corey Heating Units		325,000			
	Corey Masonry Repair		12,500			
	Gymnasium Locker Replacement/Repair		30,000			
	Annual Furniture Replacement		7,500			
	Master Clock		8,000			
	Wireless Network		100,000			
	Wilkins Roof		320,000			
	Robbins Roof		480,000			
	Auditorium Seat refurb		35,000			
	Auditorium Curtain replace/refurb		35,000			
MSBA Funding Total			2,193,000			
CCRS						
	Replace Auditorium Curtains					
	Main Office Carpeting & Appointments					
	Replace Bathroom Partitions					
	Replace Compressor Main,Auditorium,Office					
	A/C in L Wing and Band		130,000			
	Fire Alarm Detection		100,000			
	Planning Study					
	Window Wall Replacement		300,000			
	Refurbish Exhaust Ventilation Units		100,000			
	Roof Heating Units		200,000			
	Replace Air Handlers		700,000			
	Replace Gym+Main Roof			3,500,000		

<u>Project/Program</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>Unknown Year</u>
Replace Water Pipes and Faucets		810,000	540,000	540,000	
Upgrade Electric Power for Technology		225,000			
Courtyard Renovation			85,000		
Parking and Walkway Repaving			150,000		
Replace Additional Lockers			65,000		
Upgrade Power to Cafeteria for A/C			275,000		
"I" Building Ventilation					400000
Air Conditioning Compressors and Chillers					225000
Cafeteria Air Conditioning					300000
CCRSD Total	1,530,000	4,535,000	1,115,000	1,465,000	
Grand Total	2,941,500	5,070,000	1,999,000	1,764,000	

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

RECREATION

- Recreation Commission
- Trails Committee
- Youth Commission
- State Park Advisory Committee
- Other

HOUSING

- Housing Authority
- Other

GENERAL GOVERNMENT

- Finance Committee
- Long-Term Capital Requirements
- Other

EDUCATION

- Scholarship Advisory Committee
- School Building Committee
- 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

PERSONNEL

- Personnel Board
- Other

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 be 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