

**Borough of Carlisle**  
**Workshop Meeting Minutes**  
**December 2, 2020**

This meeting was held via Zoom due to the restrictions of social distancing put in place do to Covid-19.

Present at the meeting: Councilors Crampsie, Hicks, Landis, Deputy Mayor Shultz, Mayor Scott and Stuby. Also present were: Borough Manager Armstrong, Assistant Borough Manager Snyder, Water Resources Director Malarich, Community Development Manager Skelly, Police Chief Landis, Fire Chief Snyder, Human Resource Supervisor Hamilton, Public Information Coordinator Taylor, Dickinson Law Student Ambassador Speer, Dickinson College Student Ambassador DelMain and Borough Secretary Stone.

*Scribe Note: Councilor Fulham-Winston was not present at the meeting.*

**I. Call to Order & Pledge of Allegiance**

Mayor Scott called the Public Hearing and Workshop Meeting to order at 6:00 p.m.

**II. Public Hearing: Consolidated Annual Performance and Evaluation Report (CAPER)**

Ms. Alicia Riegal-Kanth with the Cumberland County Redevelopment Authority reported that the Borough exceeded all programmatic requirements during its CDBG program year 2019. She remarked that two street view and two shopsteading projects were completed during this program year.

With there being no public comment the hearing was closed at 6:03 p.m. and the December Workshop meeting commenced.

**III. Citizens to be Heard**

No Citizens were heard

**IV. Meeting Minutes:**

A. Borough Council voted 6-0 to approve the November 4, 2020 Workshop Meeting Minutes. (Shultz/Landis)

**V. Mayor's Report:**

A. Regional Greenhouse Gas Initiative (RGGI)

Borough Council voted 6-0 to approve sending a letter in support of Pennsylvania joining the Regional Greenhouse Gas Initiative (RGGI) in order to reduce the state's climate pollution; and furthermore, may designate Deputy Mayor Sean Shultz as a representative to RGGI. (Scott/Hicks)

Mayor Scott explained that RGGI is an initiative of ten New England and Mid-Atlantic states to reduce greenhouse gas emissions from the power sector while generating economic growth. This can be achieved by setting a regional cap on carbon dioxide emissions from electric power plants. He noted that if Pennsylvania joins this consortium of states it will help us reach our gas emission goals and help combat climate change.

Councilor Hicks remarked it is important for the Borough to participate in RGGI in order to be effective not just in the carbon markets, but in reducing sulfur dioxide nitric oxides and acid rain in a market based environment.

## **VI. Community Planning & Smart Growth Committee:**

### **A. Long & C.H.W. Subdivision Plan:**

Community Development Manager Skelly provided an update on the subdivision plan that consists of 7.5 acres, made up of three parcels intended to be reconfigured into four lots. The proposal is to subdivide 4.8 acres of the land into three new residential lots and the residual lot be absorbed into plan to allow for driveway access for the lots and the remainder to be added to the Carlisle Health & Wellness parcel. The parcels were configured for the intended use of three larger single-family detached homes. The plan also considered the potential of the future extension of a road connection to the Walnut Bottom Road. He noted a modification was requested by the developer with regards to postponing the provision of escrow for the development for financial reasons.

Mr. Justin Doty with FSA Associates, Inc., explained the three parcels of land were reconfigured to include an escape piece of ground between the Garrity/Long track and the Partnership for Better Health. He noted by way of a cooperative land swap agreement, the Garrity/Long parcel owners acquired sufficient ground for the needed minimum driveway width and the Partnership for Better Health was compensated for the land that may have been lost in the reconfiguration of the residual piece of land. Mr. Doty provided the four waiver requests submitted for this project. 1.) Submittal of the preliminary plan, 2.) Deferral of escrow payment, 3.) Engineer's construction cost estimate. 4.) Modification provision of a Stormwater Operations & Maintenance Agreement.

Councilor Crampsie inquired if the land development plans would affect a walking path that currently exists on the Partnership for Better Health parcel. Mr. Doty responded that the path is presently located on the Partnership for Better Health property and would not be affected. Councilor Crampsie also questioned if comments have been received from the surrounding neighbors in regard to the proposed plan. Mr. Doty stated he was not aware of any comments at that time.

### **B. Small Cells Wireless Zoning Ordinance Amendment:**

Community Development Manager Skelly explained there has been discussion for several years regarding the installation of small cell towers for the 5G wireless service. He noted the Borough's present zoning ordinance interpretation only permits non-cell towers facilities in the Borough's commercial, industrial, non-institutional, and non-residential areas. Mr. Skelly remarked there is now a push to become a "smart city", which would provide ample network accessibility throughout the downtown merchants and college students. The borough procured the services of Cohen Law Group to prepare a ZOA that would update policies related to small cell telecommunication facilities. This amendment will be brought to Council for consideration at the December Council meeting.

Councilor Crampsie inquired if opposition issues to installing small cells on private properties have been legally resolved. Mr. Skelly noted Cohen Law Group included in the revised amendment the inclusion of small cells throughout all zones in all districts, including the right of way. He explained there has been provisions in the ordinance and design manual in the event a private property owner requests to install a small cell.

Councilor Hicks asked if the motivation is due to the FCC guidance for states to comply with the installation of small cell towers. Mr. Skelly noted this was a result of municipalities in the nation generating heavy handed regulations and franchise fees, which pushed the FCC to provide the necessary guidelines.

**VII. Public Works Committee:**

A. Brake Retarder Ordinance:

Borough Council voted 6-0 to authorize the Borough Solicitor to draft and advertise an ordinance prohibiting the use of Engine Retarding Devices, commonly known as “Jake Brakes” on Spring Garden Street within the Borough of Carlisle. (Landis/Crampsie)

B. Street Light LED light fixtures

Borough Council voted 6-0 to approve the purchase of up to \$25,000 (twenty-five thousand dollars) in LED light fixtures for street lights at signalized intersections in the Borough from Schaedler Yesco Distribution of Harrisburg, Pennsylvania through the Commonwealth of Pennsylvania's cooperative purchasing program (COSTARS) program. (Landis/Crampsie)

**VIII. Budget and Finance Committee:**

A. Parking Garage Status:

Deputy Mayor Shultz explained to Council that in past years the Borough had suspended downtown parking enforcement during the holiday shopping season. He noted merchants have expressed concerns that during the work week the free parking spaces were being consumed by downtown employees rather than having a turn over for shoppers. He noted this year the proposal is to suspend parking fees in a portion of the parking garage from December 21<sup>st</sup> through January 3<sup>rd</sup>. This would promote shoppers to use the parking garage and alleviate concerns of parking turnover in the downtown merchant district. Borough Manager Armstrong added residents are still able to park free at the gold meters and parking enforcement will continue at the silver meters throughout the holiday season. There was a consensus of Council to move forward with the plan.

**IX. Public Comment:**

Dickinson College Student Ambassador DelMain announced she will be developing a project as part as her ambassadorship to learning of past initiatives regarding public and civic art that have occurred in Carlisle. A Zoom meeting was held to gather information.

**X. Adjournment**

There being no further business or public comment, the meeting adjourned at 6:32 p.m.

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Timothy A. Scott  
Mayor

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Joyce E. Stone, Borough Secretary