



**OFFICE OF THE
Advisory Board
TOWN HALL
511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 x222 FAX (978) 649-4371
finance@dunstable-ma.gov**

June 7, 2010 Meeting Minutes

Present: Dana Metzler, Dan St. Jean, Ron Mikol, Harold Simmons, Christine Muir
Absent: Joe Dean

Meeting opened at 7:00 p.m.

Transfer Requests

Highway/Road Commissioners requested a transfer of \$1492.42 from the Highway Machinery account (with a balance of \$8883.26) to the Highway Salary and Wages account, to cover overtime costs for clean-up from recent windstorms. The board questioned its authority to transfer from any account other than the Reserve account. Since Town Accountant Kim Fales was not available tonight to clarify, it was moved, seconded, and unanimously approved that we transfer the funds from the Reserve account instead of the machinery fund.

Veteran's Agent requested a transfer of \$129 from the Benefits account to the Communications account to cover current and expected phone bills. Although the board had the same question regarding the authority to transfer from any account other than Reserves, it seemed that Kim had already reviewed this request before sending to us. We felt reasonably sure that she would have changed the account if needed, so we unanimously approved this transfer from the Benefits Account.

The Town Clerk requested a transfer of \$1620.72 to cover election costs. This transfer, from the Reserve account, was unanimously approved.

Town Clerk also requested a transfer of \$318.46 from the Reserve account to the Election Wages account. We unanimously approved this transfer as well.

Town Treasurer Bonnie Ricardelli requested a transfer of \$2940 from Reserves to Unemployment. An individual who works part-time for the town was laid off from his other employment and the town is partially responsible for his unemployment benefits, even though the town has not reduced or eliminated his work with us. This transfer passed unanimously.

The Selectmen requested a transfer of \$100 from Reserves to the Selectmen's Expenses account. There was no specific bill or explanation of the purpose for these funds, so the motion to approve this request was unanimously defeated.

Summer Projects

Since summer is the downtime or "off-season" for the board, Ron suggested that we take time to work on determining the path to an audit of the Highway Dept. As has been mentioned in past meetings, this audit is a free service from the DOR and will help the department be more efficient and effective. Ron will approach the Selectmen to determine who should move forward with this project.

Another project for the summer is investigating the potential benefits of moving students in Greater Lowell Tech to Nashoba Tech. Dana mentioned that the town has invested a lot of money into Greater Lowell, and he isn't sure there's enough cost savings to justify the move to Nashoba.

Groton-Dunstable school update

Ron has met with the new superintendent Joe Mastrocola, and thinks the school may come back to the towns with the requested three-year plan and possibly a smaller override request in the fall. Harold noted that the schools should consider the May vote binding until the next elections are held in a year.

The committee to interview and select a Business & Finance Director has completed that task and Gerry Martin will be starting later in the summer.

Board Restructure

Dana nominated Dan to be chairman for FY2011. The nomination passed unanimously.

Dana nominated Christine to continue as secretary. That also passed unanimously.

Meeting adjourned at 8:15 p.m.