



**OFFICE OF THE
Advisory Board
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December 5, 2011 Meeting Minutes

Attending: Harold Simmons, Christine Muir, Dana Metzler, Joe Dean, Ron Mikol, Dan St Jean

Meeting opened at 7:05 p.m.

Approval of Prior Meeting Minutes

Minutes from the November 7, 2011 meeting were unanimously approved.

Karl Huber – Water Department Update

Karl Huber informed the board of recent developments in the feasibility study regarding providing water for Tyngsboro. They have contracted with Stantec engineering from Westford to evaluate Dunstable's current infrastructure and assist in planning for the future, whether it includes selling water to Tyngsboro or offering town water to Dunstable residents. Karl said they are targeting mid-February for the study results to be finalized. In the meantime, Karl has put a six-page profile document on the Water Dept's website.

Dan asked how many residents have requested to be added to the water system; the answer is 12. He asked where the department would obtain revenue for capital improvements, such as adding residents or storage tanks. Karl said partnerships may reduce costs, and there may be opportunities for grant funding or other similar sources.

Joe asked if the water lines would be interconnected if various town water departments formed regional districts, and Karl said yes.

Ron asked if the Stantec study would focus on the mechanics of the infrastructure or if it would include the ROI of any changes; for example, is there enough revenue potential from laying new pipes?

Dana mentioned that the issue of Pond St. condition and improvements is of concern to the town because it supplies the water for the school.

Transfers

Fire Chief Charlie Rich came in with a transfer request of \$4000 to repair the body of the rescue truck. He had three quotes of \$3800, \$4000, and \$6340 to make the repairs. The last quote also offered a quote of \$8600 to replace the body, instead of repair it. He mentioned that there was the potential of another \$1800 or so for replacing the crossbars; it's not known yet if that is necessary.

Dan asked whether it made sense to spend less for the repair or spend more for the replacement and gain more use out of the vehicle. Charlie said he doesn't think we'd get more life out of a new vehicle; the current truck only has 3000 miles. Dana raised the concern that the Reserve account only has \$25,000 so the difference between a \$4000 transfer and one of \$8000 is significant.

Dan moved that we transfer \$4000 to repair the truck body (not replace) from Reserves to the Fire Repair & Maintenance account. Joe seconded; Harold abstained; five members approved.

Review of Current Fiscal Year Expenditures

The Enterprise funds – Water and Health – are still not included in the burn sheet.

FY 2013 Budget Process

Dana updated last year's calendar with 2012 dates. Christine sent the cover letter to everyone on the board so that Joe can put the requests together and get them out to the departments.

Meeting adjourned at 8:50 p.m.

Dana 1/14/12
Harold K. Lewis
Robby Mitchell
Christine Muir
Harold K. Lewis
Christine Muir