



OFFICE OF THE  
Advisory Board  
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**February 6, 2012 Meeting Minutes**

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

Meeting opened at 7:05 p.m.

New Town Accountant

Andrew Gould has started as new town accountant and was introduced to the board. He will be in the Dunstable offices on Tuesdays and Wednesdays. Joe will send Andrew the current draft of our FY13 budget for his review. Dana requested that Andrew put out a request for bids for the next audit of our town finances; DOR's review suggested that Dunstable get a fresh perspective after using the same auditor for several consecutive years.

Approval of Prior Minutes

The board unanimously approved the minutes from the December 5, 2011 meeting minutes.

Dana requested that there be a revision to the January 3, 2012 minutes regarding the free cash certification and mistaken allocation of an expenditure that wasn't actually approved at Town Meeting.

Review of Expenditures

Dan questioned the line item for a Highway Special Article in the amount of \$10,525.81. We don't recall a special article for the Highway Dept on last year's Town Meeting warrant, and can't determine where this originated.

GDRSD Budget

Superintendent Joe Mastrocola, School Committee Chair Jim Frey, and Business Manager Jerry Martin joined the board to present the proposed FY13 budget for the Groton Dunstable Regional School District. The budget is slightly higher than originally expected, in part because the district is trying to realize recommendations from the NEASC accreditation report.

The contribution requested from Dunstable is \$33,744 higher than last year's amount, an increase of just under one percent. The costs of health insurance and special education are still unknown. Collective bargaining negotiations are ongoing.

Budget Planning Calendar

Dana informed the board that the calendar of meetings for this month has been modified to accommodate the Police Chief's class on Monday evenings. We will review the police department budget on Tuesday, February 21 instead of Monday, February 13.

New Business

*Fire Department transfer request*

Fire Chief Charlie Rich requested a transfer of \$1800 from the Reserve Fund to purchase hose bed covers, as required by the insurance company. He obtained three quotes – one was for \$760, but used a Velcro fastener that the Chief considers less sturdy; a second quote was for \$1800 and bungee cords; the third quote was actually a letter stating that if the chief had a quote for less than \$2000 this particular shop could not beat it.

Five members of the board approved this transfer; one abstained from the vote.

*Council on Aging Wages*

The board wants to review wages for the Council on Aging employee, Ruth Tully. Her hourly wage is lower than other employees in Town Hall. Dan will compare to other Councils in the area.

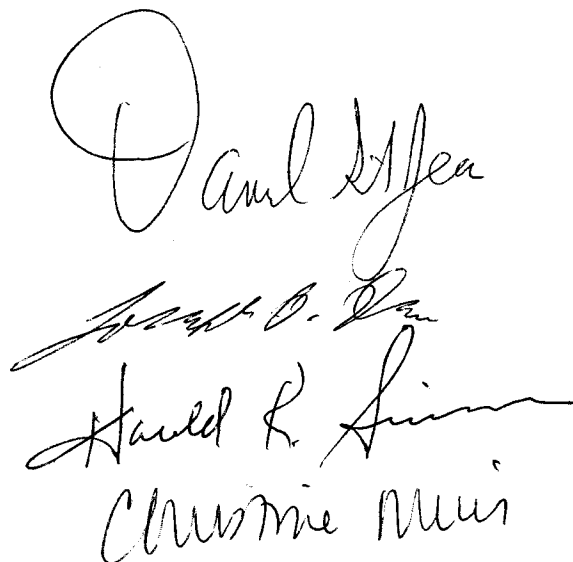
*Fire Truck Debt*

The town treasurer asked the board to consider paying off the fire truck loan a year earlier than needed. The board does not recommend doing so; the financial benefit is not significant enough.

*FEMA reimbursement*

The town can expect to be reimbursed approximately 75% of the costs associated with the October snowstorm. The board questioned whether the claim is ready to submit if tree clean-up is ongoing; total costs cannot be finalized if work is still being done.

Meeting adjourned at 9:20 p.m.

  
Daniel D'Nea  
Joseph D. Dan  
Harold R. Quinn  
Christine Mui