



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

November 9, 2015

Attending: Dana Metzler, Ron Mikol, Christine Muir, Harold Simmons, Pam Crocker, Amie Stevens

Also attending: Town Administrator Tracey Hutton

Meeting opened at 6:30 p.m.

#### Snow & Ice Deficit

Ron expressed concern at the language, "raise and appropriate," in the article addressing the Snow & Ice deficit. He asked what account those funds would go into. Tracey confirmed that the money is tracked through the Recap Sheet, not through a specific account. The state requires that towns paying off the deficit over multiple years use the "raise and appropriate" language so that they can track the payments through the Recap Sheets. Free cash can only be used if the entire deficit is paid off at once.

#### Meeting Minutes

The meeting minutes of October 21 and November 3 were unanimously approved.

#### New Business

Ron asked Tracey if she could invite the Board of Selectmen to join the Advisory Board at the December 7 meeting in order to discuss the FY17 budget process. Tracey also hopes to have information from the Personnel Board and Capital Planning Committee before the December meeting so that their needs can be factored into the next budget planning cycle.

#### Public Hearing on Special Town Meeting Warrant

At 7:00 p.m., Ron opened the Public Hearing. Several members of the public attended, including Selectman Walter Alterisio, Town Moderator Bob Nelson, Fire Chief Brian Rich, Joan Simmons and Peter Georges. The notes below reflect only the questions raised during the review of the warrant articles; if there is no mention of an article, there were no questions on it.

Article 2 adds language to what was proposed in the Annual Town Meeting warrant, regarding PILOT payments. J. Simmons asked about back taxes owed on the property. Tracey answered that the assessor is recommending not granting an abatement for past taxes, so those would still be paid, but for future assessments, the assessor will negotiate payments in lieu of taxes.

Chief Rich provided additional detail around the project funded by Article 3. Tracey noted that she wants the language of the motion to mention that approximately \$11,000 of this money is to reimburse the Fire Chief for money he's already spent from the current year's operating budget. B. Nelson asked about funding for the final phase, for which Chief Rich is looking for grant money. J. Simmons asked if the police have similar coverage problems and if this solution will help them; Chief Rich said yes, the final phase should address some of the issues that police and highway experience, and he will incorporate their input to final project.

B. Nelson clarified that article 4 is to be funded from free cash, despite language of borrowing in article. All articles that the Advisory Board recommends funding are intended to be covered by free cash; no borrowing is anticipated.

B. Nelson asked why it's necessary to create another stabilization fund in article 7. Ron answered that this is part of the contingency plan that the state and Department of Environmental Protection (DEP) require of us in the event of an emergency with the water infrastructure. The money must be specifically earmarked for the water system. If the money is not spent, it can go back to the general fund. A vote at town meeting is required to spend from the account.

Ron showed photos of the library entrances and provided further explanation of the issue addressed in Article 8. B. Nelson asked if this couldn't be addressed through regular maintenance. Ron said it would be very tough to keep up with it, even in a lighter winter than last year's.

B. Nelson asked if the funding in Article 9 fixes the issue that caused the water damage in the first place. Tracey answered that the damage was a one-time incident related to the installation of the elevator and is not on-going.

Tracey commented that the motion on Article 10 may be to take no action, as there are still some unanswered questions surrounding the Alexander Estates.

Article 11 is mis-numbered as a second article 10. No questions were raised about this article.

The public hearing closed at 7:25 p.m.

The Advisory Board adjourned its meeting at 7:30 p.m.

David K. Smith  
Dana Smith  
Rebecca M. Mello  
Gina M. Mello  
Paula M. Mello  
Christie M. Mello