



**OFFICE OF THE  
Advisory Board  
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February 13, 2018

Present: Christine Muir, Kieran Meehan, Bob Nelson, Harold Simmons, Leo Tometich, Adria Fischer, Walter Alterisio, Leah Basbanes  
Also attending: Town Administrator Tracey Hutton

This was a joint meeting with the Board of Selectmen, held at the Fire Station.

Minutes

The advisory board unanimously approved the minutes of December 5 and January 24.

Fire & Police Station Tours

Fire Chief Brian Rich welcomed the board and several members of the public to the fire station and explained that many of the items in the lobby area were donated or obtained by grant funding. He showed us the bathrooms in the back and where he planned to install a washing machine. We moved to the garage area and the Chief showed us which truck he was asking to replace; it is a 1986 truck that failed the pump test last May and can only be used for brush fires, not structural fires.

We then carefully crossed Pleasant Street to tour the Police Station. Chief Dow informed us that our police department is one of just 20% of those in the state that have achieved accreditation, which requires strict adherence to particular guidelines and regulation, including record storage. Not everything can be digitized. Off-site storage is prohibitively expensive.

Fire FY19 Budget Request

We reviewed the fire department's budget request for FY19. The chief's salary increase brings him up to the level determined by the Personnel Board. Fire wages increased to allow for 400 more per diem hours, which allow for vacation coverage and times when a second person is needed. Firefighters are paid \$15/hour now; the FY19 request includes a \$1/hour increase. 88% of the fire dept calls are under one hour; firefighters are paid for the first hour, then in half-hour increments.

\*The Advisory Board may want to consider increasing the Fire Communications line by \$1,000 in anticipation of increased costs.

Police FY19 Budget Request

The Police union contract has been signed for the next three years. There may be a shortfall of \$3,000-5,000 due to increased lock-up activity and higher fuel costs. The Chief is investigating regionalized lock-up. We noted that the speed trailer article request has been zeroed out for FY19.

\*The Board should consider increasing the lock-up budget for FY19.

(At 9 p.m., the BOS adjourned and departed.)

FY19 Review

Tracey shared a memo outlining the most recent changes to the FY19 budget. Bob questioned whether the excluded debt numbers were completely accurate. Tracey will confirm with Bonnie.

Old Business

The board revisited the question of participating in the feasibility study being considered by GDRSD regarding the renovation or reconstruction of Florence Roche elementary school. The study is expected to cost \$750,000 and the School Committee would consider paying for it from E&D funds if Dunstable is interested in being included. There are still many questions surrounding the MSBA process, including whether the SOI (statement

of interest) and scope of project can be changed and still be considered within this grant cycle. There is also the question of whether Dunstable could be reimbursed for any of its costs (portion of the total costs) since they were not included in the original SOI.

Meeting adjourned at 9:45 p.m.