



**OFFICE OF THE
Advisory Board
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March 1, 2018

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

Minutes

The board unanimously approved the minutes of February 13 and 21.

Tour of Library

Library Director Mary Beth Pallis gave a quick tour of the library. We saw the rear exit that has been closed off, as well as the remnants of the nearly-completed lighting project. Mary Beth and the Trustees explained the benefits of the consortium membership, as well as the value of remaining certified with the state.

Library FY19 Budget Request

We reviewed the library's budget request for FY19. The state has several requirements for maintaining certification, including: a total budget increase of 2.5% each year, a spend of 20% of total budget (including consortium dues) on circulating materials, a certified library director, a certain number of evening and total hours open. The Dunstable library meets all of those requirements. The Salaries line item has a fairly significant increase because of the personnel board wage and classification chart. Consortium dues are actually about \$1,000 more than budget request and are partially funded through grant money.

Christine asked about two articles that had previously passed at Town Meeting. The lighting project is nearly complete; the account is fully spent. The egress issue (ice build-up at several building entrances) has been addressed to the point that we have bid plans but no construction plans. Two years ago, construction costs were estimated to be about \$110,000 so they are likely higher now. There are no immediate plans to address this issue.

FY19 Budget Review

Tracey presented an updated version of the FY19 budget that includes the estimated cost of moving to curbside trash pick-up and closing the transfer station. The wages line item is what the Board of Health anticipates for administrative costs. The rental and leases line item shows the cost of the carts. Tracey noted that she also increased the revenue projection on the overview sheet to offset these costs. There is still some concern from the Advisory Board regarding the liability for purchasing carts ahead of time.

It was noted that the River Street Survey and Public Safety Building Design have been added to the spring town meeting proposed warrant articles. The River Street Survey is intended to survey a town property on River street so the riverfront part of it can be sold to the Massachusetts Fish & Game department. The Public Safety Building Design warrant article was also added. An updated capital project plan is needed to help understand the overall town capital projects and financial impact.

Old Business

We discussed the answers sent to the board from the Superintendent of GDRSD. There seems to be conflicting information between the PowerPoint slides and the answers in the email message. The School Committee is voting on Wednesday, March 7 on the feasibility study and public input sessions are scheduled for later in March.

The two studies funded at Town Meeting - OPEB and town market analysis - are in progress, as is the pavement management plan.

New Business

The town of Groton is considering adding a School Resource Officer (SRO) to their department and has asked the town of Dunstable to consider contributing \$10,000-15,000 to fund the position. The Advisory Board, Town Administrator and Police Chief are all in agreement that we should do as much as possible to keep students and staff safe in school buildings and on school grounds. We have questions about whether an SRO is the best way to do this, and whether Dunstable students would see true benefit from this position.

Meeting adjourned at 8:45 p.m.