

Minutes: Board of Selectmen Meeting, Wednesday, August 27, 2014

Present: Boar of Selecmen: Walter Alterisio Chairman, Kenneth Leva, and Daniel Devlin

The meeting was called to order at 7:00pm with all members present.

MS4 Permit.

Jeff Rider (Town Engineer) introduced Michelle Stein of MCC. Michelle has expertise in the filing of notice of intent, which the town is expected to file due to the strong possibility of the town's waiver being denied. Ms. Stein explained what steps the town will need to take for this process and is willing to help map out what we will need to do. Ms. Stein also explained that the town would need to develop various committees within the town. She explained how she could help coordinate resources within the town to help guide us into compliance. It is possible that various committees could be set up to watch for any issues that could be part of the notice.

Ms. Stein explained that she will perform as a sub-contractor to Mr. Rider. Therefore, she would bill Mr. Rider for her services and he could submit those bills to the Town for payment.

Selectmen would like to see an estimate for this service so that it could be presented during the October 20, 2014 Special Town Meeting.

Appointments

Harold West was appointed to Capital Planning Committee

Kenneth Leva moved; Daniel Devlin 2nd; All approved

Susan Psaledakis was appointed as Representative to NEMCOG Bike and Pedestrian Pathways

Kenneth Leva moved; Daniel Devlin 2nd; All approved

Marjery Kimpton was appointed to Council on Aging Board – Term to expire 06/13/17

Kenneth Leva moved; Daniel Devlin 2nd; All approved

Trinity Ambulance Agreement - Renewal

It was agreed that the Town would renew the Trinity Ambulance agreement. This agreement is for the 2nd one year extention. Chief Rich, who was not present, had stated that he was also in favor of this agreement. It was also noted that the Town of Tyngsboro had exercised their 2nd one year extension.

Daniel Devlin moved that the Trinity Ambulance Agreement be renewed; Kenneth Leva 2nd; All approved

Street Light in front of Swallow Union School

Groton Dunstable School District is currently paying for this light. They are requesting that the Town of Dunstable pay for the expense of this light.

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Daniel Devlin moved that the Town of Dunstable begin paying for the street light in front of Swallow Union School; Kenneth Leva 2nd; All approved

Pipeline

Bob Ricardelli updated the board on the coalition meeting on August 25, 2014 in Townsend. Ways to fight the pipeline were presented.

The possibility that Dunstable may not be part of their route was discussed. Mr. Ricardelli expressed concern that Kinder-Morgan has been less than truthful in the past about their plans and asked that the board sign letter that will inform Kinder-Morgan that they cannot go on public property.

The Board decided that at this time they would prefer to wait to see what is actually submitted by Kinder-Morgan on September 15, 2014.

Candidates for Administrative Assistant to Town Administrator

Madonna McKenzie introduced the two finalists for the Administrative Assistant to the Board. The Board spoke with each candidate in regard to their abilities and expectations for this position. The candidates were Jacob Hamm – Law Student and Jessica Goguen – currently employed with a Financial Services Company in NH.

Town Meeting Requests

Carol Bacon – Affordable Housing Committee – asked the Board for their approval in adding Dunstable to the list of towns in the developers resource guide. This guide will help with the understanding of what is available for septic, wells, etc. In addition, the Boards approval was requested for the Community Innovation Challenge Grant application via Elizabeth Barnette. If awarded, Dunstable could be eligible to receive \$25K for a consultant.

Daniel Devlin moved that grant application via Elizabeth Barnette be approved; Kenneth Leva 2nd ; All approved

Road Commissioners

Request for Salt Shed; Request for RFP out for bid for repair to roadway in front of cemetery.

Consultant

Working on business center; Working on Land/Building Usage forms; Article for Town Meeting in regard to Police Cruiser needs; Next meeting to discuss Mutual Aid opt in form.

Old Business

Cease and Desist – Individual in question that received Cease & Desist Order may raise issues on how other business are run within the town. Walter Alterisio raised possibility that assistant zoning officer make visit to business to ensure that all visible businesses are in compliance.

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Locks – All have been installed. All old keys should be turned in. Anyone needing a key should see Madonna McKenzie to sign out keys. It was stressed that this is to know who comes and goes. This process is not meant to interfere with any business.

Dog Officer – Walter Alterisio is still working. Noted that there are 5 kennels in town that need to be inspected by December or they will not be able to operate. Town Clerk will write down names of kennels and we will approach the Town of Pepperell to have their person do this rather than wait for Dog Officer to be hired. In the meantime, Police Department will help out with dog related calls.

Dog Licenses – While many residents continue to license their animals the number of those failing to license their animals is growing. List with notice will be going out including fines involved.

Superintendent Budget Review (GLRVTHS) - Request 4 meetings, the first on September 24, 2014; Selectmen, Advisory Board to look at current spending; visit successes and issues within the School Budget. Also, discuss strategies that may allow us to spend less.

Open Door Policy – Open meeting law – In the future, the Board of Selectmen would like to introduce this policy during BOS meetings. During meetings there will be 15 minutes allotted for anyone that would like to bring anything to the board. The understanding is that most issues will be taken under advisement or put on the next agenda.

Police Union Contract

Kenneth Leva presented the Police Contract to the Board. The contract included union member pay raise, increased detail pay rate; and change in color of strip on uniform pants,

Daniel Devlin moved that the Board of Selectman sign the contract; Kenneth Leva 2nd; All approved and signed

Town Hall Building Use – Board approved the use of the town hall for Officer Drinkwine on September 13,204 for Land Map Training.

Vote on Administrative Assistant

After weighing the pros and cons of each applicant, it was decided that, although both candidates were well suited for the position, Jacob Ham brought expertise that would most benefit the Town of Dunstable, as well as, the other employees within the Town.

Kenneth Leva moved that the town hire Jacob Ham as Administrative Assistant to the Town Administrator; Daniel Devlin 2nd; All approved

Daniel Devlin moved that this session of the Board of Selectmen Meeting adjourn; Kenneth Leva 2nd; All in favor

Board of Selectmen meeting adjourned at 8:55pm.