

Town of *Dunstable* Selectboard
Meeting Minutes
June 24, 2015
Town Hall, Dunstable, MA 01827

Convened: 6:08 pm

Present: Kenneth J. Leva, Walter F. Alterisio, members; Madonna McKenzie, Town Administrator; Kevin Welch, fmr. Advisory Board; Pawel Chadzynski of 61 Parkhurst Street

Selectboard Reviewed & Signed the Following:

- Vendor Warrants
- Authorization Forms for Mr. Chaney to Request Funds

Open Forum

Mr. Leva started the meeting by explaining the public forum, its purpose, and by outlining the agenda for the evening which included discussion of the water project including the special election, adoption of a wage chart for town employees, Town Hall repairs, and an executive session. Noting that all members of the public in were present for the water project the Board dispensed with the open forum.

Water Project

Mr. Welch started off the discussion by outlining some thoughts and concerns regarding the matter. The Board responded by again explaining the need for the project, including outlining the system failure we likely face and the involvement now of DEP. The Board also elaborated on the engineering, and how this particular the history of how this particular situation has developed. The Board also expressed the consensus that the ballot box defeat in May was due to a lack of clear communication to the public. That simply put, not enough voters fully understood the situation the town is in, and from the votes, it would appear that many of the voters who are on the water system did not vote at all.

There was also question as to the design and placement of the water project. The Board underlined the fact that an engineering study was done and all of the questions of placement and design for our system needs were considered as part of that process. There was a question as to the betterments, which Ms. McKenzie helped to further clarified. She explained how the Treasurer/Collector has worked to break down what the likely betterments will be and how the town came up with the numbers. Ms. McKenzie also elaborated on the involvement of other parties including the Assessors for the actual calculation of any betterment fees. At this point, Mr. Chadzynski told the Board that in his opinion, there needs to be a clear cost, and a sense that this is the best most affordable way of doing this. The Board noted that there is a lot of possibility for return, including the potential for expansion to fulfill needs for GDRSD and other properties. At the very least the building of the Best Triangle property into affordable senior housing will ensure 18 more water customers.

Mr. Chadzynski outlined some concerns about how the project is being explained, including the fact that while expansion of the system is promised, there is no defined plan by the town or defined interest by possible customers including GDRSD. He further noted that he is an engineer and he understands the Board's points on why here and why now, but also explained his own thoughts further on the need for a clearer goal and purpose. Mr. Chadzynski highlighted the need for clearer and better priorities being defined. Ms. McKenzie explained how there are things that have been looked at before that would be positively impacted by this, including the MUD and again the Best Triangle. She noted that part of this project will be to replace the pipes with bigger and better pipes. She also explained Chief Rich's point about the lack of pressure with the current system for fire suppression. Mr. Chadzynski elaborated that there is a chunk of information missing, and this is the point on expansion, namely the priorities surrounding what this project is, whether it they are to bring on new customers, to repair the system, or to improve water pressure to fire suppression they need to be outlined better to the public. The Board concluded that it would consider both Mr. Chadzynski and Mr. Welch's thoughts as well as that of other concerned and interested citizens as it moves forward.

Approved and adopted on 7/29/15

Appointments

Annual Appointments 2015 – One Year Term

Emergency Management Director – Jon N. Crandall, Jr.
Affordable Housing – Carol Bacon
Personnel Board – Frank Antonelli
Personnel Board – Peter Georges
Personnel Board – Patrick Murphy

Annual Appointments 2015 – Three Year Term

Historical Commission – Carol Bacon
Council on Aging – Janice O'Donnell
ZBA Associate Member – Stanley Norkunas

Police Dept. Appointments 2015 – One Year Term

Chief of Police – James G. Downes III
Lieutenant of Police – James W. Dow
Sergeant of Police – Darrell Gilmore
Master Patrolman – Erik Hoar
Master Patrolman – Nicholas Papageorgiou
Patrolman – Charles Chaprales
Patrolman – Matthew Tully
Patrolman – Shawn Drinkwine

Police Dept. Reserve 2015 – One Year Term

Reserve Officer – Sean Ready
Reserve Officer – John Koyutis
Reserve Officer – Greg Sanborn
Reserve Officer – Jeffrey Swift
Reserve Officer – Matthew Sech
Reserve Officer – Daniel Adams
Reserve Officer – Philip Sepe
Reserve Officer – Timothy Iallegio

A motion was made to approve the annual appointments by Mr. Alterisio and seconded by Mr. Leva. The motion passed without objection.

Conservation Commission Authorization

Ms. McKenzie explained the Conservation Commissions request for the assignment of Alan Chaney to have the authority to request funds. There are several forms that they needed to sign.

Motion to approve a resolution reading whereas the Town of Dunstable Conservation Commission is prepared to enter a grant application under the Commonwealth's Local Acquisitions for Natural Diversity grant program, now therefore, the Dunstable Board of Selectmen does hereby approve and authorize the following:

- 1) The preparation and filing of an application to the Mass Executive Officer of Energy & Environmental Affairs, for a conservation land restriction project grant which could allow the Town's Conservation Commission to purchase a Conservation Restriction on 6.72 acres of land – said being located at the corner of Main and Forest Streets and owned by Timothy I. & Deborah P. Miller and depicted as lots 6 & 7 on a plan of land prepared by Norse Design Service dated September 26th, 2012 – Book 236, Page 28 filed at the Middlesex North Registry of Deeds
- 2) Does hereby authorize Alan Chaney, a member of our Conservation Commission, to act as official representation of the community and Conservation Commission to act as official representation of the community and the commission in connection with the town's application for this grant.

Seconded by Mr. Leva and passed without objection.

District Agreement

Ms. McKenzie told the Board that the deadline is noon time tomorrow for the proposals for the changes in the regional school district. The question has been raised as to whether or not the meeting may be held. Ms. McKenzie clarified the process behind that and how some people involved will need to phone in. The Board asked whether the town is prepared to have this kind of meeting? She responded in the affirmative. The Board also asked question relating to the consulting question that is part of this, and how many bids there have been. Ms. McKenzie elaborated on that process and explained the likely winner.

Capital Planning Priorities

The Board has distilled from its conversation with Capital Planning that the Town Hall and the Library are the top items on the agenda. Ms. McKenzie noted that Capital Planning will be discussing with the Advisory Board the same material it covered with the Board at the Board's next meeting.

Approved and adopted on 7/29/15

End of Year Transfers

Ms. McKenzie started off discussion by noting the transfers that need to be done and how at the end of the fiscal year, transfers may be made within and between budgets by the Board with approval by the Advisory Board. Only 3 percent or \$5,000 may be transferred from anyone account. \$11,000 will be taken from one account, about \$26,000 from FEMA (assumed so far), plus there is money left in the insurance account (about \$4,000). There is also money in the technology account and a few other places. The goal is to get the ice deficit down to about \$45,000 which will then be carried into next year. Although Ms. McKenzie will not be present for the later meeting that the Board will have to have on this, she has arranged for the Accountant to be present to aid the Board in what it needs to do.

Further Water & Betterments Discussion

The Board further discussed the betterments and the process behind it. This included talking about how Tighe & Bond (the engineers) might be resources for the town on this. Ms. McKenzie noted that the town needs to move on this quickly and that a list of deliverables needs to be put together. The Board also noted that they will have to lead this, but that other boards will need to support them. Ms. McKenzie asked whether the Board wants the Water Commission on its agenda for the July 1st meeting. The Board agreed. The Board also decided to plan on holding meetings at 6pm for the summer.

Consultant's / Administrator's Report

Ms. McKenzie started off by giving the Board a packet from MIIA outlining what the town needs to get done for insurance purposes. This includes some fixes that the insurer thinks should happen. Some of which will take considerable capital. The Board therefore directed Ms. McKenzie to tell MIIA that we are working on them but that they likely won't be done this year. From there Ms. McKenzie moved on to a few other things that need to be done, including the Tree Warden needing to remove a particular tree. She also updated on the wage chart, noting that the Personnel Board will be holding a meeting next Tuesday evening. Personnel Board has determined that there should be a minimum and maximum, with a few adjustments every 3 years. Essentially they are endorsing a step system. Ms. McKenzie also explained the pros and cons again of the wage chart and the process in general. She then went on to discuss the town hall repairs, asking for permission to talk to CPC about using monies for Historical Preservation. She also noted that the AC's will be a priority this summer as well. There was some discussion of CPC's ins and outs.

Executive Session

Walter F. Alterisio made a motion to enter Executive Session, with the intention not to return to ordinary session afterwards. The motion was seconded by Kenneth J. Leva. Adopted by majority vote by Kenneth J. Leva and Walter F. Alterisio.

The Board entered into Executive Session 7:15pm.

A motion to adjourn was made by Mr. Alterisio at 7:45pm and seconded by Mr. Leva. The motion passed unanimously.

Respectfully submitted by



Jakob K. Hamm
Admin. Assistant to the Selectboard & Town Administrator

Approved and adopted on 7/29/15