

**Town of *Dunstable* Selectboard**  
**Meeting Minutes**  
**July 13, 2016**  
**Town Hall, Dunstable, MA 01827**

**Convened:** 6:32 pm

**Present:** Walter F. Alterisio, Leah D. Basbanes, member(s); Tracey Hutton, Town Administrator; Police Chief James G. Downes, Lieutenant James Dow, Police Dept.

**Selectboard Reviewed & Signed the Following:**

- Vendor & Payroll Warrants
- Contract for IT Services

**Open Forum**

Mr. Alterisio briefly explained the purpose of the public forum and went over the Boards agenda which included a use of town property request, the GDRSD budget, and an executive session.

**Next Steps with GDRSD Budget**

Ms. Hutton updated the Board on where the school district's budget currently stands. A letter has been received from the Dept. of Elementary & Secondary Education (DESE) invoking MGL Chapter 71 §16B. As a result, GDRSD is authorized to continue operations on a one-twelfth budget until a budget has been adopted or until December 1<sup>st</sup>, 2016 whichever comes first. The one-twelfth budget is based on the prior fiscal year's budget for the school district. Ms. Hutton has not seen a certified budget yet, but has heard that the school district intends to certify a no override budget number. However, this is not confirmed. As a result, it does not appear that a two town meeting will be necessary.

The Board noted that an article has been published by the Superintendent in the Lowell Sun. The Superintendent has said there is no immediate crisis. Ms. Hutton reported that the next school committee meeting is scheduled to be on July 27<sup>th</sup>. There was discussion of drafting comments to be submitted to the school committee and the Superintendent. The discussion appears to be focused on sustainability for Groton, but little has been said about what sustainability for Dunstable would look like. That dynamic cannot be lost here. Groton is more readily able to support the school district given their diversified tax base. Sustainability for Dunstable cannot be lost in this. The Board will continue to advocate for sustainability. To that end the Board would like to see the establishment of greater and improved communication with the school district.

**Administrators Report**

Ms. Hutton started off by asking for the Board to authorize Mr. Alterisio to sign the IT services contract as Acting Chair in Mr. Devlin's absence. She noted that this year will be our first with this company. We will pay a monthly fee and they will provide services that include a monthly visit to ensure smooth running of technology in the town. This year we start with the Town Hall and if it works, we will expand to more departments and buildings. From there Ms. Hutton reported on the Tobey Scholarship. She noted that she will have more on the scholarship at the Boards next meeting on the 27<sup>th</sup>, including how the scholarship will work and who will oversee it. The Board inquired whether it would be possible to move the meeting to an earlier time frame on the 27<sup>th</sup>. It was determined that the meeting on the 27<sup>th</sup> would be scheduled for 5:30 pm rather than 6:30 pm. Ms. Hutton agreed. She then reported on the current situation with the ZBA. A new application has been received and the ZBA has not been heard from. Ms. Hutton has reached out to the chair of the ZBA and has not heard back. She requests the Board act. The Board agreed to reach out to the ZBA.

Ms. Hutton then turned to the Complete Streets. She's been working on the next phase. She originally thought this phase would require planning and a bid process, but DOT has concluded this phase is actually engineering and therefore a different process for procurement will be in place. She intends to talk to several firms and  
*Approved and adopted on 7/27/16*

report back to the Board. The Board then turned discussion to on some social issue problems that are being reported. This includes children. The Board is concerned because these reports support some of the Superintendents concerns. This is an area where the town should be willing to support the school. This is more than just financial; it is a community matter. The impact being seen on test scores for children ranging between 6 and 12 may not be simply a matter of curriculum.

A motion was made by Ms. Basbanes to authorize Mr. Alterisio to sign the IT contract as Acting Chair. The motion was seconded by Mr. Alterisio and passed without objection.

### **Building Use Request**

The Council on Aging submitted a request for use of the Grange Room on August 27<sup>th</sup>, 2016 to hold a retirement party and reception for Ruth Tully who is retiring after 35 years as the Elder Director.

A motion was made by Ms. Basbanes to approve the application for use of the Grange Room by the Council on Aging. The motion was seconded by Mr. Alterisio and passed unanimously.

### **Minutes**

The Board considered the minutes for June 3<sup>rd</sup>, 2016 and June 29<sup>th</sup>, 2016. A few moderate errors were noted on both sets of minutes, but the Board concluded they would approve them pending modification.

A motion was made by Ms. Basbanes to approve the minutes for June 3<sup>rd</sup>, 2016 pending modification. The motion was seconded by Mr. Alterisio and passed without objection.

A motion was made by Ms. Basbanes to approve the minutes for June 29<sup>th</sup>, 2016 pending modification. The motion was seconded by Mr. Alterisio and without objection.

### **Warrants & Mail**

The Board reviewed the vender and payroll warrants and went through their mail.

### **Executive Session**

Walter F. Alterisio made a motion to enter Executive Session for Contract Negotiations with Non-Union Personnel in accordance with MGL Chapter 30A §21(a)2, and with the intention not to return to ordinary session afterwards. The motion was seconded by Leah D. Basbanes. The motion was adopted without objection by Walter F. Alterisio and Leah D. Basbanes.

The Board entered into Executive Session at 7:09 pm

A motion to adjourn was made by Ms. Basbanes at 8:24 pm. The motion was seconded by Mr. Alterisio and passed without objection.

Respectfully submitted by



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

*Approved and adopted on 7/27/16*