



**OF ROAD COMMISSIONERS**

**TOWN OF DUNSTABLE  
/N HALL, 511 MAIN STREET  
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(978) 649-4514 X227  
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**roads@dunstable-ma.gov**

**MINUTES**

**November 26, 2012**

The meeting began at 7 p.m. In attendance were Chairman Dave Crandall, Commissioners Mike Martin, Tom Dumont and Secretary, Terry Atwood.

The minutes of July 30, 2012 were accepted as written.

Mike gave an update on the McGovern's wall status. The poles will be moved back from their current location - stretched back as far as the lines allow. The construction trailer will get electricity in about 2 weeks. Mike talked to the project manager at MDR today. He would like to see the Main St. bridge project moved up sooner than Fall of 2013. He spoke with Mohammed Nabulsi at the state to explain that working on the bridge during the summer would avoid school bus and traffic issues. The road will have to be closed for approximately 3 months. Mohammed explained that the necessary permits take a while to secure. Mike stated that the TIP money is allotted for the project.

Tom asked Terry to request a copy of the construction schedule from Brad at MDR, as well as to be copied on any emails between the DOT, engineers and contractors. Terry will also confirm that Brad is, in fact, the project manager.

Town flags were discussed. Mike feels that the some of the flags are in poor condition and if Highway is going to take care of putting them up and taking them down, they need to be replaced. Also, 4 flags were lost during the last storm. He spoke with Peter Georges and Peter is confident that the funds for flags will be reimbursed by the state but the money will have to be put up front by the town. Tom wants to talk to the Selectmen about securing money for new flags.

Election equipment was discussed. The commissioners agreed that the Highway Department does not want to continue with the task of being responsible of setting up and removing election equipment. They will discuss alternatives with the Selectmen.

Tom brought up the issue of using a time clock for highway employees. He made a motion that "all highway employees (with the exception of the highway secretary) punch a time clock effective April 1, 2013. All subcontractors will punch a time clock effective immediately." Mike seconded the motion. Voted unanimous.

The salt shed engineering bid was discussed. There has been no new development and we are still waiting for town counsel's guidance on preparing the bid.

Commissioners agreed that it makes sense for the highway department to absorb the tree warden position. Most town highway departments include tree maintenance in their duties. The commissioners will also discuss this with the Selectmen.



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**Terry will ask Danice to put the Commissioners on the Selectmen's agenda to discuss the following:  
Tree warden duties, salt shed engineering costs bid, election equipment, flags, and highway garage  
roof bids for repairs.**

**Chapter 90 money was discussed. It was noted that Brook St. paving has been reimbursed. Hardy  
St. reimbursement will be submitted shortly. It was decided that Oak Street should be paved with  
the paving budget passed at town meeting. A project request will be submitted to pave Oak St. in  
March of 2013.**

**The meeting adjourned at 9:00 p.m.**

**The next meeting is to be determined.**

**Respectfully submitted,**

**Terry Atwood  
Secretary**