



**BOARD OF ROAD COMMISSIONERS  
TOWN OF DUNSTABLE  
TOWN HALL, 511 MAIN STREET  
DUNSTABLE, MA 01827-1313  
(978) 649-4514 X227  
FAX (978) 649-8893  
roads@dunstable-ma.gov**

**MINUTES  
July 22, 2014**

The meeting began at 7 p.m. In attendance were Chairman Mike Martin, Commissioners Dana Kinne and Peter Gove and Secretary Terry Atwood. Also in attendance was Town Administrator, Madonna McKenzie.

Madonna addressed the Board regarding the salt shed project. A temporary salt shed is needed now at the existing location that ideally could be moved to a future permanent location. Appropriate procurement will depend on the cost of the shed. For instance, a kit with the town building it, costing less than \$100,000 would be procured differently than a shed that costs over \$100,000. She needs to know cost estimates and what type of shed will be used so it is procured appropriately. Chip Barrett, from the Westford DPW can provide references for temporary salt sheds. The ultimate goal is to have a place in town for a permanent DPW and have the salt shed adjacent to that building.

Also, she is forming a Capital Planning Committee and is looking for objective members who have building, hvac, gas/electric and building experience. Madonna left the meeting at 7:10 p.m.

The minutes of April 14, 2014 were accepted as written.

The Main St. bridge project is moving along well, Mike stated. There are no major snags and it looks like the project may even be a couple weeks ahead of schedule.

Peter Gove made a motion to keep Mike Martin Chairman for this year. Dana seconded the motion and motion passed unanimous.

A meeting has been requested by Jeff Rider with both Highway and the Selectmen in attendance to discuss the Main St. road project across from the cemetery and storm water regulations. Monday, August 14<sup>th</sup> at 7 is agreeable to the commissioners.

Dana discussed getting a storage container for the highway garage yard. All commissioners were in agreement.

At 7:15 p.m. Scot Gardner arrived. Board interviewed him for open position truck driver/laborer. Discussion followed. Scot left the meeting at 7:40 p.m.

At 7:40 p.m. Kenneth Hebert arrived for his interview. Discussion followed. Kenneth left the meeting at 7:55 p.m.



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At 8:00 p.m. Donald Maclean arrived for his interview. Discussion followed. Donald left the meeting at 8:10 p.m.

Mike Martin left the meeting at 8:10 p.m. Before he left he voiced his recommendation for Scot Gardner to get the job.

Dana and Peter discussed the applicants. All agreed to offer the job to Scot Gardner for \$22.13/hour. Dana will call Scot and offer him the job. Terry will prepare an offer letter to Scot and thank you letters to the other applicants.

Peter Gove discussed the Century Way resident's request for a new mailbox post that was damaged this past winter. Dana and Peter agreed to deny the request.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Terry Atwood  
Highway Secretary