



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

**MINUTES  
August 20, 2018**

The meeting began at 7:01 p.m. In attendance was Chairman Mike Martin, Commissioners Paul Dalida and Peter Gove and Secretary Terry Atwood. Also in attendance was Jim Cray from Wright-Pierce and Karl Huber from the Dunstable Water Dept. Selectmen Jim Tully was also in attendance.

Board discussed the deed to Alexander Way.

Jim Cray was introduced from Wright-Pierce who wants to do borings on Main St. for the water project. He requested the BRC to waive the infrared requirement. Mike wants flowable fill but will waive the infrared. Peter wants 6" hot top. Jim stated that there is currently an AC line (asbestos cement) that has to stay in service. Jim showed plans and pointed out the storm drain in the middle of the road, existing line on side, and the phone poles are in the way if the borings go too far over. Also, they can't do the borings too close to the electrical. One traffic lane will be kept open during the borings. Police details will be in place. The center of the painted circles on the roadway now are where they want to bore unless Digsafe determines otherwise. Jim asked what paving requirements are after the borings are done. Terry will email Jim a copy of the Streets Ways and Driveways' bylaw and rules and regulations.

Test pits will be done on Pond St. Peter asked why they can't find water line location. The distribution map doesn't show exact location, they know where shut off valves are, but tougher to pick up where ac pipe is because the pipe is not metal.

The road commissioners stated they are requiring 6" hot top and emulsion, but they waived the infrared. Paul stated that if the borings were done by the curbside every pole would have to be supported. Mike asked how wide the road is, Jim stated 50' ROW. Jeff Rider, Town Engineer, has stated that the town has to follow the Complete Streets policy on this project as it has been adopted by the town. Karl noted that DEP is questioning why we need to follow Complete Streets as the road is not being redesigned. Paul needs to have Jeff at a meeting to explain Complete Streets. Paul stated Jim is looking at a 4' trench - the permanent trench is cut a little wider so it's nice and neat.

Twelve (12) holes will be bored, done in one day, down 8' unless they hit ledge which will require them to stop. Jim Cray left the meeting at 7:22 p.m.

Pat Murphy received job descriptions. He questioned taking the 'town administrator' off as being reporting to for the superintendent and administrative assistant. Pat wants the temporary town administrator to decide whether it should be removed. Some laborer duties went to equipment operator. The wage grades are 4 for the highway laborer and 7 for the highway equipment operator. Paul noted that the highway superintendent is about same level as fire chief. Paul asked



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what the difference of pay was between fire chief and highway superintendent. Jim asked who designed the wage class scale. Discussion followed. Paul stated the wage should be increased to a grade 11. Paul states that the highway secretary is currently not getting any benefits. He suggests 25/hr equivalent to \$400 a week. Pat states he feels this decision is up to the BOS. Paul stated this will be eliminating a need for fringe benefits, just giving a straight salary. Paul stated that the secretary will be trained in GIS which will bring it to a higher grade. Pat stated this should go to the Selectmen because it is a funding issue. Pat also stated that he feels this is a formality at this time. Paul asked if the BRC should attend the next meeting, Paul stated yes and he will let the board know when the next meeting is scheduled. Pat took copies of the job descriptions for the Personnel Board members.

Discussion followed regarding flags. The fire chief is now responsible for lowering/raising the flags on flag poles. Highway is responsible for putting up the flags on the individual telephone poles periodically throughout the year.

Pat Murphy left the meeting at 7:44 p.m

The Board reviewed the Alexander Way deed. Paul made a motion to accept the Alexander Way deed. Peter seconded. Voted unanimous. Paul and Peter signed the deed. Mike recused himself because he is an abutter to Alexander Way.

Mike updated the Board on the 113 project. The poles are in and the plans have been redesigned. Mike was told by the state that the town may possibly get 500' of water line funded by MassDOT. The town will have to fund the remainder. The water main is 12" to Sargent's property. Jim Tully left the meeting at 7:52 p.m.

Paul made a motion to accept the minutes of 6/19/2018 and 9/21/2018. Mike seconded, voted unanimous. (Peter did not vote on the minutes of 6/19/2018 as he was not in attendance at that meeting.)

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Terry Atwood  
Highway Secretary