



**OFFICE OF THE  
TOWN CLERK  
TOWN HALL  
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## **ANNUAL TOWN MEETING**

**May 15, 2021**

After determining that a quorum was present, the Annual Town Meeting was called to order at 10:16 am by Town Moderator, Rafael Glod. The Tellers appointed included John Callahan, Brian Reynolds, Jon Swift, Ken Leva and Lianne Crestin who were sworn in by Town Clerk Carol Skerrett. The check-in table was staffed by Lynn DeNyse and Mary Dow. The Pledge of Allegiance and presentation of colors was admirably led by members of Boy Scout Troop 28 including Aiden Courtney, Jack Courtney, Andrew DeNyse and Ryan Klapper. The Moderator introduced the elected officials.

A motion was made and seconded to allow non-voting members to sit at the tables.

Majority Vote Required  
Voted in the Affirmative

The Moderator read the following prior to entertaining any motions.

“As the first item of business, I request that Town Meeting adopt a rule of this Town Meeting to provide that any motion requiring a two-thirds favorable vote, by statute or otherwise, shall be determined and declared by the Town Moderator and a count shall not be taken unless requested by the Town Moderator or requested by seven or more voters in attendance.”

Majority Vote Required  
Voted in the Affirmative

Article 1. Motion made and seconded that the Town accept the 2021 Annual Town Report as printed.

*Board of Selectmen Chairperson Leah Basbanes informed the town meeting that the Governance Committee has been meeting to review the structure of town government. Their draft report recommends the Town Clerk, Commissioner of Trust Funds and Tree Warden positions be appointed versus elected. It also defines the role of the Town Administrator and to solidify how the town budget is prepared. This was advisory in nature, no vote taken. There was a call for volunteers for the town's 350<sup>th</sup> Anniversary and the Moderator announced the town election for May 18, 2021.*

Majority Vote Required  
Voted in the Affirmative

### **Fiscal Year 2019**

Article 2. Motion made and seconded that the Town vote to appropriate from Free Cash (Surplus Revenue) a sum of money for the purpose of paying unpaid bills of FY2019, including the following, or take any action in relation thereto.

The Board of Selectmen and Advisory Board Recommend this Article.

Small Water Systems                      \$450.00

4/5<sup>th</sup> Vote Required  
Voted in the Affirmative Unanimously Declared by the Moderator

### **Fiscal Year 2021**

Article 3. Motion made and seconded that the Town vote to transfer from Free Cash \$20,000 to the Water Enterprise Capital account for FY2021.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

## **Fiscal Year 2022**

Article 4. Motion made and seconded that the Town vote to fix the salaries of the elected officers of the Town pursuant to Massachusetts General Laws Chapter 41, Section 108 for Fiscal Year 2021 as set forth under Article 4 of the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 5. Motion made and seconded that the Town vote to raise and appropriate \$11,689,704 to fund the various departments, boards, committees, commissions, and other operating expenses of the Town for Fiscal Year 2022, beginning July 1, 2021, in the sums listed at lines 1 through 75 in the printed budget handout made available at this meeting,

And further, I move that the Town vote to appropriate the sum of \$181,500 from Water Enterprise revenues to operate the Water Department, in the amount listed in the requested budget shown on the cover of the printed budget handout available at this meeting for Fiscal Year 2022, beginning July 1, 2021,

<b>General Government</b>	
Town Administrator - 120	
Salaries	157,308.00
Operations	3,280.00
Total	160,588.00
Selectmen – 122	
Salaries	.00
Operations	14,630.00
Total	14,630.00
Fincom – 131	150.00
Reserve Account – 132	30,000.00
Accountant - 135	
Salaries	41,408.00
Operations	23,700.00
Total	65,108.00

Assessors - 141	
Salaries	49,217.00
Operations	27,655.00
Total	76,872.00
Treasurer - 145	
Salaries	73,031.00
Operations	23,417.00
Total	96,448.00
Town Legal Professional - 151	30,000.00
Dog Program - 160	800.00
Town Clerk - 161	
Salaries	39,974.00
Operations	1,950.00
Total	41,924.00
Elections - 162	
Salaries	2,000.00
Operations	8,000.00
Total	10,000.00
Registrar - 163	250.00
Conservation - 171	
Salaries	15,111.00
Operations	2,000.00
Total	17,111.00
Planning Board - 175	
Salaries	15,111.00
Operations	1,400.00
Total	16,511.00
Zoning Board - 176	
Salaries	
Operations	1,316.00
Total	1,316.00
Town Hall - 192	
Salaries	5,762.00
Expenses	39,620.00
Total	45,382.00
Town Reports - 195	3,025.00
Town Engineer - 199	10,000.00

<b>TOTAL GENERAL GOVERNMENT</b>	
<b>Salaries</b>	<b>399,172.00</b>
<b>Operations</b>	<b>220,943.00</b>
<b>Total</b>	<b>620,115.00</b>
<b>Public Safety</b>	
Police Department - 210	
Salaries	932,492.00
Operations	248,750.00
Total	1,181,242.00
Fire Department - 220	
Salaries	164,737.00
Operations	68,200.00
Total	232,937.00
Inspectors – 241-243	
Salaries	61,796.00
Operations	3,500.00
Total	65,296.00
Emergency Management - 291	2,900.00
Forestry Public Works - 294	22,235.00
<b>TOTAL PUBLIC SAFETY</b>	<b>1,504,610.00</b>
<b>Salaries</b>	<b>1,159,025.00</b>
<b>Operations</b>	<b>345,585.00</b>
<b>Schools</b>	
GDRSD – 300	
District	7,000.663.00
Debt	166,081.00
GLRVTS - 300	
GLRVTHS	242,921.00
Debt	33,447.00
Essex - 300	
Tuition	.00
Transportation	.00
<b>TOTAL REGIONAL &amp; VOCATIONAL</b>	<b>7,443,112.00</b>

<b>Public Works</b>	
Highway Department - 422	
Salaries	247,521.00
Operations	238,513.00
Total	486,034.00
Snow Removal - 423	
Salaries	56,175.00
Operations	229,710.00
Total	285,885.00
Street Lights - 424	10,000.00
Transfer Station - 433	
Salaries	.00
Operations	19,500.00
Cemetery - 491	
Salaries	12,205.00
Operations	8,450.00
Total	20,655.00
<b>TOTAL PUBLIC WORKS</b>	
<b>Salaries</b>	<b>315,901.00</b>
<b>Operations</b>	<b>506,173.00</b>
<b>Total</b>	<b>822,074.00</b>
<b>Human Services</b>	
Board of Health - 510	
Salaries	13,077.00
Operations	12,382.00
Total	25,459.00
Town Nurse Assessment - 522	4,521.00
Mental Health Assessment - 523	2,000.00
Council on Aging - 541	
Salaries	9,180.00
Operations	11,500.00
Total	20,680.00
Veterans Affairs - 543	
Salaries	5,805.00
Operations	19,472.00
Total	25,277.00

<b>TOTAL HUMAN SERVICES</b>	
Salaries	<b>28,062.00</b>
Operations	<b>49,875.00</b>
<b>Total</b>	<b>77,937.00</b>
<b>Library, Parks and Recreation</b>	
Library Operations - 610	
Salaries	117,832.00
Operations	63,404.00
<b>Total</b>	<b>181,236.00</b>
Library Consortium and Other - 611	13,300.00
Technical Expense and Other - 620	27,000.00
Recreation Department - 631	6,400.00
Parks Department – 650	61,000.00
Memorial Day Committee – 692	700.00
<b>TOTAL LIBRARY AND RECREATION</b>	
Salaries	<b>117,832.00</b>
Operations	<b>171,804.00</b>
<b>Total</b>	<b>289,636.00</b>
<b>Debt and Interest</b>	
Long Term Debt – 710	89,000.00
Long Term Interest – 715	7,000.00
Temporary Loan Interest – 725	3,300.00
<b>TOTAL DEBT AND INTEREST</b>	<b>99,300.00</b>
<b>Insurance and Assessments</b>	
County Retirement System – 911	367,320.00
Unemployment Compensation - 913	.00
Group Health Insurance – 914	305,000.00
Medicare Town Share – 919	33,100.00
Bldg./Vehicle Liab. Ins. – 945	127,500.00
<b>TOTAL INSURANCE &amp; ASSESSMENTS</b>	<b>832,920.00</b>
<b>TOTAL BUDGET FOR THE FISCAL YEAR</b>	<b>11,689,704.00</b>

Questioned Line Items:

Town Clerk – 161

Schools – 300

Town Administrator – 120

Accountant – 135

Snow Removal – 423

Transfer Station – 433

Board of Health – 510

Following discussion, a motion was made and seconded to increase the Town Clerk Temporary Help by \$3,001.00.

Majority Vote Required  
Voted in the Affirmative

Following discussion of each questioned line item, a motion was amended that the Town accept the budget as amended to include the \$3,001.00.

Majority Vote Required  
Voted in the Affirmative

And further, I move that the Town vote to raise and appropriate an additional \$125,000 for the purposes of funding the operating budget of the Police Department for the fiscal year beginning July 1, 2021, contingent upon passage of a Proposition 2½ ballot question under General Laws Chapter 59, Section 21C.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 6. Motion made and seconded that the Town vote to transfer from Free Cash \$459,343 to meet the appropriations of Fiscal Year 2021, beginning July 1, 2021.  
(To include \$3,0001.00 Town Clerk line item)

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative



Article 7. Motion made and seconded that the Town vote to set the annual expenditure limits for Fiscal Year 2022 for all revolving funds established by the General Bylaws as set forth under Article 7 of the warrant for this meeting.

***For reference:***

<i>Cemetery</i>	<i>\$8,500</i>
<i>Recreation</i>	<i>\$7,000</i>
<i>COA Transport</i>	<i>\$5,000</i>
<i>Permit Application Fees</i>	<i>\$5,000</i>
<i>Approval Not Required Plans</i>	<i>\$15,000</i>
<i>Transfer Station</i>	<i>\$120,000</i>

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 8. Motion made and seconded that the Town vote to appropriate \$154,500 to pay for a Roads Department loader, including any appurtenant equipment; and to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said amount under and pursuant to Chapter 44, Section 7, of the Massachusetts General Laws or any other enabling authority, and to issue bonds or notes of the Town therefore, provided that any premium applied to the payment of the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20, of the Massachusetts General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; provided, however that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by Chapter 59, Section 21C, of the Massachusetts General Laws (Proposition 2½) the amounts required to pay the principal of and interest on the borrowing authorized by this vote.

The Board of Selectmen and Advisory Board Recommend this Article.

2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator

Article 9. Motion made and seconded that the Town vote to appropriate \$190,565 to pay for a Fire Department rescue vehicle, including any appurtenant equipment; and to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said amount under and pursuant to Chapter 44, Section 7, of the Massachusetts General Laws or any other enabling authority, and to issue bonds or notes of the Town therefore, provided that any premium applied to the payment of the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20, of the Massachusetts General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; provided, however that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by Chapter 59, Section 21C, of the Massachusetts General Laws (Proposition 2½) the amounts required to pay the principal of and interest on the borrowing authorized by this vote.

The Board of Selectmen and Advisory Board Recommend this Article.

2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator

Article 10. Motion made and seconded that the Town vote to transfer from Free Cash \$15,000 to the Stormwater Fund to continue compliance with activities associated with our federal stormwater permit.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 11. Motion made and seconded that the Town vote to transfer from Free Cash \$45,000 (amount TBD or table) for the replacement of the roof at the Library.

Majority Vote Required  
Voted in the Affirmative

Article 12. Motion made and seconded that the Town vote to transfer from Free Cash \$64,202 for the Groton-Dunstable Regional School District's Capital Assessment for Fiscal Year 2022.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 13. Motion made and seconded that the Town vote to appropriate from the Community Preservation revenue the following sums for the following purposes:

- Principal payment on Ferrari Farm Note, the sum of \$80,000.
- Interest on Ferrari Farm Note, the sum of \$17,520.
- Administrative Expense, the sum of \$20,000.
- Open Space Reserve, the sum of \$40,000.
- Historic Reserve, the sum of \$40,000.
- Community Housing Reserve, the sum of 40,000.
- Balance to Undesignated, \$90,920.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 14. Motion made and seconded that the Town vote to appropriate from the Community Preservation Historic Preservation Reserve account the amount of \$100,000 as a grant to the Dunstable Rural Land Trust for the reimbursement of historic preservation work at the McLoon House located at 59 Main Street.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 15. Motion made and seconded that the Town vote to appropriate from the Community Preservation Undesignated Reserve account the amount of \$74,268 as a grant to the Groton-Dunstable Regional School District for the restoration and rehabilitation of the High School Stadium.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 16. Motion made and seconded that the Town vote to adopt the Town Center Zoning Bylaw and Map Amendment as set forth under Article 16 of the warrant for this meeting, with the exception of the proposed Section 22.C.3, which shall read:

Conversion of existing buildings to incorporate a multi-family arrangement on upper floors of commercial buildings, with the number of such dwelling units being limited to two provided that the first floor must be commercial

The Board of Selectmen, Planning Board, and Advisory Board Recommend this Article.

2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator

Article 17. Motion made and seconded that the Town vote to adopt the various amendments to the Zoning Bylaw as set forth under Article 17 of the warrant for this meeting.

The Board of Selectmen, Planning Board, and Advisory Board Recommend this Article.

2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator

Article 18. Motion made and seconded that the Town to adopt the amendments to the Zoning Bylaw as set forth under Article 18 of the warrant for this meeting, with the exception of the proposed Section 29.6 Example 1, which shall read:

The Trust Payment due in a 5 unit subdivision Project where the average asking price is \$500,000

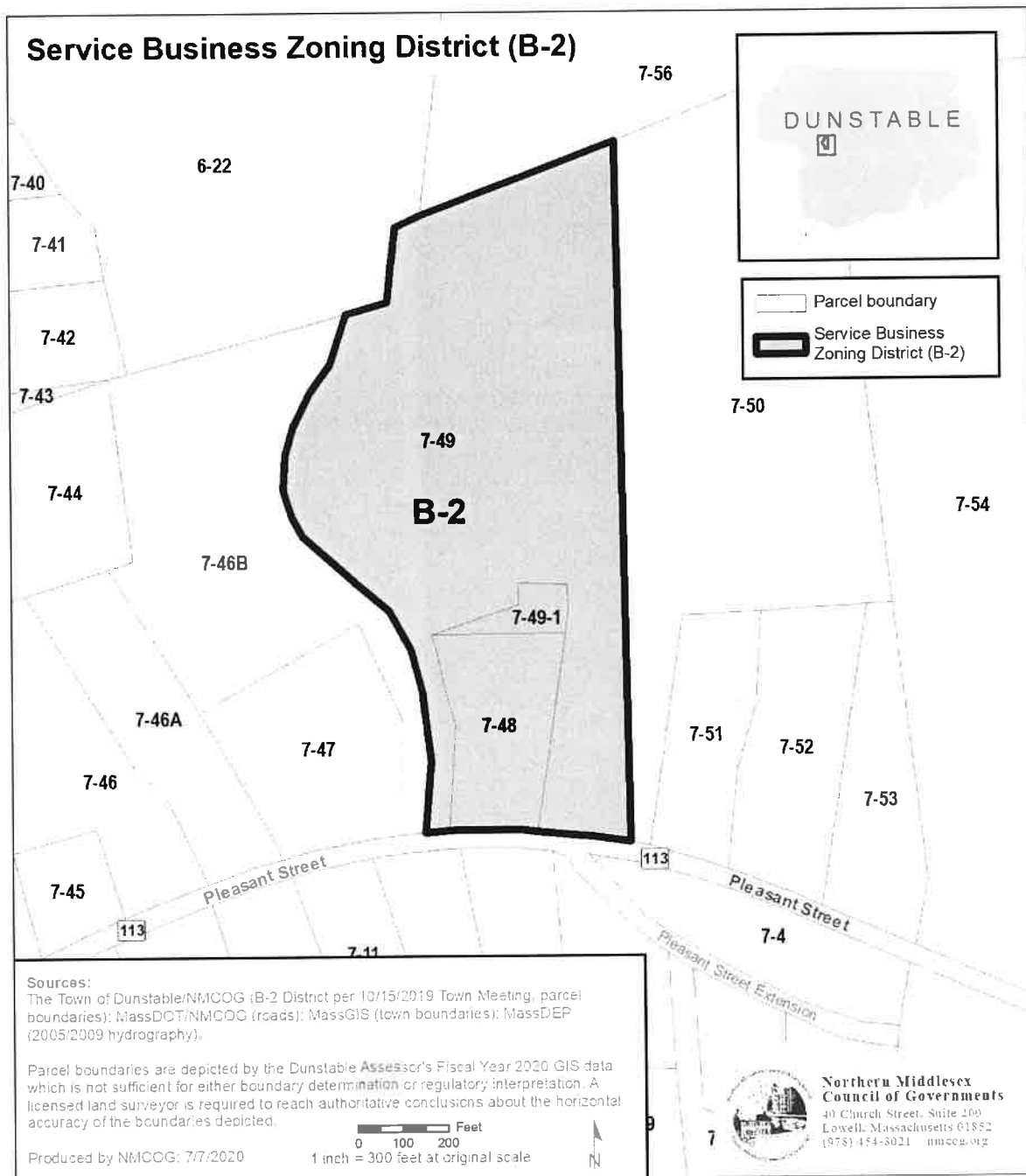
The Board of Selectmen, Planning Board, and Advisory Board Recommend this Article.

2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator

Article 19. Motion made and seconded that the Town vote to adopt the Zoning Map amendment as set forth under Article 19 of the warrant for this meeting.

The Board of Selectmen, Planning Board, and Advisory Board Recommend this Article.

Map below for reference.

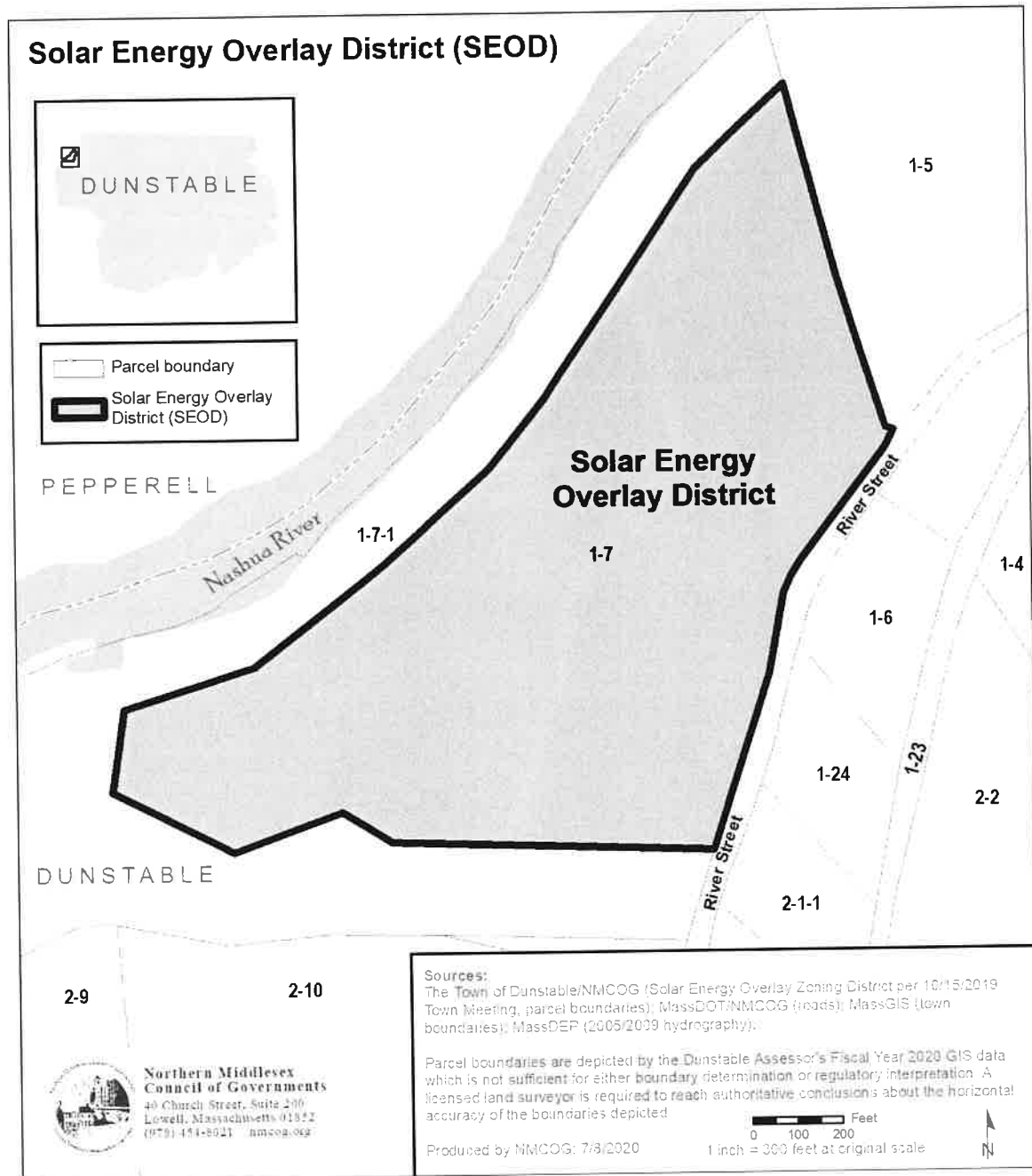


2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator

Article 20. Motion made and seconded that the Town vote to adopt the Zoning Map amendment as set forth under Article 20 of the warrant for this meeting.

The Board of Selectmen, Planning Board, and Advisory Board Recommend this Article.

Map below for reference.



**2/3 Vote Required**  
**2/3 Vote in the Affirmative Declared by the Moderator**

Article 21. Motion made and seconded that the Town vote to adopt the Zoning Bylaw amendment as set forth under Article 21 of the warrant for this meeting.

The Board of Selectmen, Planning Board, and Advisory Board Recommend this Article.

*(Growth Rate Limitation by changing the lapse date in subsection 11.8.1 from Monday May 10, 2021 to Monday May 12, 2031)*

2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator

Article 22. Motion made and seconded that the Town vote to adopt the amendment to the Advisory Board Bylaw as set forth under Article 22 of the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

*For reference: (Section 1. There shall be an Advisory Board consisting of six legal voters of the town, each of whom shall be elected for a term of three (3) years on the Official Ballot of the Annual Town Meeting. No elective town officer shall be eligible or qualified to serve on said Board. A quorum of the Board shall be a majority of the members then serving on the Board, but in no event shall the quorum be less than three (3). An affirmative vote of the Board shall require a majority of the members present and voting at a meeting, but in no event less than three (3).)*

Majority Vote Required  
Voted in the Affirmative

Article 23. Motion made and seconded that the Town to adopt the Stormwater Management and Erosion Control and Post Construction Management Bylaw as set forth under Article 23 of the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 24. Motion made and seconded that the Town vote to approve Article 24 as set forth in the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

*For reference: ( To see if the Town will vote to authorize the Conservation Commission to acquire by gift, purchase, eminent domain, or otherwise, certain real property together with any improvements thereon known as the Drew property located off of Main Street, identified as a portion of Assessor's Parcel 12-116-0, and being a portion of the premises described in a deed dated October 18, 1972, recorded with Middlesex North District Registry of Deeds in Book 2023, Page 533, containing 1.27 acres, more or less, and shown on a plan labeled "Plan of Land in Dunstable, Mass." prepared by Goldsmith, Prest & Ringwall, Inc. and dated January 5, 2021, which is on file with the Town Clerk, and to fund the costs of*

*such acquisition of said property, transfer the sum of \$27,500 from the Timber Fund, or take any action in relation thereto.)*

Majority Vote Required  
Voted in the Affirmative

Article 25. Motion made and seconded that the Town vote to authorize the transfer of \$17,320.25 from the Timber Fund to the Conservation Fund.

The Board of Selectmen and Advisory Board Recommend this Article.

Majority Vote Required  
Voted in the Affirmative

Article 26. Motion made and seconded that the Town vote to approve Article 26 as set forth in the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

*(For reference: appropriate any sums of money received by the Town under the provisions of Massachusetts General Laws Chapter 90 for the purposes authorized by Chapter 90.)*

Majority Vote Required  
Voted in the Affirmative

Article 27. Motion made and seconded that the Town vote to approve Article 27 as set forth in the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

*(For reference: Route 113 Layouts)*

Majority Vote Required  
Voted in the Affirmative

Article 28. Motion made and seconded that the Town vote to affirm the votes taken under Article 22 of the May 13, 2019 Annual Town Meeting and Article 19 of the July 30, 2020 Annual Town Meeting to transfer or dispose of land subject to Article 97 of the Massachusetts Constitution with respect to the Town Common and the Route 113 improvement project, and to affirm that the parcel of land to be acquired by the Town under Article 24 of the warrant for this meeting shall serve as mitigation for the transfer and disposition of said Article 97 lands.

The Board of Selectmen and Advisory Board Recommend this Article.

2/3 Vote Required  
2/3 Vote in the Affirmative Declared by the Moderator



Article 29. Motion made and seconded that the Town to approve Article 29 as set forth in the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

*(For reference: Acceptance of Bear Hill Road)*

Majority Vote Required  
Voted in the Affirmative

Article 30. Motion made and seconded that the Town to approve Article 30 as set forth in the warrant for this meeting.

The Board of Selectmen and Advisory Board Recommend this Article.

*(For reference: authorize the Board of Selectmen to petition the General Court to enact special legislation to change the position of Town Clerk from elected to appointed)*

Majority Vote Required  
Voted in the Affirmative

Motion made and seconded to dispense with the reading of the minutes.

Majority Vote Required  
Voted in the Affirmative

Motion made and seconded to dissolve the Annual Town Meeting at 1:12 pm.

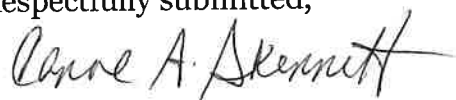
Majority Vote Required  
Voted in the Affirmative

### **Quorum Certificate**

In accordance with The Town of Dunstable's Town Meetings, Town Elections & Records Bylaw, I hereby certify that the quorum for an Annual or Special Town Meeting is 50 registered voters of the Town of Dunstable.

Total number of voters checked in at the Annual Town Meeting of May 15, 2021: 103

Respectfully submitted,



Carol A. Skerrett  
Town Clerk CMMC