

TOWN OF DUNSTABLE



ANNUAL REPORT 2017

PLEASE BRING THIS REPORT WITH YOU
TO THE
ANNUAL TOWN MEETING
7:00 P.M.
MAY 14, 2018

This Annual Report is dedicated to



Robert J. Irzyk

&



David G. Sweet, Sr.

Bob Irzyk, an active resident of Dunstable, passed away on November 6th, 2017 at the age of 81. Bob was a graduate of UNH and served in the United States Air Force as a Maintenance Officer and member of the Inspector General's team, until retirement after 27 years in 1985.

Bob and his wife Catherine moved to Dunstable in 2005 loving the small town atmosphere. Bob often enjoyed walking the many trails in town and grilling hamburgers and hot dogs for various events.

He had a barn he loved where he could be found proudly tinkering with his machinery, often acquired from the Transfer Station and various yard sales. He loved to show off his prized acquisitions. But Bob was happiest cooking gourmet meals for family and friends.

Bob served on both the Safe Pathways Committee and the Zoning Board of Appeals for a number of years and he was an active member of the Tyngsborough-Dunstable Historical Society. He will be greatly missed by his loving family and his community.

David Sweet, a life time resident of Dunstable, passed away on October 11th, 2017 at the age of 76. David was an Air Force Veteran, serving from 1959 until 1963. He served as a crew chief for the F-105 aircraft and often spoke of his pride in our armed forces daily.

David grew up in Dunstable, where he built a successful business as an electrical contractor and a family compound which is enjoyed by his family and friends. His estate and the family legacy he created was truly his pride and joy.

David married his wife Linda in 1962 in Aiken, SC and they were happily married until the day he died. David served his community in a number of ways, but most principally, as Dunstable's Electrical Inspector for more than 30 years.

He will be greatly missed by not only his family and community, but also by the many young electricians who he apprenticed and mentored over the years.

BOARD OF SELECTMEN

Walter F. Alterisio
Leah D. Basbanes
Ronald J. Mikol

**Recognition of FY2016 Town Employees for
Years of Meritorious Service**

30 years or more of service

**BONNIE RICARDELLI
DANA BARNES
JOAN FERRARI
BRIAN RICH
JAMES L. DOW
MICHAEL F. PALUMBO**

**JAMES G. DOWNES
RUTH L. TULLY
CHARLES H. RICH
HAROLD SIMMONS
DAVID SWEET**

20 years or more of service but less than 30 years

**JAMES W. DOW
JOHN KOYUTIS
SUSAN J. TULLY**

**THERESE WISCARVA
DAVID BARKER
MARK QUIRBACH**

10 years or more of service but less than 20 years

**DARRELL GILMORE
ERIK HOAR
NICHOLAS PAPAGEORGIOU
ALAN CHANEY
JEFF LABRIE
VINCENT HOLLINS
CHERYL MANN
MARY BETH PALLIS
SUZANNE WALL
GAIL SILVERIA
CAROL SKERRETT**

**SEAN READY
GREGG SANBORN
TERESA ATWOOD
BERNADETTE GEORGES
RON MIKOL
BENJAMIN H. SIMMONS
BARBARA ST. JEAN
DAVID E. TULLY
SUSAN WALSH
FRANK WRIGHT
GREG RICH**

**Recognition of FY2016 Board, Committee, & Commission Members for
Years of Meritorious Service**

30 years or more of service

**DANA METZLER
ALAN CHANEY
MARILYN PIKE
JEFF HAIGHT
DAVID HARDMAN
ROBERT KENNEDY
RUTH L. TULLY**

**GEORGE BASBANES
BILL MOELLER
JUDY LARTER
ROBERT RICARDELLI
SUSAN PSALEDAKIS
PETER J. GEORGES**

20 years or more of service but less than 30 years

**CAROL BACON
WALTER F. ALTERISIO
ROBERT PARKIN
BRETT ROCK
CATHERINE BENCE
PETER GOVE**

**ROBERT NELSON
MICHAEL F. PALUMBO
MARY A. DOW
HAROLD SIMMONS
BRIAN LOCAPO
LEAH D. BASBANES**

10 years or more of service but less than 20 years

**DANICE N. PALUMBO
JOAN SIMMONS
RONALD PATENAULD
JEAN O'BRIEN
KARL HUBER
JOHN CALLAHAN
MARIA AMODEI
ROBERT BUSSE
DONALD POTTLE**

**MARJORIE E. KIMPTON
JOSEPH P. DEAN
AMY SCHEMBECHLER
PHILIPPE R. JUSSAUME
JUAN AMODEI
MICHAEL MARTIN
PAMELA CROCKER
ANNE DAVIS
SUSAN TULLY**

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ELECTED OFFICERS OF THE TOWN OF DUNSTABLE - 2017

Selectmen

WALTER F. ALTERISIO
LEAH D. BASBANES
RONALD J. MIKOL

Term Expires 2018
Term Expires 2019
Term Expires 2020

Assessors

ROBERT RICARDELLI
BRETT A. ROCK
DANIEL R. KENNEDY

Term Expires 2018
Term Expires 2019
Term Expires 2020

Board of Health

ROBERT E. PARKIN
WILLIAM MOELLER*
ANITA MOELLER (appt. 5-17-17)
MARIA AMODEI

Term Expires 2018
Term Ended 05-16-17
Term Expires 2018
Term Expires 2020

Town Clerk

CAROL A. SKERRETT

Term Expires 2019

Board of Road Commissioners

MICHAEL L. MARTIN
PAUL DALIDA
PETER M. GOVE

Term Expires 2018
Term Expires 2019
Term Expires 2020

Town Moderator

DANA E. METZLER

Term Expires 2018

Tree Warden

MICHAEL L. MARTIN

Term Expires 2018

Constables

JON N. CRANDALL, JR.
DAVID WILSON

Term Expires 2018
Term Expires 2018

Greater Lowell Reg. Voc. Tech. School

KEMPTON P. GIGGEY

Term Expires 2018

Groton-Dunstable Reg. School Dist.

JENNIFER H. MCKENZIE
RYAN MCLANE

Term Expires 2018
Term Expires 2020

Trustees Public Library

ROBYN DEANGELIS
JOHN CALLAHAN
JOANNE L. MIKOL

Term Expires 2018
Term Expires 2019
Term Expires 2020

Cemetery Commissioners

DAVID HARDMAN
JUDITH K. LARTER*

Term Expires 2018
Term Ended 06-15-17

TOM BACON (appt. 9-06-17)
RYAN MCLANE

Term Expires 2018
Term Expires 2019

Water Commissioners

SCOTT WILKINS
KARL J. HUBER
MARK E. CULLEN*

Term Expires 2018
Term Expires 2019
Term Ended 11-06-17

Park Commissioners

JEFFERY HASTINGS
DAVID GREENWOOD
PHILIP DENYSE

Term Expires 2018
Term Expires 2019
Term Expires 2020

Planning Board

ERICK MCKENZIE
JOSHUA KELLY
JOAN SIMMONS
JOSEPH VLCEK
GEORGE J. BASBANES

Term Expires 2018
Term Expires 2019
Term Expires 2020
Term Expires 2021
Term Expires 2022

Commissioners of Trust Funds

PHILIPPE R. JUSSAUME
ALAN E. CHANEY
VACANCY

Term Expires 2018
Term Expires 2019
Term Expires 2020

Commissioners to Expend Proctor & Parkhurst Trust Funds

PHILIPPE R. JUSSAUME
SUSAN PRESCOTT
VACANCY
VACANCY
DANICE N. PALUMBO

Term Expires 2018
Term Expires 2019
Term Expires 2020
Term Expires 2020
Term Expires 2021

Commissioners to Expend Parkhurst Free Lecture Funds

LISA ANSARA
SUSAN PRESCOTT
VACANCY
VACANCY
VACANCY

Term Expires 2018
Term Expires 2019
Term Expires 2020
Term Expires 2020
Term Expires 2021

Advisory Committee

RONALD J. MIKOL*
LEO TOMETICH (appt. 6-14-17)
AMIE STEVENS*
KIERAN MEEHAN (appt. 6-14-17)
CHRISTINE E. MUIR
HAROLD SIMMONS
ROBERT F. NELSON
PAMELA F. CROCKER*
ADRIA FISCHER (appt. 12-18-17)

Term Ended 05-16-17
Term Expires 2018
Term Ended 06-05-17
Term Expires 2018
Term Expires 2018
Term Expires 2019
Term Expires 2020
Term Ended 11-01-17
Term Expires 2018

APPOINTED OFFICERS & STAFF 2017

LORRAINE LEONARD	Town Accountant	Term Expires 2020
BONNIE RICARDELLI	Tax Collector & Treasurer	Term Expires 2020
JEFFERY HAIGHT RONALD PATENAUDE ALAN CHANEY	Town Forest Committee	Term Expires 2018 Term Expires 2019 Term Expires 2020
DANA E. BARNES HARRY CULLINAN, Alternate	Zoning Officer	Term Expires 2018 Term Expires 2018
STANLEY NORKUNAS NANCY CHANEY* MATTHEW RAYMOND RONALD LAMARRE NATHANIEL ST. JEAN* DAVID LANTAGNE LEO TOMETICH	Zoning Board of Appeals	Term Expires 2018 Term Ended 07-06-17 Term Expires 2019 Term Expires 2020 Term Ended 11-02-17 Term Expires 2021 Term Expires 2022
ROBERT IRZYK ✎ VACANCY VACANCY	& Associate Members	Term Ended Term Expires 2018 Term Expires 2019
RAFAEL GLOD BARBARA MARTIN AMY SCHEMBECHLER	Board of Registrars	Term Expires 2018 Term Expires 2019 Term Expires 2020
RUTH L. TULLY MARY DOW DONALD J. POTTLE T. BRIAN O'DONNELL MARY DONOVAN MOELLER DANICE PALUMBO* NANCY NOWAK VACANCY ANNE FENOCHETTI, Director Council on Aging	Council on Aging	Term Expires 2018 Term Expires 2018 Term Expires 2018 Term Expires 2019 Term Expires 2019 Term Ended 9-26-17 Term Expires 2020 Term Expires 2020
WILLIAM B. MOELLER* VACANCY MARILYN L. PIKE JUAN AMODEI ALAN CHANEY JUDITH LARTER*	Conservation Commission	Term Ended 06-22-17 Term Expires 2018 Term Expires 2019 Term Expires 2019 Term Expires 2020 Term Ended 06-15-17

KIERAN MEEHAN
LEAH D. BASBANES
JEFFERY HAIGHT

Term Expires 2021
Term Expires 2022
Term Expires 2022

Recreation Commission

ROBERT A. BUSSER
DEREK J. BERNARD
BRIAN LOCAPO
JAMES TULLY
TIFFANY NAUGHTON

Term Expires 2018
Term Expires 2019
Term Expires 2021
Term Expires 2021
Term Expires 2022

Town Counsel

BRIAN FALK

Term Expires 2018

Town Engineer

JEFFREY S. RIDER

Term Expires 2018

Surveyors of Lumber

FRANK COVER

CHARLES W. TULLY, JR.

Veterans' Grave Agent

VACANT

Term Expires 2018

Veterans' Agent

JOSEPH DEAN

Term Expires 2018

Gas & Plumbing Inspector

JAMES L. DOW
JOHN CRYAN, Alternate Inspector

Term Expires 2018
Term Expires 2018

Electrical Inspector

DAVID G. SWEET ✓
PETER M. MARTIN
DAVID G. SWEET II, Alternate Inspector

Term Ended
Term Expires 2018
Term Expires 2018

Building Inspector

DANA E. BARNES
HARRY CULLINAN, Alternate Inspector

Term Expires 2018
Term Expires 2018

Animal Control Officer & Animal Inspector

JOHN GREENHALGH

Term Expires 2018

Fire Chief

BRIAN C. RICH

Term Expires 2018

Historical Commission

GERALD J. DURKIN
CAROL E. BACON
TIMOTHY JOYCE
CATHERINE O. IRZYK
ANNE L. DAVIS
RAYMOND SULLIVAN

Term Expires 2018
Term Expires 2018
Term Expires 2019
Term Expires 2019
Term Expires 2019
Term Expires 2020

Fence Viewers & Field Drivers

ROBERT E. KENNEDY

Term Expires 2018

Personnel Board		
KENNETH J. LEVA		Term Expires 2018
PETER GEORGES		Term Expires 2018
PATRICK MURPHY		Term Expires 2019
VACANCY		Term Expires 2019
JEAN O'BRIEN		Term Expires 2020
North Middlesex Council of Governments		
WALTER F. ALTERISIO		Selectmen's Delegate
Election Officers		
BETTE F. AMODEI		MARILYN SHERIDAN
AMY SCHEMBECHLER		ANN-MARIE WRIGHT
LORRAINE WEST		ALEXANDRA WRIGHT
SUSAN TANTILLO		WILLIAM MURPHY
ELECTION WARDEN, ROBERT GUERNSEY		Terms Expire 2018
Police Chief		
JAMES W. DOW		Term Expires 2018
Police Sergeants		
DARRELL GILMORE		Term Expires 2018
ERIK HOAR		Term Expires 2018
NICHOLAS PAPAGEORGIOU		Term Expires 2018
Master Patrolmen		
CHARLES A. CHAPRALES		Term Expires 2018
Patrol Officers		
MATTHEW K. TULLY		SHAWN R. DRINKWINE
TIMOTHY IALEGGIO		Terms Expire 2018
Reserve Police Officers		
JOHN KOYUTIS		SEAN G. READY
JEFFREY D. SWIFT		GREGG SANBORN
MARK LAFFERTY		PHILIP SEPE
STEVEN BUGLER		MATTHEW J. SECH
		Terms Expire 2018
Special Police Officers		
Groton		
CHIEF DONALD L. PALMA, JR.		GREGORY STEWARD
DEPUTY CHIEF JAMES A. CULLEN III		NICHOLAS C. BELTZ
Sgt. DERRICK J. GEMOS		DALE P. ROSE
Sgt. EDWARD P. SHERIDAN SR.		STEPHEN MCANDREW
Sgt. JASON M. GOODWIN		PATRICK TIMMINS
Sgt. PAUL R. CONNELL		EDWARD BUSHNOE
Det. COREY E. WAITE		KEVIN T. HENEHAN
Det. MICHAEL A. LYNN		TIMOTHY COOPER
Det. RACHEL E. MEAD		VICTOR SAWYER
KATHLEEN NEWELL		MICHAEL RATTE
OMAR A. CONNOR		RICHARD L. RENE

**ROBERT BREAULT
GORDON CANDOW
PETER S. BRESLIN**

**CAITLYN K. MURPHY
JONATHAN C. SHATTUCK
Terms Expire 2018**

Pepperell

**CHIEF DAVID J. SCOTT
LT. TODD BLAIN
Sgt. ALAN LESSIEUR
Sgt. NICK PARKER
Sgt. WILLIAM GREATHEAD
Det. THOMAS MASKALENKO
Det. JEREMIAH FRIEND
PAUL NELSON
GLENN CASWELL
ANTHONY WALES
RICHARD SMITH
MICHAEL LUIBIL**

**MICHAEL PIETROFORTE
STEPHEN MULKERIN
STEVEN BURKE
BRUCE HASKINS
JARED CARRUBBA
FABRIZIO VESTRI
DAVID QUERZE
MICHAEL KENNEY
DANIEL ADAMS
DANIEL D'EON
JEFF NOBLE
Terms Expire 2018**

Tyngsborough

**CHIEF RICHARD D. HOWE
DEPUTY CHIEF CHRISTOPHER C. CHRONOPOLOUS
Lt. SHAUN WOODS
Lt. SHAUN WAGNER
Lt. BRYAN NASWORTHY
Sgt. JOHN MANNING
Sgt. MARK BOURQUE
Sgt. CYNTHIA SHAY
Sgt. CHARLES MELANSON
Sgt. MICHAEL CASELLA
SEAN CARON
NATHAN ABDULLAH
EDWARD CAISSIE
EVAN DONNELLY
CHRISTOPHER GUSTAFSON**

**TIMOTHY SULLIVAN
PETER KULISICH
DENNIS LEACH
THOMAS WALSH
CHRISTOPHER RIDER
CHARLES RUBINO
KENNETH HEALEY
STEPHEN DESILETS
ROBERT COTE
DANIEL WHITMAN
PAUL PATALANO
DANIEL CAMPBELL
JASON KUSHMERK
MATT KOZIOL
Terms Expire 2018**

Cultural Council

**CARLTON CHIN
NANCY CURRAN
DONNA STRAM
LAURA TULLY-ROTHMAN
CLAUDIA NOVAK
LORI PESTANA
LISA ANN WRIGHT**

**Term Expires 2018
Term Expires 2018
Term Expires 2019
Term Expires 2019
Term Expires 2020
Term Expires 2020
Term Expires 2020**

ADA Coordinator

TRACEY HUTTON

Term Expires 2018

Emergency Management Director

JON N. CRANDALL, JR.

Term Expires 2018

Affordable Housing Committee

**ALAN CHANEY
CAROL E. BACON
DANA METZLER**

**Term Expires 2018
Term Expires 2018
Term Expires 2018**

T. BRIAN O'DONNELL
VACANCY

Term Expires 2018
Term Expires 2018

Agricultural Commission

CARL B. FLOWERS
ALBERT N. HORTON ∆
VACANCY
JOAN SIMMONS
VACANCY
CHARLES W. TULLY, JR.

Term Expires 2018
Term Ended
Term Expires 2018
Term Expires 2019
Term Expires 2019
Term Expires 2020

Community Preservation Committee

JUDITH K. LARTER, designated by Conservation*
KIERAN MEEHAN, designated by Conservation
CAROL BACON, designated by Historical Commission
GEORGE J. BASBANES, designated by Planning Board
JEFFREY HASTINGS, designated by Park Commission
ALAN CHANEY, designated by Affordable Housing
LEAH D. BASBANES, Selectmen's delegate
SUSAN PSALEDAKIS, Member at Large
CATHERINE IRZYK, Member at Large
JOAN M. SIMMONS, Member at Large

Term Ended 06-15-17
Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2019
Term Expires 2020

Safe Pathways Committee

JOHN M. CALLAHAN
SUSAN K. PSALEDAKIS
ROBERT IRZYK ∆
DIANA L. DALIDA
CATHERINE IRZYK
PAUL DALIDA
EUGENE CHANEY
FANNY LITTMARCK

Term Expires 2018
Term Expires 2018
Term Ended
Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2018

Capital Planning Committee

HAROLD WEST
ROBERT JACOBSON
DAVID GREENWOOD

Term Expires 2018
Term Expires 2019
Term Expires 2020

Memorials & Monuments Committee

PHIL DENYSE
DANA E. METZLER
ALAN E. CHANEY
JOSEPH P. DEAN

Term Expires 2018
Term Expires 2018
Term Expires 2018
Term Expires 2018

* denotes resignation ∆ retired ∆ deceased X in box indicates confirmation

REPORT OF THE BOARD OF SELECTMEN & TOWN ADMINISTRATOR 2017

The Board of Selectmen usually meets at the Town Hall on alternating Tuesday evenings at 6:30 P.M. with meetings and any variations posted on the town website and Clerk's bulletin board.

The Board of Selectmen, as always, would like to extend its thanks to all the individuals who serve on town boards and committees and who continue to donate their time and energy to maintain Dunstable and the values we cherish in the town we live in.

The Board of Selectmen and Town Administrator continue to welcome citizen participation and attempt to work with individuals and the many boards, officers, and committees, in an effort to keep up with the many changes that effect Dunstable. Members of the Board of Selectmen and the Town Administrator have been actively working with the Police and Fire Departments, Road Commission, Planning Board, Advisory Board, GDRSD School Committee, and Water Commission, just to name just a few.

Some of the projects that the office has been working on this year have included the engineering for the water project, continuation of the towns' work on Stormwater Management, and the Public Safety Building project. The Town's efforts on the Master Plan, being updated on behalf of the Planning Board, continue as it nears completion. With the Master Plan will be an implementation plan to address how to plan for inevitable change while maintaining the traditions and character of our community.

As the year has progressed, the Board of Selectmen and Town Administrator have continued to work with multiple boards, officials, and committees to address issues as they arise and endeavor to continue to work with these parties to insure all residents are familiar with proposed projects and are able to share ideas and concerns.

The Board of Selectmen and Town Administrator welcome suggestions and input from the public in whatever manner individuals feel most comfortable. To that end, you may contact the Town Administrator at her office in Town Hall, by e-mail at thutton@dunstable-ma.gov, or by phone at (978) 649-4514 ext. 224.

Board of Selectmen

Walter F. Alterisio, Chairman
Leah D. Basbanes
Ronald J. Mikol

Town Administrator

Tracey E. Hutton

REPORT OF THE TOWN CLERK 2017

In May at the Annual Town Election, voters appropriated \$165,000 to be expended by the Board of Road Commissioners for the purchase of a new Plow/Sander truck for the Highway Department and also \$190,000 to be expended by the Board of Water Commissioners for engineering costs associated with the replacement of the Town water system's hydropneumatic tanks and engineering costs associated with repairs to the Town well site. The voters did not support the purchase of a new Engine 2 for the Fire Department (failed by one vote) or \$70,000 to be expended by the Board of Selectmen for engineering costs associated with the construction of a sidewalk from High Street to Highland Street. Voters approved several bylaws at the Annual Town Meeting which included (Zoning) Solar Energy Systems, Community Housing and Temporary Moratorium on Marijuana Establishments; (General) Department Revolving Fund, Streets, Ways and Driveways, Town Meeting and Elections (Write in candidate eligibility), Town Meeting and Elections (Town Moderator term of office) Town Meeting and Elections (Change date of town election to 3rd Tuesday in May). In November, voters accepted the provisions of M.G.L. c. 41 § 110A relating to Saturday office closure when counting deadlines and filings, thereby making Saturday the equivalent of a legal holiday for purposes of Town business.

In 2017, the Town Clerk's office posted 454 board and committee meetings and collected \$5,246.80 in fees to the Town of Dunstable. I hereby submit the annual report of the Town Clerk's Office for the year ending 2017 to the Board of Selectmen and Citizens of Dunstable, Massachusetts.

Respectfully submitted,

Carol A. Skerrett
Town Clerk CMMC

REPORT OF THE TOWN CLERK 2017

Population (calendar year to Dec. 31)	3,245
Registered Voters	2,422
Democrats	454
Republicans	389
Libertarians (Party)	7
Conservative (Designation)	1
United Independent	11
Green-Rainbow (Designation)	2
American Independent (Designation)	1
Unenrolled (No Party)	1,557

VITAL STATISTICS

The Town Clerk's office recorded births, deaths and marriages as follows:

Births

Males	15
Females	9
Total Births Recorded	24

Deaths

Males	12
Females	12
Total Deaths Recorded	24

Marriages	5
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DOG LICENSES

A total of 529 dogs and 4 kennels were licensed amounting to \$to the Town of Dunstable.

Female/Male @ \$10.00

Spayed/Neutered @ \$6.00

Kennels

Late Fees/Fines/Violations

Total Dog Licenses \$3,298.00

NON-CRIMINAL CITATIONS

Citations – Dogs	.00
Citation - Marijuana	\$400.00
Citations - Miscellaneous	.00
Total Town of Dunstable	\$400.00

BUSINESS CERTIFICATES/RAFFLE PERMITS/VOTER AND STREET LISTINGS

Total Business Certificates – \$460.00

Total Raffle Permits Issued -	30.00
Total Voter Lists and Street Lists	17.80
Underground Tank/Pole Recording	55.00
Total Town of Dunstable	\$562.80

COPIES OF CERTIFIED RECORDS

Certified Copies of Records	\$956.00
Notary Services	30.00
Total Town of Dunstable	\$986.00

ANNUAL TOWN MEETING MAY 8, 2017

After determining that a quorum was present, the Annual Town Meeting was called to order at 7:04 pm by Moderator, Robert Nelson. The Tellers who included Geoff Neiley, Bettina Vlcek, Joseph Vlcek and John Callahan were sworn in by Town Clerk. The check-in table was staffed by Ann-Marie Wright and Mary Dow. The Pledge of Allegiance was led by members of the Boy Scouts, Cub Scouts and Girl Scouts.

Town Clerk Carol Skerrett read the greetings; a motion was made and seconded to dispense with the reading of the articles (voted in the affirmative), ending with the closing of the warrant and return of service.

Article 1. Motion made and seconded that the Town accept the 2016 Annual Town Report as printed.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

The dedication of George Tully in the Annual Town Report was mentioned by Selectman Dan Devlin. Joe Vlcek issued a brief report on the Master Plan update encouraging people to attend their meetings the third Tuesday of every month.

Majority Vote Required
Voted in the Affirmative

FISCAL YEAR 2017

Article 2. Motion made and seconded that the Town take no action (*supplemental appropriations*)

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Article 3. Motion made and seconded that the Town take no action (*free cash*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Motion made and seconded to recess the Annual Town Meeting until such time as the Special Town Meeting is recessed, adjourned or dissolved.

Majority Vote Required
Voted in the Affirmative

Returning to the Annual Town Meeting –

Article 4. Motion made and seconded that the Town take no action (*FY17 2017 transfers*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Article 5. Motion made and seconded that the Town take no action (*reserve fund*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Article 6. Motion made and seconded that the Town take no action (*Community Preservation Committee Recommended Transfers*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Article 7. Motion made and seconded that the Town take no action (*transfer for repair water enterprise fund*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required

Voted in the Affirmative

Article 8. Motion made and seconded that the Town fix the salaries of the elected officers of the Town pursuant to Massachusetts General Laws Chapter 41, Section 108 for Fiscal Year 2018, beginning July 1, 2017, as follows:

Selectmen – Chairman	\$600
Member	\$600
Member	\$600
Assessors – Chairman	\$300
Member	\$300
Member	\$300
Town Clerk	\$33,167

Majority Vote Required
Voted in the Affirmative

Article 9. Motion made and seconded that the Town take no action (*collective bargaining agreement*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Article 10. Motion made and seconded that the Town raise and appropriate \$9,989,087 to fund the various departments, boards, committees, commissions, and other operating expenses of the Town for Fiscal Year 2018, beginning July 1, 2017, in the sums listed at lines 1 through 81 in the printed budget.

General Government	
Town Administrator - 120	
Salaries	77,500
Operations	3,300
Selectmen – 122	
Salaries	1,800
Operations	17,235
Fincom – 131	150
Reserve Account – 132	35,000
Accountant - 135	

Salaries	32,375
Operations	19,300
Assessors - 141	
Salaries	43,560
Operations	11,195
Treasurer - 145	
Salaries	61,966
Operations	21,917
Town Legal Professional - 151	30,000
Dog Program – 160	550
Town Clerk - 161	
Salaries	34,167
Operations	3,750
Elections – 162	
Salaries	1,500
Operations	7,000
Registrar - 163	225
Conservation - 171	
Salaries	16,551
Operations	1,405
Planning Board - 175	
Salaries	16,551
Operations	1,000
Zoning Board - 176	
Salaries	0
Operations	1,500
Town Hall - 192	
Salaries	47,140
Operations	44,000
Town Reports – 195	3,500
Town Engineer – 199	12,000
TOTAL GENERAL GOVERNMENT	546,137
Salaries	333,335

Operations	212,802
Public Safety	
Police Department - 210	
Salaries	810,221
Operations	230,890
Fire Department - 220	
Salaries	109,667
Operations	78,462
Building Inspector - 241	
Salaries	25,974
Operations	1,500
Gas Inspector - 242	2,750
Plumbing Inspector - 243	2,750
Electrical Inspector – 245	12,000
Animal Inspector – 249	400
Emergency Management – 291	5,500
Dog Officer - 292	11,570
Forestry Public Works – 294	16,650
TOTAL PUBLIC SAFETY	1,307,934
Salaries	973,232
Operations	334,702
Schools	
GDRSD – 300	
District	5,587,269
Debt	362,377
GLRVTS - 300	
High School	141,898
Debt	37,702
Essex - 300	
Tuition	16,646
Transportation	36,000
TOTAL REGIONAL &	6,181,892

VOCATIONAL	
Public Works	
Highway Department - 422	
Salaries	183,487
Operations	201,700
Snow Removal - 423	
Salaries	54,539
Operations	229,710
Street Lights – 424	8,100
Transfer Station – 433	
Salaries	17,395
Operations	46,550
Cemetery - 491	
Salaries	11,016
Operations	4,600
TOTAL PUBLIC WORKS	757,098
Salaries	266,438
Operations	490,660
Human Services	
Board of Health - 510	
Salaries	8,799
Operations	9,750
Town Nurse Assessment - 522	3,224
Mental Health Assessment - 523	2,400
Council on Aging - 541	
Salaries	12,345
Operations	11,750
Veterans Affairs - 543	
Salaries	5,469
Operations	34,746
TOTAL HUMAN SERVICES	88,483
Salaries	26,613
Operations	61,870
Library, Parks and Recreation	
Library Operations - 610	

Salaries	88,525
Operations	57,134
Library Consortium and Other - 611	13,300
Technical Expense and Other - 620	25,750
Recreation Department - 631	2,100
Parks Department – 650	51,000
Memorial Day Committee – 692	700
TOTAL LIBRARY AND RECREATION	238,509
Salaries	88,525
Operations	149,984
Debt and Interest	
Long Term Debt – 710	230,000
Long Term Interest – 715	27,840
Temporary Loan Interest – 725	3,255
TOTAL DEBT AND INTEREST	261,095
Insurance and Assessments	
County Retirement System – 911	206,969
Group Health Insurance – 914	267,000
FICA Town Share – 919	23,970
Bldg./Vehicle Liab. Ins. – 945	110,000
TOTAL INSURANCE & ASSESSMENTS	607,939
TOTAL BUDGET FOR THE FISCAL YEAR	9,989,087

Questioned line items:

Line 1 – Town Administrator Salaries.....\$77,500
Line 11 – Treasurer Salaries.....61,966
Line 15 – Town Clerk Salaries.....34,167
Line 20 – Conservation Salaries.....16,551
Line 22 – Planning Board Salaries.....16,551

Line 32 – Fire Department Salaries.....	78,462
Line 49 – Essex Agricultural Transportation.....	36,000
Line 59 – Board of Health Salaries.....	8,799
Line 64 – Council on Aging Salaries.....	12,345
Line 73 – Parks Department.....	51,000

Motion made and seconded to approve the budget as presented minus those items in the line items questioned, listed.

Majority Vote Required
Voted in the Affirmative

After discussion of questioned line items, a motion was made and seconded to approve the questioned items as follows:

Line 1 – Town Administrator Salaries..... \$77,500

Majority Vote Required
Voted in the Affirmative

Line 11 – Treasurer Salaries.....\$61,966

Majority Vote Required
Voted in the Affirmative

Line 15 – Town Clerk Salaries.....\$34,167

Majority Vote Required
Voted in the Affirmative

Line 20 – Conservation Salaries.....\$16,551

Majority Vote Required
Voted in the Affirmative

Line 22 – Planning Board Salaries.....\$16,551

Majority Vote Required
Voted in the Affirmative

Line 32 – Fire Department Salaries.....\$78,462

Majority Vote Required
Voted in the Affirmative

Line 49 – Essex Agricultural Transportation.....\$36,000

Majority Vote Required
Voted in the Affirmative

Line 59 – Board of Health Salaries.....\$8,799

Majority Vote Required
Voted in the Affirmative

Line 64 – Council on Aging Salaries.....\$12,345

Majority Vote Required
Voted in the Affirmative

Line 73 – Parks Department.....\$51,000

Majority Vote Required
Voted in the Affirmative

Article 11. Motion made and seconded that the Town appropriate \$178,310 from the proceeds due to the Town under the provisions of Massachusetts General Law Chapter 90 for the purposes relative to such funds under applicable law.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Article 12. Motion made and seconded that the Town take no action (*transfer to Stabilization*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (to take no action).

Majority Vote Required
Voted in the Affirmative

Article 13. Motion made and seconded that the Town appropriate \$190,000 to be expended by the Board of Water Commissioners for engineering costs associated with the replacement of the Town water system's hydropneumatic tanks and engineering costs associated with repairs to the Town well site, and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for said purpose, provided that this appropriation and debt authorization shall be contingent upon an affirmative vote on a Proposition 2 ½ debt exclusion referendum.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

2/3 Vote Required
Yes: 132
No: 7
Voted in the Affirmative

Article 14. Motion made and seconded that the Town appropriate \$365,000 to be expended by the Board of Selectmen for the purchase of a new Engine 2 for the Fire Department, and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for said purpose, provided that this appropriation and debt authorization shall be contingent, upon an affirmative vote on a Proposition 2 ½ debt exclusion referendum.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

2/3 Vote Required
Voted in the Affirmative Unanimously

Article 15. Motion made and seconded that the Town appropriate \$165,000 to be expended by the Board of Road Commissioners for the purchase of a new Plow/Sander truck for the Highway Department, and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for said purpose, provided that this appropriation and debt authorization shall be contingent, upon an affirmative vote on a Proposition 2 ½ debt exclusion referendum.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

2/3 Vote Required
Voted in the Affirmative Unanimously

Article 16. Motion made and seconded that the Town appropriate \$70,000 to be expended by the Board of Selectmen for engineering costs associated with the construction of a sidewalk from High Street to Highland Street, and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for said purpose, provided that this appropriation and debt authorization shall be contingent, however, upon an affirmative vote on a Proposition 2 ½ debt exclusion referendum.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

2/3 Vote Required
Voted in the Affirmative Unanimously

Article 17. Motion made and seconded that the Town establish a new ANR Revolving Fund pursuant to Massachusetts General Laws Chapter 44, Section 53E ½, for the purpose of funding the engineering fees associated with the review of Approval Not Required Plans, into which funds generated from application fees for Approval Not Required Plans shall be deposited, to be spent under the direction of the Building Inspector, with an annual expenditure cap of Ten Thousand Dollars.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 18. Motion made and seconded that the Town authorize or reauthorize pursuant to Massachusetts General Laws Chapter 44, Section 53E1/2 for Fiscal Year 2018, beginning July 1, 2017 the Revolving Funds listed in the warrant for this meeting and subject to the terms and conditions stated therein.

(Cemetery \$8,500.00; Recreation \$7,000.00; Council on Aging Transport \$1,000.00 and Permit Applications \$5,000.00)

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 19. Motion made and seconded that the Town amend the General Bylaws by adopting a new Departmental Revolving Funds Bylaw, the text of which shall be verbatim as printed in the warrant for this meeting.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 20. Motion made and seconded that the Town appropriate the sum of \$63,863 to operate the Water Department, pursuant to a requested budget of \$22,649 for personnel and \$41,214 for operating for the ensuing fiscal year and that the full amount of this sum come from Water Enterprise revenues.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 21. Motion made and seconded that the Town appropriate \$14,797 from retained earnings in the Water Enterprise Fund to account 6500-04-451-5240-2010-002 for the purpose of funding major repairs to existing equipment or other capital assets as deemed necessary by the Board of Water Commissioners.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 22. Motion made and seconded that the Town transfer from Free Cash \$50,422 to meet the appropriations of Fiscal Year 2018, beginning July 1, 2017, or to authorize the Assessors to use to establish the tax rate.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 23. Motion made and seconded that the Town appropriate and use 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 \$31,000.
- Administrative Expense, the sum of \$9,000.
- Open Space Reserve, the sum of \$30,750.
- Historic Reserve, the sum of \$30,750.
- Community Housing Reserve, the sum of \$30,750.
- Balance to Undesignated, \$95,250.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Motion made and seconded that the Town appropriate and use from the Community Preservation Historic Preservation Reserve account the following sums for the following purposes:

- Historic Sign Restoration \$1,500
- Historic Stage Curtain Restoration \$15,000

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Motion made and seconded that the Town appropriate and use from the Community Preservation Undesignated Reserve account \$226,656 for the Recreational Space at Swallow Union including a new playground and improved basketball courts.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 24. Motion made and seconded that the Town appropriate \$10,000 from the Community Preservation Open Space Reserve account and appropriate \$70,000 from the Conservation

Timber Fund for the purchase, through the Conservation Commission, on behalf of the Town, of the fee interest in certain real property together with any improvements thereon known as the Kendall Cranberry Bog, situated on/near High Street and on Salmon Brook, identified as Assessor's Parcel 15-9-0, and being a portion of the premises described in a deed dated December 6, 1985, recorded with Middlesex North District Registry of Deeds, Book 3278, Page 66, said premises being shown on Plan 221, page 42 as Lot 5B, containing 11.472 acres, more or less, including a parcel of 1.6 acres linking the larger portion of the parcel with High Street, all as shown on a draft plan prepared for Richard Henry by Flaherty Associates of Chelmsford, dated April 23, 2003, revised July 13, 2005;

And further that this appropriation be contingent upon the Town receiving a LAND Grant pursuant to General Laws Chapter 132A, Section 11 of not less than \$120,000, plus additional funds appropriated under this article sufficient to aggregate the total purchase price of \$200,000, intending by this vote to appropriate the entire such purchase price of \$200,000;

And further, that the Town Treasurer be authorized with the approval of the Board Selectmen to borrow in anticipation of reimbursement pursuant to Massachusetts General Laws Chapter 44, Section 8C any portion of the funds hereby appropriated;

And further, that the Conservation Commission hold the rights so acquired to ensure management of the property for conservation purposes pursuant to Massachusetts General Laws Chapter 40, Section 8C including appropriate public access to the property;

And further that the Conservation Commission be authorized to apply for said LAND Grant and accept any funds therefrom.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

2/3 Vote Required
Voted in the Affirmative Unanimously

Article 25. Motion made and seconded that the Town adopt the Groton Dunstable Regional School District Agreement, the text of which shall be verbatim as printed in the document entitled "Amended Groton-Dunstable Regional School District Agreement" on file with the Town Clerk prior to this meeting.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 26. Motion made and seconded that the Town authorize the Board of Selectmen to petition the General Court for the enactment of special legislation that would convert the Board of Park Commissioners from an elected to an appointed board in the form of the special legislation printed in the warrant for this meeting, provided however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 27. Motion made and seconded that the Town take no action (*Rescind Unused Borrowing Authority*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (take no action).

Majority Vote Required
Voted in the Affirmative

Article 28. Motion made and seconded that the Town amend the General Bylaws by adopting a new Streets, Ways, and Driveways Bylaw, the text of which shall be verbatim as printed in the warrant for this meeting; and further that the Town amend Section 5 of the Non-Criminal Disposition Bylaw by replacing the phrase “Street Excavation Bylaw” with the phrase “Streets and Ways Bylaw”; and further that the Town amend the General Bylaws by deleting in its entirety the Driveway and Entrance Bylaw; and further that the Town amend the General Bylaws by deleting in its entirety the Street Excavation Bylaw.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article (take no action).

Majority Vote Required
Voted in the Affirmative

Article 29. Motion made and seconded that the Town amend the General Bylaws by inserting in Article II of the Town Meeting, Town Elections & Records Bylaw, anew Section 3, the text of which shall be verbatim as printed in the warrant for this meeting (*Write-In Candidate Eligibility*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 30. Motion made and seconded that the Town amend the General Bylaws by inserting in Article II of the Town Meeting, Town Elections & Records Bylaw, a new Section 4, the text of which shall be verbatim as printed in the warrant for this meeting (*Town Moderator Term of Office*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 31. Motion made and seconded that the Town amend General Bylaws by making deletions and insertions to Article II, Section 1, of the Town Meeting, Town Elections & Records Bylaw, the text of which shall be verbatim as printed in the warrant for this meeting (*Date of Town Election*).

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 32. Motion made and seconded that the Town amend various sections of the Zoning Bylaw with respect to solar energy systems by making deletions and insertions verbatim as printed in the warrant for this meeting as well as the additional amendments set forth in document entitled “Additional Solar Zoning Bylaw Amendments” made available at this meeting.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.
PLANNING BOARD Recommend support of this Article.

2/3 Vote Required
Voted in the Affirmative Unanimously

Article 33. Motion made and seconded that the Town amend the Zoning Bylaw by adopting a new Section 29, Community Housing, verbatim as printed in the warrant for this meeting, and amend the General Bylaws by deleting in its entirety the Community Housing Bylaw.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.
PLANNING BOARD Recommend support of this Article.

2/3 Vote Required
Voted in the Affirmative Unanimously

Article 34. Motion made and seconded that the Town amend the Zoning Bylaw by adding a new Section 28, Temporary Moratorium on Marijuana Establishments, verbatim as printed in the warrant for this meeting.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.
PLANNING BOARD Recommend support of this Article.

2/3 Vote Required
Voted in the Affirmative Unanimously

Article 35. Motion made and seconded that the Town amend the General Bylaws by adopting a new Municipal Stormwater Discharge Bylaw, verbatim as printed in the warrant for this meeting.

ADVISORY BOARD AND BOARD OF SELECTMEN recommend support of this Article.

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 adjourn the Annual Town Meeting at 10:04 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 8, 2017: 160

Respectfully submitted,

Carol A. Skerrett
Town Clerk CMMC

TOWN OF DUNSTABLE ANNUAL TOWN ELECTION – May 15, 2017

Summary:

Total Votes Cast:	547 Ballots Cast
Registered Voters:	2,389
Voter Turnout:	23 %

Office/Candidate

Board of Selectmen

Michael J. Manahan, Sr.
Ronald J. Mikol
All Others
Blanks

Vote for One – Three Year Term

215
293
3
36

Board of Assessors

Daniel R. Kennedy

Vote for One – Three Year Term

428

All Others	0
Blanks	119

Board of Health

Vote for One – Three Year Term

Maria Amodei	418
All Others	2
Blanks	127

Road Commissioner

Vote for One – Three Year Term

Peter M. Gove	405
All Others	3
Blanks	139

Road Commissioner

Vote for One – Two Year Term

Paul A. Dalida	239
Mathew Morton	215
All Others	0
Blanks	93

Library Trustee

Vote for One – Three Year Term

Joanne L. Mikol	414
All Others	1
Blanks	132

Groton-Dunstable Regional School Committee **Vote for One – Three Year Term**

Rafael Glod	250
Ryan M. McLane	260
All Others	0
Blanks	37

Water Commissioner

Vote for One – Three Year Term

Mark E. Cullen	411
All Others	1
Blanks	135

Advisory Board

Vote for Two – Three Year Term

Pamela F. Crocker	401
Robert F. Nelson (write in)	2
All Others	7
Blanks	684

Cemetery Commissioner

Vote for One – Three Year Term

Judith K. Larter	423
All Others	2
Blanks	122

Planning Board

Vote for One – Five Year Term

George J. Basbanes	383
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All Others	3
Blanks	161
Planning Board	Vote for One – One Year Term
Eric E. McKenzie	258
Kieran D. Meehan	179
All Others	0
Blanks	110

Park Commissioner	Vote for One – Three Year Term
Philip J. DeNyse	328
Adria S. H. Fischer	118
All Others	0
Blanks	101

Constable	Vote for Two – One Year Term
Jon N. Crandall, Jr.	442
David Wilson (write in)	3
All Others	12
Blanks	637

Town Moderator	Vote for One – One Year Term
Dana E. Metzler (write in)	68
All Others	23
Blanks	456

Tree Warden	Vote for One – One Three Term
Michael L. Martin	412
All Others	0
Blanks	135

Commissioner of Trust Funds	Vote for One – Three Year Term
Failure to Elect	
All Others	12
Blanks	535

Commissioner to Expend Parkhurst Free Lecture	Vote for One – Five Year Term
Adria S. H. Fischer	383
All Others	4
Blanks	160

Commissioner to Expend Parkhurst Free Lecture	Vote for One – Four Year Term
Failure to Elect	
All Others	9
Blanks	538

Commissioner to Expend Parkhurst Free Lecture	Vote for One – Three Year Term
Failure to Elect	
All Others	4
Blanks	543

Commissioner to Expend Proctor/Parkhurst Trust Vote for One – Five Year Term

Failure to Elect

All Others 4

Blanks 543

Commissioner to Expend Proctor/Parkhurst Trust Vote for One – Three Year Term

Failure to Elect

All Others 3

Blanks 547

Question 1 - Exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund engineering costs associated with the replacement of the Town water system's hydropneumatic tanks and engineering costs associated with repairs to the Town well site?

Yes 315

No 220

Blanks 12

Question 2 – Exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund the purchase of a new Engine 2 for the Fire Department?

Yes 266

No 266

Blanks 15

Question 3 – Exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund the purchase of a new Plow/Sander truck for the Highway Department?

Yes 315

No 215

Blanks 17

Question 4 – Exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund engineering costs associated with the construction of a sidewalk from High Street to Highland Street?

Yes 244

No 290

Blanks 13

Carol A. Skerrett, Town Clerk CMMC
Certified this 30th day of May, 2017

Record of Special Town Meeting
November 7, 2017
Swallow Union School
John Callahan, Temporary Town Clerk

Special Town Meeting was opened at 7:00 pm November 7, 2017 by Dana Metzler, Town Moderator. The Moderator swore in four counters from the registered voters before the start of the Meeting. The four persons sworn in by Dana Metzler were:

Brian Reynolds	103 Oak Street
Brian Locapo	59 Old Dam Way
Robert Ricardelli	223 Pond Street
Anne Fenochetti	504 Main Street

As the Town Clerk Carol Skerrett was absent, a motion was introduced to nominate a Temporary Town Clerk. One nomination was made for John M. Callahan 16 Kimberly Lane. A paper ballot had been distributed to voters at check-in. Voters marked ballots and deposited in ballot box overseen by a Dunstable Police officer. Leah Basbanes counted votes. Walter Alterisio and Ronald Mikol observed. Brian Falk, town counsel, also observed the vote count. The tally of 56 votes for and none against John Callahan was announced by the Moderator. John Callahan accepted the position. Dana Metzler administered the oath and a certificate signed by John Callahan.

As Temporary Town Clerk, John Callahan, read the warrant to voters. A motion was offered and seconded and vote taken to dispense with the reading of the articles. John Callahan finished the reading of the warrant.

Ryan McLane and Jennifer McKenzie of the Groton Dunstable Regional School District committee presented a update on news from the district and took questions from the voters.

The articles were then read in order.

Article 1. read by Kiernan Meehan, seconded, and discussion followed. Board of Selectmen announced support the article. Motion made to vote the article and seconded. Article was passed on hand vote unanimously (required 9/10 vote). Motion carried.

Article 2. Fiscal year 2018 Free Cash read by Christine Muir, seconded and discussion followed. Board of Selectmen and Financial Advisory Board announced support the article. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 3. Fiscal Year 2018 Free Cash read by Leah Basbanes, seconded and discussion followed. Financial Advisory Board announced no support for the article. Motion made to vote the article and seconded. Hand vote was deemed too close to call by Moderator who called for tellers to count. Counters reported 42 votes for and 28 votes against the article. Vote count was announced to voters. Article passed with majority in support. Motion carried.

Article 4. Fiscal Year 2018 Free Cash read by Walter Alterisio, seconded and discussion

followed. Board of Selectmen announced support for the article. Financial Advisory Board announced support the article. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 5. Transfer for Repair Water Enterprise Fund read by Ronald Mikol, seconded and discussion followed. Financial Advisory Board announced support the article. Discussion about Enterprise Fund followed. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 6. GDRSD Capital Stabilization read by Ryan McLane, seconded and discussion followed. Presentation by Ryan McLane. Board of Selectmen announced no support for the article. Financial Advisory Board announced support for the article. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 7. Public Safety Building Parcel Donation read by Ronald Mikol, seconded and discussion followed. Board of Selectmen announced support the article. Financial Advisory Board announced support the article. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 8. Public Safety Building Closing and Title Costs read by Walter Alterisio, seconded. No discussion. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 9. Fiscal Year 2018 Free Cash read by Leah Basbanes, seconded and discussion followed. Board of Selectmen announced support for the article. Fiscal Advisory Board announced support the article. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 10. Fiscal Year 2018 Free Cash read by Leah Basbanes, seconded and discussion followed. Board of Selectmen supported the article. Financial Advisory Board did not support the article. Hand vote was deemed too close to call and Moderator called for tellers to count. Counters reported 36 votes for and 28 votes against the article. Article passed with majority in support. Motion carried.

Article 11. Recreation Music Donation Account read by Brian Locapo, seconded. No discussion. Motion made to vote the article and seconded. Article passed on hand vote with majority in support. Motion carried.

Article 12. Saturday Office Hours read by Leah Basbanes, seconded and discussion followed. Motion made to vote the article and seconded. Article passed on hand vote unanimously in support. Motion carried.

Motion made by moderator and seconded to adjourn Special Town Meeting. Motion carried and majority vote passed on hand vote. Motion carried. Special Town Meeting adjourned at 8:56pm.

John Callahan, Temporary Town Clerk

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 Special Town Meeting of November 7, 2017: 82

Carol A. Skerrett
Town Clerk CMMC

2017 Report of the Building Inspector

Permit #	Name of Applicant	Address	Purpose	Fee	Issued
17-1RB	Vivant Solar	868 MAIN ST	Solar Installation/8 rooftop panels	74.90	1/9/2017
17-2RB	Zhao Jianping	15 HORSE HILL ST	Build a 12' x 20' sunroom	395.00	1/9/2017
17-3RB	Vivant Solar	1055 MAIN ST	Solar Installation/22 rooftop panels	145.70	1/9/2017
17-4RB	Solar City	110 OAK ST	Solar Installation	115.00	1/30/2017
17-5RB	CTS Inc./Verizon Wireless	516 MAIN ST	3 antennas, 134 sq. ft equipt. rm, generator	1,515.00	2/6/2017
17-6RB	Solar City	975 MAIN ST	Solar Installation	95.00	2/27/2017
17-7RB	Vivant Solar	430 GROTON ST	Solar Installation/16 rooftop panels	585.00	2/8/2017
17-8RB	Megan Price	359 FOREST ST	Install 20' x 40' inground pool	135.00	3/6/2017
17-9RB	Linda Thorburn	57 LOWELL ST	Strip and reroof shed in the back of house	85.00	3/27/2017
17-10RB	Kenneth Brunelle	493 HIGH ST	New gunite swimming pool 19 x 38	135.00	3/13/2017
17-11RB	AWMW LLC	50 CHAPMAN STREET	3000 sq ft house	1,623.00	3/27/2017
17-12RB	East Coast Shed Company	20 PARKHURST RD	10 x 12 Shed	64.00	3/27/2017
17-13RB	David Hawkins	325 POND ST	3 Sided Shed attached to free standing barn	212.00	4/3/2017
17-14RB	Judith Sweet	4 SWEETS POND RD	New Kitchen, 2 baths, replace deck, and roof	515.00	4/4/2017
17-15RB	Renewal by Anderson	129 HARDY ST	Replacement of two windows	66.40	4/4/2017
17-16RB	Dawlyn Sinclair Adams	637 PLEASANT ST	Install all new master bathroom.	55.00	4/10/2017
17-17RB	Timothy Kihiko	1095 MAIN ST	Kitchen, bath, refinish room above garage	230.00	4/14/2017
17-18RB	Gregory Hollenkamp	314 FOREST ST	Kitchen, remove wall btw kitchen/family rm	314.65	4/17/2017
17-19RB	Solar City	10 SWEETS POND RD	Install solar panels on roof of existing home	205.00	4/19/2017
17-20RB	John Paglierani	6 DOGWOOD LN	Remove three season sun room replace with i	293.93	4/25/2017
17-21RB	Kiley Brock Homes	432 POND ST	3541 sq ft house	2,049.40	5/1/2017
17-22RB	Renewal by Anderson	140 HIGH ST	Replace 9 windows	305.00	5/1/2017
17-23RB	William Soda	103 THORNDIKE ST	Total kitchen remodel	394.90	5/1/2017
17-24RB	Douglas Russell	375 PLEASANT ST	Siding remodel	379.25	5/1/2017
17-25RB	Jeffery Rainville	245 WESTFORD ST	Remodel deck, with PVC railings and decking	215.00	5/1/2017
17-26RB	James Callahan	81 PARKHURST RD	Reroof, new windows, replace existing doors	318.50	5/1/2017
17-27RB	Joseph Dean	165 PLEASANT ST	Replace siding and trim	433.65	5/3/2017
17-28RB	Marco Patalano	66 PARKHURST RD	12 x 6 chicken coop	37.00	5/15/2017
17-29RB	Joseph Riopelle	583 PLEASANT ST	Install twelve antennas at a mounted height	1,265.00	5/15/2017
17-30RB	Vivant Solar	167 PLEASANT ST	Solar Installation /40 rooftop panels	261.65	5/15/2017

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17-31RB	Jacob Tinus	126 POND ST	Redo Kitchen, rework 24' of non bearing walls	934.45	5/22/2017
17-32RB	Thomas Blanco	37 LOWER DAM WY	replace windows and siding on 4 walls	635.00	5/22/2017
17-33RB	John McCarthy	167 WESTFORD ST	Kitchen, 2 windows, cabinets, lighting, oven	180.00	5/22/2017
17-34RB	AWMW LLC	54 CHAPMAN STREET	Finish 800 sq ft in existing basement	195.00	5/22/2017
17-35RB	Mark Muir	156 HALL ST	Strip and reroof	85.00	5/30/2017
17-36RB	Ken Tully Homes	425 RIVER ST	2441 sq ft house	1,636.65	5/31/2017
17-37RB	Lindsey Klane	14 DOGWOOD LN	Extend house, reconfigure garage, add 2 bed	3,515.00	6/1/2017
17-38RB	AWMW LLC	57 CHAPMAN STREET	3100 sq ft house	1,922.00	6/1/2017
17-39RB	Geoffrey Schembechler	36 PARKHURST RD	Install 4' metal ice belt on roof edges	85.00	6/5/2017
17-40RB	David Young	441 FOREST ST	Remodel bath, new tile floor, new shower	100.00	6/5/2017
17-41RB	Timothy Vigers	610 PLEASANT ST	Remodel and finish 1/3 of basement	665.00	6/5/2017
17-42RB	David Wallace	35 HORSE HILL ST	Kitchen & powder room remodel	746.26	6/12/2017
17-43RB	Daniel Locapo	47 LOWER DAM WY	Replace existing fire damaged house	1,872.00	6/13/2017
17-44RB	Peter Monaco	382 HIGH ST	new shingle roof	85.00	6/19/2017
17-45RB	Ace Residential Solar	416 MAIN ST	Solar Installation/42 rooftop panels	505.56	6/19/2017
17-46RB	John Walmsley	52 HIGH ST	Install an above ground swimming pool	90.00	6/19/2017
17-47RB	Vivint Solar	490 HIGH ST	Solar Installation/27 rooftop panels	181.32	6/19/2017
17-48RB	Luis Vazquez	477 FOREST ST	4500 sq ft house	2,455.00	6/19/2017
17-49RB	JK Development	518 MAIN ST	Replace existing roof and shingles	85.00	6/21/2017
17-50RB	Priscilla Lawrence	1010 MAIN ST	9206 sq ft house	3,130.00	6/26/2017
17-51RB	Sean Mosaro	418 HIGH ST	Finishing attic	335.00	6/27/2017
17-52RB	Fanny Littmarck	42 POND ST	Renovate and remodel whole home	1,035.00	6/30/2017
17-53RB	Michael Sullivan	28 FOREST ST	Reroof and install ice and water shield	85.00	7/10/2017
17-54RB	Michael Beynon	107 WESTFORD ST	Replace kitchen cabinets and utility fixtures	230.20	7/10/2017
17-55RB	Margery Kimpton	576 MAIN ST	Install new bathroom	90.50	7/10/2017
17-56RB	Jeffery Phelps	91 BROOK ST	Remodel finished basement	182.00	7/10/2017
17-57RB	Jonathan Siddell	115 THORNDIKE ST	Reroof, ice and water barrier, repair chimney	85.00	7/19/2017
17-58RB	Patrick O'Connor	97 CROSS ST	Strip and re-roof	85.00	7/20/2017
17-59RB	Timothy Vigers	610 PLEASANT ST	Attached garage, addition with master suite	415.60	7/24/2017
17-60RB	AWMW LLC	46 CHAPMAN STREET	3200 sq ft house	2,045.50	7/31/2017

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17-61RB	Walter Alterisio	68 HALL ST	Bathroom renovation	179.50	7/31/2017
17-62RB	Independent Power Systems	80 SKY TOP LN	Solar Installation/36 rooftop panels	489.40	8/7/2017
17-63RB	Sharon Quinn	629 GROTON ST	Strip and re-roof 36 sq	85.00	8/14/2017
17-64RB	John Patterson	15 PLEASANT ST EX	Install a pre-fabricated 10 ft x 12 ft shed	64.00	8/14/2017
17-65RB	Norton Yoshie	1177 MAIN ST	New shed, 8' x 10'	46.00	8/14/2017
17-66RB	Ken Tully Homes	34 MAPLE STREET	3100 sq ft house	2,065.00	8/14/2017
17-67RB	Lukas Sturm	16 JAMIE RD	Reroof with new architectural shingles	85.00	8/21/2017
17-68RB	JK Development	516 MAIN ST	Build non load bearing wall on lower level	55.00	8/21/2017
17-69RB	Ken Tully Homes	8 MAPLE STREET	2912 sq ft house	1,942.80	8/21/2017
17-70RB	Stanley Foster	461 PLEASANT ST	16 x 18 foot screened porch off rear of home	139.60	8/23/2017
17-71RB	Thomas Stewart	70 OAK ST	Install in ground vinyl pool in rear yard	135.00	8/28/2017
17-72RB	Carol Rock	3 FLETCHER ST	Replace 6 windows and remove interior wall	95.00	9/3/2017
17-73RB	Justin Navarro	73 CENTURY WY	Replace siding, install wrap, barriers, flashing	189.00	9/5/2017
17-74RB	JK Development	245 FOREST ST	Windows, garage door, skylights, re-roof, paint	315.00	9/11/2017
17-75RB	Solar City	15 HORSE HILL ST	Install solar panels to roof of existing home	169.10	9/11/2017
17-76RB	Robert Jenkins	39 HALL ST	New mudroom, expand kitchen, alter entry	915.00	9/11/2017
17-77RB	John Bagni	54 SWALLOW LN	Add 15'x21' screened porch to north side	151.75	9/18/2017
17-78RB	Joseph Dean	165 PLEASANT ST	Replacing rear porch roof with a metal roof	85.00	9/18/2017
17-79RB	Joseph Martorano	26 LAKE ST	Replace shingle with architectural shingles	85.00	9/25/2017
17-80RB	Patricia Ortiz	54 CHAPMAN STREET	Inground steel wall vinyl liner swimming pool	135.00	9/25/2017
17-81RB	George McLachlan	4 SWEETS POND RD	Installation of a wood stove	55.00	9/25/2017
17-82RB	Eric Dove Construction	59 MAIN ST	Re-roofing and roof repair	85.00	9/25/2017
17-83RB	Ross Deachman	182 WESTFORD ST	strip roof and re-roof	85.00	9/28/2017
17-84RB	AWMW LLC	73 CHAPMAN STREET	2500 sq ft house	1,635.00	9/29/2017
17-85RB	Ken Tully Homes	24 MAPLE STREET	2674 sq ft house	1,788.10	10/2/2017
17-86RB	Michael Newcomb	44 ALEXANDER WAY	Finish 10x15' basement area as an office	65.00	10/6/2017
17-87RB	Andrew Finn	93 THORNDIKE ST	Bath remodel, frame for new windows	288.00	10/16/2017
17-88RB	Marcia Walsh	828 MAIN ST	16' x 32' inground pool with vinyl liner	135.00	10/16/2017
17-89RB	William Middlebrook	571 HOLLIS ST	Roofing replacement	85.00	10/16/2017
17-90RB	Carol Bacon	39 WESTFORD ST	Accessory apartment in accessory building	415.00	10/16/2017

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17-91RB	Benjamin Mann	517 FOREST ST	Repair foundation wall for detached barn	242.50	10/16/2017
17-92RB	Diane Cao	14 ROBBINS FARM RD	Reroof rear of home and section of garage	85.00	10/18/2017
17-93RB	John Murphy	590 HOLLIS ST	Enlarge opening btw dining and living room	55.00	10/20/2017
17-94RB	Daniel St. Jean	553 MAIN ST	Reroofing left side of home	85.00	10/26/2017
17-95RB	Paul Peterson	319 PLEASANT ST	Strip and re-roof	85.00	10/30/2017
17-96RB	The Home Depot	66 CROSS ST	Install 22 replacement windows	160.20	11/1/2017
17-97RB	The Home Depot	44 CENTURY WY	Install 28 replacement windows	187.35	11/1/2017
17-98RB	Philip DeNyse	436 FOREST ST	Construct 10 ft x 14 ft shed in back yard	73.00	11/6/2017
17-99RB	Fisher Windows	80 CROSS ST	Replace 19 windows	125.50	11/8/2017
17-100RB	Fanny Littmark	42 POND ST	First floor renovations, minor structural work	1,545.00	11/8/2017
17-101RB	James Schauer	392 POND ST	Master bath renovation	200.00	11/8/2017
17-102RB	Caitlin Nagrocki	638 HOLLIS ST	Replace beam in ceiling, column in basement	315.00	11/10/2017
17-103RB	Andrew Finn	93 THORNDIKE ST	Second floor full bathroom remodel- removal	83.00	11/13/2017
17-104RB	Tracie Bonomolo	87 PARKHURST RD	Strip and reroof	85.00	11/13/2017
17-105RB	Micheal Snitzer	340 WESTFORD ST	Strip and reroof	85.00	11/13/2017
17-106RB	Dennis Hoar	164 KEMP ST	Strip and reroof	85.00	11/13/2017
17-107RB	David Lantagne	98 RIVER ST	Remodel breezeway add new 2nd floor bath	815.00	11/20/2017
17-108RB	Eugene Bartos	70 POND ST	Renovate existing second floor bathroom	100.00	11/20/2017
17-109RB	Moon Kim	386 MAIN ST	Reroof approx 17 square	85.00	11/27/2017
17-110RB	Great Sky Solar	638 HOLLIS ST	Solar Installation/42 rooftop panels	416.00	12/4/2017
17-111RB	Steven Price	359 FOREST ST	Build 14' x 24' shed on floating concrete slab	151.20	12/11/2017
17-112RB	Alteris Renewable Energy	432 RIVER ST	Solar Installation/41 rooftop panels	425.00	12/11/2017
17-113RB	NewPro Operating LLC	147 FOREST ST	install 28 windows for replacement	426.00	12/11/2017
17-114RB	The Home Depot	427 POND ST	install 6 replacement windows	83.30	12/11/2017
17-115RB	William Gibbons	638 HOLLIS ST	Add insulation, air barriers, and venting	65.00	12/11/2017
17-116RB	David Tarr	20 LAKE CR	Install metal roofing	85.00	12/11/2017
17-117RB	Hancock Building	80 CROSS ST	Replace window in rear of house	65.00	12/18/2017
17-118RB	Robert Fenn	735 PLEASANT ST	Replace all existing shingles put in new roof	85.00	12/18/2017
17-119RB	Robert Fenn	735 PLEASANT ST	Repair clapboard, water damage, new siding	265.00	12/18/2017
17-120RB	Susan McGovern	383 MAIN ST	Replace asphalt shingles on back side of barn	55.00	12/18/2017

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17-121RB William Gibbons	638 HOLLIS ST	New window in kitchen and exterior door	147.80	12/28/2017
17-122RB Philip DeNyse	436 FOREST ST	Install masonry fireplace insert	55.00	12/28/2017
17-123RB Lindsay Devagno	17 PARKHURST RD	Kitchen remodel, 2nd floor bath, laundry	278.05	12/28/2017
		Subtotal	55,372.12	
17-1M N & S Plumbing and Heating	365 POND ST	Replace oil fired boiler system	60.00	6/5/2017
17-2M Franks Heating	15 SCHOOL ST	New A/C only air handler in attic with duct	60.00	11/6/2017
		Subtotal	120.00	
17-1SM Lorden Oil	451 RIVER ST	HVAC and propane furnace in basement	60.00	1/9/2017
17-2SM Joe McClellan	340 FOREST ST	Install new forced hot air furnace and duct	120.00	1/9/2017
17-3SM Franks Heating	45 ALEXANDER WAY	Two furnaces with a/c, one in attic and base	60.00	2/15/2017
17-4SM Franks Heating	26 ALEXANDER WAY	2 air handler units, a/c in attic and in base	60.00	2/27/2017
17-5SM BMP Heating & Cooling	445 RIVER ST	Central heat and air conditioning systems	120.00	4/10/2017
17-6SM Lorden Oil	431 RIVER ST	Propane furnace in basement with duct work	60.00	5/15/2017
17-7SM J & J Heating & Air Conditioning	50 CHAPMAN STREET	Install metal duct work for HVAC system	60.00	5/25/2017
17-8SM Chris Milot Plumbing & Heating	179 OFF POND ST	New HVAC System with propane furnace	60.00	6/7/2017
17-9SM Jay Falardeau	1095 MAIN ST	3 new furnaces with AC and duct work	60.00	6/27/2017
17-10SM Winchester Mechanical LLC	157 FOREST ST	3 forced hot air gas furnaces new house	60.00	7/11/2017
17-11SM J & J Heating & Air Conditioning	57 CHAPMAN STREET	Install metal duct work for HVAC system	60.00	7/28/2017
17-12SM J & J Heating & Air Conditioning	425 RIVER ST	Install metal duct work for HVAC system	60.00	8/24/2017
17-13SM Lamco Systems Inc.	47 LOWER DAM WY	New heating and A/C systems	60.00	9/11/2017
17-14SM J & J Heating & Air Conditioning	34 MAPLE STREET	Install metal duct work for HVAC system.	60.00	9/25/2017
17-15SM Sila Heating & Air Conditioning	17 PARKHURST RD	Installation of 4 Ton High Velocity AC System	60.00	10/11/2017
17-16SM J & J Heating & Air Conditioning	24 MAPLE STREET	Install HVAC metal ductwork	60.00	10/23/2017
17-17SM J & J Heating & Air Conditioning	46 CHAPMAN STREET	Install metal duct work for HVAC system	60.00	11/1/2017
17-18SM Franks Heating	15 SCHOOL ST	New A/C only air handler in attic with duct	60.00	11/6/2017
17-19SM Oliver Mechanical	1010 MAIN ST	Install metal duct work for HVAC system	60.00	12/4/2017
17-20SM J & J Heating & Air Conditioning	73 CHAPMAN STREET	Install metal duct work for HVAC system	60.00	12/14/2017
		Subtotal	1,320.00	
		Total	56,812.12	
		Less Inspections Software Fee	(1,450.00)	
		Total to the Town	55,362.12	

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<u>2017 Report of the Electrical Inspector</u>					
Permit #	Name	Address	Purpose	Fee	Issued
17-1E	Carolina Properties	26 ALEXANDER WAY	New House w/ underground	280.00	1/11/2017
17-2E	Ken Tully	17 MASSAPOAG WY	Generator	85.00	1/17/2017
17-3E	Geoffrey Walker	110 OAK ST	Solar PV Installation	160.00	1/25/2017
17-4E	James Schauer	392 POND ST	Alarm System	60.00	1/26/2017
17-5E	John Ward	87 FLETCHER ST	Remodel	160.00	1/26/2017
17-6E	Diane Dumont	975 MAIN ST	Solar PV Installation	160.00	2/10/2017
17-7E	Zhao Jianping	15 HORSE HILL ST	Addition	160.00	2/16/2017
17-8E	James Keough	430 GROTON ST	Solar PV Installation	160.00	2/17/2017
17-9E	AWMW LLC	54 CHAPMAN STREET	Rewire House w/ underground	280.00	2/21/2017
17-10E	Carolina Properties	45 ALEXANDER WAY	New House w/ underground	280.00	3/7/2017
17-11E	Frederick Geissler	606 GROTON ST	Alarm System	60.00	3/9/2017
17-12E	Kenneth Brunelle	493 HIGH ST	Underground Pool	185.00	3/20/2017
17-13E	Geoffrey Walker	110 OAK ST	Underground Repair	70.00	3/29/2017
17-14E	Chad Potvin	445 RIVER ST	New House w/ underground	280.00	3/31/2017
17-15E	Rebecca Allsop	265 WESTFORD ST	Alarm System	60.00	3/31/2017
17-16E	Judith Sweet	4 SWEETS POND RD	Remodel	160.00	4/7/2017
17-17E	Laura Johnston	644 GROTON ST	200 amps Service Change	210.00	4/10/2017
17-18E	Edwin Lehtinen	157 FOREST ST	New House w/ underground	280.00	4/19/2017
17-19E	David Sweet II	10 SWEETS POND RD	Solar PV Installation	160.00	4/21/2017
17-20E	Kihiko Lassanah LLC	1095 MAIN ST	Remodel	160.00	4/21/2017
17-21E	Patrick Melampy	1010 MAIN ST	100 amps Temporary Service	110.00	4/25/2017
17-22E	Steven Price	359 FOREST ST	Underground Pool	185.00	5/1/2017
17-23E	John Paglierani	6 DOGWOOD LN	Remodel	160.00	5/8/2017
17-24E	Ken Tully	431 RIVER ST	New House w/ underground	280.00	5/9/2017
17-25E	Sandra Fowler	167 PLEASANT ST	Solar PV Installation	160.00	5/11/2017
17-26E	Gregory Hollenkamp	314 FOREST ST	Remodel	160.00	5/26/2017
17-27E	William Faiella	25 ALEXANDER WAY	Well Pump w/ underground	160.00	5/26/2017
17-28E	Jacob Tinus	126 POND ST	Remodel	160.00	5/31/2017
17-29E	Carly Yezzi	179 OFF POND ST	New House w/ underground	280.00	5/31/2017
17-30E	Brad Walmsley	52 HIGH ST	Above Ground Pool	150.00	5/31/2017
17-31E	William Maloney	610 PLEASANT ST	Finished Basement	160.00	6/13/2017
17-32E	Donna Denham	490 HIGH ST	Solar PV Installation	160.00	6/16/2017
17-33E	Bogdan Sniezek	56 CENTURY WY	Above Ground Pool	150.00	6/27/2017
17-34E	Sean Mosharo	418 HIGH ST	Addition	160.00	6/28/2017
17-35E	David Wallace	35 HORSE HILL ST	Remodel	160.00	7/11/2017
17-36E	John McCarthy	167 WESTFORD ST	Remodel	160.00	7/12/2017
17-37E	David Young	441 FOREST ST	Remodel	160.00	7/12/2017
17-38E	Michael Beynon	107 WESTFORD ST	Remodel	160.00	7/12/2017
17-39E	Dennis Werger	42 POND ST	Remodel	160.00	7/27/2017
17-40E	Bradford Busa	235 KEMP ST	Underground & Meter Socket	260.00	7/31/2017
17-41E	Verizon Wireless	516 MAIN ST	100 amps Service Change	185.00	8/1/2017
17-42E	Margery Kimpton	576 MAIN ST	Remodel	160.00	8/8/2017
17-43E	Bogdan Sniezek	56 CENTURY WY	Underground Conduit	70.00	8/9/2017
17-44E	Ken Tully	34 MAPLE STREET	New House w/ underground	280.00	8/18/2017
17-45E	Thomas Stewart	70 OAK ST	Underground Pool	185.00	8/18/2017
17-46E	Walter Alterisio	68 HALL ST	Addition	160.00	8/22/2017
17-47E	Reema Prakash	80 SKY TOP LN	Solar PV Installation	160.00	8/24/2017
17-48E	Dunstable Evang. Congreg. Ch.	516 MAIN ST	Remodel	160.00	8/24/2017
17-49E	Ken Tully	425 RIVER ST	New House w/ underground	280.00	8/28/2017
17-50E	Tim Vigars	610 PLEASANT ST	Addition	160.00	8/29/2017
17-51E	Zhao Jianping	15 HORSE HILL ST	Solar PV Installation	160.00	9/6/2017
17-52E	Bill Spinazola	96 PARKHURST RD	Alarm System	60.00	9/6/2017
17-53E	Justin Navarro	73 CENTURY WY	Outside Siding job	70.00	9/7/2017

17-54E	Jeffery Phelps	91 BROOK ST	Remodel	160.00	9/11/2017
17-55E	Verizon Wireless	583 PLEASANT ST	Piping and Conduit	70.00	9/11/2017
17-56E	Kiley Brock Homes	432 POND ST	New House w/ underground	280.00	9/13/2017
17-57E	Town of Dunstable	28 PLEASANT ST	Install flourescent lights and 2 fans	0.00	9/13/2017
17-58E	Daniel Locapo	47 LOWER DAM WY	200 amps Service Change	210.00	9/15/2017
17-59E	Robert Raffi	265 WESTFORD ST	Generator	85.00	9/18/2017
17-60E	AWMW LLC	54 CHAPMAN STREET	Basement	160.00	9/19/2017
17-61E	Stanley Foster	461 PLEASANT ST	Addition	160.00	9/20/2017
17-62E	Hugh McGovern	124 PLEASANT ST	Rewire Furnance & AC	70.00	9/21/2017
17-63E	Mark Melaragni	25 POND ST	Remodel	160.00	9/25/2017
17-64E	Patricia Ortiz	54 CHAPMAN STREET	Underground Pool	185.00	9/26/2017
17-65E	Erin Custodio	44 SWALLOW LN	Alarm System	60.00	9/26/2017
17-66E	Francesca Lynch	73 CENTURY WY	Remodel	160.00	9/28/2017
17-67E	Marcia Walsh	828 MAIN ST	100 amp Service Change	185.00	10/5/2017
17-68E	Ken Tully	24 MAPLE STREET	New House w/ underground	280.00	10/6/2017
17-69E	Lindsay Devagno	17 PARKHURST RD	Wiring in AC unit	70.00	10/16/2017
17-70E	Patricia Dumont	573 MAIN ST	Alarm System	60.00	10/16/2017
17-71E	Priscilla Lawrence	1024 MAIN ST	New House w/ underground	280.00	10/18/2017
17-72E	Lindsay Klane	14 DOGWOOD LN	Alarm System	60.00	10/24/2017
17-73E	Patricia Melampy	1010 MAIN ST	Alarm System	60.00	11/2/2017
17-74E	Lauchlan Walsh	330 GROTON ST	Generator	145.00	11/3/2017
17-75E	James Schauer	392 POND ST	Remodel	160.00	11/16/2017
17-76E	Paul Gay	34 FLETCHER ST	Rewire Furnance	70.00	11/17/2017
17-77E	Carol Rock	3 FLETCHER ST	Remodel	160.00	11/21/2017
17-78E	Caitlin Nagrocki	638 HOLLIS ST	Solar PV Installation	160.00	11/21/2017
17-79E	Eugene Bartos	70 POND ST	Remodel	160.00	12/4/2017
17-80E	Andrew Finn	93 THORNDIKE ST	Remodel	160.00	12/6/2017
17-81E	Michael Newcomb	44 ALEXANDER WAY	Basement	160.00	12/7/2017
17-82E	Richard Guaraldi	141 HIGH ST	Roof De-icing Sytem	75.00	12/7/2017
17-83E	Timothy Belanger	432 RIVER ST	Solar PV Installation	160.00	12/7/2017
17-84E	Elizabeth Holmes	286 POND ST	Generator	75.00	12/8/2017
17-85E	Paul Ayer	148 ADAMS ST	Alarm System	60.00	12/8/2017
17-86E	Robert Jenkins	39 HALL ST	Addition	160.00	12/13/2017
17-87E	George Diberto	204 GROTON ST	Alarm System	60.00	12/18/2017
17-88E	Dennis Werger	42 POND ST	Remodel	160.00	12/20/2017
17-89E	Ken Tully	8 MAPLE STREET	New House w/ underground	280.00	12/28/2017
17-90E	Drew Family Trust	57 HILLCREST ST	Service Change & Generator	160.00	12/29/2017
				Subtotal	14,115.00
				Less Inspections Software Fee	(900.00)
				Total	13,215.00
				Less 80 % fee	10,572.00
				20 % fee to town	2,643.00

2017 Report of the Gas Inspector

Permit #	Name	Address	Purpose	Fee	Issued
17-1G	Paul Herlihy	1094 MAIN ST	Gas fire place install	50.00	1/5/2017
17-2G	Paul Mariano	330 PLEASANT ST	Furnance	50.00	1/10/2017
17-3G	R & R Realty Holdings LLC	17 PLEASANT ST	Installation of commercial equipment	135.00	INACTIVE
17-4G	Brian Flynn	250 PLEASANT ST	Installation of a gas dryer	50.00	1/11/2017
17-5G	Gary Guarino	141 CENTURY WY	Replacement of a dryer	50.00	1/17/2017
17-6G	Ken Tully	17 MASSAPOAG WY	Generator and piping	50.00	1/17/2017
17-7G	Carolina Properties LLC	26 ALEXANDER WAY	Fireplace, water heater, and furnance	110.00	1/18/2017
17-8G	AWMW LLC	54 CHAPMAN STREET	Gas piping	50.00	1/19/2017
17-9G	Carolina Properties LLC	26 ALEXANDER WAY	Install propane tank and gas piping	110.00	1/23/2017
17-10G	AWMW LLC	54 CHAPMAN STREET	New gas piping	110.00	1/30/2017
17-11G	Timothy Wilson	172 HARDY ST	Generator and piping	50.00	1/31/2017
17-12G	R & R Realty Holdings LLC	17 PLEASANT ST	Generator and piping	135.00	2/8/2017
17-13G	Iirenen Kihui	107 WESTFORD ST	Furnance	60.00	2/14/2017
17-14G	Daniel Walent	650 PLEASANT ST	Indoor gas piping to outdoor grill kit	50.00	3/3/2017
17-15G	Carolina Properties LLC	45 ALEXANDER WAY	Gas piping	110.00	3/3/2017
17-16G	Chad Potvin	445 RIVER ST	Remodel	110.00	3/16/2017
17-17G	Carolina Properties LLC	45 ALEXANDER WAY	Install propane tank and gas piping	110.00	3/29/2017
17-18G	Judith Sweet	4 SWEETS POND RD	Gas piping for heating and hot water	50.00	4/4/2017
17-19G	Kenneth Ferrere	15 JAMIE RD	Water Heater	50.00	4/13/2017
17-20G	Carly Yezzi	179 OFF POND ST	Furnace, water, cookstove and fireplace	110.00	4/21/2017
17-21G	AWMW LLC	50 CHAPMAN STREET	Install propane tank and gas piping	50.00	5/8/2017
17-22G	Edwin Lehtinen	157 FOREST ST	New House	110.00	5/11/2017
17-23G	Ken Tully	431 RIVER ST	New House	110.00	5/15/2017
17-24G	AWMW LLC	50 CHAPMAN STREET	New House	110.00	5/17/2017
17-25G	John McCarthy	167 WESTFORD ST	Cookstove	50.00	5/18/2017
17-26G	Robert Nelson	614 HOLLIS ST	Cookstove	50.00	6/1/2017
17-27G	William Maloney	610 PLEASANT ST	Renovation	50.00	6/13/2017
17-28G	George Peterson	137 DEPOT ST	Installing pool heater and piping	50.00	6/16/2017
17-29G	Peter Galvin	27 SWALLOW LN	Gas piping from tank to fire pite	50.00	6/23/2017
17-30G	Ken Tully	116 FLETCHER ST	Underground gas piping to pool heater	50.00	6/26/2017
17-31G	Geoffrey Neiley	26 SWALLOW LN	Installation of a Grille	50.00	7/17/2017
17-32G	Robert Durst	100 ADAMS ST	Replacement gas range	50.00	7/24/2017
17-33G	Chad Potvin	445 RIVER ST	Replacing Boiler and outdoor gas line	110.00	7/24/2017
17-34G	Roger Dumont	573 MAIN ST	Replacement of Water Heater	35.00	8/1/2017
17-35G	Dunstable Evang. Congreg. Ch.	516 MAIN ST	New Gas Line	50.00	8/4/2017
17-36G	Lindsey Klane	14 DOGWOOD LN	Renovation	110.00	8/9/2017
17-37G	Linda Ferris	61 WESTFORD ST	Replacing gas furnance	45.00	8/18/2017
17-38G	AWMW LLC	57 CHAPMAN STREET	Gas pipping	110.00	8/22/2017
17-39G	AWMW LLC	57 CHAPMAN STREET	Installation of propane tanks	50.00	8/23/2017
17-40G	Ken Tully	431 RIVER ST	Generator and piping	50.00	8/23/2017
17-41G	Mildred Gordon	1010 MAIN ST	New House	110.00	8/24/2017
17-42G	Steven Udot	139 GROTON ST	Gas fire place install	50.00	8/24/2017
17-43G	Edwin Lehtinen	157 FOREST ST	Installing gas line	50.00	8/28/2017
17-44G	Laura Johnston	644 GROTON ST	Outdoor underground gas piping	110.00	8/28/2017
17-45G	Laura Johnston	644 GROTON ST	New House	110.00	8/30/2017
17-46G	Lukas Sturm	16 JAMIE RD	Gas fire place install	50.00	8/30/2017
17-47G	Naomi Lahue	432 POND ST	New House	110.00	9/6/2017
17-48G	Daniel Locapo	47 LOWER DAM WY	New House	110.00	9/7/2017
17-49G	Qian Hegarty	42 HIGHLAND ST	Replace existing central heating system	90.00	9/15/2017
17-50G	Naomi Lahue	432 POND ST	Outdoor underground gas piping	110.00	9/20/2017

17-51G	Joseph Riopelle	583 PLEASANT ST	Generator and piping	135.00	9/25/2017
17-52G	Ken Tully	425 RIVER ST	Outdoor underground gas piping	110.00	9/26/2017
17-53G	Lindsey Klane	14 DOGWOOD LN	Outdoor underground gas piping	110.00	10/16/2017
17-54G	Robert Bacon	477 FOREST ST	Outdoor underground gas piping	110.00	10/16/2017
17-55G	Edwin Lehtinen	157 FOREST ST	Outdoor underground gas piping	50.00	10/16/2017
17-56G	Ken Tully	431 RIVER ST	Furnace, water heater, stove, fireplace	110.00	10/16/2017
17-57G	Robert Bacon	477 FOREST ST	New House	110.00	10/17/2017
17-58G	Ken Tully	24 MAPLE STREET	Outdoor underground gas piping	110.00	10/18/2017
17-59G	Ken Tully	34 MAPLE STREET	Outdoor underground gas piping	110.00	10/18/2017
17-60G	Daniel Locapo	47 LOWER DAM WY	20 Ft of gas line from tanks to house	110.00	10/18/2017
17-61G	Ken Tully	24 MAPLE STREET	Gas to hwh, furnace, stove, fireplace	110.00	10/31/2017
17-62G	Ken Tully	34 MAPLE STREET	Furnace, hwh, stove, fireplace	110.00	10/31/2017
17-63G	Mildred Gordon	1010 MAIN ST	Generator and piping	50.00	11/2/2017
17-64G	Ken Tully	425 RIVER ST	Gas furnace, hwh, cook stove, and fire	50.00	11/3/2017
17-65G	AWMW LLC	46 CHAPMAN STREET	Underground gas line from propane tank	50.00	11/7/2017
17-66G	AWMW LLC	73 CHAPMAN STREET	Gas piping from Propane Tank to house	50.00	11/7/2017
17-67G	Marcia Walsh	828 MAIN ST	Pool Heater Gas Line	50.00	11/7/2017
17-68G	Ken Tully	8 MAPLE STREET	New House	110.00	11/7/2017
17-69G	Lauchlan Wash	330 GROTON ST	Generator and piping	50.00	11/9/2017
17-70G	AWMW LLC	46 CHAPMAN STREET	New House	110.00	11/16/2017
17-71G	Lindsey Klane	14 DOGWOOD LN	Generator and piping	110.00	11/16/2017
17-72G	Dennis Allsopp	265 WESTFORD ST	Generator and piping	110.00	11/28/2017
17-73G	Town of Dunstable	511 MAIN ST	Install new boiler system at Town Hall	0.00	12/11/2017
17-74G	Elizabeth Holmes	286 POND ST	Outdoor gas piping to grill kit	110.00	12/12/2017
17-75G	Elizabeth Holmes	286 POND ST	Generator and piping	110.00	12/12/2017
17-76G	AWMW LLC	73 CHAPMAN STREET	New House	110.00	12/27/2017
				Subtotal	6,195.00
				Less Inspections Software Fee	(760.00)
				Total	5,435.00
				Less 80 % fee	4,348.00
				20 % fee to town	1,087.00

2017 Report of the Plumbing Inspector

Permit #	Name	Address	Purpose	Fee	Issued
17-1P	R & R Realty Holdings LLC	17 PLEASANT ST	Installation of commercial equipment	185.00	1/11/2017
17-2P	Brian Flynn	250 PLEASANT ST	Washing Machine	85.00	1/11/2017
17-3P	Dawlyn Adams	637 PLEASANT ST	Bathroom renovation	110.00	1/17/2017
17-4P	Gary Guarino	141 CENTURY WY	Washing Machine	50.00	1/17/2017
17-5P	Carolina Properties LLC	26 ALEXANDER WAY	New House	130.00	1/18/2017
17-6P	AWMW LLC	54 CHAPMAN STREET	New House	130.00	1/30/2017
17-7P	Carolina Properties LLC	45 ALEXANDER WAY	New House	130.00	3/3/2017
17-8P	Judith Sweet	4 SWEETS POND RD	Renovation	130.00	4/4/2017
17-9P	Kenneth Ferrere	15 JAMIE RD	Water Heater	50.00	4/13/2017
17-10P	Carly Yezzi	179 OFF POND ST	Renovation	130.00	4/21/2017
17-11P	Gary Esancy	1095 MAIN ST	Renovation	130.00	4/24/2017
17-12P	Ken Tully	431 RIVER ST	New house	130.00	4/25/2017
17-13P	Cathy Bureau	198 GROTON ST	Black flow valve	50.00	5/1/2017
17-14P	Robert Gill	11 BRITTANY LN	Dishwasher replacement	50.00	5/8/2017
17-15P	Dennis Maguire	348 GROTON ST	Remodel	85.00	5/11/2017
17-16P	Edwin Lehtinen	157 FOREST ST	New House	130.00	5/11/2017
17-17P	AWMW LLC	50 CHAPMAN STREET	New House	130.00	5/17/2017
17-18P	John McCarthy	167 WESTFORD ST	Replace fixtures	50.00	5/18/2017
17-19P	William Soda	103 THORNDIKE ST	Alterations	110.00	5/26/2017
17-20P	Gregory Hollenkamp	314 FOREST ST	Replacing kitchen sink and dishwasher	50.00	5/31/2017
17-21P	Jacob Tinus	126 POND ST	Kitchen sink and dishwasher	50.00	6/5/2017
17-22P	William Maloney	610 PLEASANT ST	Renovation	130.00	6/13/2017
17-23P	Paula Ayer	148 ADAMS ST	Install final plumbing fixtures	85.00	6/13/2017
17-24P	Joseph Maguire	309 HALL ST	Water Piping	50.00	6/19/2017
17-25P	David Young	441 FOREST ST	Replacement of fixtures	85.00	6/21/2017
17-26P	Sean Mosharo	418 HIGH ST	Bathroom in attic	85.00	7/5/2017
17-27P	Elizabeth Day	563 MAIN ST	Replacement of Dishwasher	50.00	7/24/2017
17-28P	Daniel Locapo	47 LOWER DAM WY	Rebuild/New House	130.00	7/26/2017
17-29P	Fanny Littmarck	42 POND ST	Renovation	130.00	7/28/2017
17-30P	Ken Tully	425 RIVER ST	New House	130.00	7/31/2017
17-31P	Roger Dumont	573 MAIN ST	Replacing water heater	35.00	8/1/2017
17-32P	Margery Kimpton	576 MAIN ST	New bathroom	85.00	8/9/2017
17-33P	Lindsey Klane	14 DOGWOOD LN	Renovation	130.00	8/18/2017
17-34P	Walter Alterisio	68 HALL ST	Addition/Alteration	110.00	8/18/2017
17-35P	David Wallace	35 HORSE HILL ST	Fixture replacment	85.00	8/22/2017
17-36P	AWMW LLC	57 CHAPMAN STREET	New House	130.00	8/22/2017
17-37P	Mildred Gordon	1010 MAIN ST	Renovation	130.00	8/24/2017
17-38P	Laura Johnston	644 GROTON ST	New House	130.00	8/30/2017
17-39P	Robert Nelson	614 HOLLIS ST	Kitchen remodel	85.00	8/30/2017
17-40P	Gregory Marken	601 HOLLIS ST	Replace Heating System	50.00	8/31/2017
17-41P	Ken Tully	34 MAPLE STREET	New House	130.00	8/31/2017
17-42P	William Maloney	610 PLEASANT ST	Bathroom alterations	85.00	8/31/2017
17-43P	Naomi Lahue	432 POND ST	New house	130.00	9/6/2017
17-44P	Paul Gay	34 FLETCHER ST	Replace Boiler and Water Heater	50.00	9/28/2017
17-45P	Ken Tully	24 MAPLE STREET	New House	130.00	10/4/2017
17-46P	Robert Bacon	477 FOREST ST	New House	130.00	10/17/2017
17-47P	Andrew Finn	93 THORNDIKE ST	Remodel	130.00	10/31/2017
17-48P	Marcia Walsh	828 MAIN ST	Water Piping	50.00	11/7/2017
17-49P	Carol Rock	3 FLETCHER ST	Alterations	110.00	11/7/2017
17-50P	James Schauer	392 POND ST	Replace fixtures	50.00	11/13/2017
17-51P	Swamy Krishna	275 POND ST	Replacing dishwasher	50.00	11/13/2017
17-52P	AWMW LLC	46 CHAPMAN STREET	New House	130.00	11/16/2017

17-53P	Ken Tully	8 MAPLE STREET	New House	130.00	11/21/2017
17-54P	Eugene Bartos	70 POND ST	Alterations	110.00	12/4/2017
17-55P	Fanny Littmarck	42 POND ST	Alterations	110.00	12/7/2017
17-56P	Town of Dunstable	511 MAIN ST	Install Boiler System at Town Hall	0.00	12/11/2017
17-57P	Theodore Ngah	210 WESTFORD ST	Oil fired FHW central heating system	35.00	12/18/2017
17-58P	Patrick Kenny	1061 MAIN ST	Install indirect fired water heater	35.00	12/18/2017
17-59P	Robert Jenkins	39 HALL ST	Remodel	110.00	12/19/2017
17-60P	Mary Ann Fahy	109 HALL ST	Oil FHW central heating system	50.00	12/19/2017
17-61P	AWMW LLC	73 CHAPMAN STREET	New House	130.00	12/27/2017
				Subtotal	5,825.00
				Less Inspections Software Fee	(610.00)
				Total	5,215.00
				Less 80 % fee	4,172.00
				20 % fee to town	1,043.00

REPORT OF THE FIRE DEPARTMENT 2017

During the past fiscal year, the Fire Department responded to 333 incidents and held an average of 3 training per a month including our yearly annual CPR training. There were 3 live fire trainings this past year. Two were live structural fire trainings one in Groton and the other in Nashua at the Nashua Fire Rescue Training Grounds. We participated in several live fire evolutions at each location and the last was live forestry training in town.

The fire department received several grants this year. Including a grant to teach fire safety to school aged children beginning with preschool and a second grant to educate senior citizens on fire safety and assist them with the proper installation of smoke detectors, carbon monoxide detectors and other safety devices for their residence. I would like to thank the Police Chief and his department for all their help and cooperation during this past year; also a thank you to Jon Crandall Emergency Management Director for all his help.

If anyone between the ages of 16 and 65 would be interested in becoming a member of the fire department, please contact the fire chief. Currently the department only has 9 members of its 26 members who live in town, with the remaining residing within 8 miles of the town border. To the officers and members of the Dunstable Fire Department I want you to know that your help is highly appreciated and that without you this department would not be what it is today. **“Thank You!”**

OFFICERS AND MEMBERS OF THE DUNSTABLE FIRE DEPARTMENT

Fire Chief Brian Rich	Assistant Chief Harold Simmons	Captain Greg Rich
Lt. Ben Simmons	Lt. David Barker	Aux FF Michelle Callahan
Jr FF Dylan Conway	FF Cam Covert	FF Dan Doherty
Aux FF John Flynn	FF Mike Gavin	FF Nick Haskell
FF Patrick Kerrigan	FF Kevin Kerrigan	FF Jeff Labrie
FF Kyle Lewis	FF Don Maffee	FF Steve McClure
FF Ron Mikol	FF Kevin Morrissey	FF Steve Nasta
FF Mark Quirbach	Aux FF Charles Rich Jr	FF David Tarr
FF Frank Wright		Aux FF Dan Chapoteau

THE DEPARTMENT RESPONDED TO 333 INCIDENTS IN FISCAL YEAR 2017

Structure Fires – 1	Search for missing person - 2	Assist the police – 4
Misc. Types of Fire - 3	Gas Leak (LPG or Natural Gas) - 3	Service Call - 25
Brush Fires -9	Flammable Liquid Spill - 7	Unauthorized burning – 21
Electrical Issues - 7	Carbon Monoxide incident - 7	Good Intent Call – 2
Mutual Aid Given - 14	Hazardous condition, other - 1	Odor of Smoke Investigation – 5
Medicals - 152	Water Problem – 1	Fire Alarm Activations – 37
Motor Vehicle Collision - 24		Weather Related - 8

OTHER ACTIVITIES IN FISCAL YEAR 2017

Inspections/Permits - 152	Fire Prevention Activities - 27	Classroom visits - 34
Burning Permits Issued - 171		

Respectfully Submitted by
Brian Rich, Fire Chief

REPORT OF THE BOARD OF HEALTH 2017

The Dunstable Board of Health meets on the first and third Tuesday of the month. A common, though time consuming activity at Board of Health meetings is the review of on-site wastewater disposal system plans and well test results for proposed and existing lots. Another area of frequent activity relates to the management of the transfer station and waste disposal matters.

Our agents, the Nashoba Associated Boards of Health complete all the field work and maintain records for the Town relating to on-site disposal system and well test matters. Other, health care related activities by our agent are also included in the Nashoba Associated Boards of Health Report on file at the Town Hall or on the Town website. Our Nashoba agent, Bridgette Braley is available for consultation and receipt of documents every Wednesday afternoon from 1: 00 p.m. to 3:00 p.m. in the lower level of the Town Hall. She may also be reached Monday-Friday at the Nashoba office at 1-800-427-9762 Ext. 303. The Board of Health Administrative Asst. is available on Tuesday of each week.

One Hundred twelve tons of material was recycled for the year and the Town was paid \$3,600.00 for it. The citizens of Dunstable are to be commended for their efforts. Bulky item disposal was conducted in April and October. A hazardous waste collection day was held jointly with Tyngsborough in May.

A full listing of the bulky items that can be deposited at the transfer station and the number of tags required can be obtained from the Board of Health office or on the Town of Dunstable Website. Bulky items such as furniture, carpets, mattresses, etc. can be disposed of twice years at times that will be published and which are usually scheduled for the last three weeks of April and the last three weeks of October.

Transfer Station Permits and Tags are now valid July 1st of each year and expire on June 30th of the following year

Respectfully submitted,
Maria Amodei, Chairman
William Moeller
Robert Parkin
Joan Ferrari, Admin. Asst.

REPORT OF THE POLICE DEPARTMENT 2017

To the Honorable Board of Selectman
Dunstable Massachusetts:

I hereby submit the annual report of the Police Department for the year ending June 30, 2017.

Chief of Police:	James W. Dow
Administrative Assistant:	Bernadette Georges
Sergeants of Police:	Darrell Gilmore Erik Hoar Nicolas Papageorgiou
Patrol Officers:	Charles Chaprales Matthew Tully Shawn Drinkwine Timothy Iallegio
Reserve Officers:	Sean Ready Gregg Sanborn Jeffrey Swift Matthew Sech Philip Sepe Steven Bugler
Traffic/Detail:	John Koyutis

For a complete breakdown of police statistics involving types of calls received, motor vehicle violations and court actions please visit Town Hall during normal business hours in either the Town Clerks or Selectman's Office.

Fiscal year 2017 brought several changes to the Police Department staff. We hired a new full-time officer who replaced the retired Chief's position. The new hire was one of our Reserve Officers. We also hired several new part-time officers replacing officers who have moved on to full-time positions in other Towns.

The Department also changed the Department's rank structure. The Department added two new Sergeant of Police positions to replace the former Lieutenant position. The Town filled these positions by promotions from within the department. The Town selected two of the Dunstable's senior most Officers for these positions. There was a pinning ceremony held in the Town Hall to welcome these new leaders and give the public the opportunity to stop in and meet the Officers of the Dunstable Police Department.

This year the Dunstable Police Department also entered into a program with surrounding Towns called COIN, Community Outreach Initiative Network. The main goal of this collaborative is to divert individuals with mental health or substance abuse disorders away from the criminal justice system and towards treatment or other assistance and ultimately recovery. We have already referred numerous clients to this program where clinicians have assisted with referrals and guidance.

Our Officers continue their outside Department training. Every Dunstable Police Officer attends an in service academy annually. The academy is a 32-hour training conducted in Lowell, MA. Here the Officers review basic skills such as legal concepts and first aid. The Officers also receive additional specialized training such as Emergency Vehicle Driving, Detective School, Firearms school, Drug law review and changes, as well as many others.

We continue to thank the residents of Dunstable for their support and diligence in reporting crimes, suspicious activity, and all other matters that involve the Police. It is through this partnership that we will remain successful. We look forward to continuing to support our residents and other Town Departments in any way necessary.

I would also like to thank the Dunstable Fire Department, Dunstable Emergency Medical Services, Dunstable Highway Department, Municipal Employees, Town Administrator and all area municipal agencies for their support and assistance over the past year. We look forward to continued cooperation in matters of Public Safety.

In closing, I would like to extend our appreciation to the Board of Selectman and the other Boards and Committees. The Dunstable Police Department looks forward to serving in the upcoming year.

Respectfully Submitted,

Chief James W. Dow

REPORT OF THE BOARD OF ROAD COMMISSIONERS 2017

As a result of continued budget constraints, meeting the needs of the town has remained a challenge. During the year, Highway completed projects throughout the town, including paving Fletcher, Hollis and parts of Groton and Hall Streets, replacing culverts, brush removal along roadsides, line painting and roadside trash pick-up. In addition to snow removal on town roads, Highway also assisted with snow removal at the town hall, cemetery, town pumping station, transfer station, library and Larter Field.

The Main St. reconstruction project (across from the cemetery) remains in progress.

Funding for a town wide road infrastructure inventory is being secured to assist in planning work and budgeting future needs.

We continue to assist other town boards with several projects. The Highway Department assisted the Water Department various times throughout the year including flushing the water system and fixing leaks. David Tully Jr., Water Superintendent, assisted with monitoring the pump station, fixing leaks, reading and changing over meters, and exercising valves. He also assisted with the alarm system and pressure problems.

I would like to thank my fellow Commissioners, Peter Gove and Paul Dalida for their input and suggestions that have been helpful and instrumental in making it though this financially challenging year.

Respectfully submitted,

Michael L. Martin
Chairman

REPORT OF THE CEMETERY DEPARTMENT 2017

Dunstable's Central Cemetery is a public, nonsectarian cemetery open to all Dunstable residents. The operating budget comes from annual Town Meeting appropriations, fees, and trust fund interest. Three elected commissioners govern the Cemetery Department; an appointed superintendent handles interments and maintenance, including four outlying cemeteries now closed to burials from the general public.

In 2017 there were 18 interments, including 8 current and 6 former Town residents. In addition to regular maintenance, the following projects were completed:

- We repaired the northeast corner of the tool shed.
- We replaced the flagpole, which had snapped in the great rain/windstorm.
- We repaired/restored one of the tombstones in the upper wall along Main Street.
- We purchased a new mower with money from the Fred Fletcher trust fund.
- We repaired/replaced 4 granite posts damaged by an automobile accident at the Swallow Cemetery. Cost was borne by the individual's insurance company.

Once again, the Cemetery Commission thanks other town boards and individuals for their help and cooperation: the Highway Department for timely and careful snowplowing; the Police Department for help with traffic control during large funerals and monitoring of all cemeteries to prevent vandalism; the Water Department for annual turn on and shut off of the water lines.

The Cemetery Department asks that lot owners and visitors at the Central Cemetery take note of and follow posted rules regarding hours, plantings, decorations, etc. Owners may wish to refer to their Lot Owner's Rule Book as well; the Rule Book is available at the Central Cemetery and at the Town hall. These rules are designed to maintain the beauty and dignity of the cemetery, and to ensure economy and safety in cemetery maintenance, particularly where power equipment is used.

Respectfully submitted,
David Hardman, Chmn.
Thomas Bacon
Ryan McLane

REPORT OF THE COUNCIL ON AGING 2017

The Dunstable Council on Aging serves the senior population in Dunstable by providing resources, programs, education, advocacy and coordinating services.

Anne Fenochetti is the current Director working with a board of seven volunteers and a Program Coordinator. Anne is available at Town Hall on Tuesday's from 9 am -2pm, and Wednesday's from 8-11am. She can be reached at 978-649-4514 extension 223 or at afenochetti@dunstable-ma.gov.

The Council on Aging Board meets on the 4th Tuesday of every month at 11:00am at Town Hall.

Every Wednesday a catered luncheon is provided for our seniors along with an interactive program. We gather at the Dunstable Free Public Library from 10:00am-2:00pm. The Bone Builders also meet at the library every Wednesday and Friday morning at 10:30am. The Town Nurse is available from 11am-noon on the last Wednesday of the month.

Transportation for medical appointments and grocery shopping is provided by Alter-Ride. A lift to the library for our Wednesday program is also available through Alter-Ride. This is a heavily used service and enables many of our seniors to stay in their own homes.

We are fortunate to have wide support from our community. Thank you to our Police and Fire Departments. In addition to being first responders, these men and women handle well checks, sponsor lunches/barbeques, install smoke detectors, and answer endless questions.

Thank you to our Meals on Wheels Drivers: Mike Coronella, Heidi Beigel, Kellee Wilson, Ruth Tully, Karen Paglierani, Peggy Lynch and the late Dick Henry.

Additionally, we have the support of Senator Eileen Donahue, Representative Sheila Harrington, the Rotary Club, the Students at Greater Lowell Vocational Technical School and our Sunshine Girls.

To learn more about the Council on Aging and what's happening with the Dunstable Seniors check the Neighbor to Neighbor and the Senior Newsletter. Copies are available at the Post Office or contact us to get on the mailing list.

Respectfully submitted,

Anne M. Fenochetti

Director, Council on Aging

Chairperson, Brian O'Donnell

Secretary, Marilyn Sheridan

Mary Dow, Mary Moeller, Danice Palumbo,

Donald Pottle and Ruth Tully

Program Coordinator, Susan J. Tully

REPORT OF THE GROTON – DUNSTABLE REGIONAL SCHOOL DISTRICT

2017

Report Prepared by:

Dr. Laura Chesson, Superintendent of Schools
Dr. Katie Novak, Assistant Superintendent of Schools
Mike Knight, Director of Business and Finance
Jill Greene, Director of Pupil Personnel Services
Luke Callahan, Director of Technology
Stasia Twomey, Director of Extended Day and Community Services
Justin Williams, Assistant Director of Business and Finance and Human Resources
Mike Woodlock, Principal, Groton-Dunstable Regional High School
James Lin, Principal, Groton-Dunstable Regional Middle School
Liz Garden, Principal, Florence-Roche Elementary School
Peter Myerson, Principal, Swallow Union Elementary School

Superintendent's Office

Submitted by Dr. Laura Chesson, Superintendent of Schools

It is with great pride and pleasure that I present the Groton-Dunstable Regional School District's end of year report. As the newly appointed superintendent of schools, I am so grateful to have the opportunity to work in such an amazing district. Our students, staff, parents, elected officials, and community members have welcomed me into the Groton-Dunstable community and I look forward to helping to scale and optimize the best practices in the district so we can meet our district vision, which follows.

Guiding students to learn today, lead tomorrow, and reach the world

- Embrace a growth mindset. In our district, talents and abilities develop through effort, purposeful teaching, and persistence. Our students become curious, engaged learners ready to become positive contributors to local and global communities.
- Eliminate in-equities for all students. Our students are an active part of the design and delivery of their own education so they become self-directed, creative problem solvers. Our universally designed, tiered instructional model meets the needs of all students, is based on a comprehensive standards-based curriculum and assessed by authentic tasks.
- Broaden the meaning of success. We have an expansive definition of student success that encompasses academic achievement, integrated arts, athletics, as well as social, emotional, and behavioral learning.
- Create environments for innovation. Our schools provide interactive, inclusive environments that enhance student success through design, technology, creative spaces, and collaboration.

Throughout the summer, we utilized data to create a district improvement plan that will bring us closer to realizing our vision. If you have any questions about our overachieving goals, don't hesitate to contact me.

Community Outreach and Communication

The Groton-Dunstable Public Schools and its school committee will enhance its partnership with the entire communities of both towns, including town leadership, to enrich the education of its students. The District and the committee will establish reciprocal communication that is varied, accessible and understandable, and that unites all citizens around the belief that high quality public education is a community's most valuable asset.

Strategic Action Plans

- Establish plans for specific outreach between the school system and the organizations of both communities such as Council on Aging, veterans organizations, and other non-profit groups.
- Establish protocols and policies for easy to understand mechanisms for public comments, questions, and concerns to be brought forth before the school committee. These mechanisms will include a feeder system for referral of such comments, questions, and concerns to the appropriate sub-committee.
- Establish formalized communication plan which includes regular digital, print, and in-person formats.

Student Performance

The Groton-Dunstable Public Schools will provide, supported by a continuous cycle of improvement, an engaging, innovative, rigorous, and individualized system of teaching and learning that provides all students with the knowledge and skills necessary for college, career and global citizenship in the 21st century while integrating social, emotional, and wellness support.

Strategic Action Plans

- Establish a formalized and regular systematic collection and analysis of student metrics including performance on standardized tests such as MCAS, SAT, ACT, and AP exams; local formalized assessments in foundational benchmark data in areas such as reading, writing, and mathematics at grades Pre-K through 8; appropriate indicators in the area of social, emotional and behavioral well-being such as attendance, discipline, and counseling referrals; and impact of intervention and enrichment programs.
- Select appropriate comparison districts in order to monitor performance of above metrics of these districts versus the performance of Groton-Dunstable on the same.
- Establish a formalized and regularly scheduled protocol to evaluate the depth of intervention and impact of Universal Design for Learning.
- Examine curricular offerings to identify areas of potential innovation in order to increase student learning and application of transferable skills (i.e. problem-solving, technical expertise, data analysis, oral and written communication) and expansion of content knowledge in areas of STEAM. Instruction to be delivered in a hands-on, inquiry-based environment.

Resources, Infrastructure, and Educational Environment

The Groton-Dunstable Public Schools will provide its students with a cost-effective education that maximizes effective and efficient use of taxpayer dollars, while communicating regarding

these efforts in a public and transparent manner. Educational environment will be based on best-practices, academic research, and rigorous self-evaluation to provide students and staff the resources, materials, and infrastructure required for optimum teaching and learning.

Strategic Action Plans

- Provide timely and accurate data to support financial decision-making to leadership of both towns.
- Complete external audits of space utilization, financial management, curriculum, scheduling, and resource allocation including staffing to be conducted by two outside organizations - Abrahams and DMG.
- Identify potential revenue generating programs such as community partnerships, expansion of community education programs, and other opportunities which are aligned with the school committee policies around such efforts.
- Provide return-on-investment information for all major intervention, enrichment, and educational innovations to school committee and public.
- Establish monthly reporting on capital and technology plan items regarding actual vs. plan financial expenditures and project completion.

Curriculum, Instruction, and Assessment

Submitted by Dr. Katie Novak, Assistant Superintendent

GDRSD is committed to continuing to build our Multi-Tiered System of Supports (MTSS). MTSS is a framework that provides academic and non-academic (social/emotional and behavioral) supports to students within a comprehensive system that highlights the importance of universally-designed curriculum, instruction, and assessments, strong leadership, and an integrated, sustainable strategy. This model, which encompasses both the Universal Design for Learning (UDL) framework and Positive System of Behavioral Supports (PBIS) includes three tiers, or levels, to ensure that all students receive high quality instruction in a safe and supportive learning environment where behavioral expectations are explicitly taught.

What are the Three Tiers of MTSS?

Tier 1: All students in Tier 1 receive high quality, scientifically based, and universally designed instruction in both academics and social-emotional learning, with embedded options to meet the needs of both struggling and accelerated learners. Data is used to identify struggling learners who need additional support in Tier 2.

Tier 2: Based on assessment data, students who are not meeting grade level benchmarks or expectations and for whom Tier 1 interventions are not supportive enough will receive Tier 2 interventions in addition to Tier 1 instruction. Tier 2 interventions can be provided by the classroom teacher or specialized staff. Tier 2 consists of small-group instruction, and it involves a clearly articulated interventions implemented with fidelity. According to this definition, Tier 2 is meant to provide a limited, but targeted, support system for students with the idea that in doing so, students will be successful in the Tier 1 program.

Tier 3: Compared to Tier 2, Tier 3 is more explicit, focuses on remediation of academic and/or social-emotional skills, is provided for a longer duration of time (both in overall length of intervention and regularly scheduled minutes of instructional time), and occurs in smaller

groups. This often includes specialized programs (ex: Wilson reading, individual or small group counseling).

Data Analysis

In spring 2017, Groton-Dunstable students in grades 3-8 took the next generation MCAS, called *Next-Gen MCAS*. The test received a large overhaul because the legacy test was not designed to measure readiness for success in college or a career after high school. In fact, more than a third of the state's public school graduates who attended Massachusetts public colleges or universities were placed in remedial courses, so the *Next-Gen MCAS* is a more rigorous test that measures the learning progressions in mathematics, text complexity and the interplay of reading and writing, and the academic expectations of higher-education institutions and employers.

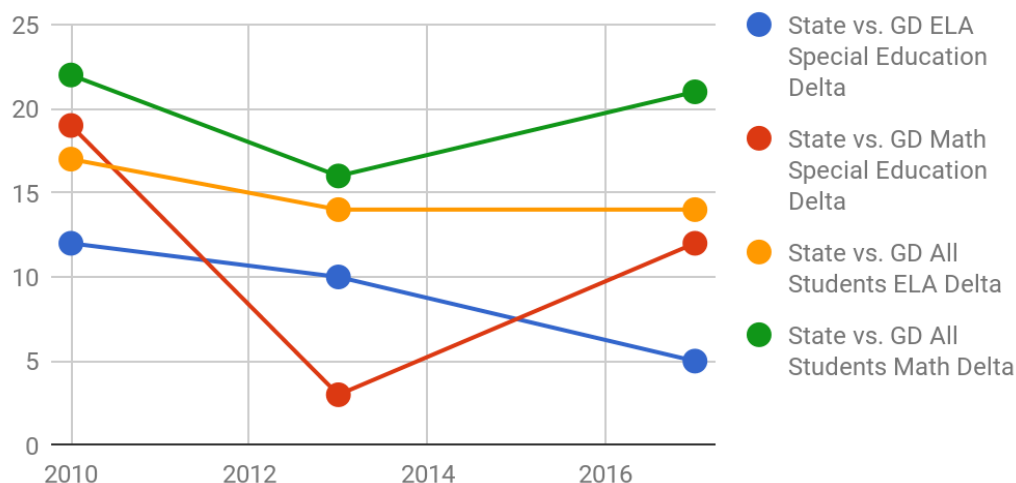
Because the *Next-Gen MCAS* is a reformatted test, the scores are not comparable to prior tests so comparing previous scores to the new test was not possible. Instead, the district used relative ranking in the state as a means to compare growth. Through this analysis, we crafted a data story that examined the district's performance from 2010, when MCAS scores were at their peak, to our relative ranking using the 2017 *Next-Gen MCAS* scores. Of particular note was a significant drop in relative ranking and achievement in 2013, the year after significant cuts to staffing, curriculum leadership, and professional development and the adoption of college and career ready standards. We continue to make growth since the significant drop in 2013 and will continue to do so through strategic planning and high quality curriculum leadership and professional development.

In mathematics, in spring 2010, before any cuts, we had relative ranking of 26/350 districts in the state (93rd percentile). In 2013, after two years of little to no curriculum leadership and the adoption of the Common Core, scores were at an all time low. After those cuts and adoption of Common Core, the district's spring 2013 scores dropped us to a relative ranking of 90/350 (75th percentile). In math, we have climbed back to scores similar to 2010 through the adoption of Eureka, strong Tier I instruction and strong curriculum leadership. On the spring 2017 *Next-Gen MCAS*, our scores again placed us at a relative ranking, 40/350 (89th percentile).

In English/language arts, in 2010, before any cuts, GD had a relative ranking of 53/350 (85th percentile). After those cuts and the adoption of the Common Core, the district's spring 2013 relative ranking dropped to 98/350 (72nd percentile). In spring 2017, our scores in ELA, when considering students who meet or exceed standards on the *Next-Gen MCAS*, gave us a relative ranking of 83/350 (77th percentile). When we further analyzed these scores, it was clear that we continue to have a significant gap between all students and our students with disabilities in ELA. The chart below depicts the difference between the state average and the Groton-Dunstable cohort.

As an example, in 2010, our students with disabilities (the blue line) scored 12 points higher than the state average for students with disabilities. In 2013, they fell to 10 points above the state average for students with disabilities. In 2017, the relative delta continued to decline and on the *Next-Gen MCAS*, and they scored only 4 points above the state average for students with disabilities. In comparison, in math, the same students made significant gains (the red line) from 2013-2017 because of district investment in curriculum leadership, a high quality curriculum (Eureka) and Tier II interventions. Our ELA scores continue to be an area of concern so we will be exploring standards-based curriculum programs in reading, writing, and phonics and more intensive, specialized Tier II and Tier III support.

Delta vs. State with All Students and Students with Disabilities



From this narrative, it's clear that when we invest in high quality curriculum leadership and curriculum materials, we see very strong results and that is where we need to focus our investments. In order to continue to increase our achievement, our focus of 2018 will be to continue to explore cost-effective ways to provide more curriculum leadership and embedded professional development.

Human Resources

Submitted by Justin Williams, Assistant Director of Business and Human Resources

The Human Resources department at the Groton-Dunstable Regional School District is responsible for recruiting, screening, hiring, and onboarding all new district employees. Many of these employees are hired for positions left vacant by resignations and retirements, so in addition to onboarding new staff, the office completes exit procedures for former colleagues.

New administrative hires in 2017 included Superintendent of Schools, Dr. Laura Chesson; Director of Extended Day and Community Services, Stasia Twomey; Assistant Director of Business and Human Resources, Justin Williams; Middle School Assistant Principal, Terence Sheehan; Elementary School Assistant Principal, Melissa Wallace; and Elementary Special Education Team Chair, Kate Markowitz. In addition to new members of the administrative team, we welcomed 25 Unit A staff members, 8 paraeducators, 2 cafeteria staff, 1 administrative assistant and 2 custodians. Additional new hires also included a network technician, district accountant and an assistant to the Director of Business and Finance.

Furthermore, the department manages all benefits for both current employees and retirees as well as the licensure and evaluation for all Unit A staff members. Our department collaborates closely with our Unit A Educator Evaluation Working Group to make important decisions about the educator evaluation process with a focus on creating a culture of continuous improvement and mastery-oriented feedback.

Business and Finance Department

Submitted by Michael Knight, Director of Business and Finance

The FY17 budget year ended favorably for the district finishing under budget and allowing us to continue to replenish E&D back towards a healthy level. Although we have not certified the E&D Amount initial projections looks like they would almost be at a healthy level.

The business and finance department had a busy year putting forth an FY18 budget that looked at all of our accounts and staffing to address the needs of the district by seeking out ways to be more efficient. We continued our efforts working with outside consultants to evaluate our operations in the hopes of finding additional efficiencies. The official report from the consultants recommended that we look to more effectively use district owned building space by relocating our administrative offices and that we explore options for cost cutting in the custodial, food service, and transportation services. As part of our budget process for FY19 we are exploring our options for cost cutting and looking to redirect savings to address the educational needs of the district.

The business office saw many new faces in 2017. Our accountant of 16+ years retired, our payroll coordinator found a new position, we hired a new assistant director of business and HR as well as a new assistant to the director of business and finance. The new team members bring a wealth of experience to these positions and we are excited to have them fill the big shoes left behind by our previous team.

The Business office continues to look to the future and in 2017 we saw our first capital plan in a number of years approved. This will help the district and each member town to look at the areas of greatest need with our facilities and technology, and continue to plan for the most effective funding of these needs. Additionally, the business office is exploring grants and other funding mechanisms to level out and help cover some of these capital costs to minimize the impact on the budget of both member towns.

Pupil Personnel Services

Submitted by Jill Greene, Director of Pupil Personnel Services

The Department of Pupil Personnel Services coordinates Special Education, Guidance, Section 504, Nursing Services, and the district's responsibilities under the McKinney-Vento Homeless Education Act. Given the district's responsibilities for providing specialized transportation to special education and homeless students, the Department of Pupil Personnel Services also oversees the coordination of all special transportation services. Additionally, the Department of Pupil Personnel Services staff support all district-wide and school-based initiatives essential to meeting the needs of all students.

The Groton-Dunstable Regional School District provides a constellation of support services for students throughout the district. The district is fortunate to have talented and dedicated educators that strive to improve their practices in educating diverse learners ages 3 through 22. GDRSD is continuing to assess and develop programming to accommodate the individual needs of all students.

Since the inception of Massachusetts Special Education Law Chapter 766, the GDRSD has served the special education needs of students with disabilities by providing supports and

services in a variety of settings. GDRSD is committed to providing a continuum of special education supports and services across the district and within each school. All students receiving special education have an Individualized Education Program (IEP) specifically developed for them by a designated IEP team. Since “one size does not fit all” we offer a continuum of services including highly specialized in-district programming. We work to provide programming that will allow students to learn in their neighborhood school where they can grow and become productive members of their community.

The district offers a variety of in-district programs to students eligible for special education services. Our programs offer a structured environment with predictable routines, highly specialized individual and small group instruction; and curriculum that allows students to experience success as they learn and develop at their own rate.

The district annually receives funding from four Federal Special Education grants: Special Education Entitlement Grant (240), Special Education Early Childhood Entitlement Grant (262), and specifically for professional development, the Special Education Program Improvement Grant (274) and the Special Education Early Childhood Program Improvement Grant (298). These grants fund multiple paraprofessionals, one administrative assistant, multiple contract service providers, specialized instructional materials, and high-level professional development.

Technology Department

Submitted by Mr. Luke Callahan, M.Ed., Director of Educational Technology

This past year has been exciting for the Educational Technology Department as we continue to work through the completion of the 5-year Strategic Technology Plan and supporting and infusing the curriculum with technology. We continue to support and properly budget for the maintenance and replacement of classroom technologies including more than 2,350 computer devices and over 150 projectors, as well as the necessary infrastructure behind the scenes that support connections to our local network and the Internet. We want students to use technology to construct and demonstrate their learning of curriculum content and to interact with the world in ways that go beyond pen-and-paper. Our department continuously strives to meet this ideal.

As requested in the FY17 Needs Assessment, the department added a 1.0 FTE Network Technician, allowing for a more robust support system with faster responses to technology related requests. This additional 1.0 FTE added during the FY18 fiscal year allowed the department to return staffing to the FY14 level.

In conjunction with 50% reimbursements from the *Schools and Libraries Program of the Universal Service Fund*, the Groton-Dunstable Regional High School received much needed infrastructure updates, which were outlined in our 5-year Strategic Technology Plan. This included the following:

- 10-Gbps fiber connections between data closets were installed
- (85) Wireless access points were upgraded to the new, 802.11ac standard
- Data closets were upgraded with ports capable of 1 Gbps, up from 100 Mbps
- Working with our local Internet Service Provider (ISP), bandwidth speeds were increased from 500 Mbps to 940 Mbps

In order to support our District's growing curriculum initiatives and adhere to our adopted replacement cycle, this past year over 800 Chromebooks, 20 teacher laptops and the high school photography lab were replaced. We also completed the second and final phase of a high quality, professional installed projector in each classroom at Boutwell Early Childhood Center, Swallow Union, and Florence Roche.

After a review of existing policies needed to support flexible, anytime, anywhere learning and the use of technology, School Committee Policy titled, Digital Media Publication (IJNDC), received a needed update to better align with Access to Digital Resources (IJND) and our Empowered use Policy (IJNDB). These policies are available the School Committee Policies webpage of gdrsd.org.

Extended Day and Community Services

Submitted by Ms. Stasia Twomey, Director

The Peter Twomey Youth Center (PTYC) is the base for district extended day programs (Florence Roche/Swallow Union/Middle School North/South) and community education programs (adult and children's enrichment). PTYC staff coordinate district security and scheduling for all district facilities including the Performing Arts Center, the Black Box Theater, classrooms, gyms and fields. The PTYC is self-supported and funded by tuitions, community donations and fundraisers. It is located on the main district campus in Groton.

This year, the Extended Day Program continues to see an increase in registrations with over 250 students attending all of the program sites. Extended Day provides students in the district before-school care from 7am to 9am and after-school care from 2:30pm to 6pm on full school days and offers extended hours on half days and vacation days. The Extended Day Program also offers a Summer Camp during the month of August. The Extended Day program provides safe, nurturing, supervised care along with homework support, age appropriate activities and peer socialization.

Community Education continues to offer residents in our area fun and informative adult classes ranging from pilates to ballroom dance to a variety of courses that provide certification. At the middle school level, Community Education was very proud to sponsor the middle school play, *The Little Mermaid, Jr.* Over 60 middle school students rehearsed several times a week to bring this play to family and friends. We are also offering several new classes for middle school and elementary students including Minecraft, Makerspace and Cubelets! These along with old favorites like flag football and chess club help give our students many options for after school and weekend fun.

The Community Education Department has expanded its staff with the hiring of Amanda Huntington, Assistant to the Director. Amanda has taken on the role of expanding course offerings based on community interest. As we continue to look for a variety of ways to expand our programming, community input is encouraged and welcomed. Find us on the Groton-Dunstable Community Education Facebook page for updates, course offerings and to share your ideas!

All of our facilities continue to be utilized after school and on weekends by residents of Groton and Dunstable. Meetings, sporting events, practices, dance recitals and concerts are just some of the community events that are being scheduled on a daily basis.

Groton-Dunstable Regional High School

Submitted by Mr. Michael Woodlock, Principal

Groton-Dunstable Regional High School continues to achieve academic results consistent with the best high schools in the state. This year we continued to grow and remained among the best in standardized testing including MCAS, Advanced Placement, ACT and SAT scores. This is only a glimpse into our successes realized each day here. Our students contribute so much more than test scores. High levels of achievement in the arts, public service and athletics have also been highlights of 2017.

During the past year we have seen great strides in developing a more positive environment at GD. With the help of school and community members we developed our new core values of perseverance, integrity, balance and respect. We are working to integrate these traits into all that we do. We continue to focus on creating stronger ties with our community and developing a global perspective in our students. Added to the curriculum this year is a Service Learning class. In this course students will create a self-directed project focused on creating a greater awareness of an important social issue or pairing directly with a non-profit organization to provide assistance in some way. As part of our 2016-2017 goals we also have organized multiple opportunities for our students to engage in service based opportunities through the school.

In addition to our base of community volunteerism, students have the opportunity to take part in service travel opportunities this school year and next. In February, a group of students will travel to Casco, Maine where they will work at Camp Sunshine. In November, a group of students will travel to Give Kids the World Village in Kissimmee, Florida. Both of these organizations cater to families with children suffering from life-threatening illnesses. We are investing time this year in the creation of a Global Scholars Program. Through this program we will provide opportunities for students to be recognized for their efforts in promoting a better understanding of the world, different cultures and their role in all of it. As part of our Global Scholars initiative we are pleased to, once again, partner with Friedrich-Ebert-Schule in Pfungstadt, Germany as part of a student exchange program.

We continue to strive for the most inclusive environment possible within our school.

This year, as a district and in our school, we are focusing on our co-teaching model. With a committee of special education and subject specific teachers we are meeting regularly to examine our co-teaching practice and look for opportunities for improvement. On behalf of all of the GDRHS staff, we would like to thank the community members of both towns for their support and for allowing us to be a part of their children's academic and personal growth.

Groton-Dunstable Regional Middle School

Submitted by Mr. James Lin, Principal

Groton-Dunstable Regional Middle School experienced a year of growth and many successes during the 2016-17 school year. This year GDRMS staff continues to work toward creating high quality academic programs to meet the needs of all students. Students from all four grade levels made gains in their MCAS performances in the subjects of math and ELA. Based on the MCAS Student Percentile Growth data, middle school students overall made moderate growth in both subject areas. We are also encouraged to find that close to half of the students who were receiving Tier II reading services met benchmark and exited the program during or at the end of the 16-17 school year.

The Middle School staff also made a lot of progress toward improving their teaching practices. Sixty-two percent of the teaching staff have taken or are currently taking the district's Universal Design for Learning (UDL) course. Close to sixty percent of the staff members who were scheduled to set professional goals at the start of last school year created goals that incorporated UDL principles into their practices.

In the spring of last school year, GDRMS was recognized by *Common Sense*, the national nonprofit organization dedicated to helping kids and families thrive in a world of digital media and technology, as a "Common Sense Certified School" in the area of Digital Citizenship. Throughout the 16-17 school year, GDRMS used Common Sense Education's innovative and research-based digital citizenship resources, which were created in collaboration with Dr. Howard Gardner of the *GoodPlay Project* at the Harvard Graduate School of Education. The resources teach students, educators, and parents tangible skills related to Internet safety, protecting online reputations and personal privacy, managing online relationships, and respecting creative copyright. The free resources are currently used in more than 90,000 classrooms nationwide.

During the 16-17 school year middle school administrators along with the district leadership continued its work on PBIS (Positive Behavior Intervention and Support). Under the leadership of Ms. Ann Russo, Assistant Principal, the Middle School PBIS Committee (made up of staff members from all four grade levels and disciplines) finalized a set of school-wide behavioral expectations for the 17-18 school year. This set of school wide expectations were reviewed by the entire faculty, student representatives, as well as various parent groups.

In December, GDRMS students participated in the annual fundraiser called *Project Mitten*. Each grade level engaged in their own fundraising activities to raise money for Groton and Dunstable families who are experiencing financial hardship during the holiday season. The funds that were raised were also used to benefit local summer, athletic, and after school programs. Middle School students also engaged in other endeavors to benefit local communities. School Student Council members worked hard to raise money to support disaster victims and collected nonperishable foods to benefit local food pantries.

During last school year, the Middle School started a Diversity Club to increase awareness and promote acceptance of the diversity that exists in our community. With the support of GDEF, the club culminated the school year by collaborating with *Family Diversity Project* and brought in an award-winning, museum quality photo-text exhibit to our school. The exhibit depicted various types of families that exists in our world with the goal of helping eliminate prejudice, stereotyping, bullying, and harassment.

GDRMS administration and faculty will continue to work to help our students develop academically, socially, and emotionally. We are looking forward to collaborating with the Groton and Dunstable communities in these endeavors.

Florence Roche Elementary School

Submitted by Ms. Liz Garden, Principal

During 2017, Florence Roche Elementary School has continued to grow and change, while always working to develop well-rounded learners. Our staff has been continuing to grow

professionally in the areas of curriculum and instruction. We completed our first year of the Lucy Calkin's Units of Study for writing. Similar to when we revamped Reader's Workshop a few years ago, we are focusing on every classroom following the template of a mini-lesson, independent writing, conferring and sharing.

During 2017, we continued to focus on the specialized instruction we provide for students who require intervention and/or special education, as well as our growing English learner population. We have been utilizing some specific curriculum programs that can be incorporated in this model, have been integrating technology in the room, and continue to provide reverse inclusion activities where students are engaged with their peers. We have expanded our co-teaching model to include one 2nd grade classroom, one 3rd grade classroom, and now two 4th grade classrooms. This year, we have adjusted the master schedule in order to add in an intervention/enrichment block for each grade level. This block of time, called the W.I.N. block (What I Need), is a time where no new instruction happens. Teachers are able to reteach when needed or provide enrichment for groups of students. We have been using this year to try out different ways of utilizing this block of time. We added some new positions to our building in 2017. We now have a full-time adjustment counselor. To better meet the social emotional needs of our students, the adjustment counselor collaborates with our guidance counselor in our 'social emotional zone.' We have also added a full-time library/media specialist. This teacher works with our library paraprofessional in the library and also provides instruction in our new MakerSpace, which replaced the computer lab.

Florence Roche has three goals as part of the school improvement plan. One goal focuses on our continuing work related to PBIS - Positive Behavior Intervention Supports. We developed an action plan last year, and have begun implementing different components with a focus on reducing negative office referrals and increasing positive office referrals. A second goal is a continuation of our writing goal from last year. We are in our second year of implementing Writer's Workshop and collecting data to see growth in students' writing skills. Our third goal has to do with the W.I.N. block and creating an intervention/enrichment period at each grade level. Our Florence Roche student council and faculty sponsors have been instrumental in helping to promote the importance of community service and giving back. At the end of last school year, the PTA brought an amazing assembly to us called 'Think Kindness.' This year, the school council is working with 'Think Kindness' and serving as our Kindness Crew. We would like to express our gratitude to the communities of Groton and Dunstable for supporting our efforts in shaping our children's future.

Swallow Union Elementary School

Submitted by Mr. Peter Myerson, Principal

Swallow Union is located in the center of Dunstable. The Union building was dedicated in December 1895, with less than 60 students, K-9. The Swallow building opened its doors in 1963 and the connector was added in 1978. The last major renovation was completed in September 1995. Currently we house grades K-4 and educate 290 students.

In 2017, our staff of well trained professionals continued to be eager to learn new teaching strategies to enhance their daily instruction. We are proud of the many accomplishments throughout our 2017 school year. They include a continued commitment to enhance our Reader's and Writer's Workshop model, promoting our new math program, Eureka, and our ongoing communication with parents and school community. In addition, we continued teaching and

carrying out the importance of community service through our food, present, and clothing drives. Lastly, we are very proud of our students' accomplishment on the new MCAS Assessment. All of our students demonstrated a great effort on this assessment.

Currently, we have developed a School Improvement Plan, which focuses on three 1-year goals. Our first goal is to fully implement the "Units of Study for Writing" in all our classrooms. Our second goal is to incorporate a daily WIN (Whatever I Need) block into our daily schedule. Lastly, we will fully establish a PBIS (Positive Behavior Interventions and Support System.)

Boutwell Early Childhood Center

Submitted by Jill Greene, Pupil Personnel Services Director

The Boutwell Early Childhood Center provides an integrated, language based early childhood education program that offers stimulating programming for children aged 3-5. Highlights from this past year include the Boutwell team expanding the school-wide implementation of the Positive Behavioral Intervention System (PBIS) Pyramid Model to promote the social, emotional and behavior development of our preschool students and the implementation of Al Pal's curriculum to develop the students' self-regulation, problem-solving and decision making skills.

At the start of the 2017-2018 school year, we were pleased to welcome a Special Education Teacher to our team so we now have an increased capacity to meet the needs of all students. At the end of 2017, we also welcomed an Interim Early Childhood Coordinator after the departure of our long-time Early Childhood Director. Our Interim Coordinator will support us until we transition to a new Coordinator for the start of the 2018-2019 school year.

Looking forward, our goals for 2018 are designed to support continued program development during this time of transition in leadership at Boutwell:

- Further develop PBIS initiative through continued professional development and refinement of practices
- Refine IEP development, assessment/progress monitoring, curriculum, and instructional practices
- Align school environment and practices with Early Childhood standards including the soon to be released revised Guidelines for Preschool and Kindergarten Learning Experiences.

REPORT OF THE GREATER LOWELL TECHNICAL HIGH SCHOOL DISTRICT

2017

The Greater Lowell Technical High School Committee meets in the Administrative Office (Room 2260), 250 Pawtucket Boulevard, Tyngsboro, Massachusetts. Meetings are public and district residents are welcome to attend. School Committee and sub-committee meeting schedule, past meeting minutes, and the current fiscal year budget are listed on the school's web site at www.gltech.org.

ELECTED SCHOOL COMMITTEE MEMBERS

Joseph M. Espinola III	Dracut-Exp.2018	Raymond J. Boutin	Lowell-Exp.2020
Paul E. Morin	Dracut-Exp.2018	George W. O'Hare	Lowell-Exp.2018
Kempton P. Giggey	Dunstable-Exp.2018	Curtis J. LeMay	Lowell-Exp.2020
Fred Bahou	Lowell-Exp.2018	George A. Tatseos	Tyngsboro-Exp.2018

MISSION STATEMENT

Greater Lowell Technical High School commits to ensure students' readiness for career, college, and citizenship in the 21st century. We challenge and support students as they realize their individual potential for personal and professional success.

STUDENT ENROLLMENT CHARACTERISTICS

- 65.1% high needs students which is 17.5% higher than the state average of 47.6%.
- 43.9% economically disadvantaged students which is 13.7% higher than the state average of 30.2%.
- 21.2% students with disabilities which is 3.8% higher than the state average of 17.4%.

STUDENT SUCCESS INDICATORS

- MCAS passing rate of 99% in ELA, 92% in math, and 95% in science.
- MCAS Advanced/Proficient rate of 86% in ELA, 69% in math, and 65% in science.
- Graduation rate of 93.6% which is 6.1% higher than the state average of 87.5%.
- Graduation rate of 78.8% for students with disabilities which is 8.9% higher than the State average 69.9%.
- Dropout rate of 0.4% which is more than five times lower than the state average of 1.9%.
- Retention rate of 0.3% which is less than half the state average of 1.3%.
- 37% of the Class of 2017 (176 students) were employed in their career major at graduation through the school's Cooperative Education program.

VOCATIONAL TECHNICAL EDUCATION PROGRAMS

Greater Lowell Tech offers high school students a career focused education in 23 diverse vocational technical programs organized into the following four occupational clusters: Construction Technology, Transportation/Manufacturing, Personal Services, and Technology. Each of the 23 programs are supported by an Advisory Committee comprised of business and industry partners that meet twice per year to make recommendations on program improvements and assist with identifying student employment opportunities.

ADULT PRACTICAL NURSING AND POSTSECONDARY PROGRAMS

The Practical Nursing Program is a 40-week, full-time, postsecondary course that includes both classroom and clinical instruction in acute and sub-acute local healthcare facilities. After completing the program, graduates are eligible to take the National Council of Licensing Examination to become a Licensed Practical Nurse. The (unofficial) first time attempted pass rate for the class of 2017 is 95%. To accommodate diverse schedules, both a daytime and an evening/weekends division are offered. The Placement Director reported that 96% of the graduates were placed in employment as of the spring of 2017. Greater Lowell also offers a variety of adult continuing education courses in the area of health career training, computer training, introductory courses for the basic trades, and continuing education courses for electricians and plumbers to prepare for their Journeyman or Masters Exams. Personal enrichment courses are also offered for those interested in improving job skills, changing careers or simply pursuing a leisure-time interest. More than 522 adult students took postsecondary courses during the past school year. All students earn certificates of completion and can obtain State or National Certifications, if applicable.

FINANCES

Revenue	<u>2016 - 2017</u>
1. Excess and Deficiency	\$380,000
2. Assessments: includes minimum contribution and transportation aid	
Dracut	\$4,534,890
Dunstable	\$218,315
Lowell	\$7,732,071
Tyngsboro	<u>\$1,335,755</u>
Total	\$13,132,433
3. State Aid	
Chapter 70	\$23,784,242
Transportation	<u>\$1,048,250</u>
Total State Aid	<u>\$24,832,492</u>
TOTAL REVENUE	\$39,033,523
Expenses	
1. Operating	
Instruction	\$18,144,881
Plant	\$3,104,007
Fixed Charges	\$8,834,964
Administration	\$2,520,431
Other Services	\$5,413,177
Programs w/other Districts	\$143,718
Debt Service (Building Project)	<u>\$872,345</u>
TOTAL EXPENSES	\$39,033,523

REPORT OF THE CONSERVATION COMMISSION 2017

The Dunstable Conservation Commission generally schedules their meetings on the second and fourth Monday of each month at the Town Hall, starting at 6:30pm. Interested residents are welcome to attend.

The Conservation Commission serves the community as a state mandated regulatory agency while also promoting the conservation and sustainable use of Dunstable's natural resources. In addition to its responsibility under the state statute, the Commission has similar responsibilities as set forth in the Dunstable General Wetlands Bylaw.

Under the Wetlands Protection Act and the Town Bylaw, Commission files show the following actions taken in the calendar year 2017:

Abbreviated Notice of Resource Area	
Delineation (ANRAD) hearings/continuations	2
Notices of Intent hearings/continuations	3
Requests for Determination/continuations	1
Wetland Bylaw Hearing	0
Certificates of Compliance	4
Building Permits	12
Occupancy Permits	2
Site Visits	22
Demolition Permits	0
Enforcement Orders/Violations	5

The Conservation Commission would like to thank Judy Larter and Bill Moeller for their service to the Town. Both served over thirty years on the Conservation Commission.

Members welcomed resident Kieran Meehan who joined the Conservation Commission in 2017. Kieran took over as the Commission's representative on the Community Preservation Committee. Leah Basbanes continued as a member of the Master Plan Committee working on updating the 1999 Master Plan of Dunstable.

In June of 2017, the Commission completed their purchase of a Conservation Restriction on 87 acres located on Westford Street. Voted at Town Meeting, the Town was reimbursed for the purchase by a state LAND grant of \$397,800, \$246,528.24 of Community Preservation Act funds and \$18,671.76 of Timber money.

Members are working on updating the seven year Open Space & Recreation Plan. Once approved by the state, members will refer to the document when applying for grants.

The Conservation Commission removed trees, stumps and chipped an area at the Flat Rock Field off Mill Street.

The Conservation Commission conducted selective timber cuts on the Helen Hogg Conservation Area, Kennedy Conservation Area, Amos Kendall Conservation Area and

Town Forest. As stewards of properties under our control, we timber our land to improve the health of our forests. Removing dead and diseased trees prevents the spread of bacteria and fungi that could damage healthy trees. Fewer trees, provides saplings and ground cover to flourish since they do not have to compete with larger trees for nutrients and sunlight. Timber harvesting enhances wildlife habitats. Older, weak or diseased trees could become unstable, which then could result in the tree falling down on nearby properties or power lines.

The Commission, with the help of Gary Gouldrup from New England Forestry Consultants prepared Forest Stewardship Plans on Unkety Woods Preserve, Farnsworth Wildlife Refuge, Spaulding Proctor Reservation, G.W. Pierce Town Forest and the Salmon Brook Conservation Area. These plans will help us focus on enhancing the quality of our forests

For information about the Conservation Commission, please go to the town website at www.dunstable-ma.gov

Useful Information

The Commission would like to remind everyone that we do not allow any motorized vehicles of any kind on Conservation properties.

One sometimes hears that Dunstable is “closed to hunting”. This is not the case. Dunstable does have a “discharge of firearms” bylaw. One must have the *written* permission of the landowner in order to discharge a firearm. As a matter of practice, neither the Town, nor the Dunstable Rural Land Trust grants such permission for land they control. Bow hunting and fishing are permitted unless the property is posted. State property (Massachusetts Division of Fisheries & Wildlife) is governed by separate rules; please check their website at <http://www.mass.gov/dfwele/dfw/>

Questions sometimes arise with regard to the operation of snow vehicles and recreation vehicles. Residents may wish to refer to Massachusetts General Law Chapter 90B, Section 26, paragraph (e): “No person shall operate a snow vehicle or recreation vehicle on privately-owned property unless...the operator has in his possession...a document, signed by the owner...authorizing operation of such vehicle...”. “No person shall operate a snow vehicle or recreation vehicle on publicly-owned property except on trails marked and designated for use by such vehicles, or without the express permission of the owner.”

Respectfully,

Jeff Haight - Chairman
Juan Amodei
Alan Chaney

Leah Basbanes
Kieran Meehan
Marilyn Pike

Cheryl Mann-Administrative Assistant

REPORT OF THE PLANNING BOARD 2017

To the Citizens of the Town of Dunstable, this is the 2017 Annual Report for the Dunstable Planning Board.

The Planning Board would like to remind residents that many of the roads in Dunstable have been designated as scenic roads. According to M.G.L. Chapter 40, Section 15C, “after a road has been designated as a scenic road any repair, maintenance, reconstruction, or paving work done with respect thereto shall not involve or include the cutting or removal of trees, or the tearing down or destruction of stone walls, or portions thereof, except with the prior written consent of the Planning Board.....”. If you have any questions, please call the office (978) 649-4514 x230.

The Planning Board generally meets at 7:30 pm on the 1st and 3rd Mondays of each month, or as required. The public is welcome at these meetings. There are five board members; three are required to conduct regular business.

George Basbanes agreed to stay on as our representative on the Community Preservation Committee. Joe Vlcek is representing the Planning Board as Chairman of the Master Plan Committee working on updating the 1999 Master Plan of Dunstable.

The Board held a hearing on the following changes/additions to the Town of Dunstable's Zoning Bylaw: ***Changes to the following sections: 6.7, 6.8, 6a, 7, 8, 9, 10, 20 AND 25***

Adding new SECTION 27. COMMUNITY HOUSING

Adding new SECTION 28. TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS

The bylaw, in its entirety, can be found on the Town of Dunstable's website.

During 2017, the Board held a hearing on changes to the Rules and Regulations for Subdivisions, Site Plan Review Application and Fee Schedule. The updated documents can be found on the Town of Dunstable's website.

Member Brett Rock resigned from the Planning Board effective May 1, 2017. The Board would like to thank him for his service to the Town. Brett served 16 years on the Planning Board.

The Planning Board notes the following activities during 2017:

Plans not requiring subdivision approval	4	Building Permits signed	11
Definitive Hearings/continuations/mod.	0	Zoning Hearings	1
Scenic Road Hearings/continuations	0	Fee Schedule Hearing	1
Preliminary Meetings/continuations	0	Subdivision Approvals	0
Special Permit Hearings/continuations	1	Rules and Reg. Hearing	1

Respectfully Submitted,

Joshua Kelly, Chairman
Joan Simmons, Vice Chair
Joe Vlcek, Clerk

Eric McKenzie, Member at large
George Basbanes, Member at large
Cheryl Mann, Administrative Assistant

REPORT OF THE CULTURAL COUNCIL 2017

The Dunstable Cultural Council is a local chapter of the Massachusetts Cultural Council. The Council's mission is to provide entertaining educational programs for the community of Dunstable. Each year, the council members re-appropriate state funds provided to Dunstable for programs in the arts, sciences, and humanities for the benefit of our townspeople.

Each year the Dunstable Cultural Council members meet in November to review all of the upcoming year grant applications. They vote on which grants to fund that will benefit all of the members of our community. The grants include programs for children, seniors and the entire community.

To become a member, a current DCC member can submit candidates to the Board of Selectman for appointment. People interested in becoming a member of the DCC can write to the DCC at: culturalcouncil@dunstable-ma.gov

Members: Council Chair, Claudia Novak, Secretary Lisa Ann Wright, Donna Stram, Laura Tully-Rothman, Lori Pestana, Nancy Curran, and Carlton Chin.
The following is the annual report completed by the Dunstable Cultural Council for 2017.

Council Name: Dunstable Cultural Council
Date annual report completed: 12/27/2017

LCC Account Form

Submitted on: 10/6/2017
Municipal fiscal officer: Lorraine A Leonard
Council representative: Claudia Novak

Account Balance Beginning of Period (7/1/2016):	\$3,328.74
State Revenue (FY2017 Allocation):	\$4,400.00
Other Revenues:	\$0.00
Total Revenues:	\$4,405.24
Total Expenditures:	\$4,760.00
Account Balance End of Period (6/30/2017):	\$2,973.98
Local Revenue/Interest in Account Balance:	\$146.56

Amount Available for Granting

Account Balance End of Period (6/30/2017):		\$2,973.98
Total Expenditures from 7/1/2017 to 10/1/2017:	—	\$2,250.00
Total Pending Expenditures (Encumbered funds):	—	\$700.00
Additional Local Revenue/Interest 7/1/2017 to: N/A	+	\$0.00
Available Remaining Balance:	=	\$23.98
Locally Raised Funds/Interest:	—	\$50.00
Administrative Funds for 2018:	—	\$23.00
FY2018 Allocation:	+	\$4,400

Amount Available for Granting in FY2018:	=	\$4,350
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Voting Meeting:	11/30/2017
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Voting Meeting Attendance:

Carlton Chin	Present
Claudia Novak	Present
Donna Stram	Present
Laura Rothman	Present
Lisa Wright	Present
Lori Pestana	Absent
Nancy Curran	Present

Denial Letter Postmark:	12/6/2017
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Last date of Community Input:	2/11/2016
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Total granted in FY2018 :	\$4,350
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REPORT OF THE WATER COMMISSION 2017

To the Water Users and Citizens of the Town of Dunstable, this is the 2017 Annual Report for the Dunstable Water Department (DWD). The Board would like to remind residents that they can learn more about the Water Department through the DWD's page on the town's website www.dunstable-ma.gov. In addition to our Rules and Regulations, forms, upcoming agendas and meeting minutes, there are additional links that should answer your questions and guide you in better understanding our system.

The Water Department would like to thank David Tully Jr. for his continued support in 2017. David works 6 ½ hours per week for the Water Department. Service was performed on our system, backflow preventers were tested and hydrants were flushed; all of which are part of our yearly maintenance program.

The Department would like to thank former member Mark Cullen for his service to the Town. Mark resigned from the Board in November of 2017. Karl Huber is the Water Board's representative on the Master Plan Committee. The Committee has been working on updating the 1999 Master Plan for the Town of Dunstable.

A leak detection completed on our entire system in October revealed no leaks.

The Department of Environmental Protection conducted a Sanitary Survey of our system in 2017. DEP comes to Dunstable every three years to evaluate our procedures, check the system, and review paperwork. The Water Board is working on correcting two items mentioned in the report; updating the staffing plan for contract operations and submitting a plan with a timeframe for replacing or repairing the leaking and corroded hydro-pneumatic tanks.

The Board along with the Town Administrator, the Department of Environmental Protection and the engineering firm Wright-Pierce have been working diligently to resolve the issue of replacing the aging hydro-pneumatic tanks, rehabilitating well #1 and replacing some water mains.

The roof on the hydropneumatic station was repaired in the fall.

The Dunstable Water Department would like to remind residents on **Town Water** of our policy on delinquent accounts. The Rules and Regulations state, "Water may be shut off for non-payment of bills or disregard of rules." Invoices w/interest are mailed monthly to late accounts. Each spring, three "Shut off Notices" are sent (by mail, by certified mail and hand delivered by the Constable) to inform residents that their water may be shut off in May/June.

Any water customer that would like to be notified when the department experiences an interruption in service, emergency or important notifications are urged to send their e-mail address to:
CMann@dunstable-ma.gov

Questions? Please feel free to contact us at 978-649-4514 x230. Our office hours are: Monday 1pm-6:00pm, Tuesday & Thursday 8:00am-3:00pm, Wednesday 12-5. The Water Board generally meets the 4th Tuesday of the month. The public is invited. Thank you for your continued support.

Respectfully,

Karl Huber - Chairman
David Tully Jr.

Scott Wilkins – Commissioner
Cheryl Mann – Secretary

David Hardman – Associate Member

NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS 2017

The Northern Middlesex Council of Governments (NMCOG) was established in 1963 under Chapter 40B of the Massachusetts General Laws and is one of thirteen (13) regional planning agencies in the Commonwealth. NMCOG serves nine communities in the Greater Lowell area, including Dunstable, and provides professional technical assistance in the areas transportation, economic development, emergency management, land use, community development, permitting, smart growth, housing, historic preservation, open space and conservation, geographic information systems (GIS), pre-disaster mitigation and emergency response, and environmental protection. The Council's governing body is comprised of a chief elected official, Planning Board member and alternate from each member community. The agency strives to bring a regional and interregional perspective to all areas of planning and resource management by fostering cooperative efforts between municipalities and encouraging collaboration between the public and private sectors. NMCOG promotes the interests of the local communities at the state and federal levels, and often acts as a liaison between the municipalities and other levels of government.

The Council maintains a staff of professional planners and technicians to assist in developing and implementing its policies. The Council meets monthly (usually the third Wednesday of each month) at 40 Church Street, Lowell, and all meetings are open to the public. Each NMCOG member community pays an equal per capita assessment, which is used to provide the local match for various State and Federal grant funding programs. The Council's annual budget includes \$88,273 in local assessments, of which \$980 represents Dunstable's share. NMCOG devotes a large share of its resources to transportation issues. Over the past year, the Council assisted the Town in planning for improvements along the Route 113 and in implementing the Town's pathway project along Main Street. NMCOG undertakes an annual traffic counting program, collecting over one hundred counts at various locations throughout the region. Many of these counts are conducted within the Town of Dunstable. The count data is incorporated into a traffic count book and map that is distributed to local officials. Traffic count data is also available on the Council's web site at www.nmcog.org.

NMCOG is working with Dunstable and other communities throughout the region on initiatives to regionalize and collaborate on the delivery of certain municipal services. This project is funded by the Massachusetts Department of Housing and Community Development (DHCD), using funds made available by the legislature under the District Local Technical Assistance (DLTA) Program. The DLTA projects include analyzing opportunities for regional procurement of goods and services, improving 911 dispatch services, and identifying areas in which communities can work together collaboratively in addressing stormwater management issues. Toward this end, the Northern Middlesex Stormwater Collaborative has focused on preparing for new stormwater permit requirements that will soon be imposed by U.S. EPA. NMCOG staff provides ongoing support to the Collaborative, which includes thirteen communities, including Dunstable. NMCOG staff has assisted the Town in updating its Housing Production Plan through the use of State funds. A Housing Production Plan contains a strategy for creating affordable housing for low and moderate income residents. Having an approved plan in place gives communities that are under the 10% threshold of Chapter 40B, but are making steady progress in producing affordable housing on an annual basis, more control over comprehensive permit (40B) projects.

Respectfully submitted:
Walter Alterisio, Councilor, Dunstable Board of Selectmen

REPORT OF THE SAFE PATHWAYS COMMITTEE 2017

Members: John Callahan, chair, Dianna Dalida, secretary, Paul Dalida, Catherine Irzyk, Robert Irzyk, Susan Psaledakis, Jen Bernard (resigned January 2017), Fanny Littmarck (joined fall 2017).

Special Note: We mourn the passing of Robert Irzyk, husband of Catherine, who served this committee since 2009. Bob's wise quiet humor and counsel, so often lifted spirits in our meetings, will be missed. Bob's legacy to the town can be found in helping create the town's first GPS based maps of trails available to us all online and in print.

Safe Pathways enjoyed a busy productive year working to improve pedestrian and bicyclist use along the town roadways and through public lands. We continue to monitor progress of the Route 113 Improvement project. The committee supports the current proposal of one sidewalk and two bicycle lanes. The committee failed to secure \$70,000 in funding for sidewalk engineering for Main Street (High to Highland Streets) at Town Meeting but remains committed to advocating this project for a walkable town center. We continue to support the Complete Streets Initiative and Prioritization Plan.

Safe Pathways is committed to communication with all town committees to advance our goals with members on many town committees. In particular, we congratulate Paul Dalida's election as Road Commissioner and several members participation in the Master Plan. We explored trails through the year. Most notably members walked the Redline Trail from Groton to Larter Field in July. We visited intersections where new traffic calming techniques could be used to improve traffic flow and safety. In December the committee explored an old path from the Cemetery to the school playgrounds, which holds great promise. In October John Callahan attended the 5th annual Massachusetts Trails Conference in Leominster where many other pathway committees presented their activities and projects.

Safe Pathways holds monthly public meetings at Town Hall on Thursday evenings.

John Callahan, Chair

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE 2017

The Community Preservation Committee is a nine member board with six members designated as representatives for one year from other boards and three members-at-large appointed for three year terms by the Board of Selectmen.

The Committee holds one formal hearing annually and otherwise meets as needed. Requests for funding are accepted throughout the year, but must be voted at Town Meeting.

Funds are supplied by the town through a surcharge on property taxes and are matched by the state up to 100%. A state match of 40% was received in November 2017, resulting in a deposit of \$99,202 into our CPA account.

The following requests were submitted for funding for FY 2017:

\$1500 from the Historic Reserve for the restoration of the signs at the east and west ends of Rt. 113 with descriptions of the history of Dunstable. These signs were donated in 1930 for the 300th anniversary of the Bay State Colony.

\$10,000 from the Historic Reserve for the restoration of the stage backdrop curtains used on the Town Hall stage.

\$226,656 from undesignated CPA funds for the creation of a new playground and recreation space at the Swallow Union School.

\$10,000 from Open Space funds for the purchase of the Kendall Cranberry Bog. Other funds will come from the Conservation Commission Timber Fund. The project is dependent on a \$120,000 LAND grant from the state.

Respectfully submitted,

Joan Simmons, Member at Large, Chair
Catherine Irzyk, Member at Large, Secretary
Susan Psaledakis, Member at Large
Carol Bacon, Historic Commission
George Basbanes, Planning Board
Leah Basbanes, Board of Selectmen
Alan Chaney, Affordable Housing Committee
Jeffrey Hastings, Parks Commission
Kieran Meehan, Conservation Commission

REPORT OF THE ADVISORY BOARD 2017

The Advisory Board would like to thank the Town Administrator, the Board of Selectmen, and all the departments and individuals who contributed their time and energy towards financial considerations during Fiscal Year 2017. This included managing the FY17 budget as well as creating the FY18 budget.

Throughout FY17, which ran from July 1, 2016 to June 30, 2017, the Advisory Board kept abreast of multiple significant issues facing the town. Individual members of the board participated in and attended other committees' meetings, including those of the Public Safety complex, Affordable Housing, Groton Dunstable Regional School District (GDRSD), Water Department and more. In some cases, the Advisory Board member offered insight into financing options for various projects and provided perspective on any larger impact a project might create.

Various board members spent significant time working with GDRSD in multiple facets. The Regional Agreement was finalized to update legal language and refine some larger conceptual data. GDRSD finalized a capital plan and a technology plan, offering both towns more concrete financial information for planning purposes. A committee sanctioned by GDRSD and containing representatives of both towns and the school district reviewed proposals for operational and financial audits; those proposals were awarded and the work is ongoing.

Within the municipal budget, the Advisory Board worked with the Board of Health to review options that would make the transfer station self-sustaining. The board met with the Water department to understand the work needed to update the town's water infrastructure, and encouraged the Water Commissioners to take the time needed to make the right decisions, rather than to rush decisions to fit within a certain timeline. For the first time, the Capital Planning Committee presented its recommendations to the Advisory Board for inclusion as warrant articles at the Annual Town Meeting. Also for the first time, the Library submitted a waiver to the state because of a budgeting error that prevented them from meeting state requirements for spending; the waiver was granted and certification remained in place.

At the end of FY17, the board reorganized, electing Christine Muir as Chair and Harold Simmons as Vice Chair. Since that time, the board has undergone several changes in membership. As of this printing, the board is made up of Bob Nelson, Kieran Meehan, Leo Tometich, and Adria Fischer.

REPORT OF THE BOARD OF ASSESSORS 2017

To the Honorable Board of Selectmen and the Townspeople of Dunstable:

The three members of the Board of Assessors are elected to a staggered three-year term. The Board meets on the 2nd Thursday of each month at the Town Hall, 511 Main Street at 7:00 p.m.

The Board of Assessors is responsible for valuing real estate and personal property, processing motor vehicle excise taxes, processing statutory tax exemptions (for disabled veterans, elderly, and widows), and for setting the tax rate each year. Valuation sheets are available for public viewing in the assessors' office or at the library.

Items subject to personal property taxation include boats, livestock, business machinery, and unregistered motor vehicles. There is no tax on household goods. Taxpayers may appeal a real or personal property assessment by filing an abatement form with the board prior to February 1 of the year in question or 30 days from the mailing of the first actual tax bill. An abatement form may be obtained from the Board of Assessors office at the Town Hall.

Each year the Board of Selectmen conduct a public hearing and with the information provided by the Assessing Office, determine if they wish to shift a portion of the tax burden from the residential and open space properties to the commercial, industrial, and personal property owners through classification.

Anyone wishing a meeting with the Board should contact the office at (978) 649-4514 ext. 227.

Board Members

Daniel Kennedy, Chairman
Brett Rock
Robert Ricardelli

Office Staff

Victoria L. Tidman, Assistant Assessor
Teresa Atwood, Secretary

F/Y 2018 TAX LEVY COMPUTATIONS

Total amount to be raised	\$10,976,587.18
Total receipts and other revenue	\$ 1,999,207.22
Local tax levy	\$ 8,977,379.96

F/Y 2018 TOTAL VALUATIONS BY CLASS

	<u>Parcels</u>	<u>Value</u>	<u>Levy %</u>	<u>Tax Dollars</u>
Residential	1334	\$495,358,580	96.7831	\$8,688,589.40
Commercial	6	4,779,603	.9338	83,834.24
Industrial	17	3,098,300	.6054	54,344.18
Personal Property	45	8,586,776	1.6777	150,612.50
Total	1402	\$511,823,259	100.0000	\$8,977,379.96

F/Y 2018 TAX RATE 17.54 PER THOUSAND, ALL CLASSES

Levy Limit Components

F/Y 2016 BASE	8,038,988
+2.5%	200,975
Allowable growth	152,679
Subtotal	8,392,642
Debt exclusion	586,446
Max levy	8,979,088

TREASURER'S REPORT

To the Selectmen & Citizens of the Town of Dunstable The Annual Report of the Treasurer for the Fiscal Year ending June 30, 2017

GENERAL ACCOUNT

Cash on Deposit July 1, 2016	\$1,433,674.23	
Receipts During the Year	\$11,634,923.32	
Interest Earned	\$4,710.52	
Expenditures During the Year	-\$11,380,900.43	
Cash on Deposit June 30, 2017		\$1,692,407.64

STABILIZATION FUND

Cash on Deposit July 1, 2016	\$265,167.61	
Receipts During the Year		
Interest Earned	\$1,815.65	
Expenditures During the Year		
Cash on Deposit June 30, 2017		\$266,983.26

CONSERVATION COMMISSION LAND FUND

Cash on Deposit July 1, 2016	\$721.20	
Receipts During the Year	\$14,189.59	
Interest Earned	\$9.41	
Expenditures During the Year	-\$10,953.00	
Cash on Deposit June 30, 2017		\$3,967.20

CONSERVATION COMMISSION TIMBER

Cash on Deposit July 1, 2016	\$31,757.84	
Receipts During the Year	\$10,000.00	
Interest Earned	\$188.11	
Expenditures During the Year	-\$19,634.76	
Cash on Deposit June 30, 2017		\$22,311.19

SUBDIVISION ACCOUNTS

Cash on Deposit July 1, 2016	\$5,629.90	
Receipts During the Year		
Interest Earned	\$5.63	
Expenditures During the Year	-\$0.65	
Cash on Deposit June 30, 2017		\$5,634.88

PERFORMANCE BONDS ACCOUNT

Cash on Deposit July 1, 2016	\$283,653.39	
Receipts During the Year		
Interest Earned	\$221.76	
Expenditures During the Year	-\$195,600.48	
Cash on Deposit June 30, 2017		\$88,274.67

COMMUNITY PRESERVATION FUND

Cash on Deposit July 1, 2016	\$917,624.02	
Receipts During the Year	\$366,266.06	
Interest Earned	\$1,929.23	
Expenditures During the Year	-\$411,187.91	
Cash on Deposit June 30, 2017		\$874,631.40

CULTURAL COUNCIL FUND

Cash on Deposit July 1, 2016	\$3,329.34	
Receipts During the Year	\$4,400.00	
Interest Earned	\$5.24	
Expenditures During the Year	-\$4,760.00	
Cash on Deposit June 30, 2017		\$2,974.58

HIGHWAY STABILIZATION

Cash on Deposit July 1, 2016	\$10,037.72	
Receipts During the Year		
Interest Earned	\$67.29	
Expenditures During the Year		
Cash on Deposit June 30, 2017		\$10,105.01

WATER STABILIZATION

Cash on Deposit July 1, 2016	\$50,004.85	
Receipts During the Year		
Interest Earned	\$335.17	
Expenditures During the Year		
Cash on Deposit June 30, 2016		\$50,340.02

53G Accounts

Cash on deposit July 1, 2016	\$15,294.68	
Receipts During the Year	\$22,895.53	
Interest Earned	\$29.90	
Expenditures During the Year	-\$25,617.69	
Cash on Deposit June 30, 2017		\$12,602.42

TAX TITLE ACCOUNT

\$0.00

Respectfully Submitted
Bonnie S. Ricardelli
Treasurer

TAX COLLECTOR'S REPORT
To the Selectmen & Citizens of the Town of Dunstable
The Annual Report of the Tax Collector for the Fiscal Year ending June 30, 2017

Tax	Levy	Refund	Payment to Treasurer	Abatements Tax Title	Uncollected
Year 2017					
Real Estate	\$8,353,828.43	\$13,088.16	\$8,231,403.06	\$21,398.71	\$114,114.82
Personal Property	\$134,934.98	\$106.26	\$133,924.38	\$1,090.47	\$26.39
MV Excise	\$560,294.34	\$5,242.99	\$514,246.16	\$15,427.11	\$35,864.06
CPA	\$250,614.86		\$245,964.52	\$1,532.72	\$3,117.62
Year 2016					
Real Estate	\$121,899.61		\$76,053.93	\$3,937.46	\$41,908.22
MV Excise	\$87,084.58	\$2,977.23	\$78,809.96	\$5,974.23	\$5,277.62
CPA	\$3,469.96		\$2,159.34	\$118.11	\$1,192.51
Year 2015					
Real Estate	\$49,226.40		\$19,678.16	\$0.00	\$29,548.24
MV Excise	\$3,749.30	\$200.21	\$2,286.68	\$225.84	\$1,436.99
CPA	\$1,364.68		\$580.86	\$0.00	\$783.82
Year 2014					
Real Estate	\$25,658.40		\$19,965.10		\$5,693.30
MV Excise	\$412.09	\$37.50	\$211.46		\$238.13
CPA	\$710.79		\$570.27		\$140.52
Year 2013					
Real Estate	\$15,105.84		\$9,723.14		\$5,382.70
MV Excise	\$694.69		\$73.75		\$610.94
CPA	\$418.33		\$256.85		\$161.48
Year 2012					
Real Estate	\$6,322.06		\$4,170.20		\$2,151.86
MV Excise	\$892.60		\$75.00	\$817.60	\$0.00
CPA	\$107.50		\$47.22		\$60.28
Roll-Back Taxes	\$54,257.65		\$54,257.65		\$0.00
Year 2011					
Personal Property	\$0.00	\$3,227.50		\$3,227.50	\$0.00
Year 2010					
Personal Property		\$3,898.75		\$3,898.75	\$0.00
TOTAL TAXES	\$9,394,457.69				
DEMANDS AND	\$7,809.50				
OTHER COSTS					
INTEREST	\$37,072.57				
TOTAL PAID					
TOWN TREASURER	\$9,439,339.76				

Respectfully Submitted,
Bonnie S. Ricardelli
Collector of Taxes

REPORT OF THE TOWN ACCOUNTANT

To the Selectmen & Citizens of the Town of Dunstable

The Annual Report of the Town Accountant for the Fiscal Year ending June 30, 2017

TOWN OF DUNSTABLE COMBINED BALANCE SHEET ALL FUND TYPES & GROUPS JUNE 30, 2017									
ASSETS	GENERAL FUND	CPA FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	CAPITAL PROJECTS FUND	TRUST FUNDS	AGENCY FUND	LONG TERM DEBT	GROUP TOTAL
Cash Unrestricted	1,180,097.80	841,263.65	224,691.73	115,568.53	189,860.33	631,507.33	108,149.28		3,291,138.65
Cash Restricted	-					118,539.54			118,539.54
Investment Restricted	-					500.00			500.00
Receivables:									-
Personal Property Tax Prior	-								-
Personal Property Tax Current	26.39								26.39
Real Estate Tax Prior	84,684.32	2,338.61							87,022.93
Real Estate Tax Current	114,114.82	3,117.62							117,232.44
Allowance for Abateements	(74,947.38)								(74,947.38)
Tax Liens Receivable	-								-
Motor Vehicle Excise Prior	7,563.68								7,563.68
Motor Vehicle Excise Current	35,864.06								35,864.06
Water User Charges	-			3,087.01					3,087.01
Due from (to) Other Funds	-								-
Due from Commonwealth	-							1,420,000.00	-
Amt to be Provided for Pmt of Bonds	-								-
TOTAL ASSETS	1,347,403.69	846,719.88	224,691.73	118,655.54	189,860.33	750,546.87	108,149.28	1,420,000.00	5,006,027.32
LIABILITIES AND FUND EQUITY									
Warrants Payable	70,693.94		29,881.10	3,402.74		564.50	1,125.21		105,667.49
Accounts Payable							(589.00)		(589.00)
Tax Withholdings	10,687.75								10,687.75
Due to Others	1,562.50	5,456.23							1,562.50
Deferred Revenue Property Tax	123,878.15								129,334.38
Deferred Revenue Tax Liens	-								-
Deferred Rev Motor Vehicle Ex	43,427.74								43,427.74
Deferred Revenue Water Charges	-			3,087.01					3,087.01
Deferred Revenue State Grant	-								-
Grant Note Payable	-		397,800.00		310,000.00			1,420,000.00	707,800.00
Bonds Payable	-								1,420,000.00
Performance Bonds	-								107,613.07
TOTAL LIABILITIES	250,250.08	5,456.23	427,681.10	6,489.75	310,000.00	564.50	107,613.07	1,420,000.00	2,528,590.94
FUND EQUITY									
Reserve for Encumbrances	5,898.20			250.00					6,148.20
Reserve for Expenditures	-	30,799.65		-					30,799.65
Reserve for Petty Cash	50.00								50.00
Reserve for Continuing Appropriations	96,624.01	-		83,818.06					180,442.07
Reserve for Special Purposes	1,474.00					119,039.54			120,513.54
Reserve for Open Space	-	4,408.50							4,408.50
Reserve for Historic Rec.	-	295,507.50							295,507.50
Reserve for Community Housing	-	291,908.50							291,908.50
Reserved for Free Cash	50,422.00								50,422.00
Unreserved Fund Balance	942,685.40	218,639.50	(202,989.37)	28,097.73	(120,139.67)	630,942.83	-		1,497,236.42
FB Res for Approp Deficits	-	-		-					-
TOTAL FUND EQUITY	1,097,153.61	841,263.65	(202,989.37)	112,165.79	(120,139.67)	749,982.37	-	-	2,477,436.38
TOTAL LIAB. & FUND EQUITY	1,347,403.69	846,719.88	224,691.73	118,655.54	189,860.33	750,546.87	108,149.28	1,420,000.00	5,006,027.32

TOWN OF DUNSTABLE
STATEMENT OF REVENUE, BUDGET VS ACTUAL
July 1, 2016 - June 30, 2017

GENERAL FUND

**ACTUAL
RECEIPTS**

TAXES

Personal Property Current	\$ 133,874.72
Real Estate Current	8,218,537.40
Real Estate Prior	121,582.29
Rollback Taxes	54,257.65
Deferred Tax Revenue	4,103.54
Motor Vehicle Excise Current	509,810.95
Motor Vehicle Excise Prior	78,467.33
	<hr/>
	\$ 9,120,633.88

INTEREST

Interest on Property Tax	35,228.35
Interest on Motor Vehicle	1,844.22
Interest on Tax Liens	84.51
Interest on Investments	4,684.23
	<hr/>
	\$ 41,841.31

LICENSES & PERMITS

Driveway Permits	625.00
Cable T V	495.50
Raffle Permits	20.00
Firearms Licenses	1,275.00
Fire Permits	5,920.00
Building Permits	87,927.87
Gas Permits	4,755.00
Plumbing Permits	5,675.00
Electrical Permits	20,820.00
Planning Board Special Permits	750.00
Common Victullar	75.00
Street Opening	2,625.00
Trash Hauling	150.00
Solid Waste Sticker	67,565.00
Solid Waste Recycling	2,478.29
Dog Licenses	3,408.00
	<hr/>
	\$ 204,564.66

FINES & VIOLATIONS

Non Criminal Fines	300.00
Court Fines	344.50
Library Fines	36.99
	<hr/>
	\$ 681.49

GENERAL GOVERNMENT***Selectmen***

Rental Income	21,735.00
Other Miscellaneous	8,621.83

Tax Collector-Treasurer

Demand Fees	7,959.50
R M V Surcharge	1,720.00
Municipal Lien Certificates	2,600.00

Assessors

150.00

Town Clerk

Certified Vitals	805.00
Business Certificates	380.00
Other Miscellaneous	128.80

Planning Board

Application Fees	3,600.00
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Board of Appeals

Filing Fees	600.00
Hearings	900.00

\$ 49,200.13**PUBLIC SAFETY*****Police Department***

Police Reports	107.00
R M V Violations	12,837.50
Sp. Duty Surcharge	13,804.80
Miscellaneous	-

\$ 26,749.30**OTHER DEPARTMENTAL**

Board of Health	20.00
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\$ 20.00**STATE & FEDERAL RECEIPTS**

State Owned Land	43,779.00
Chapter 70 Education Aid	2,961.00
School Transportation Reimb.	1,947.00
Abate. for Elderly & Veterans	6,815.00
Unrestr. General Government Aid	236,487.00
Veteran's Benefits	7,322.87
Federal Gas Tax Refund	3,880.00

\$ 303,191.87**OTHER FINANCING SOURCES & MISC RECEIPTS**

Transfers from Other Funds	169,500.00
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\$ 169,500.00**TOTAL REVENUES**

\$ 9,916,382.64

**TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2016 - JUNE 30, 2017**

		ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE)
GENERAL GOVERNMENT				
TOWN ADMINISTRATOR				
Salaries		70,896.85	72,500.00	1,603.15
Other Purchased Services	698.80		500.00	
Office Supplies	477.68		400.00	
Dues & Subscriptions	280.00		400.00	
Trainings & Meetings	<u>1,606.99</u>		<u>2,000.00</u>	
		3,063.47	3,300.00	236.53
SELECTMEN				
Salaries		1,800.00	1,800.00	-
Energy	-		200.00	
Repair & Maintenance	3,473.16		2,550.00	
Professional & Technical	5,050.00		300.00	
Professional & Technical - Special Legal	10,425.44		15,175.44	
Communication	1,098.94		1,200.00	
Office Supplies	190.50		300.00	
In State Travel	-		100.00	
Dues and Memberships	577.50		900.00	
Dues and Memberships - No Midd C of G	5,733.58		5,645.00	
Stormwater Consulting Fees (STM10/14)	<u>3,889.20</u>		<u>61,573.68</u>	
		30,438.32	87,944.12	57,505.80
FINANCE COMMITTEE				
Dues & Memberships		129.00	150.00	21.00
Reserve Fund		-	19,075.30	19,075.30
Unpaid Bills		4,335.97	4,335.97	-
ACCOUNTANT				
Salary	20,765.00		20,765.00	
Clerical	<u>7,345.75</u>		<u>8,688.00</u>	
		28,110.75	29,453.00	1,342.25
Professional Services	2,653.99		3,000.00	
Communication	47.00		100.00	
Office Supplies	254.78		500.00	
In State Travel	420.49		400.00	
Annual Audit	14,000.00		14,000.00	
Dues and Memberships	<u>95.00</u>		<u>300.00</u>	
		17,471.26	18,300.00	828.74
ASSESSORS				
Salary	900.00		900.00	
Associate Assessor	28,626.00		28,596.00	
Clerical	<u>12,801.16</u>		<u>13,127.00</u>	
		42,327.16	42,623.00	295.84
Professional Services	8,537.00		9,500.00	
Prof Serv - Prop Review Assessment	-		1,500.00	
Communication	147.00		125.00	
Office Supplies	788.18		870.00	
In State Travel	103.14		200.00	
Dues & Memberships	<u>80.00</u>		<u>100.00</u>	
		9,655.32	12,295.00	2,639.68
TREASURER-TAX COLLECTOR				
Salary	54,927.00		54,927.00	
Certification Stipend	<u>1,000.00</u>		<u>1,000.00</u>	
		55,927.00	55,927.00	-
Professional Services	14,954.76		14,857.71	
Communication	6,137.08		5,800.00	
Office Supplies	1,014.91		1,550.00	
In State Travel	-		247.00	
Dues & Memberships	50.00		90.00	
Other Charges	<u>887.96</u>		<u>500.00</u>	
		23,044.71	23,044.71	-

LEGAL DEPARTMENT					
Professional Services		30,000.00		30,000.00	-
TOWN CLERK					
Salary	30,536.00		30,536.00		
Temp Help Wages	-		-		
Certification Stipend	<u>1,000.00</u>		<u>1,000.00</u>		
		31,536.00		31,536.00	-
Professional Services	600.65		700.00		
Communication	214.80		300.00		
Office Supplies	800.00		800.00		
In State Travel	182.52		300.00		
Dues & Memberships	<u>-</u>		<u>150.00</u>		
		1,797.97		2,250.00	452.03
DOG LICENSE PROGRAM					
Communication	-		150.00		
Supplies	<u>309.24</u>		<u>400.00</u>		
		309.24		550.00	240.76
ELECTION & REGISTRATION					
Election & Reg Stipends		2,824.50		3,500.00	675.50
Registrar Salary		200.00		225.00	25.00
Repair & Maintenance	225.00		500.00		
Professional Services	2,755.20		3,000.00		
Communication	305.28		2,500.00		
Other Supplies	<u>900.00</u>		<u>900.00</u>		
		4,185.48		6,900.00	2,714.52
CONSERVATION COMMISSION					
Clerical Wages		12,979.89		14,475.00	1,495.11
Professional Services	-		100.00		
Communication	514.43		150.00		
Office Supplies	157.85		175.00		
Other Supplies	-		155.00		
In State Travel	118.80		50.00		
Dues & Memberships	574.00		625.00		
Other Charges	<u>-</u>		<u>125.00</u>		
		1,365.08		1,380.00	14.92
PLANNING BOARD					
Clerical Wages		13,034.57		14,475.00	1,440.43
Professional Services	725.75		650.00		
Communication	-		180.00		
Office Supplies	<u>268.50</u>		<u>170.00</u>		
		994.25		1,000.00	5.75
BOARD OF APPEALS					
Clerical Wages	-	-			-
Professional Services	-		1,000.00		
Office Supplies/Communication	<u>1,156.12</u>		<u>500.00</u>		
		1,156.12		1,500.00	343.88
TOWN HALL					
Clerical Wages	41,037.00		41,037.00		
Janitor/Recycler Wages	3,590.01		4,701.00		
		44,627.01		45,738.00	1,110.99
Energy	11,432.39		16,000.00		
Non-Energy Utilities	5,317.82		5,690.00		
Repair & Maintenance	10,853.03		9,675.00		
Other Property Related Services	5,833.79		3,500.00		
Professional Services	1,025.00		1,000.00		
Communication	4,353.78		4,500.00		
Office Supplies	3,238.23		2,500.00		
Repair & Maintenance Supplies	-		100.00		
Custodial Supplies	422.75		500.00		
Repair Town Hall Furnace (Art. 10)	<u>6,327.00</u>		<u>8,733.60</u>		
		48,803.79		52,198.60	3,394.81
TOWN REPORTS		3,513.63		3,850.00	336.37
TOWN PLANNING ENGINEER		12,330.97		12,404.04	73.07

TOWN PROPERTY - SPECIAL ARTICLES

P/S Complex	29,400.00	30,000.00	600.00
River St Survey	-	2,500.00	2,500.00
Town Hall A/C	9,341.55	20,000.00	10,658.45

TOTAL GENERAL GOVERNMENT

535,599.86

645,229.74

109,629.88

PUBLIC SAFETY**POLICE DEPARTMENT**

Chief Salary	110,309.80	107,611.00	
Officer Wages	596,138.24	664,191.56	
Admin Assistant Wages	34,173.50	34,250.00	
Custodian Wages	3,902.61	3,942.00	
	<u>744,524.15</u>		
	744,524.15	809,994.56	65,470.41

Energy	7,014.03	9,048.00	
Water	186.00	250.00	
Repair & Maintenance	2,122.00	1,926.00	
Cruiser Repairs and Maint.	8,051.60	6,387.00	
Radio Repair & Maintenance	7,642.02	7,400.00	
Station Repair & Maintenance	781.96	1,000.00	
Rentals and Leases	58.00	100.00	
Other Property Related Services	1,977.31	1,855.00	
Professional & Technical	10,873.70	9,000.00	
Tuition Reimbursement	800.00	1,600.00	
Communication	575.35	700.00	
Radio Communication	65,997.49	68,000.00	
Station Communication	2,814.27	3,500.00	
Other Purchased Services	0.45	100.00	
Other Services - Lock Up	603.99	1,000.00	
Office Supplies	5,033.58	2,500.00	
Custodial Supplies	1,201.37	100.00	
Vehicle Supplies	19,551.81	19,500.00	
Other Supplies	13,788.75	15,000.00	
Station Other Supplies	449.33	1,000.00	
Police In-State Travel	64.32		
Dues & Memberships	13,006.99	12,300.00	
Radio Dues & Memberships	1,900.00	2,000.00	
New Cruiser Lease	52,569.36	53,840.00	

217,063.68

218,106.00

1,042.32

FIRE DEPARTMENT

Fire Chief Wages	60,572.88	60,336.00	
Fire Department Wages	27,473.50	28,000.00	
Fire Department Training Wages	6,709.50	8,028.00	

94,755.88

96,364.00

1,608.12

Energy	3,617.45	4,000.00	
Water	186.00	200.00	
Repair & Maintenance	15,074.07	12,000.00	
Rentals & Leases	12,310.24	12,312.00	
Professional Services	2,738.53	1,750.00	
Training, Chief	88.00	250.00	
Communications	5,244.17	5,500.00	
Office Supplies	380.30	300.00	
Building & Equipment Maint. Supplies	1,248.06	3,000.00	
Custodial Supplies	106.21	300.00	
Vehicle Supplies	2,692.07	4,000.00	
Food and Food Service Supplies	167.51	500.00	
Firefighting Supplies	6,102.83	6,500.00	
Other Training Supplies	780.00	1,500.00	
New Firefighting Equipment	6,088.93	5,000.00	
Replacement Equipment	18,160.91	18,000.00	
Dues & Membership	1,065.15	1,100.00	
Communications Equipment (Art. 3)	-	13,526.60	

76,050.43

89,738.60

13,688.17

INSPECTORS

Building Inspector Salary	19,201.00	19,201.00	-
Building Inspector Part-Time Wages	3,612.00	3,612.00	
Building Inspector Expense	866.32	1,500.00	633.68
Gas Inspector Salary	2,802.00	2,994.00	192.00
Plumbing Inspector Salary	2,726.00	3,078.00	352.00
Electrical Inspector Salary	11,928.00	11,928.00	-
Inspector of Animals	170.00	570.00	400.00

EMERGENCY MANAGEMENT

3,405.90

6,007.00

2,601.10

ANIMAL CONTROL/DOG OFFICER		8,540.00	9,000.00	460.00
TREE WARDEN		14,885.00	15,000.00	115.00
TOTAL PUBLIC SAFETY		1,200,530.36	1,287,093.16	86,562.80
EDUCATION				
G.D.R.S. District		5,244,976.00	5,407,056.00	162,080.00
G.D.R.S. District Debt		361,264.00	361,264.00	-
G.L.R.V.T.H.S.		197,250.00	197,250.00	-
G.L.R.V.T.H.S. Distric Debt		19,152.00	21,065.00	1,913.00
Essex Ag.-Non-Regional		16,464.00	16,464.00	-
Essex Ag.-Transportation		31,325.00	34,572.00	3,247.00
TOTAL EDUCATION		5,870,431.00	6,037,671.00	167,240.00
PUBLIC WORKS & FACILITIES				
HIGHWAY DEPARTMENT				
Wages Operations Staff	160,665.87		160,506.00	
Clerical Wages	<u>17,630.61</u>		<u>18,021.00</u>	
		178,296.48	178,527.00	230.52
Energy	5,876.27		6,523.00	
Repair & Maintenance	49,914.48		45,000.00	
Paving Service	81,389.95		86,242.76	
BrushSigns& Line Paint	23,878.36		28,239.00	
Repair & Maitain Building	822.10		5,000.00	
Art. 11, Stormwater Mgmt Consultant	19,097.12		20,000.00	
Professional & Technical	3,302.26		1,600.00	
Commuinication	2,117.40		5,100.00	
Office Supplies	68.97		261.00	
Custodial & Housekeeping Supplies	440.01		600.00	
Vehicular Supplies	36,643.31		34,965.00	
Public Works Supplies	10,854.72		5,348.00	
Other Supplies	285.13		500.00	
Dues & Memberships	<u>210.00</u>		<u>200.00</u>	
		234,900.08	239,578.76	4,678.68
Street Lights		9,481.15	9,481.15	-
Snow Removal				
Wages	27,531.95		20,758.00	
Overtime	<u>21,725.55</u>		<u>32,712.00</u>	
		49,257.50	53,470.00	4,212.50
Repair & Maintenance Services	-		5,583.00	
Other Property Services	12,583.00		5,583.00	
Outside Plow Companies	43,073.94		20,000.00	
Vehicular Supplies	15,622.37		6,090.00	
Salt	158,873.91		177,258.00	
Sand	-		2,842.00	
Supplies, Ice Ban	<u>2,600.00</u>		<u>12,354.00</u>	
		232,753.22	229,710.00	(3,043.22)
TRANSFER STATION / LANDFILL				
Transfer Station Wages		16,449.58	17,053.00	603.42
Landfill Expense	2,287.30		2,300.00	
Transfer Station Rentals and Leases	1,290.80		1,500.00	
Rubbish Removal	48,839.53		56,000.00	
Transfer Station Professional and Tech	3,410.34		4,500.00	
Transfer Station Other Purchases	1,891.81		4,000.00	
Transfer Station Other Supplies	336.03		2,250.00	
Article, Replace Fencing	<u>14,980.00</u>		<u>15,000.00</u>	
		73,035.81	85,550.00	12,514.19
CEMETERY DEPARTMENT				
Wages		9,180.00	9,180.00	-
Water	1,709.76		1,500.00	
Other Property Related Services	853.95		600.00	
Repair & Maintenance Service	21.98		500.00	
Building & Equipment Repair	111.51		300.00	
Other Supplies	553.21		1,100.00	
Groundskeeping Supplies	<u>-</u>		<u>600.00</u>	
		3,250.41	4,600.00	1,349.59

TOTAL PUBLIC WORKS		806,604.23	827,149.91	20,545.68
HUMAN SERVICES				
BOARD OF HEALTH				
Clerical Wages	5,841.93		5,841.93	-
Rentals & Leases	-	577.39		
Communication	-	400.00		
Office Supplies	417.99	400.00		
Dues & Memberships	150.00	150.00		
	567.99		1,527.39	959.40
Nashoba Assessment	7,416.84		7,201.00	(215.84)
Nashoba Nursing	3,384.68		3,384.68	-
Mental Health Assessment	400.00		400.00	-
TADS Program	2,000.00		2,000.00	-
COUNCIL ON AGING				
Wages	8,792.00		8,792.00	-
COA Bus	8,292.40	8,292.40		
Office Supplies	72.38	250.00		
Food Service Supplies	2,800.00	2,800.00		
In State Travel	420.92	500.00		
Dues and Memberships	351.00	258.00		
	11,936.70		12,100.40	163.70
VETERANS SERVICES				
Salary	5,362.00		5,362.00	-
Professional & Technical	593.38	840.00		
Communication	1,578.27	1,521.00		
Office Supplies	782.92	1,000.00		
Other Supplies	249.47	500.00		
Food Services	453.99	400.00		
In State Travel	55.64	250.00		
Dues & Memberships	-	55.00		
Veteran's Benefits	19,160.55	30,000.00		
	22,874.22		34,566.00	11,691.78
Veteran's Benefits Fund	-			-
TOTAL HUMAN SERVICES		68,576.36	81,175.40	12,599.04
CULTURE & RECREATION				
LIBRARY				
Wages	69,651.00		69,651.00	-
Energy	20,683.30	15,000.00		
Water	481.26	488.00		
Repair & Maintenance	3,871.52	9,800.00		
Other Property Related Services	2,566.84	2,500.00		
Communication	454.39	-		
Office Supplies	3,642.94	4,000.00		
Other Supplies Collection Materials	29,424.53	31,859.00		
Lighting Design Services ATM 5/11	695.00	7,000.00		
Design/Rep. Egress (Art. 8)	4,477.50	6,517.50		
	66,297.28		77,164.50	10,867.22
MVL Consortium Dues	13,100.00		13,100.00	-
TECHNOLOGY	12,703.00		13,398.00	695.00
RECREATION COMMISSION				
Other Purchased Services	1,000.55		2,080.00	1,079.45
PARKS DEPARTMENT				
Energy	3,401.53	2,050.00		
Rental & Leases	552.84	-		
Other Property Related Services	41,119.60	42,477.00		
Other Services	3,412.54	6,000.00		
	48,486.51		50,527.00	2,040.49

MEMORIAL DAY	200.00	700.00	500.00
TOTAL CULTURAL & RECREATION	211,438.34	226,620.50	15,182.16
DEBT SERVICE			
Long Term Debt	182,790.00	182,790.00	-
Long Term Interest	35,532.66	35,533.00	0.34
Temporary Loan Interest	2,340.00	2,340.00	-
TOTAL DEBT SERVICE	220,662.66	220,663.00	0.34
INSURANCE & BENEFITS			
County Retirement	228,686.00	228,686.00	-
Insurances:			
Group Health Insurance	221,226.80	227,000.00	5,773.20
Medicare Town Share	23,777.84	23,777.84	-
Liability (Buildings, Vehicles, Workers)	94,734.48	100,190.00	5,455.52
TOTAL INSURANCE & BENEFITS	568,425.12	579,653.84	11,228.72
State Assessment	3,250.00		(3,250.00)
Capital Plan Expenses	-	10,000.00	1.00
Transfer to Capital Projects	61,080.00	61,080.00	-
TOTAL GENERAL FUND DEPARTMENTAL PAYMENTS	<u>9,556,596.93</u>	<u>9,976,336.55</u>	<u>419,739.62</u>

Town of Dunstable
STATEMENT OF CHANGE IN FUND BALANCE - SPECIAL REVENUE FUNDS
JULY 1, 2016 - JUNE 30, 2017

ACCOUNT NUMBER		BALANCE <u>6/30/2016</u>	RECEIPTS	TRANS.	EXPENDED <u>PAYROLL</u>	EXPENDED <u>OTHER</u>	BALANCE <u>6/30/2017</u>
2010-13-192-3560-0000-000	Town Hall Committee	1,448.09	-	-	-	-	1,448.09
2020-00-000-3590-0000-000	Insurance Receipts < \$20,000	2,586.22					2,586.22
2022-01-161-3280-0000-000	Extended Polling Hours State Grant	7,232.24	874.00		329.00		7,777.24
2150-10-210-3560-0000-000	Police Special Duty	2,029.76	144,196.10		174,622.10		(28,396.24)
2260-00-000-3590-0000-000	Permit Fee Revolving	-	4,200.00			4,220.00	(20.00)
2280-10-171-3560-0000-000	Wetland By-Law Fees	1,200.00	25.00				1,225.00
2390-12-422-3520-0000-000	Hwy Chapter 90 Improvement Grant	-	267,752.76		4,599.20	263,153.56	0.00
2440-10-491-3280-0000-000	Cemetery Revolving Fund	0.00	8,150.00		2,656.04	5,475.20	18.76
2470-10-631-3560-0000-000	Town Recreation Revolving Fund	30,368.45	700.00			4,695.00	26,373.45
2475-10-210-3560-0000-000	Law Enforcement Revolving	8,776.00	870.64				9,646.64
2480-10-541-3560-0000-000	COA Transportation Revolving Fund	5,247.70	1,500.00			2,825.40	3,922.30
2600-13-122-3560-0000-000	Butterfield Relief/Poor	11,087.64	635.00				11,722.64
2602-13-491-3560-0000-003	Butterfield Cemetery Fund	15,050.08	1,270.00				16,320.08
2603-13-491-3560-0000-004	Cemetery Gifts & Donations	630.00	-			150.00	480.00
2604-13-491-3560-0000-005	Cemetery Setting of Stone	465.00	40.00				505.00
2605-13-541-3560-0000-002	Elder Affairs Donations	3,114.69	3,584.83			933.02	5,766.50
2607-13-541-3560-0000-003	Council on Aging Building Fund	29,346.75	-				29,346.75
2609-13-610-3560-0000-006	Library Jose Abeyta Memorial	222.15	-				222.15
2610-13-610-3560-0000-007	Library Lucy Kennedy Memorial	879.04	-			310.00	569.04
2611-13-610-3560-0000-008	Library Germaine Crawford	1,623.00	50.00				1,673.00
2612-13-610-3560-0000-009	Library Lloyd Barnes Mem.	141.00	-				141.00
2613-13-630-3560-0000-000	Recreation Music Fund	482.25	-				482.25
2614-13-631-3560-0000-000	Dunstable Road Race Donations	316.12	-				316.12
2615-13-699-3560-0000-000	Cultural Council Grant	3,328.74	4,405.24			4,760.00	2,973.98
2616-13-699-3560-0000-001	Cultural Council Fundraiser	133.20	-				133.20
2617-13-693-3560-0000-000	Summer Concert Donations	9,915.72	7,601.00			3,843.72	13,673.00
2618-13-610-3560-0000-003	Library Trustee Account	17,743.90	1,255.00			1,451.39	17,547.51
2623-13-610-3560-0000-028	Library Helen Kennedy Mem	20,659.88	-				20,659.88
2624-13-610-3560-0000-000	Library Beverly Rock Mem.	731.18	-				731.18
2625-13-610-3560-0000-000	Library Lucille Dumont Mem	1,425.00	-				1,425.00
2626-13-000-3280-0000-000	Tynys Rotary Club Donations	95.00	-				95.00
2629-13-692-3560-0000-000	Memorial Day Donation	1,141.80	-				1,141.80
2630-13-000-3280-0000-000	Korean/Vietnam Memorial Donations	17.67	-				17.67
2631-13-000-3280-0000-000	Flag Donations	379.24	1,835.00			1,499.50	714.74
2636-02-210-3560-0000-000	Police Donations	-	1,681.50				1,681.50
2661-10-171-3560-0000-000	Conservation Wetland Act	22,403.92	180.00			6,027.27	16,556.65
2662-20-171-3300-0000-000	Town Forest Timber	18,631.76	-			18,631.76	0.00
2782-11-422-3510-2009-000	FEMA Ice Storm Grant	(38,000.00)	38,000.00				-
2800-12-541-3520-0000-000	Elder Affairs Grant	699.37	4,390.63		5,070.53		19.47
2801-12-541-3520-0000-001	Elder Affairs Pharmacy	163.61	2,222.69				2,386.30
2802-12-610-3520-0000-001	Library Incentive Grant	10,318.27	1,295.76		10,876.85		737.18
2803-12-610-3520-0000-002	Library Equal. Grant	897.94	-		170.00		727.94
2804-12-610-3520-0000-000	Library NR Circulation Grant	919.66	268.47				1,188.13
2815-00-000-3590-0000-000	Community Compact Grant		58,796.00			45,747.04	13,048.96
2820-12-210-3520-0000-004	Police Community Grant	28.40	-				28.40
2830-12-220-3520-0000-000	VFA Fire Equipment State Grant	61.70	-				61.70
2832-12-220-3280-0000-000	Fire SAFE State Grant	2,699.98	3,063.00		1,275.00	1,816.23	2,671.75
2833-12-220-3280-0000-000	Fire Senior SAFE Grant	2,212.09	2,295.00		412.50	1,914.79	2,179.80
2840-12-291-3520-2009-000	Emergency Management Grant	2,283.90	-	-	-	-	2,283.90
2850-00-000-3590-0000-000	MassDOT Grant	-	41,541.82			41,541.82	-
		201,138.11	602,679.44	-	200,011.22	408,995.70	194,810.63

6/30/2017

	Water System Engineering	Main Street Engineering	Salt Shed	TOTAL CAPITAL PROJECTS
Revenue	-		-	-
Expenditures	-	20,233.89	-	20,233.89
Surplus/Deficit	-	(20,233.89)	-	(20,233.89)
Tranfers In	-	30,000.00	20,000.00	50,000.00
Tranfers Out				-
Change in Fund Balance	-	9,766.11	20,000.00	29,766.11
Beg Fund Balance	11,000.00	7,672.87	164,312.91	182,985.78
Change in Fund Balance	11,000.00	9,766.11	20,000.00	40,766.11
Fund Balance Adjustments				-
End Fund Balance	(11,000.00)	(13,173.24)	144,312.91	120,139.67
Cash	11,000.00	163,173.24	15,687.09	189,860.33
TOTAL ASSETS	11,000.00	163,173.24	15,687.09	189,860.33
Bond Anticipation Note		(150,000.00)	(160,000.00)	(310,000.00)
TOTAL LIABILITIES	-	(150,000.00)	(160,000.00)	(310,000.00)
Undesignated Fund Balance	(11,000.00)	(13,173.24)	144,312.91	120,139.67
TOTAL FUND BALANCE	(11,000.00)	(13,173.24)	144,312.91	120,139.67
TOTAL LIABILITIES & FUND EQUITY	(11,000.00)	(163,173.24)	(15,687.09)	(189,860.33)

**TOWN OF DUNSTABLE
COMBINED BALANCE SHEET - ENTERPRISE FUNDS
JUNE 30, 2017**

	WATER ENTERPRISE FUND
	<hr/>
Cash	115,568.53
Water User Charges Receivable	3,565.90
	<hr/>
TOTAL ASSETS	119,134.43
	<hr/>
Warrants Payable	3,402.74
Accrued Payroll	0.00
Deferred Revenue	3,565.90
	<hr/>
TOTAL LIABILITIES	6,968.64
	<hr/>
Reserved for Encumbrances	250.00
Reserved for Expenditures	0.00
Reserved for Continuing Appropriations	83,818.06
Retained Earnings	28,097.73
	<hr/>
TOTAL FUND EQUITY	112,165.79
	<hr/>
TOTAL LIABILITIES & FUND EQUITY	119,134.43
	<hr/>

**TOWN OF DUNSTABLE
WATER ENTERPRISE FUND
JULY 1, 2016 - JUNE 30, 2017**

	Budget	Actual	
Fund Balance as of July 1, 2016			
Reserve for Expenditures		-	
Reserve for Continuing Appropriations		94,128.29	
Unreserved Retained Earnings/(Deficit)		14,796.81	108,925.10
 Receipts:			
User Charges	53,500.00	66,682.52	
Special Assessments	750.00	1,750.00	
Interest on Charges	72.00	189.67	
Connection Fees	250.00	375.00	
Interest on Investment	100.00	126.70	
	<u>54,672.00</u>	<u>69,123.89</u>	69,123.89
 Transferred in (Free Cash)			<u>-</u>
			178,048.99
 Expended:			
Wages	18,573.00	19,207.20	
Energy	8,000.00	7,036.09	
Repair & Maintenance	6,100.00	5,474.51	
Rentals	300.00	209.00	
Training	550.00	-	
Professional Services	6,010.00	7,301.00	
Communication	450.00	173.95	
Office Supplies	265.00	212.52	
Repair Maintenance Supplies	400.00	-	
Public Works Supplies	5,830.00	6,365.39	
In-State Travel	45.00	-	
Dues & Memberships	600.00	410.00	
Emergency Reserve	5,858.00	3,320.00	
Special Projects, Capital Asset Repair	<u>94,128.29</u>	<u>10,310.23</u>	
	147,109.29	60,019.89	60,019.89
 Other Financing Uses-Intergovernmental	6,000.00	5,863.31	5,863.31
			112,165.79
 Fund Balances as of June 30, 2017:			
Reserve for Encumbrances		250.00	
Reserve for Continuing Appropriations		83,818.06	
Unreserved Retained Earnings/(Deficit)		<u>28,097.73</u>	
		112,165.79	

TOWN OF DUNSTABLE
BALANCE SHEET - TRUST FUNDS
June 30, 2017

ASSETS	NON-EXPENDABLE	EXPENDABLE	TOTAL
Cash	118,539.54	475,328.38	593,867.92
Investment - Stock	500.00	-	500.00
TOTAL ASSETS	<u>119,039.54</u>	<u>475,328.38</u>	<u>594,367.92</u>
LIABILITIES			
Warrants Payable	-	251.00	251.00
TOTAL LIABILITIES	<u>-</u>	<u>251.00</u>	<u>251.00</u>
FUND BALANCES			
Harriett C Proctor Chapel	-	27,408.83	27,408.83
Asa T. Butterfield Library	21,200.00	1,028.61	22,228.61
Cemetery Perpetual Care	62,456.00	16,785.01	79,241.01
E D & May Swallow Cemetery	1,000.00	965.12	1,965.12
Ellen Kendall Library Fund	50.00	1.35	51.35
E R Bennett Public Grounds	500.00	910.84	1,410.84
Fred Fletcher Cemetery Fund	2,532.54	2,683.44	5,215.98
Meeting House Hill Cemetery	1,400.00	2,555.41	3,955.41
Owen Parkhurst Library Fund	1,000.00	1,206.66	2,206.66
Rideout Cemetery PC	401.00	729.95	1,130.95
Sarah Parkhurst Roby Bldg.	2,000.00	42.02	2,042.02
Sarah Roby Highway Fund	1,000.00	4,848.18	5,848.18
Sarah Parkhurst Free Lecture	5,000.00	1,985.74	6,985.74
Charles & Hazel Grasse Trust	10,000.00	152.91	10,152.91
Marietta Parkhurst Water	500.00	-	500.00
Conservation Timber Fund	-	40,942.95	40,942.95
Conservation Land Fund	-	4,170.20	4,170.20
James McKenna Memorial	-	5,055.49	5,055.49
Majorie Olney Library	-	6,898.85	6,898.85
Stabilizaion Fund	-	266,983.26	266,983.26
Stabilizaion Fund - Highway	-	10,105.01	10,105.01
Stablization Fund - Water	-	50,340.02	50,340.02
Unemployment Comp Fund	-	15,229.25	15,229.25
Toby Scholarship Donation	-	159,993.88	159,993.88
Scholarship Fund	-	396.98	396.98
Educational Fund	-	1,036.94	1,036.94
Senior Fund	-	2,758.10	2,758.10
Sarah Parkhurst Charity	5,000.00	4,728.31	9,728.31
Harriet C Proctor Charity	5,000.00	1,192.62	6,192.62
TOTAL FUND BALANCE	<u>119,039.54</u>	<u>631,135.93</u>	<u>750,175.47</u>
TOTAL LIABILITIES & FUND BALANCE	<u>119,039.54</u>	<u>631,386.93</u>	<u>750,426.47</u>

TOWN OF DUNSTABLE
EXPENDABLE TRUST FUNDS - CHANGES IN FUND BALANCE
June 30, 2017

<u>Account #</u>	<u>BALANCE</u> <u>7/1/2016</u>	<u>INCOME</u>	<u>TRANSFERS</u>	<u>EXPENDED</u>	<u>BALANCE</u> <u>6/30/2017</u>
2500-40-000-3300-0000-021	265,167.61	1,815.65			266,983.26
2501-40-422-3300-0000-000	10,037.72	67.29			10,105.01
2502-40-450-3300-0000-000	50,004.85	335.17			50,340.02
2619-13-171-3560-0000-019	40,754.84	188.11			40,942.95
2620-13-171-3560-0000-019	3,627.79	745.41		203.00	4,170.20
2621-13-610-3560-0000-022	5,277.13	28.36		250.00	5,055.49
2622-13-610-3560-0000-026	6,860.21	38.64			6,898.85
5300-04-491-3590-0000-000	20,268.16	1,506.89		4,990.04	16,785.01
5301-04-491-3590-0000-001	27,255.32	153.51			27,408.83
5302-06-610-3590-0000-000	904.12	124.49			1,028.61
5304-04-491-3590-0000-006	952.71	12.41			965.12
5305-06-610-3590-0000-007	0.48	0.87			1.35
5306-06-610-3590-0000-008	903.52	7.32			910.84
5307-04-491-3590-0000-009	2,654.22	29.22			2,683.44
5308-04-491-3590-0000-011	2,533.26	22.15			2,555.41
5309-06-610-3590-0000-012	1,206.66	9.90	1,100.00	1,109.90	1,206.66
5310-04-491-3590-0000-013	723.62	6.33			729.95
5311-01-192-3590-0000-014	30.59	11.43			42.02
5312-04-420-3590-0000-015	4,815.43	32.75			4,848.18
5313-06-610-3590-0000-017	1,946.62	39.12			1,985.74
5314-06-610-3590-0000-018	1,989.74	63.17		1,900.00	152.91
8200-00-000-3590-0000-000	15,143.96	85.29			15,229.25
8509-00-000-3590-0000-000	-	159,993.88			159,993.88
8510-00-000-3010-0000-023	394.76	2.22	-	-	396.98
8511-00-000-3010-0000-024	1,031.14	5.80			1,036.94
8512-00-000-3010-0000-025	2,742.65	15.45			2,758.10
8513-00-000-3590-0000-016	5,073.91	54.40		400.00	4,728.31
8514-00-000-3590-0000-010	3,027.36	40.26		1,875.00	1,192.62
TOTAL EXPENDABLE	475,328.38	160,709.97	1,100.00	5,284.90	631,135.93

TOWN OF DUNSTABLE
STATEMENT OF LONG TERM DEBT GROUP OF ACCOUNTS
June 30, 2017

	<i>Original Loan</i>	<u>Balance</u> <u>07/01/16</u>	<u>Retirements</u>	<u>Balance</u> <u>06/30/17</u>
LAND ACQUISITION				
19 Year General Obligation Bond Variable Coupon Rate 3.1 - 4.5% Issued 09/01/2002 Maturity 05/15/2021	1,425,000.00	375,000.00	(75,000.00)	300,000.00
TOWN HALL ARCHITECT				
19 Year General Obligation Bond Variable Coupon Rate 3.1 - 4.5% Issued 09/01/2002 Maturity 05/15/2021	132,000.00	34,000.00	(7,000.00)	27,000.00
TOWN HALL RENOVATION				
19 Year General Obligation Bond Variable Coupon Rate 3.1 - 4.5% Issued 09/01/2002 Maturity 05/15/2021	1,500,000.00	391,000.00	(78,000.00)	313,000.00
HENRY PROPERTY				
10 Year State House Note 4.97% Issued 11/15/2006 Maturity 11/15/2016	227,907.49	22,790.00	(22,790.00)	-
CPA - FARM PROPERTY				
19 Year General Obligation Bond Variable Coupon Rate 4.2 - 6.0% Issued 08/15/2007 Maturity 08/15/2026	1,500,000.00	860,000.00	(80,000.00)	780,000.00
TOTAL:		<u>1,682,790.00</u>	<u>(262,790.00)</u>	<u>1,420,000.00</u>

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF DUNSTABLE
WARRANT
ANNUAL TOWN MEETING - May 14, 2018

Middlesex, ss.

To either of the Constables of the Town of Dunstable in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Swallow School in said Dunstable on Monday, the Fourteenth of May next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

ARTICLE 1 - Reports: To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or take any action in relation thereto.

FISCAL YEAR 2018

ARTICLE 2 - Transfer from Repair Water Enterprise Fund: To see if the Town will vote to transfer from account 6500-04-451-5240-2010-002 to account 6500-04-450-5300-0000-005 a sum of money for the purpose of funding operating expenses or other purposes as deemed necessary by the Board of Water Commissioners for FY2018, or take any action in relation thereto.

ARTICLE 3 - Tuition Reimbursement Account Number Correction: To see if the Town will vote to transfer from account 0001-02-210-5310-0000-560 to account 0001-02-210-5310-0000-005 \$200.00 or some other sum of money for the purpose of tuition reimbursement, or take any action in relation thereto.

ARTICLE 4 - Highway Truck: To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$65,000 or some other sum of money for the purpose of purchasing a Highway Truck, or take any action in relation thereto.

ARTICLE 5 - Highway Department Hot Box: To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$35,000 or some other sum of money for the purpose of purchasing a hot box for the Highway Department, or take any action in relation thereto.

ARTICLE 6 - Police Department Utility Vehicle: To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$34,000 or some other sum of money for the purpose of purchasing a Police Department utility vehicle, or take any action in relation thereto.

ARTICLE 7 - Police Department Toughbooks: To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$10,500 or some other sum of money for the purpose of purchasing Police Department Toughbooks, or take any action in relation thereto.

ARTICLE 8 - Fire Department ATV: To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$25,000 or some other sum of money for the purpose of purchasing an all-terrain vehicle (ATV) and associated equipment for the Fire Department, or take any action in relation thereto.

ARTICLE 9 - Transfer to Stabilization: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money, and if so what amount, for the Stabilization Fund, pursuant to Massachusetts General Laws Chapter 40, Section 5B, or take any action in relation thereto.

ARTICLE 10 - Free Cash Transfer for FY19: To see what sum the Town will vote to transfer from Free Cash (Surplus Revenue) to meet the appropriations of Fiscal Year 2019, beginning July 1, 2018 or to authorize the Assessors to utilize said transfer in order to reduce the tax rate, or take any action in relation thereto.

ARTICLE 11 - Survey of 91 River Street: To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$21,875 or some other sum of money for the survey of and removal of asbestos from 91 River Street, or take any action in relation thereto.

ARTICLE 12 - Unpaid Bills of FY17: To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$36.91 or some other sum of money for the purpose of paying unpaid bills of FY2017, including the following, or take any action in relation thereto:

Gulf \$ 36.91.

BYLAW AMENDMENTS AND SPECIAL ACTS

ARTICLE 13 - Business Registration Bylaw: To see if the Town will vote to amend the General Bylaws as follows, or take any action in relation thereto:

1. By adding the following Business Registration Bylaw:

BUSINESS REGISTRATION

Section 1. Filing and renewal of certificate required.

Any person conducting business in the Commonwealth of Massachusetts under any title other than the real name of the person conducting the business, whether individually or as a partnership, whose office is situated in the Town of Dunstable shall file in the office of the Town Clerk a certificate stating the full name and residence of each person conducting such business, the place, including street name and number, where, and the title under which it is conducted, and shall amend and/or renew said certificate from time to time, and pay the appropriate fee, as required by M.G.L. c. 110, § 5.

Section 2. Violations and penalties.

Violations of this bylaw shall be subject to a fine of \$300 for each offence, and enforced by noncriminal disposition of the offence by the Police Department pursuant to the Non-Criminal Disposition Bylaw.

2. By amending the Non-Criminal Disposition Bylaw by adding the following text to Section 5:

Business Registration Bylaw

Police Department

ARTICLE 14 - Non-Substantive Changes: To see if the Town will vote to amend the General Bylaws, Town Meeting, Town Elections & Records, Article III, Records and Reports, as set forth below (deletions in ~~strikethrough~~ and insertions underlined), or take any action in relation thereto:

§7 The Town Clerk is authorized to assign appropriate numbers to sections, subsections, paragraphs, and subparagraphs of the General Bylaws and Zoning Bylaws where none are approved by Town Meeting, and, if such numbers are approved by Town Meeting, after consultation with the Board of Selectmen, the Town Clerk is authorized to make non-substantive, editorial revisions to ensure consistent and appropriate sequencing and numbering, provided any such editorial revision shall be identified by a footnote or other convention.

ARTICLE 15 - Memorials and Monuments Bylaw: To see if the Town will vote to amend the General Bylaws by adding the following Memorials and Monuments Bylaw, or take any action in relation thereto:

MONUMENTS AND MEMORIALS

Section 1. Purpose.

The purpose of the Memorials and Monuments bylaw is to standardize administration and the treatment of memorials, monuments, and historical makers within the Town of Dunstable.

Section 2. Definitions.

- a. Memorial. A monument or ceremony, which honors a person who has died or serves as a reminder of an event in which many people died.
- b. Monument. (1) A building, statue, stone, marker etc., which honors a person or event; or (2) a building or place that is important because of when it was built or is of historical significance.
- c. Historical Marker. A plaque or sign erected at historically significant locations, facilities, or buildings. The marker may be free standing, mounted, or affixed to an existing structure.
- d. Memorials and Monuments Committee. A public body with duties set forth in this bylaw, consisting of five (5) members appointed by the Board of Selectmen.

Section 3. Designation.

The memorialization of a person or an event shall have a direct connection to the Town of Dunstable. Topics suitable for memorialization shall include service in the armed forces in time of war, conflict, or other national emergency; personal

accomplishments including national elective or national appointed office; receipt of notable national or international awards; discoveries of unique and lasting contribution to the Commonwealth or Nation; or recognition of disaster or significant calamity in which the loss of life occurred within the Town of Dunstable or directly affecting its residents.

Section 4. Location.

No person, organization, or other organized body of persons, or corporation to include any Town board or committee or department shall install, construct, or emplace a memorial, monument or historical marker on public land without the prior approval of the Board of Selectmen after recommendation from the Memorials and Monuments Committee. This provision shall not apply to the public lands under the jurisdiction of the Dunstable Cemetery Commissioners.

Section 5. Application.

- a. Any person, organization, or corporation desiring to install, construct, or emplace a memorial, monument, or historical marker on Town public lands shall submit an application containing required information specified by the Memorials and Monuments Committee.
- b. The application shall include details and information about the person(s) or event designated for commemoration.
- c. No application for installation, construction, or emplacement of a monument, memorial, or historical marker shall be considered by the Memorials and Monuments Committee until at least five (5) years have passed since the death of the person(s) or past the date of event of commemoration.
 - i. Exception: At the discretion of the Memorials and Monuments Committee, the moratorium period of 5 year may be waived.
- d. The Memorials and Monuments Committee shall conduct a public hearing not less than 60 days following memorial application receipt. The Memorials and Monuments Committee shall publish public hearing meeting minutes. The Memorials and Monuments Committee shall evaluate and decide on the application within 60 days from completion of public hearing(s).

Section 6. Communications.

The Memorials and Monuments Committee shall identify applicable departments, committees, and boards, which may have interest or jurisdiction regarding the placement of monuments or historical markers. The Memorials and Monuments Committee shall consider their inputs in the application review process.

Section 7. Monument Construction.

Monuments shall be constructed of materials, which are naturally consistent with the intended locale. These materials include stone, metal, or wood. Materials of durability and serviceability of 50 years or greater is preferred. The Memorials and Monuments Committee shall consider the specification of the type, quality, and durability as well as the aesthetic suitability for memorials or monuments in the application evaluation process.

Section 8. Memorial Retirement or Relocation.

The Memorials and Monuments Committee shall make recommendations to the Board of Selectmen for any adopted memorial or monument which:

- a. Shall be retired and removed from the public land.
- b. Shall be relocated or moved from one public parcel to another.

Section 9. Memorial Inventory.

- a. The Memorials and Monuments Committee shall maintain a list of all permanent memorials, monuments, and historical markers on public lands.
- b. The Memorials and Monuments Committee shall inventory the adopted Town monuments, memorials, and historical markers on a 5-year basis and report the memorial's condition and any recommendations for maintenance or repair to the responsible Town entity no later than September 1st.
- c. Items not found on the Memorials and Monuments Committee adopted inventory shall not be recommended for upkeep or maintenance.

ARTICLE 16 - Amendment to the Dunstable Zoning Bylaws to Regulate Recreational Marijuana Establishments: To see if the Town will vote to amend the Zoning Bylaws as follows:

1. By amending Section 28, Temporary Moratorium on Marijuana Establishments, Subsection 28.3, Temporary moratorium, as follows (deletions in strikethrough and insertions underlined):

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaws to the contrary, the Town hereby adopts a Temporary Moratorium on the use of land or structures as a primary or accessory use, as a ~~marijuana establishment, marijuana retailer, marijuana cultivator, marijuana testing facility, marijuana product manufacturer,~~ or any other type of marijuana related business or operation allowed under the Act, other state laws, or the Cannabis Control Commission's regulations, other than a marijuana cultivator, independent testing laboratory, or marijuana product manufacturer, which shall be governed by Section 30 of these Zoning Bylaws. The Temporary Moratorium shall be in effect through December 31, 2018. During the time that the Temporary Moratorium is in effect, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission's regulations, and shall

consider adopting a new Zoning Bylaw to address the impact of marijuana establishments and other types of marijuana-related businesses or operations allowed under the Act.

Provided however, that these amendments to Section 28 shall not take effect unless a new Section 30 of the Zoning Bylaws, governing recreational marijuana establishments, takes effect.

2. By adding a new Section 30, Recreational Marijuana Establishments, as follows:
Section 30. Recreational Marijuana Establishments

A. Purpose:

The purpose of this Section is to regulate Marijuana Establishments in Dunstable for public health and safety purposes, and to minimize adverse impacts on the character of the Town in general and adjoining properties in particular.

B. Applicability:

- (1) The commercial cultivation, production, processing, assembly, packaging, retail sale, distribution, and dispensing of marijuana for recreational purposes shall only be allowed in the Town of Dunstable as a Marijuana Establishment governed by this Section.
- (2) Marijuana Establishments are not a form of agriculture, horticulture, or floriculture for purposes of the Zoning Bylaws.

C. Definitions:

In addition to any applicable definitions contained in the Zoning Bylaws, the following definitions shall be applicable to this Section:

Canopy: an area to be calculated in square feet and measured using clearly identifiable boundaries of all areas(s) that will contain mature marijuana plants at any point in time, including all of the space(s) within the boundaries, canopy may be noncontiguous, but each unique area included in the total canopy calculations shall be separated by an identifiable boundary which include, but are not limited to: interior walls, shelves, greenhouse walls, hoop house walls, garden benches, hedge rows, fencing, garden beds, or garden plots. If mature plants are being cultivated using a shelving system, the surface area of each level shall be included in the total canopy calculation.

Independent Testing Laboratory: A laboratory that is licensed by the Cannabis Control Commission and is: 1) accredited to the most current version of the International Organization for Standardization 17025 by a third-party accrediting body that is a signatory of the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement, or that is otherwise approved by the Cannabis Control Commission; 2) independent financially from any medical marijuana treatment center or any licensee or marijuana establishment for which it conducts a test; and 3) qualified to test marijuana in compliance with 935 CMR 500.160 and M.G.L. c. 94C, § 34.

Marijuana Cultivator: an entity licensed to cultivate, process, and package marijuana, to deliver marijuana to marijuana establishments, and to transfer marijuana to other marijuana establishments, but not to consumers.

Marijuana Establishment: a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer, or any other type of licensed marijuana-related business.

Marijuana Product Manufacturer: an entity licensed to obtain, manufacture, process, and package marijuana/marijuana products, to deliver marijuana and marijuana products to marijuana establishments, and to transfer marijuana and marijuana products to the other marijuana establishments, but not to consumers.

Marijuana Products: products that have been manufactured and contain marijuana or an extract of marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils, and tinctures.

Marijuana Retailer: an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

Other Type of Licensed Marijuana-Related Business: a licensed marijuana establishment other than a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, or marijuana retailer.

Tier 1 Marijuana Cultivator: a marijuana cultivator with up to 5,000 square feet of canopy.

Tier 2 Marijuana Cultivator: a marijuana cultivator with between 5,001 to 10,000 square feet of canopy.

D. Eligible Types of Marijuana Establishments and Applicable Zoning Districts:

- (1) Independent Testing Laboratories and Marijuana Product Manufacturers shall be allowed by special permit in B1, B2, and B3 Zoning Districts.
- (2) Tier I Marijuana Cultivators shall be allowed by special permit in all Zoning Districts.
- (3) Tier II Marijuana Cultivators and larger types of Marijuana Cultivators shall be allowed by special permit in B3 Zoning Districts.
- (4) Marijuana Retailers and Other Type of Licensed Marijuana-Related Businesses shall be prohibited in all Zoning Districts; provided however, that this subsection D(4) shall not take effect until approved by the voters of Dunstable through a ballot question.

E. Minimum Criteria and Limitations on Approval for Marijuana Establishments:

- (1) Marijuana Establishments shall comply with all aspects of M.G.L. c. 94G (Regulation of the Use and Distribution of Marijuana Not Medically Prescribed) and 935 CMR 500.000 (Adult Use of Marijuana).
- (2) All aspects of the Marijuana Establishment relative to the acquisition, cultivation, possession, processing, sales, distribution, dispensing, or administration of marijuana, products containing marijuana, related supplies or educational materials shall take place at a fixed location and shall not be visible from the exterior of the business. Marijuana Establishments shall be located only in a permanent building or fully enclosed structure and not within any mobile facility, unless outdoor cultivation is expressly allowed by special permit.
- (3) No outside storage of marijuana or marijuana products is permitted. This prohibition applies to all aspects of the product and waste associated with the Marijuana Establishment.
- (4) A special permit granted under this Section shall run with the applicant and shall be non-transferrable to another owner or operator without an amendment to the special permit with all application information required in accordance with this Section and a noticed public hearing.
- (5) All Marijuana Establishments shall be ventilated in such a manner that no:
 - a. Pesticides, insecticides, or other chemicals or products used in the cultivation or processing are dispersed into the outside atmosphere or ground, unless outdoor cultivation is expressly allowed by special permit.
 - b. Odor from marijuana cannot be detected by a person with a normal sense of smell at the exterior of the Marijuana Establishment or at any adjoining use or property.
- (6) Signage shall conform to Section 13 of the Zoning Bylaws and the requirements of State laws and regulations governing such facilities, including 935 CMR 500.105 (D).
- (7) All Marijuana Establishments shall be subject to the number of parking stalls required by Section 12 of the Zoning Bylaws unless a lesser or greater number of stalls is required by special permit.
- (8) No smoking, burning, or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Marijuana Establishment.
- (9) No Marijuana Establishment shall be located:
 - a. within 200 feet of a residential dwelling;

- b. within 500 feet of a public or private school, playground (indoor or outdoor), day-care center, or youth center;
- c. within 500 feet of a library;
- d. within 500 feet of a church or place of worship; or
- e. within 500 feet of a park, athletic playing field, scout camp, golf course, or any facility where children commonly congregate.

Distance shall be established at the time the proposed Marijuana Establishment's application is received by the Planning Board. Distance shall be measured for items a. through d. above in a straight line from the nearest corner of the principal building of the proposed Marijuana Establishment to the nearest corner of the principal building of the protected use. Distance shall be measured for item e. above in a straight line from the nearest corner of the principal building of the proposed Marijuana Establishment to the nearest property boundary line of the protected use.

- (10) No Marijuana Establishment shall be located inside a building containing residential units, including without limitation, transient housing such as motels, hotels, lodging houses and dormitories, or inside a movable or mobile structure such as a van or truck.
- (11) The building(s) in which a Marijuana Establishment is permitted shall not be located within three hundred (300) feet of any building containing another Marijuana Establishment, except for Marijuana Establishments that are owned or leased by the same operator.
- (12) Marijuana Establishments shall provide the Dunstable Police Department, Fire Department, Building Inspector, and the Planning Board with the names, phone numbers, and email addresses of all management, staff, and key holders who can be contacted if there are operating problems associated with the Marijuana Establishment.

F. Special Permit Application and Procedure

- (1) The Dunstable Planning Board shall be the special permit granting authority for special permits governed by this Section.
- (2) Special permit applications for Marijuana Establishments shall be governed by Section 14, Site Plans, of these Zoning Bylaws, and the Rules and Regulations of the Planning Board governing Site Plans and Special Permits. In addition, an application for special permit for a Marijuana Establishment shall include, at a minimum, the following information:
 - (a) General Information:
 - (i) The name and address of each owner, officer, manager, member, partner and employee of the Marijuana Establishment and (if applicable) the legal entity;

- (ii) If the Applicant is a non-profit organization, a copy of its Articles of Organization, a current Certificate of Legal Existence from the Secretary of the Commonwealth, and the most recent annual report; if the Applicant is a for-profit corporate entity, a copy of its Articles of Incorporation or equivalent documents, a current Certificate of Legal Existence from the Secretary of the Commonwealth, and the most recent annual report; if the Applicant is a public agency, evidence of the agency's authority to engage in the development of the Marijuana Establishment as proposed by the application;
 - (iii) Evidence of the Applicant's right to use the site of the Marijuana Establishment, such as a deed, lease, purchase and sale agreement or other legally-binding document;
 - (iv) If the Applicant is a business organization, a statement under oath disclosing all of its owners, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities. If any of the above are entities rather than persons, the Applicant must disclose the identity of the owners of such entities until the disclosure contains the names of individuals;
 - (v) A certified list of all parties in interest entitled to notice of the hearing for the special permit application, taken from the most recent tax list of the Town and certified by the Town Assessor;
 - (vi) Proposed security measures for the Marijuana Establishment, including lighting and alarms, to ensure the safety of persons and to protect the premises from theft; and
 - (vii) The resume(s) of the Applicant and all members of the Marijuana Establishment's management, including company history, references, and relevant experience.
- (b) Description of Activities: A narrative providing information about the type and scale of all activities that will take place on the proposed site.
 - (c) Context Map: A map depicting all properties and land uses within a minimum five hundred (500) foot radius of the proposed site. The context map shall include the measured distance to all uses described in Section 30.E(9), of this Section.
 - (d) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts and any of its agencies for the Marijuana Establishment, including the Cannabis Control Commission.
 - (e) Upon written request from the applicant, the Planning Board may waive the submission of such information, or parts thereof,

as may not be necessary for the consideration of the application. The Planning Board's waiver decision shall be set forth in the written special permit decision.

G. Lapse and Discontinuance of Use

- (1) A special permit granted under this Section shall lapse if not exercised within twenty-four (24) months of issuance.
- (2) A Marijuana Establishment shall be required to remove all material, plants, equipment, and other paraphernalia prior to surrendering its state issued licenses or permits or within six (6) months of ceasing operations, whichever comes first.

ARTICLE 17 - Town Center District and Parking Requirements: To see if the Town will vote to amend the Zoning Bylaws by making the following additions and deletions (deletions in ~~strikethrough~~ and insertions underlined), or take any action in relation thereto:

1. Inserting under Section 3a Overlay Districts:

Town Center

An overlay district known as the Town Center District is hereby established. The Town Center District shall consist of those areas bounded and shown on a map entitled "Town Center District (TCD)" dated July 25, 2018, incorporated in these Zoning Bylaws. The Town Center District will overlay and be supplementary to the underlying zoning districts.

2. Amending the first sentence of Section 6.2.1(b)i. as follows:

Except as otherwise provided in these Zoning Bylaws, n~~Not~~ more than one accessory dwelling unit may be established on a lot.

3. Adding a new Section 22 as follows:

Section 22. Town Center District.

A. Introduction: The Town Center District (TCD) is an overlay district established to provide a comprehensive set of development criteria to be applied in Dunstable's town center to distinguish its unique qualities from other business areas within the town. These criteria are established for the continuance and enhancement of the historic town center area as the functional and symbolic center of Dunstable. The intent of this district is to allow owners of existing historical home sites to incorporate additional uses within principal or accessory buildings while maintaining the historic integrity of the structures, the site, and the town center area.

B. Purposes: The TCD is established to achieve the following objectives for the town: to maintain continuance and enhancement of the historical town center area; to generate a sense of pride and confidence in the preservation of history in the town center; to create and

maintain an attractive and aesthetic cultural and business environment throughout the area; to maintain a consistently high level of design quality; to encourage pedestrian activity by creating a positive pedestrian experience; to protect property values through quality and design control; and to provide incentives for new and existing businesses in the town center area. Encourage the adaptive reuse of historic properties to maintain and increase property values.

C. Uses Permitted by Special Permit: Uses permitted by Special Permit from the Planning Board in the TCD are:

1. Conversion of one-family dwellings to owner occupied 2-family dwellings;
2. Authorization of multi-family dwellings existing at the time of adoption of this subsection;
3. 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 no more than two per floor, and provided that the primary use of the first floor (at least 51% of the gross floor area) must be commercial;
4. Conversion of existing buildings for use as gift or antique shops;
5. Conversion of existing buildings for use as Bed and Breakfast Establishments in accordance with the provisions of Section 6.7.8. thru 6.7.11 of these Bylaws;
6. Conversion of existing buildings for use as restaurants or cafés (with no drive-up or drive-through service);
7. Conversion of existing buildings for use as government, educational, not-for-profit or religious facilities;
8. Conversion of existing buildings for use as professional offices;
9. With regards to home occupations in the TCD, the provisions of Section 6.1.(g)v. shall apply, but the referral shall be to the Planning Board, which shall serve as the special permit granting authority for such uses in the TCD;
10. Conversion of existing buildings for use as museums, art galleries, art studios, performing arts theaters, and other similar cultural uses;
11. Conversion of existing buildings to for use as agricultural cooperatives.

D. Requirements:

1. Any new construction in the TCD which is incidental to any Special Permit shall conform to the density and dimensional requirements in Section 11 of these Bylaws.
2. Applicants shall comply with the requirements for Site Plans as set forth in Section 14 of these Zoning Bylaws, provided that specific requirements of such Section may be waived by the Planning Board at the request of the applicant as long as the Board deems that such waiver will not impair the due and proper interests of the Town or otherwise adversely affect the review process.
3. The burden shall be upon any applicant to demonstrate that the building or buildings which are the subject of the Special Permit application were in existence at the time of adoption of this Section.

4. Any required parking for additional uses shall be located to the side or rear of the building.

E. Criteria for Approval: In addition to the requirements of Section 14 of these Zoning Bylaws, Site Plans (as applicable), the Planning Board may issue a special permit in the TCD upon finding that:

1. The appearance of the exterior of any existing building which is the subject to a Special Permit application under this Section shall not be substantially changed as viewed from any street adjacent to the site in order to make possible the use applied for.

2. Any renovations shall be compatible with the architecture of the façade of the existing buildings in the TCD and shall be consistent with the guidelines set forth below.

a. Scale of the Building. The scale of a building should be visually compatible with its site and with its neighborhood. The scale of a building depends on its overall size, its mass in relationship to the open space around it, and the sizes of its doors, windows, porches, and balconies. The scale gives a building "presence"; that is, it makes it seem big or small, awkward or graceful, overpowering or unimportant.

b. Height. The height of buildings should be visually compatible with the heights of the buildings in the neighborhood. A sudden dramatic change in building height can have a jarring effect on the streetscape, i.e., the way the whole street looks. A tall building can shade its neighbors and/or the street.

c. Proportion of Building's Front Facade. The relationship of the width of the building to the height of the front facade should be visually compatible with that of neighboring buildings. The "first impression" a building gives is that of its front facade, the side of the building which faces the most frequently used public way.

d. Rhythm of Solids to Voids in Front Facades. The pattern of solids (wall surface) and voids (openings such as doors and windows) in the front facade of a permitted new or altered building should be visually compatible with that of its neighbors.

e. Proportions of Opening within the Facility. The relationship of the height of windows and doors to their width should be visually compatible with the architectural style of the building and with that of its neighbors.

f. Roof Shapes. The shape and proportion of the roof should be visually compatible with the architectural style of the building and with those of neighboring buildings.

g. Relationship of Facade Materials. The facades of a building, particularly the front facade, should be visually compatible with those of other buildings around it. In the TCD, colors shall be compatible with historic buildings and the colors should not dominate the architectural features of the building and other buildings around it. The facades of a building are what give it

character, and the character varies depending on the materials of which the facades are made and their texture. In Dunstable, many different materials and colors are used on facades - clapboards, shingles, patterned shingles, and brick - depending on the architectural style of the building.

h. Rhythm of Spaces to Buildings along Streets. The building is compatible with the rhythm of spaces (open spaces and setbacks) to buildings along the street with respect to neighboring buildings.

i. Site Features. The size, placement, and materials of walks, walls, fences, signs, driveways and parking are visually compatible with the building and neighboring buildings.

j. Signs. In addition to the requirements for signs in the Zoning Bylaws, signs for new uses in the TCD shall be consistent with signs used on neighboring properties with respect to the following: materials, illumination, colors, lettering style, location on site or building, size and scale.

4. Amending Section 6.7 by adding the following:

6.7.12. Town Center Uses, as set forth in Section 22 of this Zoning Bylaw.

5. Amending the Zoning Map of Dunstable, Mass. by designating the new Town Center District, as shown on a map entitled "Town Center District (TCD)" dated May 2018, and on file with the Town Clerk and available for inspection during regular Town Hall business hours.

6. Amending Section 12 as follows:

12.2.1. General Provisions. No permit or special permit shall be issued, including a permit issued under a variance, for any use or construction, authorized under ~~this Bylaw~~ these Zoning Bylaws, for which a site plan is required to be filed, unless sufficient provision is made for off-street parking, loading, or storage of vehicles, the same to be incorporated in the site plan and in accordance with this Section and with rules and regulations of the site plan authority relative to parking. Information on the site plan in this connection shall include but not be limited to the following:

- (a) the quantity, location and dimensions of all driveways, maneuvering spaces and aisles, parking spaces, storage areas, drainage facilities and landscaping;
- (b) the location, size and type of materials for surfacing, curbing or wheel stops, trees, screening and lighting; -
- (c) the location of all buildings and lot lines from which the parking lot must be set back.

12.2.2. Required Parking. In all districts, all uses, structures and facilities shall provide for parking, loading or the storage of vehicles according to the following ratios, unless any applicant can demonstrate in clear and convincing manner to the site plan authority that owing to circumstances particularly affecting the subject property or project, the reasonable purposes to be served under this Section can be satisfied alternatively:

(a) Dwellings: ~~One (1)~~ One and a half (1.5) parking spaces for each dwelling unit therein, ~~plus sufficient parking space provided to permit off-street parking either by employees or visitors.~~

(b) Places of public assembly: One (1) parking space for each ~~three four (34)~~ seats therein.

(c) Schools: ~~One Two (42)~~ parking spaces for each elementary or middle school classroom therein, four (4) for each high school classroom therein, ~~plus one (1) space for each two (2) employees or staff members other than teachers;~~ and, in addition to the above, where an auditorium is provided, one (1) space for each ~~three four (34)~~ seats therein.

(d) Hotels, motels and lodging houses: One point three three (1.33) parking space for each room accommodation therein and loading spaces for all delivery trucks or sanitary collection vehicles.

(e) Eating places serving food or drink: one (1) space per 3 seats, plus one (1) space for every one hundred (100) square feet of function space not designed for eating.

(ef) Other service establishments and retail businesses: The minimum required parking and loading spaces, excluding driveways, for these establishments shall be in proportion to at least one (1) parking space for each ~~one three hundred forty (14300)~~ square feet or fraction thereof of gross floor area, excluding basement storage area.

(fg) Establishments permitted only in the B-3 District: One (1) parking space for each person employed on the largest shift, plus one (1) space for each company owned or operated vehicle, plus spaces for customers' vehicles as appropriate, and loading space for all delivery or shipping trucks.

(gh) Other uses requiring off-street parking and loading space: Spaces in accordance with anticipated needs as determined by the site plan authority.

(i) Multi-use parcels or buildings: Sum of the various uses computed separately.

(j) Any use permitted by these Zoning Bylaw and not covered by this schedule: Closest similar use as determined by the site plan authority.

(k) Loading areas: One or more off-street loading areas shall be provided for any business that may regularly be served by delivery vehicles. Loading areas shall be located at either side of rear of each building and shall be designed to avoid traffic conflicts with vehicles using the site or adjacent sites.

12.2.3 A decrease in the number of parking spaces required by this Section or the sharing of required parking spaces by multiple uses may be granted as a condition for the issuance of a Special Permit or a Site Plan Review provided that the following criteria have been met:

(a) The intent of this Section is preserved.

(b) The amount of off-street parking to be provided will be sufficient to serve the uses for which it was intended.

(c) The decrease in required off-street parking or creation of shared parking spaces is based on a parking study prepared by a registered professional engineer. Said study shall include, at a minimum, the following:

1. Size and type of uses or activities on site;
2. Composition of tenancy on site;
3. Rate of parking turnover;
4. Peak traffic loads to be encountered; and
5. Local parking habits.

ARTICLE 18 - Noise Bylaw: To see if the Town will vote to amend the General Bylaws as follows, or take any action in relation thereto:

1. By adding the following Excessive Noise Bylaw:

EXCESSIVE NOISE

Section 1. Definitions.

For purposes of this bylaw, the term “unnecessary, loud, excessive, or unusual noises” shall mean noise that annoys, disturbs, injures, or endangers the reasonable quiet, comfort, repose, or the health and safety of others.

Section 2. Sound-making devices and boisterous persons.

It shall be unlawful for any person or persons occupying or having charge of any building or premises or any part thereof in the Town of Dunstable, other than that section of any establishment licensed under Chapter 138 of the Massachusetts General Laws, at any time between the hours of 9:00 p.m. and 7:00 am. to knowingly allow unnecessary, loud, excessive, or unusual noises in the operation of any radio or other musical sound-making device or instrument or in the playing of any band, orchestra, musician or group of musicians, or making any loud outcries, exclamations, or other loud or boisterous noises by any person or group of persons.

Section 3. Noise from dwellings, buildings, boats and other conveyances.

It shall be unlawful for any person or persons occupying or having charge of any dwelling, building, premises, shelter, boat or conveyance of any part thereof, other than that section of any establishment licensed under Chapter 138 of the Massachusetts General Laws, to cause, between the hours of 9:00 pm in and 7:00 am to allow any unnecessary, loud, excessive, or unusual noises in the operation of a sound-making device or in the playing of any hand, orchestra, musician or group of musicians or the making of loud outcries and boisterous singing by any person or group of persons.

Section 4. Noise from motor vehicles.

It shall be unlawful for any person while in control of any motor vehicle, as defined by M.G.L. c. 90, § I, as amended, in the Town of Dunstable to cause unnecessary, loud, excessive or unusual noise. The fact that the noise is plainly audible at a distance of 150 feet from the motor vehicle from which it originates shall constitute prima facie evidence of a violation of this section.

Section 5. Non-applicability.

This article shall not be applicable to:

- a. fire signals or alarms, security signals or alarms, or to sounds emanating from police, fire, or other governmental or emergency vehicles;
- b. sounds caused by police, fire, or other governmental activities; and
- c. Agriculture/Silviculture operations.

Section 6. Copy to be provided.

The owner of any building, dwelling, structure, premise, or shelter, which is let, rented or leased, shall provide any and all tenants, lessees, and sub lessees with a copy of all sections of this bylaw.

Section 7. Penalty.

- a. The fine for any violation of the provisions of this bylaw shall be \$150.00 for each such offense. Each day that such violation continues shall constitute a separate offense.
 - b. All fines imposed may be collected as provided in the Massachusetts General Laws for disposition of non-criminal complaints or the Non-Criminal Disposition Bylaw. The enforcing authority in this regard shall be the Dunstable Police Department, including any Police Officer in the Department and the Board of Selectmen.
2. By amending the Non-Criminal Disposition Bylaw by adding the following text to Section 5:

Excessive Noise Bylaw

Police Department and Board of Selectmen

ARTICLE 19 - Special Act for to Allow On-Premises Liquor Licenses in Town: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for the enactment of special legislation that would allow for the issuance of alcoholic beverage licenses for on-premises consumption (pouring) under Massachusetts General Laws Chapter 138, Section 12, in the Town of Dunstable, provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or take any action in relation thereto.

ARTICLE 20 - Appointed Constables: To see if the Town will vote, in accordance with Massachusetts General Laws Chapter 41, Section 1, to convert the position of Constable from elected to appointed, or take any action in relation thereto.

ARTICLE 21 - Administration of Proctor and Parkhurst Trust Funds: To see if the Town will vote to abolish the Commissioners to Expend Proctor and Parkhurst Trust Funds and assign their duties to the Commissioners of Trust Funds, or take any action in relation thereto.

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ARTICLE 22 - Community Preservation Committee Recommendations: To see what transfers or other action the Town may vote with respect to any recommended action of the Community Preservation Committee, or take any action in relation thereto.

ARTICLE 23 - CPC - Town Hall Records: To see if the Town will vote to transfer from available funds or borrow pursuant to any applicable statute \$25,000 or some other sum of money, with respect to the recommended action of the Community Preservation Committee to continue the preservation of Town Hall records, or take any action in relation thereto.

ARTICLE 24 - CPC - Lake Massapoag Invasive Weeds: To see if the Town will vote to transfer from available funds or borrow pursuant to any applicable statute \$45,000 or some other sum of money, with respect to the recommended action of the Community Preservation Committee to assist the Lake Massapoag Rod and Gun Club with the exotic, invasive weed management on Lake Massapoag, or take any action in relation thereto.

ARTICLE 25 - CPC - Tomb Repair: To see if the Town will vote to transfer from available funds or borrow pursuant to any applicable statute \$2,500 or some other sum of money, with respect to the recommended action of the Community Preservation Committee to preform upper wall tomb repair at Central Cemetery, or take any action in relation thereto.

ARTICLE 26 - Sale of a portion of 91 River Street: To see if the Town will vote as follows, or take any action in relation thereto:

1. Transfer the care, custody, and control of a portion of certain real property together with any improvements thereon known as the 91 River Street, identified as Assessor's Parcel 1-7, and being the portion of the premises depicted on a plan entitled "Addendum B - Town of Dunstable River Street" on file with the Town Clerk and available for public inspection during regular Town Hall business hours, said portion running along the Nashua River and Unkety Brook, from the board or officer currently having custody of the property to the Board of Selectmen for the purpose of disposing of said portion;
2. Authorize the Board of Selectmen to make available and to dispose of by sale said portion of real property on such terms and conditions as the Board of Selectmen determines to be in the best interests of the Town for the minimum amount of \$200,000;
3. Raise and appropriate or transfer from the proceeds of the sale or other available funds \$30,000 or some other sum to demolish the residential building located at 91 River Street; and
4. Establish a Special Receipts Revenue funds for the remaining proceeds of the sale.

ARTICLE 27 - Acquisition of a Conservation Restriction Over Frye Field: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, for conservation and passive recreation purposes (administered by the Conservation Commission), certain real property together with any improvements thereon known as the Frye Field, situated on/near Rt. 113, identified as Assessor's Parcel 12-83, and being a portion of the premises described in a deed dated December 14, 1983, recorded with Middlesex North District Registry of Deeds, Book 2682, Page 539, containing 12 acres, more or less; and to fund the costs of such acquisition of said property, to appropriate the sum of \$194,000, and to meet said appropriation:

1. Transfer from the Community Preservation Act Fund the sum of \$35,000 as was voted by the Community Preservation Committee on March 14, 2018, from the Open Space fund to be applied to the purchase;
2. Transfer from the Community Preservation Act Fund the sum of \$159,000 as was voted by the Community Preservation Committee on March 14, 2018, from the Unreserved fund to be applied to the purchase;

3. Transfer from the Conservation Commission Conservation Fund the sum of \$25,000 as was voted by the Conservation Commission on February 26, 2018, to be applied to the purchase;
4. Transfer from the Timber Fund (Pierce Forest) the sum of \$25,000 as was voted by the Conservation Commission on February 26, 2018, to be applied to the purchase; and
5. Authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow pursuant to Chapter 44, Section 8C of the Massachusetts General Laws or any other law, the sum of \$255,000.00 in anticipation of a reimbursement under a grant of the Massachusetts LAND Grant program (Massachusetts General Laws Chapter 132A, Section 11), also known as the Self-Help program;

provided, however, that the authorization, appropriation, and transfers approved by this article shall only take effect if the Town obtains said grant from the Massachusetts LAND Grant program, also known as the Self-Help program;

or take any action in relation thereto.

ARTICLE 28 - Salaries of Elected Officials: To see if the Town will vote to fix the salaries of the elected officers of the town as provided by Massachusetts General Laws Chapter 41, Section 108, for Fiscal Year 2019, beginning July 1, 2018, as follows, or take any action in relation thereto:

	Voted FY17	Voted FY18	Recommended FY19
Selectmen - Chairman	\$ 600	\$ 600	\$ 600
Member	\$ 600	\$ 600	\$ 600
Member	\$ 600	\$ 600	\$ 600
Assessors - Chairman	\$ 300	\$ 300	\$ 300
Member	\$ 300	\$ 300	\$ 300
Member	\$ 300	\$ 300	\$ 300
Town Clerk	\$31,536	\$33,167	\$34,831

ARTICLE 29 - Chapter 90 Funds: To see if the Town will vote to 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, or take any action in relation thereto.

ARTICLE 30 - Rescind Unused Borrowing Authority: To see if the Town will vote to rescind the unused borrowing authority for the Miller Conservation Restriction, voted under Article 19 of the May 11, 2015 Annual Town Meeting Warrant, or take any action in relation thereto.

ARTICLE 31 - Nashua Wild and Scenic Designation: To see if the Town will accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation, or take any action in relation thereto.

ARTICLE 32 - Operating Budget: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, or any combination thereof, to fund the various departments, boards, committees, commissions, and other operating expenses of the town for Fiscal Year 2019, beginning July 1, 2018, or take any action in relation thereto.

ARTICLE 33 - Revolving Funds: To see if the Town will vote pursuant to Massachusetts General Laws Chapter 44, Section 53E½, to set the annual expenditure limits for fiscal year 2019 for all revolving funds established by the General Bylaws, as follows, or take any action in relation thereto:

Cemetery	\$8,500
Recreation	\$7,000
COA Transport	\$1,000
Permit Application Fees	\$5,000
ANR Filings	\$15,000

ARTICLE 34 - Acquisition of the Dumont Property Fronting on Lowell and Main Streets: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, certain real property together with any improvements thereon known as the Dumont Property, situated on/near Lowell Street and Main Streets, identified as Assessor's Parcels 17-4-1, 17-6, 17-6-1, 17-13, and 22-15, and the premises described on the "Existing Conditions Plan" prepared for Cornerstone Properties and dated March 23, 2017, containing 73.83 acres, more or less; and in order fund the costs of such acquisition of said property, to raise and appropriate the sum of \$2,600,000, and to authorize the Town Treasurer, with the approval of the Selectmen, to issue any bonds or notes that may be necessary for that purpose, provided, however, that this appropriation and debt authorization shall be contingent upon passage of a Proposition 2½ debt exclusion referendum under Chapter 59, Section 21C(k), of the Massachusetts General Laws, or take any action in relation thereto.

ARTICLE 35 - Fire Engine #2: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, the sum of \$405,000 or some other sum of money for the purchase of a new Engine 2 for the Fire Department, and to authorize the Town Treasurer, with the approval of the Selectmen, to issue any bonds or notes that may be necessary for that purpose, provided, however, that this appropriation and debt authorization shall be contingent upon passage of a Proposition 2½ debt exclusion referendum under Chapter 59, Section 21C(k), of the Massachusetts General Laws, or take any action in relation thereto.

ARTICLE 36 - Alexander Way Road Acceptance: To see if the Town will vote to accept as a public way a certain existing roadway known as Alexander Way, as shown on a plan of land entitled, "As Built Plan Alexander Estates in Dunstable, MA." prepared by Stamski and McNary, Inc., last revised June 5, 2017, on file in the Office of the Town Clerk, said roadway having been laid out by the Board of Road Commissioners and approved by the Planning Board; and further to authorize the Board of Selectmen to accept on behalf of the Town and the Board of Road Commissioners any deeds or releases of interests in real property from any parties necessary or sufficient for such roadway; or take any other action in relation thereto.

And furthermore, in the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the Dunstable who are qualified to vote in Town affairs, to meet at the Dunstable Public Library on Tuesday, May 15, 2018 at 12:00 o'clock noon, to cast their ballots for the following officers:

Moderator, one position for three years; Selectmen, one position for three years; Assessors, one position for three years; Board of Health, two positions one for three years and one for one year; Board of Road Commissioners, one for three years; Constables, two positions for one year; Cemetery Commissioners, two positions one for two years and one for three years; Water Commissioners, two positions one for two years and one for three years; Park Commissioners, one position for three years; Planning Board, one position for five years; Commissioners of Trust Funds, two positions one for two years and one for three years; Commissioners to Expend Proctor/Parkhurst Funds, three positions one for two years one for four years and one for five years; Commissioners to Expend Parkhurst Free Lecture Funds, four positions one for five years one for four years one for three years and one for two years; Advisory Board, three positions one for one year one for two years and one for three years; Library Trustees, one position for three years; Groton-Dunstable Regional School Committee, one position for three years.

And you are hereby directed to serve this warrant, by posting attested copies thereof, one at the Post Office and one at the Town Hall in said Dunstable seven days at least before the time of holding such Town Meeting.

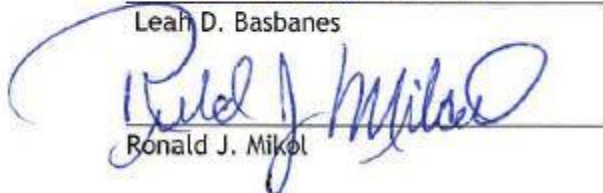
Hereof fail not, and make due return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting as aforesaid.

Given under our hands this 17th day of April, two thousand and eighteen.

DUNSTABLE BOARD OF SELECTMEN


Walter F. Alterisio


Leah D. Basbanes


Ronald J. Mikol

I have served this warrant by posting attested copies thereof, one at the Post Office and one at the Town Hall _____ days before said meeting.

Date

Constable



Town of Dunstable

Capital Plan

FY2019-FY2023

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1. Introduction

1.1. Background

In FY 2015, The Board of Selectmen, appointed an ad hoc Capital Planning Committee. This committee, working with the Board of Selectmen and Advisory Board (FinCom), each year, at the start of the budget process, prepare a plan to forecast large improvements that the Town may need to invest in. At the Town Meeting in May 2016, the Town voted to approve the Capital Planning Committee bylaw to solidify this committee and its process.

1.2. Introduction to the Plan

The bylaw establishing the Capital Planning Committee lays out the function of the committee to review the capital requirements of the Town and to make recommendations for Town Meeting approval. These recommendations are compiled in a 5-year CIP that will be updated annually and submitted to the annual Town Meeting.

The plan includes future projects, programs, improvements, and acquisitions having a useful life of at least five years and a cost of at least \$10,000. The Capital Planning Committee worked with the Department Heads as well as the various Town Boards and Commissions to identify these capital items for inclusion in the plan. The Capital Planning Committee considered the needs of each request in relation to the others and the cost of proposed capital expenditures with regard to its effect on the financial position of the Town.

In evaluating and scheduling the requests, the Capital Planning Committee considered risks to public safety and health, deterioration of Town facilities, compliance with state and federal requirements, coordination with other capital requests, improvement of efficiency, systematic replacement, protection and conservation of resources, and maintenance of the level of service.

1.3. Plan Components

- Each capital item to be included in the plan begins with a request form. The form, as you will see in the ensuing pages, is headed by basic project information. In some cases the description and/or justification for the capital item are provided on separate pages.
- There are the criteria by which the project will be evaluated to determine its priority with respect to other requests. There are five such evaluative criteria which ask the following: is there another means to satisfy the need, does the item improve the level of service provided by the municipality, is the item a legal or regulatory requirement, is there an impact to the recurring operating budget, and is the project ready for implementation.
- A schedule of expenditure must be prepared. This includes prior year costs on various aspects that may be present for a given project. Not every project will require all of the elements. This section provides the public an accurate picture of the entirety of the cost of a project from conception to implementation.
- There is a section detailing the impact to the operational budget, alluded to earlier. Here the Committee is looking to see if the capital item will generate revenue, impact personnel, or impact operating costs.

- The funding source must also be determined. This can range from borrowing to operational budgets, a description of which follows.

1.4.Funding Sources

Debt Financing

Debt financing is common in cities and towns. As with buying a house, a well-managed debt plan can allow one to buy large items (e.g. a house) when a purchase of that magnitude would not necessarily fit into a single year's annual budget.

Debt projects would be ones such as:

- Land acquisition
- Park improvements
- Information technology upgrades
- Public building improvements
- Street repaving

The Town Meeting authorizes the municipality to raise revenue for capital improvements. Interest rates on bond payments are based on market conditions and the Town bond rating, as determined by private rating agencies. The Town uses two different types of financial instruments when it debt finances any project. These instruments are General Obligation (GO) Bonds and Bond Anticipation Notes (BANs). Both mechanisms are commonly used by municipalities to fund capital project needs.

General Obligation (GO) Bonds and Bond Anticipation Notes (BANs)

GO bonds are long-term debt instruments that cities and towns may use to fund large projects. Funds are obtained through the sale of these instruments in the bond market. GO bonds are backed by the full faith and credit of the Town of Dunstable. As such, investors are guaranteed the Town will pay its obligation through the Town's taxes. Typically, bonds run for a period of twenty years. Bond Anticipation Notes (BANs) are short-term financing instruments the Town utilizes to borrow funds while projects are ongoing, or shortly

thereafter. Generally, the Town pays only the interest on these funds, which runs around 2 percent or lower. BANs are usually utilized for one to two year periods.

Grants

The Town will seek to reduce bond funds wherever possible by looking to grants for projects such as fire engine replacements, the rehabilitation of roads, and energy efficiency projects. One source of grants is from other levels of government, for example the Environmental Protection Agency, MA Department of Health and Human Services, U.S. Housing and Urban Development, MA Department of Environmental Services, and the Department of Transportation. Generally, these Federal and State sources provide an outright grant or matching funds to go with locally raised funds. The Town will also pursue non-governmental private grants when applicable.

One-Time Revenue

One time revenue is not a good funding source for the Town's annual operating budget because operating costs recur year-to-year. In year two of any scenario, use of one time revenue leads to either budget cuts or increased reliance on property taxes. However, one-time revenue is an excellent funding source for capital projects. This would both reduce reliance on bond financing and eliminate potential future impacts on property taxes. In order to limit the long-term costs associated with the CIP, one-time revenue will be used wherever possible in lieu of debt financing.

General Fund Revenue

The Town's General Fund Budget will ultimately pay a portion of the annual debt costs associated with this project. The Town has made substantial reductions in expenses in the past. These reductions make it very difficult to procure large, needed capital improvements. It should be noted that general fund expenditures can reduce the need for future capital improvement projects. For example, funding for custodial and maintenance staff reduces the need for major building renovations necessitated by unaddressed building issues. Vehicle maintenance staff can, and has, substantially prolonged the life of Town vehicles. Proper funding of these program areas is essential in the preservation of Town assets. In addition, some items that would aid in this maintenance, and are too small in value to be considered a true capital improvement, should be paid for from the Town's annual budget. For example, custodial and maintenance equipment that aids in facility upkeep would fall under this category. Regular software updates also reduce the need for major file conversion projects that can occur when systems are out of date.

1.5. Community Preservation Committee

The Community Preservation Act (CPA) is a funding tool that helps communities preserve open space and historic sites, create affordable housing, and develop outdoor recreational facilities. CPA allows communities to create a local fund for open space protection, historic preservation, affordable housing and outdoor recreation. CPA funds are raised locally through a surcharge of 3% of the tax levy against real property.

Projects are only eligible for CPA funding if they fit in a “Yes” box below.

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	Yes, if acquired or created with CPA funds	Yes	Yes (new 7/8/2012)	Yes, if acquired or created with CPA funds

*Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.
<http://www.communitypreservation.org/content/chart-allowable-uses>*

Some of the Town of Dunstable CPA projects to date include:

- Ferrari Farm - Purchase of Ferrari Farm, a “keystone” parcel containing five existing protected areas.
- Blanchard Hill Clearing and Stone Arched Bridge Creation of a Picnic Area and scenic vista. Preservation of Historic Stone Arched Bridge through the creation of emergency access for police/fire vehicles.
- National Register Project to finalize Town Center Historic District Project.
- Union School windows to supplement cost of replacement windows in order to upgrade to use of historically accurate replacement windows.
- McGovern's Farm Wall Additional Engineering costs to preserve and enhance the Historic nature of the retainer wall on Rt. 113.
- Central Cemetery monuments restoration "18th and 19th century monuments of Central Cemetery restoration and repair.
- Town Records Preservation Project - This project will fund the preservation of Town Records, specifically to disband, clean, de-acidify, repair, and rebind Town Vital Records, Town Meeting Records, and Selectmen's Records for 18th, 19th and 20th Centuries. Records will be scanned, microfilmed and digitized.

1.6.Glossary of Terms

Capital Improvement Plan (CIP): The document setting forth in both dollars and narrative form the recommended and proposed capital projects the Town should be undertaking over the ensuing five-year period.

Capital Improvement: A project, undertaking or acquisition having a cost (either singularly or in aggregate) of \$10,000 or more and a useful life of (5) years or more.

Capital Planning Committee: The three (3)-member committee, appointed by the Board of Selectmen, charged with the responsibility for developing the CIP.

Project Description: A title and/or narrative of moderate length describing in detail what is entailed in the proposed undertaking including background information on the need/rational for the proposal.

Prior Year Costs: Certain Projects identified in the five-year plan, which have, because of either earlier initiation or planning action on the part of the Town, a prior year's costs associated with them. Where such was applicable, the prior year's cost (s) already incurred by the Town have been identified.

Plan Years: The five-year period represented by the Plan is July 1, 2017 through June 30, 2022.

Funding Source: The proposed method or means for funding the CIP item listed as recommended by the committee.

Operating Cost: The Committee's best estimate of the annual operating cost to be associated with a particular CIP item proposed to be carried out.

Engineering (Feasibility) Study: Certain Projects, while identified in the plan require more detailed professional examination upon which to make informed decisions. In such instances, the Committee has identified funding for such as an initial or preparatory step to be carried out before final recommendation/decisions are made on proposed funding for the entire undertaking.

Design: As the description would indicate, design is utilized in the plan to identify the step the Committee is proposing to be followed next for a particular project, i.e. the next step necessary to be in a position to actually go to bid and/or construction on the undertaking.

Total Cost: The total estimated cost to bring to completion a proposed CIP item including any prior year costs incurred in applicable.

2. FY2019 Capital Project Request Analysis

The table below is a 5-year roll-up of the capital requests by department. The subsequent sections in this report provide additional detail and analysis for those projects slated for 2019 expenditures. Further backup material on these requests can be found in the appendix.

Capital Projects Requests	FY 19	FY 20	FY 21	FY 22	FY 23
Highway Department	\$100,000	\$110,000	\$155,000	\$0	\$0
Backhoe		\$110,000			
1 TON DUMP	\$65,000				
Hot Box (for paving)	\$35,000				
Loader			\$155,000		
Recreation/Parks	\$40,000	\$0	\$0	\$0	\$0
Tennis Court Fence	\$40,000				
Town Hall	\$0	\$87,000	\$77,500	\$87,000	\$39,500
Stormwater Compliance		\$87,000	\$77,500	\$87,000	\$39,500
Water	\$4,000,000	\$0	\$0	\$0	\$0
Eng. Replacement Hydro-pneumatic Tanks	\$2,000,000				
Line Replacement	\$1,500,000				
Well Site Access	\$500,000				
Fire	\$427,000	\$0	\$444,000	\$200,000	\$0
Engine Replacement	\$400,000				
Rescue Truck				\$200,000	
Breathing Apparatus(SCBA)			\$144,000		
6 x 6 ATV	\$27,000				
Communications			\$300,000		
Police	\$60,500	\$0	\$21,000	\$0	\$0
Speed trailer	\$16,000				
New Roof	withdrawn				
Mechanical System (AC and furnace)			\$10,500		
Cruiser Tough books	\$10,500				
New Unmarked Police Utility Vehicle	\$34,000				
Parking lot expansion and repair			\$10,500		
Total	\$4,627,500	\$197,000	\$697,500	\$287,000	\$39,500

2.1. Fire Department

The Fire Department provides multiple services for the town. Firefighting services requires reliable and well equipped vehicles for the basic mission of putting out fires. These include trucks specially designed for structure fire, others designed for forest fires. The Fire Department relies on trucks with extra capacity water tanks, and trucks designed specifically for pumping water. The mission of the fire department extend beyond traditional firefighting, providing the town with first responders for medical emergency services, response to motor vehicle accidents, specifying and maintaining communication services, and providing the necessary training for personnel (both town employees and volunteers) to safely perform these duties and effectively deliver these services to the town.

Below is a table of Fire Department's major capital equipment

ID #	Make/Model	Purchase Year/ In service yr	Yr of Chassis	PURCHASE COST	Description of use	mileage/ hours	Expected year to replace	Replacement Cost
Engine-2 (Note 1)	Ford F700	1986/1987	1986	\$60K	Engine/Forestry	7734 miles	2016*	\$405
Rescue 1 (Note 2)	Ford F450	1999/2000	1999	\$45K	Rescue	7765 miles	2022*	
Forestry 1 (Note 3)	Chevy	2008/2009	1986		Forestry	79212 miles	2022*	
Engine-6	HME Custom	2006	2005	\$217K	Engine	16151 miles 1161hrs	2030-2035	
Tank 1	International	2010		\$284K	Tanker	6225 miles	2040	
Car 1	Ford Police Utility	2015		\$35K	Chief Car / Command Vehicle	26101 miles 1813hrs	2025-2030	

Note 1: Will become Forestry until not cost effective.

Note 2: Will replace Forestry 1 Chassis

Note 3: Will become a service truck until not cost effective

To address capital needs, the Fire Department reviews its capital assets, and projects near and far term expenditures required to maintain or improve the current level of services. There is one request for FY19 that is considered here for funding in next year's budget.

2.1.1. Procure new Fire Engine

Project Description	Amount Requested	Funding Source	Committee Recommends
New Engine	\$400,000	Borrowing/Cash Capital	Approve(3) Disapprove(0)

The Fire Department is requesting the procurement of a new structural fire engine to replace the existing Engine-2. This past year, Engine-2 failed a mandatory pump inspection test effectively removing this engine from inventory as a reliable vehicle for fighting structural fires. Engine-2 is now over 30 years old and is primarily a vehicle more suitable for fighting forest fires; it has a high wheel base and has four wheel drive, but does not have the tank or pump capacity needed to effectively fight structural fires. With the procurement of a new structural fire engine, the fire department would have a properly equipped engine in town at all times should Engine-6 be unavailable, e.g. on call with mutual aid, responding to another town emergency, or not in service due to a maintenance activity. A new engine would also increase the safety of the town residents and fire department by equipping the town with newer firefighting equipment, such as larger water tank, higher capacity pump, a new foam system, adequate hose load for structural fires, roof saw, and modern thermal imaging equipment. A new engine would change the order of Primary Vehicle Response where the new engine will become the first response engine and Engine 6 would then become the second response engine. Our mutual aid response would be unchanged; Engine 6 would still be the first vehicle to respond.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.1.2. Procure 6X6 Off Road ATV for Rescue and Fire Suppression.

Project Description	Amount Requested	Funding Source	Committee Recommends
6x6 Off Road ATV	\$27,000	Borrowing/Cash Capital	Approve(3) Disapprove(0) (2017 vote)

Last year the Fire Department requested the procurement for a 6X6 ATV to support off road firefighting and rescue. The vehicle cost is \$17K, and an additional \$10K for the skid and ancillary firefighting and rescue equipment that would remain with the ATV. The vehicle would be used for brush fires, missing persons, and other off road incidence. Although Capital Planning recommended the purchase of this item for FY2018, the ATV did not get funded last year and is being carried over for purchase in FY2019.

2.2. Police Department

Below is a table of Police Department's major capital equipment:

Cruiser Number	MAKE/MODEL	PURCHASED	PURCHASE COST	MILEAGE	REPLACE BY	REPLACEMENT COST
55 MARKED	2016 FORD INTERCEPTOR SUV	7/16/2015	36,220	61,654	2019	40,000 *
52 MARKED	2015 FORD INTERCEPTOR SEDAN	8/6/2015	34,543	50,384	2018	40,000 *
50 UNMARKED	2013 FORD INTERCEPTOR SEDAN	1/30/2013	31,325	57,350	2019	33,000
53 MARKED	2017 FORD INTERCEPTOR SUV	10/9/2017	34,418	4,145	2022	40,000 *
54 MARKED	2017 FORD INTERCEPTOR SUV	1/25/2017	38,800	23,851	2021	40,000 *
56 UNMARKED	2006 FORD EXPLORER	2/5/2008		63,261	2018	35,000
ATV TRAILER	2003 LOAD TRAILER	4/7/2003	4,000		2025	
UTILITY TRAILER	2011 UTILITY TRAILER	9/3/2010	GRANT		2025	
BUS	CHEVY	9/30/2016	DONATED	50,524		

In 2015, Capital Planning provided an analysis for schedule of patrol car replacement and concluded that patrol cars should be replaced at about 90K miles. The above mileage rates average to 20.4K miles per year. As such, patrol cars should be scheduled for replacement every 4 years.

2.2.1. Replace 2006 Ford Explorer utility vehicle

Project Description	Amount Requested	Funding Source	Committee Recommends
Ford Explorer	\$34,000	Operating Budget	Approve(3) Disapprove(0)

The police department is requesting the procurement of a Ford Explorer utility vehicle to replace the current 2006 Explorer. The utility vehicle is used to transport officers to offsite training, towing speed sign, 4x4 wheeler needed during winter storms, and as an unmarked patrol car. The current Explorer vehicle has 63K miles and requires new brakes, steering components, running boards, transmission repair, and new radiator. The condition of the vehicle with the many mechanical issues is unreliable for emergency response and support and would be too costly to repair.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.2.2. Speed Trailer

Project Description	Amount Requested	Funding Source	Committee Recommends
Speed Trailer	\$16,000	Operating Budget	Approve(3) Disapprove(0)

The police department is requesting the procurement of a speed trailer to help deter speeding in town. The trailer would be used as a supplement to traffic control. The current Speed Trailer, because of its age, has reliability and maintenance issues. Last year the Committee requested the Police Chief review the relative merits of a mobile speed trailer versus a fixed mounted speed sign. Upon review, the Chief determined the mobile trailer would be more advantageous for our town.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.2.3. Police Station Roof

Project Description	Amount Requested	Funding Source	Committee Recommends
New Police Station Roof	\$10,000	Operating Budget	Approve(0) Disapprove(3)

The police department is requesting the installation of a new roof for the police station. The current roof condition was discussed and it was decided that its replacement could be put off for an additional year and that additional items needed to be addressed such as gutters and drainage issues.

The committee has reviewed this request and voted unanimously to *disapprove* this procurement.

2.2.4. New Toughbook® Laptop Computers for Cruisers

Project Description	Amount Requested	Funding Source	Committee Recommends
Cruiser Laptops	\$10,500	Operating Budget	Approve(3) Disapprove(0)

The police department is requesting the procurement of two Toughbook laptop computers. They will replace current computers that are now over 4 years old and have reliability and maintenance issues.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.3. Highway Department

Below is a table of Highway Department's major capital equipment

ID / Plate	Make / Model	Purchase Date	Value	Description of use	Current Mileage or Hours	Expected year to retire	Cost to replace
	Freightliner	2018				2028	
#8	Ford LN8000	1992	\$36K ACV	Truck/Sander	16K (est)		
33	Freightliner 180SD	2016	\$160K ACV	Truck	1500 (est) 100hr (est)	2026	
310SG	John Deere	2002	\$67K ACV	Backhoe	4300hr (est)	2017	\$125K
544J	John Deere 544J	2006	\$110K ACV	Loader (large bucket)	4800hr (est)	2019	\$130k
6	Ford F550	2008	\$56K ACV	Dump Truck	82100 (est)	2018	\$55K
4	Mack	2012	\$151K ACV	Dump Truck	24800 (est) 1650hr (est)	2022	
7	Chevy Silverado	2013	\$45K ACV	Pickup Truck	16400 (est)	2025	
	sullair	2007		air compressor trailer			
	Chevy Silverado	2017		Pickup Truck		2028	
	Brush Bandit	1997		wood chipper			
	Homemade LE4000 roller trailer yellow	1984					
	Homemade LE4000 roller trailer blue	1988					

2.3.1. Procure new Truck (replaces 2008 Ford F350)

Project Description	Amount Requested	Funding Source	Committee Recommends
Chevy Truck	\$65,000	Operating Budget	Approve(3) Disapprove(0)

Dunstable Highway Department has proposed purchasing a new truck. The cost of the truck would be \$65,200. The current 2008 Ford F350 has exceeded its lifespan and is beyond reasonable repair. The new truck will be a Chevy with an approximate GVW of 19,000 LB. The new truck will have a Stainless steel dump body and new commercial plow.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.3.2. Procure new Pavement repair trailer (Hot Box)

Project Description	Amount Requested	Funding Source	Committee Recommends
Hot Box	\$35,000	Operating Budget	Approve(3) Disapprove(0)

Dunstable Highway Department has proposed purchasing a new pavement repair trailer. This trailer will extend the usable life of the pavement. This will allow the highway department to make more repairs with each load of pavement

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.4. Parks Department

2.4.1. Procure new chain link fence for tennis courts

Project Description	Amount Requested	Funding Source	Committee Recommends
Court Fence Replacement	\$40,000	Operating Budget	Approve(3) Disapprove(0)

Dunstable Parks Department has proposed replacement of the chain link fence for the town's tennis courts behind Swallow Union School. The current fence has several sections that are broken, leaning, and rusted. Limited maintenance has caused problems with the surrounding fence being undermined by shrubs and saplings. This has undermined the pole foundations and caused some of poles to lean. Due to its age replacement parts are unavailable. Replacing will improve looks of court, increase town use, and make courts more desirable to rent.

The Capital Planning committee voted unanimously to *approve* this request.

Appendix



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title New Vehicle

Included in Prior 5 year Capital Plan ☐ Y ☒ N

Project Sponsor Dunstable Police Dept.

Contact Name Chief Dow

Approving Body _____

Date of Vote _____

PROJECT DESCRIPTION Purchase new Utility Vehicle

PROJECT JUSTIFICATION Used to transport Officer to training and for event presence with the CERTS.
Department Ford Explorer is failing due to age.

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment		34					\$34	
Other							\$	
TOTAL	\$	\$34	\$	\$	\$	\$	\$34	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Free Cash</i>



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Speed Trailer

Included in Prior 5 year Capital Plan ☒ Y ☐ N

Project Sponsor Dunstable Police Dept.

Contact Name Chief Dow

Approving Body _____

Date of Vote _____

PROJECT DESCRIPTION Purchase new Speed Trailer

PROJECT JUSTIFICATION Used as supplement to traffic enforcement and speed deterrent. Trailer also used for speed data collection. Information id used for speed studys.

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment		16					\$16	
Other							\$	
TOTAL	\$	\$16	\$	\$	\$	\$	\$16	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Reduction in battery replacement</i>
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Free Cash</i>



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Cruiser lap top (MDT) X 8

Included in Prior 5 year Capital Plan ☐ Y ☒ N

Project Sponsor Dunstable Police Dept.

Contact Name Lt. James W. Dow

Approving Body _____

Date of Vote _____

PROJECT

DESCRIPTION

Replacing laptops in the cruisers

PROJECT

JUSTIFICATION

Cruiser laptops need to be replaced between 3-5 years. We currently have laptops that are close are 4 years old.

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment		10.5					\$10.5	
Other							\$	
TOTAL	\$	\$10.5	\$	\$	\$	\$	\$10.5	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request INCREASE operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request DECREASE operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Free Cash



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title <u>Replacement Engine</u>	Included in Prior 5 year Capital Plan <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Project Sponsor <u>Fire Chief</u>	Contact Name <u>Chief Rich</u>
Approving Body <u>Fire Chief</u>	Date of Vote <u>N/A</u>
PROJECT DESCRIPTION	<div style="border: 1px solid black; padding: 5px;">Replacement of Engine 2</div>

PROJECT JUSTIFICATION	<div style="border: 1px solid black; padding: 5px;">Engine 2 has failed its current pump test and is out dated and under equipped</div>
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Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment		400					\$400	
Other							\$	
TOTAL	\$	\$400	\$	\$	\$	\$	\$	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yearly required service
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request impact personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Improves safety for members & residents

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**OFFICE OF THE FIRE CHIEF
TOWN OF DUNSTABLE
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Structural Engine FY2019

The Dunstable Fire Department is requesting funding for a structural firefighting engine. Currently Engine 2 is used as a secondary structural engine and as a forestry fire engine. Its pump is under sized to adequately work with other structural apparatus. Due to limited space on engine 2 we do not currently have some of the most common pieces of equipment used for structural firefighting on this engine. Engine 2 is currently over 30 years old; the life expectancy of an engine is around 20 years depending on the Department. In May 2017 Engine 2 failed its pump test which makes Engine 2 no longer able to be used for structure fires or any life hazardous environment where the pump is needed.

By purchasing a new engine, we can increase the safety of the department and residents below are some of the improvements or new equipment that would be added

- The replacement engine would have a minimum 1250GPM pump
- Additional Water
- Foam system
- An adequate hose load for structure fires
- Roof Saw
- Thermal Imaging Equipment

Currently when engine 6 is out of town for mutual aid or out of service for maintenance Tank 1 becomes the primary attack truck, due to its size Tank 1 cannot enter all driveways in town and carries minimum equipment and no ladders. Due to Engines 2 limitations the departments capabilities are greatly reduced. Which increases the chances of injuries to our members and residents of the town.

Plan would be to keep Engine 2 as a forestry truck and could provide 10 to 20 more years of service for the town as a forestry truck.



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title 6X6 ATV Included in Prior 5 year Capital Plan ☒ Y ☐ N
 Project Sponsor Fire Department Contact Name Fire Chief
 Approving Body Selectmen Date of Vote _____

PROJECT DESCRIPTION 6X6 Off Road ATV for rescue and fire suppression

PROJECT JUSTIFICATION Do to the large number of trails being added and used in Town this will allow off road access to most of the trails during an emergency

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment		\$27					\$27	
Other							\$	
TOTAL	\$	\$27	\$	\$	\$	\$	\$27	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	fuel, insurance, and maintenance
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request impact personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Increase safety and capabilities

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Operating Budget



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TOWN OF DUNSTABLE

511 Main Street
Dunstable, MA 01827

Capital Improvement Program (CIP)

Capital Appropriation Request

FY 19- FY 23 (5 years)

Project Info: Truck

Project Title replace 2008 Ford F350

Included in Prior 5 year Capital Plan ☒ Y ☐ N

Project Sponsor _____

Contact Name David Tully/Road Commissioners

Approving Body Board of Road Commissioners

Date of Vote _____

PROJECT DESCRIPTION Replace 2008 Ford F350

PROJECT JUSTIFICATION old and costly repairs in excess of \$20,000

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment		65k					\$	
Other							\$	
TOTAL	\$	\$ 65k	\$	\$	\$	\$	\$	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request INCREASE operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request DECREASE operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	lower maintenance costs
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Free Cash



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Paving Hot Box Included in Prior 5 year Capital Plan ☐ Y ☒ N
Project Sponsor _____ Contact Name David Tully/Road Commissioners
Approving Body Board of Road Commissioners Date of Vote _____

PROJECT DESCRIPTION paving hot box

PROJECT JUSTIFICATION will provide permanent repairs to roads rather than temporary patch

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment		35k					\$	
Other							\$	
TOTAL	\$	\$ 35k	\$	\$	\$	\$	\$	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request INCREASE operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request DECREASE operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	lower maintenance cost patching roads
Will this capital request impact personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Free Cash



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Tennis court fence replacement

Included in Prior 5 year Capital Plan ☐ Y ☒ N

Project Sponsor Parks Department

Contact Name Phil DyNyse

Approving Body Parks department

Date of Vote _____

PROJECT DESCRIPTION Remove and replace the existing fence surrounding the Town tennis courts. Install new fencing duplicating the current two gate

PROJECT JUSTIFICATION The current fence is 35-40 years old and in poor condition. It is rusted, fittings are bent, and some sections are leaning. Due to its age

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment							\$	
Other							\$	
TOTAL	\$	\$40000	\$	\$	\$	\$	\$40000	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	x <input type="checkbox"/>	<input type="checkbox"/>	With up to date equipment it will be more desirable to rent.
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	x <input type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	x <input type="checkbox"/>	
Will this capital request impact personnel?	<input type="checkbox"/>	x <input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Free Cash

Note to Dave Greenwood on the Tennis Courts

Maintenance and repair issues with the Town Tennis Courts as observed by Phil DeNyse.

Overview. The Town's tennis courts were donated to the town many years ago and are in need of repair and refurbishment to enable their continued use. There are four components to the courts that need varying amounts of repair: the fence, the court surface, the tennis net posts, and the backstop.

Fence. Limited maintenance has caused problems with the surrounding fence being undermined by shrubs and saplings. The current fence is approximately 35-40 years old and in poor condition. It is rusted, fittings are bent, and some sections are leaning. Due to its age replacement parts are unavailable. Due to lack of care and maintenance, weeds and bushes have grown through and around the fence line. This has undermined the pole foundations and caused some of poles to lean.

Court Surface. The surface needs some limited crack repair, fortunately the only significant crack is outside the lined playing area. However, it is wide enough to present a tripping hazard and needs to be repaired to prevent further deterioration. The court surface is in need of cleaning. Due to lack of maintenance, rain causes water ponding on a large portion of the court. This has caused a mildew like growth which is very slippery when the court is wet. This is a safety issue. A proper surface cleaning would correct this problem. Additionally, due to weather effects the paint and stripping are fading and need to be redone.

Tennis Net Posts. There are six posts, two for each net. In each pair is crank and hardware for attaching the nets and adjusting them to the correct tension and height. The tennis net posts are minimally serviceable. Two of the three crank handles are missing. Some connection parts have been replaced to ensure function. The posts have begun to rust.

Tennis Backstop. The tennis backstop is a wooden structure on the south east side of the courts. It was donated erected by Greg Reardon who has instructed at the courts for many years. Age and weather have deteriorated the structure and it needs to be replaced.



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Replacement Rescue Included in Prior 5 year Capital Plan ☒ Y ☐ N
 Project Sponsor Fire Chief Contact Name Chief Rich
 Approving Body Fire Chief Date of Vote N/A
 PROJECT DESCRIPTION Replacement of current rescue

PROJECT JUSTIFICATION Current vehicle is unable to carry all appropriate equipment

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment					200		\$200	
Other							\$	
TOTAL	\$	\$	\$	\$	\$200	\$	\$	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yearly Services
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request impact personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Improves Safety

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Grants/Gifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will apply for AFG grant if meets criteria
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**OFFICE OF THE FIRE CHIEF
TOWN OF DUNSTABLE
BRIAN C. RICH
P.O Box 96
DUNSTABLE, MA 01827**

**TEL: (978) 649-6661
FAX: (978) 649-6072
Firedept@dunstable-ma.gov**

**Rescue Truck
FY 2022**

The Dunstable Fire Department is planning on replacing our current rescue truck with a modern rescue. Our current rescue truck is under sized and can't carry all the equipment needed to complete the operations this truck is designed to perform. By replacing this rescue truck with a modern designed rescue our minimal staff will be able to perform the operations quicker and safer than we currently can. Estimated cost would be between \$150,000 and \$225,000 for the truck and for the additional equipment needed. This vehicle would have an estimated 30-year life.

The current rescue chassis could then be retrofitted with a flatbed and compartments to replace the current forestry 1, a used 1986 Chevy military pickup truck. The current skid unit and equipment on the forestry could be used on this chassis. Estimated cost of under \$25,000 and would have an estimated life of 15 to 20 years as a forestry.

The current forestry then could be used as a service truck until the town replaces it with a new or used pick-up truck. The department currently does not have a service truck. Currently we use personal vehicle when needed. On several occasions damage was caused to these vehicles including mirrors be ripped off, scraps and dents to the vehicle body. This vehicle will be used to carry equipment to and from fire department incidents and activities.



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title SCBA Replacement Included in Prior 5 year Capital Plan ☒ Y ☐ N
 Project Sponsor Fire Chief Contact Name Chief Rich
 Approving Body Fire Chief Date of Vote N/A

PROJECT DESCRIPTION Replacement of self-contained breathing apparatus

PROJECT JUSTIFICATION Replace Outdated SCBA/Life Safety

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment				144			\$144	
Other							\$	
TOTAL	\$	\$	\$	\$144	\$	\$	\$	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request impact personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Improves Safety

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If Grants Not Approved
CPA Funds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Grants/Gifts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will Apply yearly until purchased
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Communications Included in Prior 5 year Capital Plan ☒ Y ☐ N
 Project Sponsor Fire Chief Contact Name Chief Rich
 Approving Body Fire Chief Date of Vote N/A

PROJECT DESCRIPTION Bring Radio Communication up to acceptable level

PROJECT JUSTIFICATION Life Safety

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction				X			\$	
Equipment				X			\$	
Other							\$	
TOTAL	\$	\$	\$	\$300- \$600	\$	\$	\$300- \$600	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Minor Operating Costs
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request impact personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Improves Safety

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If grant comes available we will apply
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title <u>Replace A/C and furnace</u>	Included in Prior 5 year Capital Plan <input type="checkbox"/> Y <input type="checkbox"/> N
Project Sponsor <u>Dunstable Police Dept.</u>	Contact Name <u>Chief Dow</u>
Approving Body _____	Date of Vote _____
PROJECT DESCRIPTION	<div style="border: 1px solid black; padding: 5px;">Replace A/C unit and furnace</div>

PROJECT JUSTIFICATION	<div style="border: 1px solid black; padding: 5px;">Current units are beginning to fail and are outdated. Have repaired both several times.</div>
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Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment				10.5			\$10.5	
Other							\$	
TOTAL	\$	\$	\$	\$10.5	\$	\$	\$10.5	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Parking Lot Expansion and Repaving

Included in Prior 5 year Capital Plan ☐ Y ☐ N

Project Sponsor Dunstable Police Dept.

Contact Name Chief Dow

Approving Body _____

Date of Vote _____

PROJECT DESCRIPTION Repaving and enlarging the parking lot.

PROJECT JUSTIFICATION Current parking lot is beginning to fail and due to additional employees and cars space is becoming limited. Also concerned that new business and its traffic.

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction				10.5			\$10.5	
Equipment							\$	
Other							\$	
TOTAL	\$	\$	\$	\$10.5	\$	\$	\$10.5	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Replace Station Roof

Included in Prior 5 year Capital Plan ☐ Y ☐ N

Project Sponsor Dunstable Police Dept.

Contact Name Chief Dow

Approving Body _____

Date of Vote _____

PROJECT

DESCRIPTION

Replace the roof at the Station

PROJECT

JUSTIFICATION

Current roof beginning to fail during the winter months with ice dams and leaking.

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction		10					\$10	
Equipment							\$	
Other							\$	
TOTAL	\$	\$10	\$	\$	\$	\$	\$10	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	<input type="checkbox"/>	
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input type="checkbox"/>	<input type="checkbox"/>	
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Backhoe Included in Prior 5 year Capital Plan ☒ Y ☐ N
Project Sponsor _____ Contact Name David Tully/Road Commissioners
Approving Body Board of Road Commissioners Date of Vote _____

PROJECT

DESCRIPTION

Replace 2002 John Deere 310SG backhoe

PROJECT

JUSTIFICATION

Needs new cab, costly repairs, old

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment			110k				\$	
Other							\$	
TOTAL	\$	\$	\$ 110k	\$	\$	\$	\$	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request <i>DECREASE</i> operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	lower maintenance costs
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input checked="" type="checkbox"/>	<input type="checkbox"/>	short term loan/trade in value
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	



TOWN OF DUNSTABLE

511 Main Street
Dunstable, MA 01827

Capital Improvement Program (CIP)

Capital Appropriation Request

FY 19- FY 23 (5 years)

Project Info: Loader

Project Title replace 2006 John Deere 544J

Included in Prior 5 year Capital Plan ☒ Y ☐ N

Project Sponsor _____

Contact Name David Tully/Road Commissioners

Approving Body Board of Road Commissioners

Date of Vote _____

PROJECT DESCRIPTION Replace 2006 John Deere 544J loader

PROJECT JUSTIFICATION old and costly repairs

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mandated by Legal or Regulatory Requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment				155k			\$	
Other							\$	
TOTAL	\$	\$	\$	\$ 155k	\$	\$	\$	

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request INCREASE operating costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Will this capital request DECREASE operating costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	lower maintenance costs
Will this capital request impact personnel?	<input type="checkbox"/>	<input type="checkbox"/>	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	<input checked="" type="checkbox"/>	<input type="checkbox"/>	short term load/trade in value
CPA Funds	<input type="checkbox"/>	<input type="checkbox"/>	
Grants/Gifts	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Water Main Replacement Included in Prior 5 year Capital Plan ☐ Y ☒ N
 Project Sponsor Dunstable Water Department Contact Name Karl Huber - Chairman
 Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Replacement of undersized water mains of unknown material and age with C900 or ductile iron.

PROJECT JUSTIFICATION Replace 2" water main on Lowell St., 4" water main on Hillcrest St., 4" water main on Pleasant St. and 6" water main on Main St. to improve hydraulic conditions. **Note: 6" main should be included as part of MassDOT Main Street culvert project.**

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment							\$	
Other							\$	
TOTAL	\$	\$	\$	\$	\$	\$	\$1.5 mil	Subject to change, depending upon actual quotes

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	X	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	X	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	X	
Will this capital request impact personnel?	<input type="checkbox"/>	X	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	X	<input type="checkbox"/>	The project needs the support and approval of
CPA Funds	<input type="checkbox"/>	X	The Board of Selectmen, Finance Committee
Grants/Gifts	<input type="checkbox"/>	X	And Town Administrator to determine how the
Other	X	<input type="checkbox"/>	expense will be funded by the entire town



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 19- FY 23 (5 years)

Project Info:

Project Title Replace Hydro-pneumatic tanks Included in Prior 5 year Capital Plan ☐ Y ☒ N
 Project Sponsor Dunstable Water Department Contact Name Karl Huber - Chairman
 Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Replacement of two hydro-pneumatic tanks on Pond Street

PROJECT JUSTIFICATION Tanks are 90+ years old and have had significant problems in recent years. If a permanent loss of pressure were to occur, we would not be able to supply water to our customers.

Evaluation Criteria:

(Applies to current year budget requests only)

	Does Not Apply	Does not Meet Criteria	Partially Meets Criteria	Fully Meets Criteria
No Alternative Means to Satisfy Needs	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains or Improves the Level of Service	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandated by Legal or Regulatory Requirement	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Budget Impact	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Feasibility (Readiness)	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Expenditure Schedule (in \$k):

Element	Prior Date	2019	2020	2021	2022	2023	TOTAL	Comments
Planning and Design							\$	
Land							\$	
Construction							\$	
Equipment							\$	
Other							\$	
TOTAL	\$	\$	\$	\$	\$	\$	\$1 mil to 4.5 mil	Subject to change, depending upon actual quotes

Operational Budget Impact:

	YES	NO	If Yes, Provide Details
Will this capital request generate new revenue?	<input type="checkbox"/>	X	
Will this capital request <i>INCREASE</i> operating costs?	<input type="checkbox"/>	X	
Will this capital request <i>DECREASE</i> operating costs?	<input type="checkbox"/>	X	
Will this capital request impact personnel?	<input type="checkbox"/>	X	

Funding Sources:

How will this Capital Request be paid For?	YES	NO	If Yes, Provide Details
Borrowing/Cash Capital	X	<input type="checkbox"/>	The project needs the support and approval of
CPA Funds	<input type="checkbox"/>	X	The Board of Selectmen, Finance Committee
Grants/Gifts	<input type="checkbox"/>	X	And Town Administrator to determine how the
Other	X	<input type="checkbox"/>	expense will be funded by the entire town