

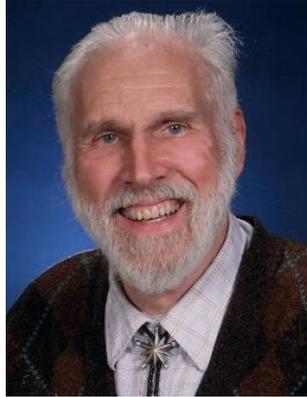
TOWN OF DUNSTABLE



ANNUAL REPORT 2022

PLEASE BRING THIS REPORT WITH YOU
TO THE
ANNUAL TOWN MEETING

This Annual Report is dedicated to



William "Bill" Moeller

Bill Moeller, a longtime resident of Dunstable, passed away on June 9, 2022 at the age of 85. Bill was a longtime fixture in Dunstable serving in many capacities including as a longtime member of the Board of Health and the Conservation Commission. Bill also contributed to all of Massachusetts by helping to draft the state law known as Title 5 which was designed to ensure the environmental safety and efficiency of septic systems.

Bill in his private life was a civil engineer, a professor, and an avid gardener who was also a bee keeper. Bill also served on the Board of Trustees for the Dunstable Rural Land Trust and taught for over 30 years at UMASS Lowell. An avid conservationist and polymath who also loved to travel, Bill was a remarkable man. Upon diagnosis with FTD dementia he proved just how remarkable he was by joining a research study at Boston University in the hopes that his experience could inform treatment and care for others.

Bill leaves behind a legacy that his community is truly proud of. His passion will live on, found in many ways through the conservation projects he championed and Title 5. The Board of Selectmen extends its gratitude and condolences to Bill's wife Mary and to his family as a whole. He will truly be missed.

**BOARD OF
SELECTMEN**

Kieran D. Meehan
Leah D. Basbanes
Ronald J. Mikol

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**Recognition of FY2022 Town Employees for
Years of Meritorious Service**

30 years or more of service

**BONNIE RICARDELLI
DANA BARNES**

**JAMES W. DOW
JOAN FERRARI**

20 years or more of service but less than 30 years

**JOHN KOYUTIS
SUSAN J. TULLY
CAROL SKERRETT
MARY BETH PALLIS
NICHOLAS PAPAGEORGIU**

**ERIK HOAR
DAVID E. TULLY, JR.
MARK QUIRBACH
CHERYL MANN**

10 years or more of service but less than 20 years

**ALAN CHANEY
VINCENT HOLLINS
GAIL SILVERIA
SUZANNE WALL
DARRELL GILMORE**

**SEAN READY
GREGG SANBORN
SUSAN WALSH
BENJAMIN H. SIMMONS
JON CRANDALL
DAVID G. SWEET II**

**Recognition of FY2022 Board, Committee, & Commission Members for
Years of Meritorious Service**

30 years or more of service

**DAVID E. TULLY, SR.
ALAN CHANEY
MARY A. DOW
DANA METZLER
ROBERT PARKIN**

**GEORGE BASBANES
CAROL BACON
ROBERT RICARDELLI
HAROLD SIMMONS
SUSAN K. PSALEDAKIS**

20 years or more of service but less than 30 years

**BRETT ROCK
CATHERINE BENCE
PETER GOVE
LEAH D. BASBANES
SUSAN J. TULLY**

**BRIAN LOCAPO
JOSEPH P. DEAN
JOHN CALLAHAN
AMY SCHEMBECHLER
JOAN SIMMONS**

10 years or more of service but less than 20 years

**ANNE DAVIS
RONALD PATENAULD
MARIA AMODEI
MICHAEL MARTIN
ANNE FENOCHETTI
ROBERT BUSSER
TIMOTHY JOYCE
LEO TOMETICH**

**MARJORIE E. KIMPTON
KENNETH J. LEVA
JUAN AMODEI
PHILIPPE R. JUSSAUME
RAYMOND SULLIVAN
RONALD J. MIKOL
CATHERINE O. IRZYK**

ELECTED OFFICERS OF THE TOWN OF DUNSTABLE - 2022

Selectmen

**KIERAN MEEHAN
RONALD J. MIKOL
LEAH D. BASBANES**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Assessors

**VACANCY
ROBERT RICARDELLI
BRETT A. ROCK**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Board of Health

**MARIA AMODEI
ROBERT PARKIN
ANITA MOELLER**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Board of Road Commissioners

**PETER M. GOVE
MICHAEL L. MARTIN
MATHEW MORTON**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Town Moderator

RAFAEL GLOD

Term Expires 2023

Tree Warden

MICHAEL L. MARTIN

Term Expires 2023

Constables

**JON N. CRANDALL, JR.
SPENCER VROUHAS**

**Term Expires 2023
Term Expires 2023**

Greater Lowell Reg. Voc. Tech. School

**RAYMOND KELLY
RICHARDSON**

Term Expires 2024

Groton-Dunstable Reg. School Dist.

**LACEY MCCABE
RAFAEL GLOD**

**Term Expires 2023
Term Expires 2024**

Trustees Public Library

**JOANNE L. MIKOL
ROBYN DEANGELIS
JOHN CALLAHAN**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Cemetery Commissioners

**SUSAN PSALEDAKIS
SUSAN TULLY
CATHERINE IRZYK**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Water Commissioners

Δ deceased

* denotes resignation

**JOHN O'BRIEN
MATHEW MORTON
VACANCY**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Planning Board

**JIM WILKIE
JEFFREY PALLIS
JOAN SIMMONS
JOSEPH VLCEK
ALAN CHANEY**

**Term Expires 2023
Term Expires 2024
Term Expires 2025
Term Expires 2026
Term Expires 2027**

Commissioners of Trust Funds

**SUSAN TULLY
JON HUGHES
CAROL ROCK**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Advisory Board

**JACOB LEWON
LEO TOMETICH
JAMES FREY
MATTHEW NAUGHTON
HAROLD SIMMONS
CLINTON KENNEY**

**Term Expires 2023
Term Expires 2023
Term Expires 2024
Term Expires 2024
Term Expires 2025
Term Expires 2025**

* denotes resignation

∆ deceased

APPOINTED OFFICERS & STAFF 2022

**Interim Town Administrator
DAVID DEMANCHE**

**Town Administrator
LCUQP'UNXC'*Crr 034/44+**

**Assistant Town Administrator
JAKOB K.VOELKER***

Town Clerk

**CAROL SKERRETT◇
ELLEN FAILELLA (Appt. 08-04-23)**

**Term Expires 2023
Term Expires 2023**

Town Accountant

**LISA KELLY
SUSAN BRESNICK, Assistant Town
Accountant**

**Term Expires 2023
Term Expires 2023**

Tax Collector & Treasurer

**BONNIE RICARDELLI◇
JAKOB K. VOELKER, Assistant
Treasurer/Collector***

**Term Expires 2023
Term Expires 2023**

Town Forest Committee

**ALAN CHANEY
ROBERT RICARDELLI
RONALD PATENAUE**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Zoning Officer

**DANA E. BARNES
HENRY FONTAINE, Alternate**

**Term Expires 2023
Term Expires 2023**

Zoning Board of Appeals

**STANLEY NORKUNUS
MATTHEW RAYMOND
RONALD LAMARRE
BRUCE EBERSMAN
LEO TOMETICH**

**Term Expires 2023
Term Expires 2024
Term Expires 2025
Term Expires 2026
Term Expires 2027**

& Associate Members

**KENNETH J. LEVA
DANA KINNE
BRAD WALMSLEY**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Board of Registrars

**AMY SCHEMBECHLER
MAUREEN BOOTH
BARBARA MARTIN**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Council on Aging

**JOAN M. SIMMONS
JEAN HAIGHT (Appt. 02-15-22)
MARY A. DOW
BARBARA MARTIN
DONALD J. POTTLE
ANNE FENOCHETTI, Elder Director**

**Term Expires 2023
Term Expires 2023
Term Expires 2024
Term Expires 2024
Term Expires 2025**

**denotes resignation ◇ Retired /deceased X in box indicates confirmation*

Conservation Commission

**TIFFANY NAUGHTON
JUAN AMODEI
MARIJAN ANDACIC
ALAN CHANEY
ALAN STARBIRD
KATE DELOUREIRO
LEAH D. BASBANES**

**Term Expires 2023
Term Expires 2024
Term Expires 2024
Term Expires 2025
Term Expires 2025
Term Expires 2026
Term Expires 2027**

Recreation Commission

**JEFF HASTINGS
DAWN DORR
BRIAN LOCAPO
CHARLIE LIPPMAN
TIFFANY NAUGHTON**

**Term Expires 2023
Term Expires 2024
Term Expires 2025
Term Expires 2026
Term Expires 2027**

Parks Commission

**PHILIP DENYSE
TIFFANY NAUGHTON
JEAN PHELAN**

**Term Expires 2023
Term Expires 2024
Term Expires 2025**

Town Counsel

BRIAN FALK

Term Expires 2023

Town Engineer

DAVID LANGLAIS

Term Expires 2023

Surveyors of Lumber

FRANK COVER

CHARLES W. TULLY, JR.

Veterans' Grave Agent

VACANT

Term Expires 2023

Veterans' Agent

JOSEPH DEAN

Term Expires 2023

Gas & Plumbing Inspector

JOHN CRYAN

Term Expires 2023

Electrical Inspector

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

**Term Expires 2023
Term Expires 2023**

Building Inspector

**DANA E. BARNES
HENRY FONTAINE, Alternate Inspector**

**Term Expires 2023
Term Expires 2023**

Animal Control Officer & Animal Inspector

JOHN GREENHALGH

Term Expires 2023

Fire Chief

**PATRICK KERRIGAN (Interim)
WILLIAM FARRELL (Appt. 07-28-23)**

**Term Ended 07-31-22
Term Expires 2023**

**denotes resignation ◇ Retired /deceased X in box indicates confirmation*

Historical Commission

**RAYMOND SULLIVAN
CAROL E. BACON
JAMES W. DOW
ANNE L. DAVIS
CATHERINE O. IRZYK
TIMOTHY P. JOYCE**

**Term Expires 2023
Term Expires 2024
Term Expires 2024
Term Expires 2025
Term Expires 2025
Term Expires 2025**

Fence Viewers & Field Drivers

VACANCY

Term Expires 2023

Personnel Board

**VACANCY
VACANCY
VACANCY
VACANCY
VACANCY**

**Term Expires 2023
Term Expires 2023
Term Expires 2023
Term Expires 2023
Term Expires 2024**

Northern Middlesex Council of Governments

KIERAN MEEHAN

Selectmen’s Delegate

Town Governance Committee

**JAMES W. DOW
ROBERT NELSON
RYAN MCLANE
LEO TOMETICH
MICHAEL MARTIN
LEAH D. BASBANES
SUSAN PSALEDAKIS**

**Term Expires 2023
Term Expires 2023**

Election Officers

ROBERT GUERNSEY, ELECTION WARDEN

**WILLIAM MURPHY
Terms Expire 2023**

Police Chief

**JAMES W. DOW◇
ERIK HOAR, Interim Chief**

Term Ended 2023

Police Sergeants

**ERIK HOAR
NICHOLAS PAPAGEORGIOU
DARRELL GILMORE**

**Term Expires 2023
Term Expires 2023
Term Expires 2023**

Master Patrolmen

**MATTHEW K. TULLY
SHAWN R. DRINKWINE**

**Term Expires 2023
Term Expires 2023**

Patrol Officers

**MICHAEL J. PIETROFORTE
RICHARD NAULT**

**Term Expires 2023
Term Expires 2023**

Reserve Police Officers

JEFFREY D. SWIFT

**SEAN G. READY
GREGG SANBORN**

**denotes resignation ◇ Retired ∆deceased X in box indicates confirmation*

**PHILIP C. SEPE
CLIFFORD DUNNING**

**RYAN CASSIDY
Terms Expire 2023**

**Special Police Officers
Groton**

**CHIEF MICHAEL F. LUTH
DEPUTY CHIEF RACHEL E BIELECKI
Sgt. DERRICK J. GEMOS
Sgt. KEVIN T. HENEHAN
Sgt. ROBERT BREAUULT
CASEY L. O'CONNOR
NICHOLAS C. BELTZ
MATTHEW C. BEAL
PETER S. BRESLIN
GORDON CANDOW
PAUL CONNELL
OMAR A. CONNOR**

**DALE P. ROSE
GREGORY STEWARD
PATRICK TIMMINS
ANDREW M. DAVIS
PETER D. VIOLETTE
ADAM C. HYDE
MICHAEL RATTE
ROBERT WAYNE, JR.
MICHAEL A. LYNN
FRANK MASTRANGELO
STEVEN TULLY
EMILY RAMOS
Terms Expire 2023**

Pepperell

**CHIEF DAVID J. SCOTT
DEPUTY CHIEF TODD BLAIN
Sgt. NICK PARKER
Sgt. THOMAS MASKALENKO
Sgt. JEREMIAH FRIEND
DANIEL ADAMS
DANIEL D'EON
STEVEN BURKE
BRUCE HASKINS**

**MICHAEL KENNEY
JOHN COBURN
JUSTIN ZINK
NEIL MASKALENK
GLENN CASWELL
JEFF NOBLE
JARED CARRUBBA
STEPHEN MULKERIN
SCOTT WOODWARD
Terms Expire 2023**

Tyngsborough

**DEPUTY CHIEF SHAUN M. WOODS
Lt. MICHAEL CASELLA
Lt. BRYAN NASWORTHY
Lt. SHAUN WAGNER
Sgt. CYNTHIA SHAY
Sgt. CHARLES MELANSON
Sgt. KENNETH HEALEY
Sgt. ROBERT COTE
Sgt. MARK BOURQUE
CHARLES RUBINO
PETER KULISICH
NATHAN ABDALLAH
EDWARD CAISSIE**

**EVAN DONNELLY
DENNIS LEACH
JASON KUSHMEREK
TIMOTHY SULLIVAN
SEAN CARON
MATTHEW KOZIOL
JACOB AHERN
CHRISTOPHER GUSTAFSON
NICHOLAS SILVA
BETHANY BONCZAR
OLIVIA KING
JOHN MANNING
STEVEN MANNING
Terms Expire 2023**

Cultural Council

**LESLIE NOVAK
CONSUELO WALKER
LAURA TULLY-ROTHMAN
ANNE FENOCHETTI
NANCY CURRAN**

**Term Expires 2023
Term Expires 2024
Term Expires 2024
Term Expires 2025
Term Expires 2025**

**denotes resignation ◇ Retired ∆deceased X in box indicates confirmation*

JAKOB K. VOELKER* ADA Coordinator Term Expires 2023

JON N. CRANDALL, JR. Emergency Management Director Term Expires 2023

ALAN CHANEY Affordable Housing Committee Term Expires 2023
CAROL E. BACON Term Expires 2023
DANA METZLER Term Expires 2023
JON HUGHES Term Expires 2023
JOHN DENYSE Term Expires 2023
KIERAN MEEHAN, Board of Selectmen's Designee Term Expires 2023
MATTHEW NAUGHTON, Advisory Board's Designee Term Expires 2023

GEORGE BASABNES◇ Affordable Housing Trust Fund Board of Trustee Term Expires 2023
JOHN CALLAHAN Term Expires 2023
KIERAN MEEHAN, Board of Selectmen's Designee Term Expires 2023
VACANCY Term Expires 2024
VACANCY Term Expires 2024

CHARLES W. TULLY Agricultural Commission Term Expires 2023
VACANCY Term Expires 2024
VACANCY Term Expires 2024
JOAN M. SIMMONS Term Expires 2025
MARIA AMODEI Term Expires 2025

ALAN STARBIRD, designated by Conservation Community Preservation Committee Term Expires 2023
CAROL BACON, designated by Historical Commission Term Expires 2023
JON HUGES, designated by Affordable Housing Committee Term Expires 2023
GEORGE J. BASBANES, designated by Planning Board◇ Term Expires 2023
TIFFANY NAUGHTON, designated by Park Commission Term Expires 2023
ALAN CHANEY, designated by Planning Board Term Expires 2023
LEAH D. BASBANES, Selectmen's delegate Term Expires 2023
CATHERINE O. IRZYK, Member at Large Term Expires 2023
JOAN M. SIMMONS, Member at Large Term Expires 2023
JEAN HAIGHT, Member at Large Term Expires 2024

DAVID GREENWOOD Capital Planning Committee Term Expires 2023
VACANCY Term Expires 2024
JEFF ROSEN Term Expires 2025

PHILIP DENYSE Memorials & Monuments Committee Term Expires 2023
DANA E. METZLER Term Expires 2023
ALAN E. CHANEY Term Expires 2023
JOSEPH P. DEAN Term Expires 2023

BONNIE RICARDELLI◇ Insurance Advisory Committee Term Expires 2023
JAMES W. DOW Term Expires 2023

**denotes resignation ◇ Retired ∆deceased X in box indicates confirmation*

ERIC HOAR
CHERYL MANN
DAVID TULLY, JR.
JAKOB K. VOELKER*

Term Expires 2023
Term Expires 2023
Term Expires 2023
Term Expires 2023

Public Safety Building SubCommittee

RONALD MIKOL
JAMES W. DOW
JEFF ROSEN
HENRY FONTAINE
PATRICK KERRIGAN
MATTHEW NAUGHTON
JON CRANDALL

Term Expires 2023
Term Expires 2023

REPORT OF THE BOARD OF SELECTMEN & TOWN ADMINSTRATOR

The Board of Selectmen have been meeting at the Town Hall on alternating Thursday evenings at 6:00 P.M. with meetings and any variations posted on the town website and Town 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 love.

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, Roads Commission, Planning Board, Advisory Board, GDRSD School Committee, Water Commission, and Board of Health just to name a few.

Some of the projects that have been worked on this year have included the continued work on the Rt. 113 Infrastructure Project, the issuance of a Request for Proposals for a housing development to satisfy the State Chapter 40B requirements at 160-164 Pleasant Street near the post office, , the continued pursuit of regionalization and inter-municipal agreements to strengthen local services, and the wise investment of federal funds for pandemic relief and infrastructure improvement.

This year, the Town saw several long-term employees retire from their positions at Town Hall. We thank our former Treasurer/Collector, Bonnie Ricardelli, former Town Clerk, Carol Skerrett, former Assistant Town Administrator Jake Voelker, former Conservation Commission and Planning Board Administrative Assistant, Cheryl Mann, and former interim Town Administrator, David DeManche for their dedicated service to the Town.

The Board has worked hard to fill these vacancies with equally as skilled and hardworking staff as those who left the Town. We thank the public for their patience and thank our new employees for their hard work and dedication during this transition period. The Board also continues to work closely with the Advisory Board to address potential solutions to the difficult budgetary situation anticipated in future fiscal years.

In 2022, the focus shifted from COVID-19 emergency response to recovery which continued to require a coordinated efforts among all Town departments. We are pleased the Council on Aging was able to welcome back Dunstable Seniors to the Public Library for Bone Builders and weekly lunches, worked with the Affordable Housing Committee to start the process of updating the Town's Housing Production Plan, and supported the efforts of the Water Commission to partner with the Pepperell Water Department to provide maintenance and operator water services for the Town.

The Board would also like to recognize the members of the 350th Anniversary Committee and all of their work to celebrate the Town's 350th birthday this year. We hope you have been able to attend, participate, and enjoy all of the events that have been organized to recognize this important milestone.

As the year has progressed, the Board of Selectmen and Town Administrator have also continued work with multiple boards, officials, and committees to address issues as they arise and endeavor to continue to work with these parties to ensure all residents 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 his office in Town Hall, by e-mail at jsilva@dunstable-ma.gov or by phone at (978) 649-4514 ext. 242.

Board of Selectmen

Kieran D. Meehan, Chair

Leah D. Basbanes

Ronald J. Mikol

Town Administrator

Jason Silva

REPORT OF THE TOWN CLERK

There were 4 elections and one recount held in 2022. The Annual Election was held on May 17, Special Election July 19, State Primary September 6, State General Election November 8, First Middlesex State Representative Recount December 7.

In June, the Massachusetts House and Senate passed the VOTES Act permanently implementing mail-in voting and early voting. The voter registration deadline was extended from 20 to 10 days prior to a preliminary, primary or general election. Governor Charlie Baker signed the VOTES Act into Massachusetts law on June 22.

In 2022, the Town Clerk's office posted 332 board and committee meetings.

I hereby submit the annual report of the Town Clerk's Office for the year ending 2022 to the Board of Selectmen and Citizens of Dunstable, Massachusetts.

Respectfully submitted,
Ellen L. Faiella, Town Clerk

REPORT OF THE TOWN CLERK 2022

Population (calendar year to Dec. 31) 3,427

Registered Voters 2,679

VITAL STATISTICS

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

Births

Males 9

Females 14

Total Births Recorded 23

Deaths

Males 5

Females 6

Total Deaths Recorded 11

Marriages 2

DOG LICENSES

Male 207

Female 224

Total Dog Licenses Issued: 431

NON-CRIMINAL CITATIONS 0

BUSINESS CERTIFICATES/RAFFLE PERMITS/VOTER AND STREET LISTINGS

Total Business Certificates – 9
Total Raffle Permits - 1
Total Voter Lists and Street Lists- 0

ANNUAL TOWN MEETING

May 14, 2022

After determining that a quorum was present, the Annual Town Meeting was called to order at 11:09 am by Town Moderator, Rafael Glod. The check-in table was staffed by Mary Dow. The Pledge of Allegiance and presentation of colors was led by the Town Moderator, as members of Boy Scout Troop 28 had a scheduling conflict and were unable to attend.

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

Majority Vote Required
Voted in the Affirmative

The Moderator introduced the officials that included the Board of Selectmen, Advisory Board, Town Counsel, Town Clerk and Assistant Town Administrator, Jake Voelker. He introduced the new Interim Town Administrator, David DeManche with a brief history of his work experience.

There were four people acknowledged who are retiring, including George Basbanes with an outstanding 45 years with the Planning Board. Also, Cheryl Mann, Planning Board/Conservation Administrative Assistant, Bonnie Ricardelli, Treasurer/Tax Collector and Carol Skerrett, Town Clerk. They were all thanked for their many years of service.

The Moderator read the Greeting followed up by a motion and seconded:

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

Majority Vote Required
Voted in the Affirmative

Article 1. Motion made and seconded that the Town I move that the Town accept the 2021 Annual Town Report as printed as well the reports from Town Officers, Boards, Commissioners, and Trustees offered at this Town Meeting.

(Reports included the 350th Anniversary Committee festivities along with a brief history of the Town. Festivities will begin October 15, 2022 for a year, marking 350 years since the town incorporated October 15, 1673.)

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** have no position on this article.

Majority Vote Required
Voted in the Affirmative

Fiscal Year 2021

Article 2. Motion made and seconded that the Town vote to appropriate from Free Cash (Surplus Revenue) a sum of money for the purpose of paying unpaid bills of FY2021, including the following, or take any action in relation thereto.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

Kevin Paicos	\$690.00
Staples	\$34.34

4/5th Vote Required
Voted in the Affirmative Declared by the Moderator

Fiscal Year 2022

Article 3. Motion made and seconded that the Town vote to vote to transfer from Water Enterprise Retained Earnings to the Water Enterprise Capital account the sum of \$5,000 for the purpose of funding operating expenses or other purposes as deemed necessary by the Board of Water Commissioners for FY2022.

The **BOARD OF SELECTMEN** recommends support of this Article. The **ADVISORY COMMITTEE** takes no position on this article.

Majority Vote Required
Voted in the Affirmative

Fiscal Year 2023

Article 4. Motion made and seconded that the Town vote to raise and appropriate to fund the sum of \$12,616,292 for the various departments, boards, committees, commissions, and other

operating expenses of the Town for the Fiscal Year 2023, beginning July 1, 2022, in the sums listed at lines 1 through 75 in the printed budget handout made available at this Town Meeting,

And further, I move that the Town vote to transfer from Free Cash the sum of \$20,000 for costs related to the celebration of Dunstable’s 350th Anniversary Celebration,

And further, I move that the Town vote to appropriate the sum of \$190,199 from Water Enterprise revenues to operate the Water Department for the Fiscal Year 2023, beginning July 1, 2022.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

General Government	
Town Administrator - 120	
Salaries	158,582
Operations	23,280
Total	181,862
Selectmen – 122	
Salaries	0
Operations	9,974
Total	
Fincom – 131	150
Reserve Account – 132	30,000
Accountant - 135	
Salaries	11,618
Operations	54,300
Total	65,918
Assessors - 141	
Salaries	50,325
Operations	25,555
Total	75,580
Treasurer - 145	
Salaries	58,754
Operations	27,057
Total	85,811
Town Legal Professional - 151	30,000
Dog Program – 160	800
Town Clerk - 161	

Salaries	60,905
Operations	1,950
Total	62,855
Elections – 162	
Salaries	3,000
Operations	8,000
Total	11,000
Registrar - 163	
	250
Conservation - 171	
Salaries	15,350
Operations	2,000
Total	17,350
Planning Board - 175	
Salaries	15,350
Operations	1,400
Total	16,750
Zoning Board - 176	
Salaries	0
Operations	1,316
Total	1,316
Town Hall - 192	
Salaries	5,877
Expenses	43,570
Total	49,447
Town Reports – 195	
	3,025
Town Engineer – 199	
	10,000
TOTAL GENERAL GOVERNMENT	
Salaries	380,011
Operations	272,077
Total	652,088
Public Safety	
Police Department - 210	
Salaries	1,049,939
Operations	271,950
Total	1,321,889
Fire Department - 220	
Salaries	298,806
Operations	69,200
Total	368,006

Inspectors – 241-243	
Salaries	62,316
Operations	3,500
Total	65,816
Emergency Management - 291	2,900
Forestry Public Works - 294	24,435
TOTAL PUBLIC SAFETY	
Salaries	1,411,061
Operations	371,985
Total	1,783,046
Schools	
GDRSD – 300	
District	7,201,663
Capital	64,202
Debt	135,369
GLRVTS - 300	
GLRVTHS	257,099
Debt	31,514
Essex - 300	
Tuition	0
Transportation	0
TOTAL REGIONAL & VOCATIONAL	7,689,847
Public Works	
Highway Department - 422	
Salaries	326,625
Operations	240,496
Total	567,121
Snow Removal - 423	
Salaries	56,175
Operations	229,710
Total	285,885
Street Lights – 424	10,000
Transfer Station – 433	
Salaries	0
Operations	19,500
Cemetery - 491	

Salaries	12,450
Operations	8,450
Total	20,900
TOTAL PUBLIC WORKS	
Salaries	395,250
Operations	508,156
Total	903,406
Human Services	
Board of Health - 510	
Salaries	13,552
Operations	13,377
Total	26,929
Town Nurse Assessment - 522	
	4,872
Mental Health Assessment - 523	
	2,000
Council on Aging - 541	
Salaries	9,363
Operations	11,500
Total	20,863
Veterans Affairs - 543	
Salaries	5,922
Operations	19,472
Total	25,394
TOTAL HUMAN SERVICES	
Salaries	28,837
Operations	51,221
Total	80,058
Library, Parks and Recreation	
Library Operations - 610	
Salaries	120,214
Operations	63,786
Total	184,000
Library Consortium and Other - 611	
	13,500
Technical Expense and Other - 620	
	30,250
Recreation Department - 631	
	11,400
Parks Department – 650	
	57,000
Memorial Day Committee – 692	
	700

TOTAL LIBRARY AND RECREATION	
Salaries	120,214
Operations	176,636
Total	296,850
Debt and Interest	
Long Term Debt – 710	235,407
Long Term Interest – 715	30,856
Temporary Loan Interest – 725	3,300
TOTAL DEBT AND INTEREST	269,563
Insurance and Assessments	
County Retirement System – 911	389,434
Unemployment Compensation - 913	0
Group Health Insurance – 914	379,000
Medicare Town Share – 919	36,000
Bldg./Vehicle Liab. Ins. – 945	137,000
TOTAL INSURANCE & ASSESSMENTS	941,434
TOTAL BUDGET FOR THE FISCAL YEAR	12,616,292

Questioned Line Items:

Town Clerk Salary – The Town Clerk asked for clarification of line item 161 - \$60,905. Salary \$39,905
Certification \$1,000
Consultant \$20,000

Majority Vote Required
Voted in the Affirmative

Article 5. Motion made and seconded that the Town vote to transfer from Free Cash the sum of \$ 459,343 to meet the appropriations of Fiscal Year 2023, beginning July 1, 2022.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 6. Motion made and seconded that the Town vote to set the annual expenditure limits for Fiscal Year 2023 for all revolving funds established by the General Bylaws as set forth under Article 7 of the warrant for this meeting.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

For reference:

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

Majority Vote Required
Voted in the Affirmative

Article 7. Motion made and seconded that the Town vote to take no action (*Borrowing for Route 113 project costs*)

Majority Vote Required
Voted in the Affirmative

Article 8. Motion made and seconded that the Town Town vote to raise and appropriate the sum of \$188,974 for the Town's share of capital expenses in relation to the Groton Dunstable Regional School District as further described in the Schedule of Capital Improvements on file with the Dunstable Town Clerk; provided, however, that this appropriation shall be contingent upon passage of Proposition 2 ½ capital expenditure exclusion referendum to assess additional real estate and personal property taxes for a single year under Chapter 59, Section 21C (i ½), of the Massachusetts General Laws.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 9. Motion made and seconded that the Town vote to transfer from Free Cash the sum of \$17,000 to repair and replace flooring in the Police Station.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 10. Motion made and seconded that the Town vote to transfer from Free Cash the sum of \$12,000 for the replacement of a generator to support public safety and public works functions.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 11. Motion made and seconded that the Town vote to transfer from the Water Stabilization Fund the sum of \$4,604.14 to supplement funding approved at the May 13, 2019, Annual Town Meeting, Article 19, Fund 3018, water systems improvement.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

2/3 Vote Required

2/3 Vote Declared by Moderator

Article 12. Motion made and seconded that the Town vote to transfer from the Water Stabilization Fund the sum of \$7,792.88 to supplement funding approved at the May 8, 2017, Annual Town Meeting, Article 13, Fund 3016, water system engineering.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.

Majority Vote Required

Voted in the Affirmative

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

Principle payment of Ferrari Farm Note: \$80,000

Interest on Ferrari Farm Note: \$14,240

Administrative Expense: \$20,000

Historic Reserve: \$40,000

Community Housing Reserve: \$40,000

Open Space Reserve: \$40,000

Balance to Undesignated: \$165,760,

And further, I move that the Town vote to transfer from the CPA Historical reserve the sum of \$2,000 for the binding of town reports as requested by the Dunstable Historical Commission.

The **BOARD OF SELECTMEN** recommends support of this Article. The **ADVISORY COMMITTEE** takes no position on this article.

Majority Vote Required

Voted in the Affirmative

Article 14. Motion made and seconded that the Town vote to take to action (*Union School Historic Preservation*)

Majority Vote Required

Voted in the Affirmative

Article 15. Motion made and seconded that the Town vote to appropriate the sum of \$28,000 from the CPA Undesignated allocation for design services for the construction of a boardwalk at the Drew Property, located on Main Street in Dunstable, and to authorize the Board of Selectmen and the Community Preservation Committee to enter into any grant agreement or other agreements related to such appropriation.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.
Majority Vote Required
Voted in the Affirmative

Article 16. Motion made and seconded that the Town vote to appropriate any sums of money received by the Town under provisions of Massachusetts General Laws Chapter 90 for the purposes authorized by Chapter 90.

The **ADVISORY BOARD** and **BOARD OF SELECTMEN** recommend support of this Article.
Majority Vote Required
Voted in the Affirmative

Article 17. Motion made and seconded that the Town vote to amend the Town of Dunstable General Wetlands By-Law as set forth under Article 17 of the warrant for this Town Meeting, except that in Section 4, Notice of Intent, of the By-Law, the fourth paragraph should include at the end the following new sentence: "If the applicant is other than the owner, the applicant shall provide certification that notice was given to the owner by certified mail."

The **Board of Selectmen** supports this article. The **Advisory Committee** takes no position on this article.

For reference as written in the warrant:

GENERAL WETLANDS BYLAW

(Adopted 4-8-1985 ATM Article 9; Approved by Attorney General 7-10-1985)

Amendments:

5-13-1991 ATM Article 32 "Enforcement"; Approved by Attorney General 7-17-1991

5-11-1992 ATM Article 10 "Violations and Enforcement"; Approved by Attorney General 6-15-1992;

5-12-1997 ATM Article 24 "Section 1" ratified 10-29-1997 STM Article 4; Approved by Attorney General 2-17-1998;

5-8-2000 ATM Article 30 "Definitions"; Approved by Attorney General 7-26-2000

5-8-2006 ATM Article 18 “Applications”, “Section 10 “Entry Upon Land”; Approved by Attorney General 8-7-2006

5-13-2013 ATM Article 32; Approved by Attorney General 9/13/2013. Amendments to correct typographical errors, coordinate the Bylaw with certain changes in state law and organization but not intending any substantive changes

5-13-19 ATM Article 29; Approved by Attorney General 9/9/19

AN INTRODUCTION TO THE DUNSTABLE WETLANDS BYLAW [Amended 5-13-2013 ATM Article 32]

See “Fees and Procedures” at www.dunstable-ma.gov for additional information on the Wetland Protection Act: M.G.L. c131 §40 and 310 CMR 10.00

PURPOSE: The purpose of the Bylaw is to allow the citizens of the Town through the office of the Dunstable Conservation Commission to have a set of locally enforceable wetlands regulations. They are to complement the wetlands regulations presently in effect under the authority of the Massachusetts Department of Environmental Protection. The DEP regulations are subject to change without regard to the interests and needs of Dunstable, and in some ways do not presently protect local interests. A local bylaw will offer protection against erosion of environmental protection of wetland resources by any changes of the state regulations.

PRECEDENTS: Many communities in Massachusetts have such a local bylaw. The legality of such a bylaw has been challenged, and the constitutionality verified by the Massachusetts Supreme Judicial Court.

SIGNIFICANT POINTS: The bylaw has been drafted so that its application will not significantly increase the burden of paperwork beyond what is presently required of individuals by the DEP Wetlands Protection Regulations presently in effect.

This bylaw is permissive in character. Its function is to assure that activities undertaken in or near wetlands will be carried out in such a way as to preserve the wetland resources which are a public trust.

It is to protect developed or undeveloped wetland resources including public water supply, private water supply, groundwater supply, flood control, erosion control, storm damage prevention, water pollution, fisheries, shellfish, wildlife, recreation and aesthetics.

As presently required under the DEP Regulations, the burden of proof as to the acceptability of a proposed activity or development lies with the proponent. It is not to be the role of the Commission to conduct such studies on behalf of an applicant.

The Commission, acting upon a preponderance of credible evidence will be empowered to deny permission for activities on subject lands if in its judgment such denial is necessary to protect the interests of the Bylaw.

The Commission may make a request to the Board of Selectmen to instruct Town Counsel to take such legal action as may be necessary to restrain violations and enforce the orders of the Commission. **THE TEXT OF THE BYLAW APPEARS ON THE FOLLOWING PAGES.**

General Wetlands Bylaw

~~Adopted 4-8-1985 ATM Article 9; Approved by Attorney General 7-10-1985~~

~~Amendment 5-13-1991 ATM Article 32 [Enforcement]; Approved by Attorney General 7-17-1991~~

~~Amendment 5-11-1992 ATM Article 10 [Violations and Enforcement]; Approved by Attorney General 6-15-1992~~

~~Amendment 5-12-1997 ATM Article 24 [Section 1] ratified 10-29-1997 STM Article 4; Approved by Attorney General 2-17-1998~~

~~Amendment 5-8-2000 ATM Article 30 [Definitions]; Approved by Attorney General 7-26-2000~~

~~Amendment 5-8-2006 ATM Article 18 [Application] [Entry Upon Land]; Approved by Attorney General 8/7/2006 (effective date of amendment 8-30-2006)~~

~~Amendment 5-13-2013 ATM Article 32 [typographical errors] [coordinate Bylaw with organization initiatives] [bring Bylaw into line with certain changes on state law]; Approved by Attorney General 9/13/2013~~

§ 1: APPLICATION [Amended 5-20-1997 ATM Article 24, ratified by 10-29- 1997 STM Article 4; Amended 5-8-2006 ATM Article 18]

The purpose of this Bylaw is to protect the wetlands of the Town of Dunstable by controlling activities deemed to have, or have the potential to have, a significant effect upon wetland values, including but not limited to the following: potential or developed public or private water supply, potential or developed groundwater supply, flood control, erosion control, storm damage prevention, water pollution, fisheries, shellfish, wildlife, recreation and aesthetics (collectively, the “interests protected by this Bylaw”).

No person shall remove, fill, dredge, alter or build upon or within one hundred feet of any bank, fresh water wetland, beach, flat marsh, meadow, bog, swamp, vernal pool, creek, river, stream, pond or lake or any land under said waters or any land subject to flooding or inundation, or within one hundred feet of the 100-year storm flow line, other than in the course of maintaining, repairing or replacing but not substantially changing or enlarging an existing and lawfully located structure or facility used in the service of the public and used to provide electric, gas, water, telephone, telegraph and other telecommunication services, without first filing written application for a permit to so remove, fill, dredge, alter or build upon, including such plans as may be necessary to describe such proposed activity and its effect on the environment, and receiving and complying with a permit issued by the Conservation Commission; nor shall any new permanent structure or impervious surface (greater than 100 square feet in the aggregate) be permitted within 60 feet of any freshwater wetland as defined in the Bylaw, except that the repair, replacement or enlargement of any single family dwelling house, or any appurtenant structure thereof, existing as of May 31, 1997, may be permitted within such area to the extent that such repair, replacement or enlargement does not result in a reduction in the minimum distance that existed between the previously existing structure or impervious surface and the fresh water wetland, land under water bodies and waterways, upon completion of such repair, replacement or enlargement, in all events following proceedings in compliance with this Bylaw and the issuance of an appropriate Order of Conditions by the Conservation Commission. Notwithstanding the foregoing, new permanent structure or

impervious surface, aggregating no more than one hundred square feet (over one or more projects or occasions), shall be presumed to be permissible and may, in the discretion of the Conservation Commission, upon application, be authorized summarily on an administrative basis without hearing. **[Amended May 13, 2019 Article 29]**

§ IA: EMERGENCY PROJECTS

This Bylaw shall not apply to emergency projects as defined in M.G.L. c.131, §40 **[Amended May 13, 2019 Article 29]**, which are necessary for the protection of the health or safety of the citizens of the Commonwealth and to be performed or ordered to be performed by an agency of the Commonwealth or of the Town. An emergency project may be any project certified to be an emergency by the Commission or by its authorized agent. This Bylaw shall not apply to work performed for normal maintenance or improvement of lands in agricultural use at the time of this application.

§ 2: DETERMINATION OF APPLICABILITY

Any person may request the Conservation Commission to make a determination ~~area~~ on whether: an area, and/or a proposed activity in an area, is subject to regulation under the Wetlands Protection Act, the boundaries of the resource area have been accurately delineated, the work proposed is subject to the Act, the scope of alternatives is adequate for work in the Riverfront Area, or a local bylaw or ordinance is applicable.

This request shall be sent by certified mail or hand delivered to the Commission or its authorized representative. If the applicant is other than the owner, the applicant shall provide certification that notice was given to the owner by certified mail, as well as providing same certification that the Department of Environmental Protection (MassDEP) has been notified. If the applicant hand delivers the request to the Commission, the bearer should request a dated receipt.

The applicant shall pay for the publication cost for the legal notice in the newspaper. **[Amended May 13, 2019 Article 29]**

The Commission shall determine, within 21 days of receipt of such request, whether this Bylaw does apply to the particular area of land for the activity specified by the applicant. Upon having made its determination, the Commission will send to the applicant a Determination of Applicability form.

The Determination of Applicability will be sent to the applicant by certified mail. If the applicant is other than the owner, the Commission will mail a copy of the Determination to the owner. **[Amended May 13, 2019 Article 29]**

§3: ABBREVIATED NOTICE OF RESOURCE AREA DELINEATION (ANRAD) [Added May 13, 2019]

Filed if an applicant wants to know if the boundary line delineated in the field and shown on the attached plans is accurate. **[Amended May 13, 2019 Article 29]**

This request shall be sent by certified mail or hand delivered to the Commission or its authorized representative. If the applicant is other than the owner, the applicant shall provide certification that notice was given to the owner by certified mail, as well as providing same certification that abutters, the Planning Board, Board of Appeals and Board of Health have been notified. **[Amended May 13, 2019 Article 29]**

The application shall be accompanied by a check for the amount of the filing fee. No filing fee is required when the applicant is the Town of Dunstable. **[Amended May 13, 2019 Article 29]**

The applicant shall pay for the publication cost for the legal notice in the newspaper.

A Notification to Abutters under the Massachusetts Wetlands Protection Act shall be sent by the applicant, at the same time, by certified mail or certificates of mailing to all abutters within 100' of the subject property boundaries and to the owner if other than the applicant. The list of abutters must be obtained from and certified by the Assessors Department. This list of abutters, so notified, shall be provided to the Commission prior to the Public Hearing.

If the Commission determines an outside consultant is needed, the applicant shall pay reasonable fees for their employment. **[Amended May 13, 2019 Article 29]**

The Conservation Commission shall hold a public hearing within 21 days of receipt of such request. **[Amended May 13, 2019 Article 29]**

Within 21 days of the close of the public hearing, the Conservation Commission shall issue their decision, which will be mailed by certified mail (return receipt requested), or hand delivered to the applicant, his or her agent, or attorney and a copy mailed to owner of property and Natural Heritage, if needed. **[Amended May 13, 2019 Article 29]**

Once the Commission issues an Order of Resource Area Delineation (ORAD), the applicant shall record it at the Registry of Deeds.

§ 4: NOTICE OF INTENT [Amended 5-13-2013 ATM Article 32]

As described in the Wetland Protection Act, a Notice of Intent is an application for a permit (an Order of Conditions or OOC) to perform work in or affecting a protected wetland resource area. [Amended May 13, 2019]. This notice with instructions can be found on the DEP website. Said notice shall include plans and specifications as required of an applicant under M.G.L.c.131, §40, as of January 1, 1985. These plans shall clearly show the location of the wetland boundaries, and the trace of all natural or man-made watercourses of an ephemeral nature or where they are not otherwise identified as or associated with a wetland. Calculations by which it shall be possible for the Commission to evaluate the impact(s), whether actual or potential, of all relevant aspects of the proposed activity shall be included as an integral part of the filing of a Notice of Intent with the Conservation Commission.

The Notice of Intent may be filed before other permits, variances and approvals required under the Town bylaws, Subdivision Control Law or regulations, have been obtained.

The Notice of Intent shall be accompanied by a check for the amount of the filing fee. No filing fee is required when the Town of Dunstable files a Notice of Intent. In addition, a separate bylaw fee shall accompany the filing. **[Amended May 13, 2019 Article 29]**

Each Notice of Intent shall be sent by certified mail or shall be hand delivered to the Conservation Commission or its authorized representative. If the applicant hand delivers the request to the Commission, the bearer should request a dated receipt. **[Amended May 13, 2019 Article 29]** ~~If the applicant is other than the owner, the applicant shall provide certification that notice was given to the owner by certified mail.~~

Copies of the Notice of Intent shall be sent by the applicant, at the same time, by certified mail or hand delivered, to the Planning Board, the Board of Appeals, and the Board of Health.

A Notification to Abutters under the Massachusetts Wetlands Protection Act shall be sent by the applicant, at the same time, by certified mail or certificates of mailing to all abutters within 100' of the subject property boundaries and to the owner if other than the applicant. The list of abutters must be obtained from and certified by the Assessors Department. This list of abutters, so notified shall be provided to the Commission prior to the Public Hearing. **[Amended May 13, 2019 Article 29]**

PUBLIC HEARING

The Commission shall hold a Public Hearing on the application within 21 days of the filing of the Notice of Intent. Notice of the date, time and place of the hearing shall be given by the Commission at the expense of the applicant, not less than five days prior to the hearing, by publication in a newspaper of general circulation in Dunstable and by mailing a notice to the applicant, the Board of Health, Board of Appeals and Planning Board. Such hearing may be held at the same time and place as any public hearing required to be held under M.G.L. c.131, § 40. If the Commission determines that additional data or information is necessary, the hearing may be continued to a future date.

BURDEN OF PROOF

The applicant shall have the burden of proving by preponderance of the credible evidence that the work proposed in the application will not harm the interests protected by this Bylaw. Failure to provide adequate evidence to the Commission supporting a determination that the proposed work will not harm the interests protected by this Bylaw shall be sufficient cause for the Commission to deny a permit or grant a permit with conditions, or at the Commission's discretion, to continue the hearing to another date to enable the applicant or others to present additional evidence upon such terms and conditions the Commission sees as being reasonable. **[Amended May 13, 2019 Article 29]**

ORDER OF CONDITIONS [Amended 5-13-2013 ATM Article 32]

If after said hearing, the Conservation Commission determines that the land on which the proposed work is to be done is significant to the interests protected by this Bylaw, it shall by written order, within 21 days or such future time as the Commission and applicant shall agree upon, impose such conditions reasonably necessary for the protection of the interests described herein and all work shall be done in accordance therewith. The Conservation Commission may impose such conditions on any proposed removing, dredging, filling or altering as it deems necessary to protect and preserve the interests covered by this Bylaw. Such Order of Conditions shall be in writing and may be subject to the

same constraints as any such order issued by the Dunstable Conservation Commission under the provisions of M.G.L. c.131, §40, or successor statutes, and shall be issued within 21 days or such further time as the Commission and applicant shall agree upon after the Public Hearing. Such Order of Conditions shall expire in no less than one nor more than three years from the date of issuance. The date of expiration shall be specified in the Order. If the project is not completed within three years, then 30 days prior to the expiration date an extension must be applied for. Such extension may be for no more than three years. No proposed work governed by an Order of Conditions shall be undertaken until all permits, approvals and variances required by the local Bylaw have been obtained and all applicable appeal periods have expired.

If the Commission determines that the area which is the subject of the application is not significant to the interests protected by this Bylaw, or that the proposed activity does not require the imposition of conditions, it shall issue a permit without conditions within 21 days of the public hearing.

RECORDING [Amended 5-13-2013 ATM Article 32]

Any original Order of Conditions shall be recorded with the Registry of Deeds in Lowell for the property defined in the Order. Evidence certifying that recording has been done must be returned to the Commission before work begins or a building permit is signed by the Commission. Upon completion of the work, a Certificate of Compliance (310 CMR 10.05 (9)) must be requested in writing and once issued, shall be recorded in the Registry of Deeds in Lowell to remove the lien from the property. **[Amended May 13, 2019 Article 29]**

DENIAL

The Commission is empowered to deny permission for any removal, dredging, filling, or altering, on subject lands within the Town, if, in its judgment such denial is necessary to protect the interest of this Bylaw.

RELATIONSHIP TO M.G.L. CHAPTER 131, SECTION 40

The Commission shall not impose additional or more stringent conditions pursuant to M.G.L. Chapter 131 §40, than it imposes pursuant to this Bylaw, nor shall it require a Notice of Intention pursuant to Section 40 to provide materials or data in addition to those required pursuant to this Bylaw.

This bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule Statutes, independent of the Wetlands Protection Act, MGL c. 131, §40, and regulations 310 CMR 10.00 thereunder. **[Amended May 13, 2019 Article 29]**

ADDITIONAL INFORMATION

At any time up to the closing of a hearing, the Commission may require such additional information from the applicant as the Commission reasonably deems necessary.

§5. ENTRY UPON LAND [Amended 5-8-2006 ATM Article 18]

The Commission, its agents, and employees may enter upon privately owned land for the purpose of performing their duties under this Bylaw, subject to requirements or limitations of applicable law.

§6. PRE-ACQUISITION VIOLATION

Any person who purchases, inherits or otherwise acquires real estate upon which work has been done in violation of the provisions of this Bylaw or in violation of any permit issued pursuant to this Bylaw shall forthwith comply with any such order or restore such land to its condition prior to any violation; provided, however, that no action, civil or criminal, shall be brought against such person unless commenced within three years following the date of acquisition of the real estate by such person.

§7. LEGAL ACTION

The Board of Selectmen shall, upon the request of the Conservation Commission, instruct Town Counsel to take such legal action as may be necessary to restrain a violation of this Bylaw, and enforce the orders of the Commission hereunder and the Town Counsel shall forthwith comply with such instructions.

§8. REGULATIONS

After Due notice and public hearings, the Commission may promulgate rules and regulations to effectuate the purposes of this Bylaw. Failure by the Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court or law shall not act to suspend or invalidate the effect of this Bylaw.

§9. RULES [Amended 5-13-2013 ATM Article 32]

Rules: 1) Permit fees are payable at the time of application and are non-refundable.

2) Town, County, State or Federal projects are exempt from fees.

3) There shall be no fee for activities involving improvements undertaken to improve the agricultural use of land currently in agriculture or of land to be converted to agricultural use.

4) No fee is charged for Requests of Determination under the law or for extensions for Orders of Conditions.

5) Failure to comply with the law after official notification shall result in fees twice those normally assessed.

6) The Commission shall have the right to change the fee schedule. Any change of fee schedule must be advertised and posted at the Town Hall at least thirty days prior to the date upon which the changes are to become effective.

7) Please see “Fees & Procedures” for additional information at www.dunstable-ma.gov.

§10. DEFINITIONS [Amended 5-11-2000 ATM Article 30; 5-13-2013 ATM Article 32]

The following definitions shall apply in the interpretation and implementation of this Bylaw:

a) PERSON; the term PERSON shall include any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the Commonwealth or political subdivision thereof to the extent subject to town by-laws, administrative agencies, public or quasipublic, corporations or bodies, the Town of Dunstable, and any other legal entity, its legal representatives, agents or assigns.

b) APPLICANT; the term APPLICANT as used in this Bylaw shall mean a person given Notice of Intention to build, remove, fill dredge or alter.

c) ALTER; the term ALTER shall include, without limitation, the following actions when undertaken in areas subject to this Bylaw:

1) Removal, excavation or dredging of soil, sand, gravel or aggregate material of any kind, muck, peat or other organic soil of any description or kind;

2) Changing of pre-existing drainage characteristics, flushing characteristics, salinity distribution, sedimentation patterns, flow patterns and flood storage retention characteristics;

3) Drainage or other disturbance of the water level or water table;

4) Dumping, discharging, filling with any material or other activity which may degrade surface or ground water quality in or out of the Town of Dunstable;

5) Driving of piles, erection of buildings or structures of any kind;

6) Placing of obstructions whether or not they interfere with the flow of water;

7) Destruction of plant life, including the cutting of trees;

8) Changing of water temperature, biochemical oxygen demand or other physical or chemical characteristics of the surface or ground water;

d) BANKS; the term BANKS shall mean that part of land adjoining any body of water or watercourse which confines the water.

e) FRESHWATER WETLANDS – shall mean any area, including Swamps, Marshes, Wet Meadows and Bogs, where water is at or near the surface for a prolonged period of time, as demonstrated by the presence of hydric soils or other indicators of hydrology, and/or the area supports or could support a plant community (cover) comprised of 50% or greater of wetland plant species. Freshwater wetlands that do not border a stream or river must be greater than 500 s.f. in size. Freshwater wetlands includes both Bordering & Isolated Vegetated Wetlands.

[Amended May 13, 2019 Article 29]

f) VERNAL POOL AND HABITAT- shall mean a confined basin depression that holds water for a minimum of 86 continuous weeks during the spring and/or summer and provides breeding habitat for obligate and facultative vernal pool species. It may be without standing water during later summer. Vernal pool habitat is the area within 100' of the boundaries of such depression. **[Amended May 13, 2019 Article 29]**

The Commission may adopt additional definitions not inconsistent with this Section 10 of this Bylaw.

§ 11: SECURITY

The Commission may require, as a permit condition in some particular cases 1.) Where the scope of the work is such that a failure to perform the work according to the conditions in the Order would be likely to cause grave damage to the interests protected by this Bylaw, or 2.) Where particular conditions in the Order must remain effective through the future to assure continuing protection of interests protected by this Bylaw; that the performance and observance of other conditions be secured by one or both of the following methods:

- a) By a bond or deposit of money or negotiable securities in an amount determined by the Commission to be sufficient to secure performance of conditions and observance of the safeguards of such Order of Conditions and payable to the Town of Dunstable upon default;
- b) By a conservation restriction, easement or by a covenant, executed and duly recorded by the owner of record, running with the land, whereby the conditions and safeguards included in such Order of Conditions shall be performed before any lot may be conveyed other than by mortgage deed.

The Commission shall make specific findings of fact in support of terms and conditions imposed under this section.

§12: VIOLATIONS AND ENFORCEMENT [Amended 5-13-1991 ATM Article 32; 5-11-1992 ATM Article 10 C; 5-13-2013 ATM Article 32]

Any person who violates or any corporate or quasi-corporate entity which violates any provision of this bylaw or any conditions of a permit or order issued pursuant to it shall be punished by a fine as listed herein below. Each day or portion thereof during which a violation continues shall constitute a separate offense.

- a) Alteration of an area subject to protection under the bylaw without having filed for and having in effect at the time of the activity a valid Order of Conditions regulating the activity undertaken. The penalty shall be three hundred (\$300.00) dollars.
- b) Failure to comply with an order or orders as set forth in any Order of Conditions in effect to regulate the activity thereby permitted within an area subject to ~~protection~~protection under the bylaw within the time period specified within such orders. The penalty shall be two hundred (\$200.00) dollars.

c) Failure to comply with any one or more of the terms of any enforcement Order or Orders duly issued by the Dunstable Conservation Commission within the time limits specified in such Orders. The penalty shall be fifty (\$50.00) dollars.

d) Failure to maintain in proper working order or condition appropriate to their intended function, structures, improvements or facilities which were required or permitted as part of activities regulated under an Order of Conditions issued to protect an area subject to regulation under the Bylaw and significant to the interests to be protected under this bylaw. The penalty shall be fifty (\$50.00) dollars.

In addition to any other means of enforcement provided for by law, the provisions of this General Wetlands Bylaw may also be enforced at the ~~election~~discretion of the Conservation Commission by non-criminal complaint pursuant to any bylaws adopted pursuant to M.G.L. Chapter ~~c.~~ 40, Section ~~§~~21D, as amended, in force in the Town of Dunstable. The enforcing authority shall be either the Dunstable Police Department, including any Police Officer in said Department, or the Conservation Commission.

§ 13: INVALIDITY

The invalidity of any section or provision of this Bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any Order of Conditions which have previously become final.

§ 14: APPEALS

In the event that any person shall be aggrieved by a decision of the Conservation Commission under this Bylaw, or by its failure to act thereunder, such person may bring an action in the nature of certiorari under M.G.L. Chapter ~~c.~~ 249 §, Section ~~4.~~

Majority Vote Required
Voted in the Affirmative

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

Majority Vote Required
Voted in the Affirmative

Motion made and seconded to dissolve the Annual Town Meeting at 12:03 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 14, 2022: 78

Respectfully submitted,

Carol A. Skerrett
Town Clerk CMMC

**SPECIAL TOWN MEETING
NOVEMBER 14, 2022**

After determining that a quorum was present, the Special Town Meeting was called to order at 7:05 pm by Town Moderator, Rafael Glod. The check-in table was staffed by Mary Dow and Lynn DeNyse. The Pledge of Allegiance and presentation of colors was led by members of Boy Scout Troop 28.

ARTICLE 1 - Report on Housing Production Plan: To see if the Town will vote to hear a report from the Affordable Housing Committee relative to a Housing Production Plan or take any other action in relation thereto.

**Motion made and seconded to vote the article as written
Motions carries**

ARTICLE 2 - Reallocate GDRS Capital Appropriation: To see if the Town will vote to transfer the sum of \$64,202 previously appropriated for the School Capital Budget line item, GDRS Capital, Line 38a, in the Town's Fiscal Year 2023 operating budget approved under Article 4 at the May 14, 2022, Annual Town Meeting, as follows:

1. \$22,000 to the Town Administrator salary line item, to fund the costs associated with hiring a full-time Town Administrator;
2. \$9,569 to the line item(s) below to fund salary step increases for non-union personnel in accordance with the Town of Dunstable wage schedule;

<u>Account Name</u>	<u>Account Number</u>	<u>Amount</u>
Conservation Salary	0001-01-171-5120-0000-001	1,051.00
Planning Board Salary	0001-01-175-5120-0000-001	1,051.00
Council on Aging Salary	0001-01-541-5120-0000-000	\$ 149.00
Library Salary	0001-06-610-5120-0000-000	\$ 3,523.00
Accounting - Clerical Salary	0001-01-135-5120-0000-001	\$ 476.00
Assessor Associate Salary	0001-01-141-5120-0000-001	\$ 1,177.00
Assessor Clerical Salary	0001-01-141-5120-0000-002	\$ 357.00
Cemetery Salary	0001-04-491-5120-0000-002	\$ 783.00
Board of Health Salary	0001-05-510-5120-0000-000	\$ 595.00
Water Clerical Salary	6500-04-450-5120-0000-000	\$ 407.00
		<u>9,569.00</u>

3. \$3,500 to the Treasurer/Collector salary line item, to offset costs associated with the transition to a new Treasurer/Collector;
4. \$6,000 to conduct an actuarial study to determine the costs associated with the Town offering post-retirement health insurance benefits for town employees; or take any action in relation thereto.

Motion made and seconded to vote the article as written Motion carries

ARTICLE 3 - Town Administrator and Select Board Special Act: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact special legislation to change the name of the Board of Selectmen to Select Board, and to establish the powers, duties, and responsibilities of the position of Town Administrator, including the positions to be appointed by the Town Administrator, as set forth below, 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, or take any action in relation thereto.

AN ACT RELATIVE TO THE SELECT BOARD AND TOWN ADMINISTRATOR IN THE TOWN OF DUNSTABLE

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding any general or special law to the contrary, the executive body of the town of Dunstable, previously known as the board of selectmen, shall be known as the select board and shall have the powers and authority of a board of selectmen under any general or special law, by-law of the town, or any rule or regulation applicable thereto.

SECTION 2. Notwithstanding any general or special law to the contrary, the select board shall appoint a town administrator to serve for a term fixed by contract, which shall not exceed three (3) years, and shall fix the compensation for such person annually within the amount appropriated by the town. Members of the select board may not be appointed, nor considered as candidates for the office of town administrator, until they have left the office of the select board for a period of at least three (3) years. The town administrator shall be appointed based on demonstrated executive and administrative qualifications and shall be a person especially fitted by education, training, and previous experience in public administration to perform the duties of the office. The town may, from time to time, establish by by-law of the town such additional qualifications as deemed necessary and appropriate. The town administrator shall devote full time to the office and shall not hold any other public office, elective or appointive, within the town, nor engage in any other business or occupation during such service, unless such action is approved in advance and in writing by the majority of the select board. The select board shall provide for an annual review of the job performance of the town administrator in accordance with their contract. The town administrator shall execute a bond in favor of the town for the faithful performance of their duties in such sum and with such surety or sureties as may be fixed or approved by the select board and shall be reimbursed for the cost of the bond by the town.

SECTION 3.

(a) The town administrator shall be the chief administrative officer of the town, directly responsible to the select board for the administration of all town affairs for which the town administrator is given responsibility.

(b) Notwithstanding any general or special law to the contrary, the powers and duties of the town administrator shall include, but not be limited to, those provided in this section.

(c) The town administrator shall supervise, direct, and be responsible for the efficient administration of all functions and activities for which the office of town administrator is given authority, responsibility, or control by this act, by by-law of the town, by town meeting vote, by vote of the select board, or otherwise.

(d) The town administrator shall appoint, and in appropriate circumstances remove, subject to the provisions of the civil service law and of any collective bargaining agreements as may be applicable, all town department heads, other officers, employees, and members of non-elected boards and commissions, except as follows: library employees, to be appointed by the board of library trustees, cemetery employees, to be appointed by the board of cemetery commissioners, highway employees, to be appointed by the board of road commissioners, and fire department employees, to be appointed by the fire chief. Appointments of the town administrator shall be reported to the select board by such means as the board shall deem appropriate, and may be rejected by two-thirds (2/3) vote of the board within seven (7) days of notification by the town administrator. The failure of the select board to take such a vote shall constitute the ratification of the appointment. The board shall not interfere or participate in any way with the recruitment, hiring or appointment process which shall be the sole responsibility of the town administrator who shall make all appointments on the basis of skill, knowledge, experience, and merit of the candidates for appointment.

(e) The town administrator shall develop and administer a town personnel system, including, but not limited to, personnel policies and practices, employee wage and salary plan, rules and regulations, provisions for an annual employee performance review, a personnel by-law, and collective bargaining agreements entered into by the town, and shall set the salaries/wages of all

town employees within the limits of appropriation. The town administrator shall also prepare and keep current a plan establishing the personnel staffing requirements for each town agency. The town administrator shall have no operational responsibility for schools.

(f) The town administrator shall attend all regular and special meetings of the select board, unless unavailable for reasonable cause and shall have a voice, but no vote, in all of its proceedings.

(g) The town administrator shall have full jurisdiction over the rental and use of all town facilities and property, except school properties, cemetery properties, the town forest properties, and properties of the affordable housing trust fund board of trustees, board of library trustees, board of water commissioners, and conservation commission.

(h) The town administrator shall be responsible for the maintenance and repair of all town buildings and facilities placed under the town administrator's control by this act, by by-law of the town, by vote of town meeting, or otherwise. Recommendations for the establishment of statues and memorials shall be the responsibility of the memorials and monuments committee so long as it remains in existence as a town committee. Once approved in accordance with the by-laws of the town, all work required to design and construct the statue or memorial shall be under the jurisdiction of the town administrator acting as the chief procurement officer for the town. This clause shall not preclude the memorials and monuments committee from serving in the role of fund-raising, consistent with the general laws or by-law of the town.

(i) The town administrator shall have authority to approve all bills presented for payment on a warrant prepared by the town treasurer and approved by the town accountant.

(j) The town administrator shall prepare and present to town meeting an annual operating budget for the town and a proposed capital outlay program for the five (5) fiscal years next ensuing.

(k) The town administrator shall ensure that a full and complete inventory of all property of the town, both real and personal, is completed on an annual basis. Within thirty (30) days of the completion of the annual inventory, the town administrator shall submit a list of surplus property, if any, to the select board. A list of such surplus items shall also be publicly posted.

(l) The town administrator shall negotiate and present to the select board for its ratification, all contracts involving any subject within the jurisdiction of the office of town administrator, including all contracts with unionized and non-unionized town employees involving wages, hours, and other terms and conditions of employment, but excepting contracts for the provision of goods, supplies, and services.

(m) The town administrator shall be responsible for purchasing all supplies, material, and equipment for all departments and activities of the town and serve as the town's chief procurement officer, subject to the provisions of chapter 30B. It is the intent of this act that the town administrator shall procure all contracts for the supply of goods and services to the Town, subject to the provisions of chapter 30B and that the town administrator will need no further approval in making his/her award. The town administrator shall examine, or cause to be examined, the quantity, quality, and condition of all supplies, material, services and equipment delivered to or received by any town agency. The town administrator shall be responsible for the disposal of all supplies, material, and equipment that has been declared surplus by any town agency.

(n) The town administrator shall see that all provisions of the general laws, by-laws of the town, votes of the town meeting, and votes of the select board that require enforcement by the town

administrator or officers subject to the direction and supervision of the town administrator, are faithfully executed, performed, or otherwise carried out.

(o) The town administrator may inquire at any time into the conduct and operation of any office or performance of any officer or employee, department, board, commission, or other town agency, who shall reasonably cooperate with the town administrator's inquiry

(p) The town administrator shall attend all sessions of all town meetings and answer all questions raised by voters that relate to warrant articles and to matters over which the town administrator exercises any supervision.

(q) The town administrator shall coordinate the activities of all town agencies serving under the office of town administrator and the office of the select board, with those under the control of other officers and multiple member bodies elected directly by the voters. For this purpose, the town administrator shall have the authority to require the persons so elected, or their representatives, to meet with the town administrator at reasonable times for the purpose of effecting coordination and cooperation among all agencies of the town.

(r) The town administrator shall, with the approval and at the direction of the select board, have the authority to prosecute, defend, or compromise all litigation of the town.

(s) Subject to the approval of the select board, the town administrator may, with compensation, if any, as determined by the select board, assume the powers, duties, and responsibilities of any office which he/she is authorized to fill by appointment. Such assumption to be evidenced by and effective upon the filing with the town clerk of a written declaration of such assumption signed by the town administrator, except he/she shall not appoint himself/herself as a member of any board or committee.

(t) It shall be the responsibility of the town administrator, subject to the approval of the select board, to seek out and review those state, federal, regional, and all other grants which may be of benefit to the town. The town administrator shall be the authority responsible for reviewing and completing all applications for such grants, except as otherwise authorized by statute.

(u) The town administrator shall perform any other duties as are required to be performed by the town administrator by by-law of the town, regulation, vote of town meeting, vote of the select board, or otherwise.

(v) The town administrator shall ensure that the select board is kept fully informed of the town's emergency preparedness planning. In time of public danger or emergency, the town administrator shall direct and oversee the management of town resources pursuant to any applicable state law, regulation, or other protocol(s), directive(s), or agreement(s) to which the town is a signatory and/or participant. Should the town administrator be unavailable, the police chief shall perform such duties as may be necessary in such circumstances.

SECTION 4. The town administrator may authorize any subordinate officer or employee to exercise any power or perform any function or duty except the power to enter into contracts or the power to transfer funds which is assigned to the office of town administrator, provided however, that all acts performed under any such delegation shall at all times be deemed to be the acts of the town administrator.

SECTION 5. (a) By letter filed with the town clerk, the town administrator shall designate a qualified town administrative officer or employee to exercise the powers and perform the duties of town administrator during a temporary absence, not to exceed forty-five (45) days. During a temporary absence, the select board may not revoke such designation until at least forty-five (45) days have elapsed, whereupon it may appoint another qualified town administrative officer or employee to serve until the town administrator shall return.

(b) Any vacancy other than a temporary absence in the office of town administrator shall be filled as soon as possible by the select board but, pending such regular appointment, the select board shall appoint a qualified individual, to perform the duties of the office on an acting basis. Such temporary appointment may not exceed four (4) months, and any renewals voted by the select board shall not exceed a total of term of one (1) year, unless required by law. Compensation for such person shall be set by the select board.

(c) The powers of a temporary or acting town administrator, under (a) and (b) above, shall be limited to matters not admitting of delay, unless approved by a vote of the select board.

SECTION 6. (a) The select board may terminate and remove, or suspend, the town administrator from office. The terms of suspension and removal may be further defined by contract between the select board and town administrator under the provisions of section 108N of chapter 41.

Motion made and seconded on article as written. Discussion. Substitute motion to table. (requires 2/3 votes). Motion fails 64-46. Further discussion. Vote on main motion (2/3 votes) Motion fails 53/57

ARTICLE 4 - Fund Police Union Contract: To see if the Town will vote to appropriate a sum of money from Free Cash (surplus revenue) and transfer a sum of money from the School Capital Budget line item, GDRS Capital, Line 38a, in the Town's Fiscal Year 2023 operating budget approved under Article 4 at the May 14, 2022 Annual Town Meeting, to fund the first year of a three-year collective bargaining agreement between the Town of Dunstable and the Dunstable Police Union, or take any action in relation thereto.

Motion made and seconded on article as written. No discussion. Motion carries

ARTICLE 5 - Prior Year Bills: To see if the Town will vote to transfer sums for unpaid bills from prior fiscal years as follows:

1. \$3,000 from the Community Preservation Committee Open Space/Recreation account, to pay a bill from All Habitat Services LLC for the aquatic de-weeding of Lake Massapoag;
2. \$750 from Free Cash (surplus revenue) to pay a bill from Nashoba Analytical for water testing services;
3. \$908 from Free Cash (surplus revenue) to pay a bill from Parro's Gun Shop for new handguns for the Police Department;

or take any action in relation thereto.

Nine-Tenths Majority Vote

Motion made and seconded to vote the article as written. No discussion. Motion carries

ARTICLE 6 - SAFER Grant Supplement: To see if the Town will vote to appropriate from Free Cash (surplus revenue) the sum of \$6,930 to supplement the SAFER grant received by the Dunstable Fire Department or take any action in relation thereto.

Motion made and seconded to vote the article as written. No discussion. Motion carries

ARTICLE 7 - Route 113 Water Line: To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$20,000 for the purpose of further extending a water line as part of the Route 113 improvement project or take any action in relation thereto.

Motion made to take no action. Seconded. No discussion. Motion carries

ARTICLE 8 - Fire Truck Funding: To see if the Town will vote to appropriate from Free Cash (surplus revenue) the sum of \$15,000 to supplement the amount appropriated under Article 11 of the July 20, 2020, Annual Town Meeting a new fire rescue truck, or take any action in relation thereto.

Motion made and seconded to vote the article as written. Motion carries

ARTICLE 9 - Compensation for GLTHS Committee Members: To see if the Town will vote, pursuant to Chapter 71, Section 52, of the General Laws, to authorize the members of the School Committee of the Greater Lowell Technical High School to be compensated in an amount to be set by Town Meeting or take any action in relation thereto.

Motion made to take no action. Seconded. No discussion. Motion carries

**TOWN OF DUNSTABLE
ANNUAL TOWN ELECTION – May 17, 2022
OFFICIAL RESULTS**

Summary:	
Total Votes Cast:	211
Registered Voters:	2,643 = 8% voter turnout
Voter Turnout:	15%

Office/Candidate

Board of Selectmen	Vote for One – Three Year Term
Leah Basbanes	122
Pawel Chadzynski	76
All Others	0
Blanks	13
Board of Assessors	Vote for One – Three Year Term
Brett Rock (write in)	16
All Others	11
Blanks	184
Board of Assessors	Vote for One – One Year Term
FAILURE TO ELECT	
All Others	7
Blanks	204
Board of Health	Vote for One – Three Year Term
Anita Moeller	170
All Others	0
Blanks	41
Road Commissioner	Vote for One – Three Year Term
Mathew Morton	169
All Others	0
Blanks	42
Library Trustee	Vote for One – Three Year Term
John Callahan	171
All Others	0
Blanks	40
Water Commissioner Term	Vote for One – Three Year Term
FAILURE TO ELECT	

All Others	22
Blanks	189
Advisory Board	
Vote for Two – Three Year Term	
Harold Simmons	152
Clinton Keeney	131
All Others	0
Blanks	139
Cemetery Commissioner	
Vote for One – Three Year Term	
Catherine Irzyk	98
Carol Rock	81
All Others	0
Blanks	32
Planning Board	
Vote for One – Five Year Term	
Alan Chaney	157
All Others	0
Blanks	54
Constable	
Vote for Two – One Year Term	
Spencer Vrouhas	151
Jon Crandall (write in)	8
All Others	0
Blanks	263
Commissioner of Trust Funds	
Vote for One – Three Year Term	
Carol Rock	155
All Others	0
Blanks	56
Question #1: Shall the Town of Dunstable be allowed to assess an additional \$188,974 in real estate and personal property taxes for the purposes of paying for capital expenses in relation to the Groton-Dunstable Regional School District as further described in the Schedule of Capital Improvements on file with the Dunstable Town Clerk for the fiscal year beginning July 1, 2022:	
Yes:	96
No:	100
Blanks:	15

Certified, this 19th day of May, 2022

Carol A. Skerrett, Town Clerk CMMC

SPECIAL TOWN ELECTION – JULY 19, 2022

TOTAL VOTES CAST: 367
 2,666 Registered Voters
 14% Voter Turnout

QUESTION: Shall the Town of Dunstable be allowed to assess an additional \$188,974 in real estate and personal property taxes for the purposes of paying for capital expenses in relation to the Groton-Dunstable Regional School District as further described in the Schedule of Capital Improvements on file with the Dunstable Town Clerk for the fiscal year beginning July 1, 2022?

YES	188
NO	179
BLANKS	0
TOTALS	367

Certified, this 25th day of July, 2022

Carol A. Skerrett, Interim Town Clerk CMMC

**Town of Dunstable
 State Election – November 8, 2022**

Vote for **One**

Governor & Lieutenant Governor	Prec. 1
Diehl & Allen	740
Healey & Driscoll	943
Reed & Everett	28
Write-ins	0
Blanks	16
Totals	1727

Vote for **One**

Attorney General	Prec. 1
Andrea Joy Campbell	889
James R McMahan, III	792
Write-ins	0
Blanks	46
Totals	1727

Vote for **One**

Secretary of State	Prec. 1
William Francis Galvin	1005
Rayla Campbell	666
Juan Sanchez	33
Write-ins	0
Blanks	23
Totals	1727

Vote for **One**

Treasurer	Prec. 1
Deborah B. Goldberg	1030
Christina Crawford	478
Write-ins	3
Blanks	216
Totals	1727

Vote for **One**

Auditor	Prec. 1
Anthony M. Amore	775
Diana DiZoglio	787
Gloria Caballero-Roca	26
Dominic Giannone, III	19
Daniel Riek	40
Write-ins	1
Blanks	79
Totals	1727

Vote for **One**

Representative in Congress - 3rd District	Prec. 1
Lori Trahan	963
Dean A. Tran	719
Write-ins	0
Blanks	45
Totals	1727

Vote for **One**

Councillor - 5th District	Prec. 1
Eileen R. Duff	886
Michael C. Walsh	743
Write-ins	2
Blanks	96
Totals	1727

Vote for **One**

Senator in General Court - 1st Middlesex	Prec. 1
Edward J. Kennedy, Jr.	1132
Write-ins	36
Blanks	559
Totals	1727

Vote for **One**

Rep in General Court - 1st Middlesex	Prec. 1
Margaret R. Scarsdale	835
Andrew James Shepherd	741
Catherine Lundeen	91

Write-ins	0
Blanks	60
Totals	1727

Vote for **One**

District Attorney - Northern District	Prec. 1
Marian T. Ryan	1119
Write-ins	35
Blanks	573
Totals	1727

Vote for **One**

Sheriff - Middlesex County	Prec. 1
Peter T. Koutoujian	1138
Write-ins	32
Blanks	557
Totals	1727

Vote for **One**

Regional School Committee- Greater Lowell - Dracut (1)	Prec. 1
Matthew J. Sheehan	1057
Write-ins	26
Blanks	644
Totals	1727

Vote for **Two**

Regional School Committee- Greater Lowell - Lowell (2)	Prec. 1
Fred Bahou	1008
Write-ins	49
Blanks	2369
Totals	3426

Vote for **One**

Regional School Committee- Greater Lowell - Dunstable	Prec. 1
Write-ins	207
Blanks	1520
Totals	172

Vote for **One**

Regional School Committee- Greater Lowell - Tyngsborough (1)	Prec. 1
Write-ins	71
Blanks	1656
Totals	1727

Question One	Prec. 1
Additional Tax on Income Over One Million	
Yes	704
No	943
Blanks	80
Totals	1727

Question Two	Prec. 1
Regulation of Dental Insurance	
Yes	1111
No	528
Blanks	88
Totals	1727

Question Three	Prec. 1
Expanded Availability of Licenses for the Sale of Alcoholic Beverages	
Yes	691
No	921
Blanks	115
Totals	1727

Question Four	Prec. 1
Eligibility for Driver's Licenses	
Yes	738
No	901
Blanks	88
Totals	1727

Ballots cast	Prec. 1
Total Ballots cast	1727

Registered Voters	Prec. 1
Total registered voters eligible to vote in this election	2679

Voter participation percentage	64.46%
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Total Ballots cast	1727
Registered Voters	
Total registered voters eligible to vote in this election	2679
Voter participation percentage	
	64.46%

TOWN OF DUNSTABLE, MA

511 Main Street, Dunstable MA 01827
www.dunstable-ma.gov

Permit Listing Report

Permit Type: BUILDING RESIDENTIAL

Report Criteria: 2022 --

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
22-1RB	6-4-1	01/03/2022	TULLY DONNA L	270	HOLLIS ST	5,000.00	65.00	Residential weatherization/air sealing. No structural changes. (Site ID 4365764)
22-2RB	13 39 0	01/06/2022	DENOMME ANN MARIE	31	LOWER DAM WY	29,000.00	305.00	Installation of 36 roof mount solar panels - 11.88 KWDC Photovoltaic system
22-4RB	17-34-0	01/16/2022	EVANGELICAL CONG CHURCH	516	MAIN ST	30,000.00	321.00	Replace and upgrade Verizon antennas and radios per the attached plans.
22-3RB	10-50-0	01/16/2022	KIHIKO, JANE RUGURU	1085	MAIN ST	8,000.00	95.00	Residential weatherization/air sealing. No structural changes. (Site ID 4398127)
22-8RB	23 9 0	01/24/2022	DENYSE PHILIP J	436	FOREST ST	69,000.00	705.00	24 replacement windows 1 replacement entry door
22-5RB	16-21-0	01/24/2022	GUARALDI RICHARD G TRUSTEE	141	HIGH ST	21,900.00	234.00	Install 2 mullied vinyl doublehung units, transom window, 2 skylights, and rotted metal bulkhead top
22-6RB	14-54-0	01/24/2022	BROOKS LORI ANN	295	HALL ST	5,000.00	65.00	Residential weatherization/air sealing. No structural changes. (Site ID 4349111)
22-7RB	8-25-0	01/24/2022	WRIGHT FRANCIS A	509	GROTON ST	4,643.00	65.00	Remove and replace 1 window, like with like, no structural changes.
22-9RB	12 43 2	01/24/2022	Krishna, Gopola Vatsavayi	163	PLEASANT ST	16,500.00	85.00	Main roof excluding rear which was previously done by a different company
22-10RB	20-13A-0	01/31/2022	BIZIER JAMES M JR	177	HARDY ST	37,182.00	385.00	remove two load bearing walls (plans attached).
22-11RB	22-3-1	02/07/2022	MCLEOD, MICHAEL	277	LOWELL ST	1,000.00	35.00	install/refinish floors, install cabinetry and appliances
22-15RB	7 3 0	02/25/2022	GOSS WESLEY + JODI	446	PLEASANT ST	80,000.00	915.00	air seal attic and cover attic scuttle with polyiso board
22-14RB	18 35 1	02/25/2022	NGUYEN, HUNG	274	POND ST	28,000.00	295.00	Kitchen Remodel, New door, 6 new windows
22-13RB	13 39 0	02/25/2022	DENOMME ANN MARIE	31	LOWER DAM WY	11,500.00	85.00	Roof mounted PV solar installation. System size: 6.080KW, 16 panels, 200A
22-12RB	23-29-0	02/25/2022	CRANLEY MICHAEL E	567	FOREST ST	4,499.00	65.00	- Strip off 1 layers existing roofing (shingle) labor to install drip edge, ice/water shield, felt paper, architectural asphalt shingles, accessories as needed (pipe boot, ridge vent, flashing etc)
22-16RB	11 73 0	03/07/2022	ROOTOVICH PHYLLIS	789	MAIN ST	2,000.00	90.00	Insulation, weatherization, air sealing
22-17RB	16 62 3	03/14/2022	HASTINGS JEFFREY C	76	FOREST ST	19,850.00	213.50	Installation of above ground pool, no deck. Homeowner pulling permit
22-21RB	11 67 0	03/14/2022	LAUF, MICHAEL	5	MILL ST	0.00	5,000.50	Replacement of 7 windows. No structural changes. Remove fire damaged areas of construction, add 2nd story; increase garage width by 6'; refinish basement and add front porch
22-20RB	7 49 0	03/14/2022	RIOPPELLE, ROBERT E	583	PLEASANT ST	25,000.00	265.00	Antenna modification - remove/replace (12) antennas on an existing 120 tall communications tower.
22-19RB	12 82 5	03/14/2022	GIOVINO, PAUL	8	UPTON ST	3,000.00	45.00	Insulation work as part of the MASS Save program.
22-18RB	18 3B 0	03/14/2022	RAFFERTY, ROBERT	210	WESTFORD ST	6,000.00	65.00	Insulation work as part of the MASS Save program.
22-23RB	17 41 0	03/21/2022	AMODEI MARIE ELENA	52	PLEASANT ST	20,500.00	215.00	Replace repair and reconfigure windows in small office (Approx 80Sq ft), Reframe and insulate walls. Repair and replace roof framing and roofing as necessary. Replace other windows throughout the house. Locate and patch roof leak. Additional insulation where possible. Repair some plaster.
22-22RB	18 3B 0	03/21/2022	RAFFERTY, ROBERT	210	WESTFORD ST	7,300.00	65.00	Install wood burning insert into masonry fireplace with stainless steel liner
22-25RB	2 1 4	03/28/2022	GELDART, THERESA	234	RIVER ST	8,696.56	64.00	Reeds Ferry will be delivering and assembling a new shed

Permit #	Parcel Id	Owner	Issued	#	Location	Est. Cost	Fee	Work Description
22-26RB	11 39B 0	DUMONT DIANE	03/28/2022	975	MAIN ST	3,561.69	55.00	REMOVE/REPLACE 1 EXISTING EXTERIOR DOOR. NO STRUCTURAL WORK BEING DONE.
22-24RB	16 15 0	GERVAIS PETER R	03/28/2022	1	THORNDIKE ST	9,500.00	105.00	Rip off old garage roof, properly install new. Make soffit repairs as needed
22-30RB	10 15 0	BOGDAN J CAROLYN J SNIJEZEK TR	04/03/2022	56	CENTURY WY	6,313.46	78.00	BLOWN IN CELLULOSE TO THE ATTIC AND GARAGE CEILING AS WELL AS AIR SEALING PER THE MASS SAVE RECOMMENDATIONS.
22-29RB	13 76 0	HOARE ROBERT W	04/03/2022	51	SCHOOL ST	7,248.05	125.00	BLOWN IN CELLULOSE TO ATTIC AND AIR SEALING PER THE MASS SAVE PROGRAM
22-28RB	11 24 0	LESCARBEAU RICHARD	04/03/2022	958	MAIN ST	4,000.00	65.00	Replacement of back deck with similar footprint
22-27RB	18 47 14	BONOMOLO TRACIE	04/03/2022	87	PARKHURST RD	44,103.00	456.00	We are removing decking and leaving existing frame. Re-attaching frame securely. Remove and replace stair landing and stairs with new platform and stringers. Installing new posts and vinyl railings to deck and stairs. Insulating under porch and new lattice work. Also replacing 2 existing garage doors.
22-32RB	7 3 1	COONEY KEVIN M	04/04/2022	500	PLEASANT ST	2,587.94	45.00	Air sealing, damming, blown in cellulose install and polyiso install for door - attic
22-31RB	17 38 0	DUNSTABLE TOWN OF	04/04/2022	28	PLEASANT ST	35,171.00	10.00	Weatherization project done through grant. Insulation of ceilings and attic spaces. weather stripping and etc.
22-33RB	10 20 0	HEALEY MICHAEL J	04/10/2022	106	CENTURY WY	10,707.00	122.00	install 4 doors for replacement. no structural changes.
22-36RB	17 16 2	COSTON ANTHONY F	04/13/2022	87	WESTFORD ST	8,000.00	95.00	Residential weatherization/air sealing. No structural changes. (Site ID 4460280)
22-34RB	11 33 0	DELRIO CARLOS A TRUSTEE	04/13/2022	33	FLETCHER ST	82,540.00	135.00	Installation of Latham brand Olympia model swimming pool
22-35RB	1 18 12	SCHWETZ MICHAEL J & K YEUNG	04/13/2022	623	HOLLIS ST	17,000.00	85.00	strip and re roof asphalt shingles
22-39RB	1 19 0	KOTAU YAUHENI	04/24/2022	571	HOLLIS ST	12,600.00	85.00	- Strip off 1 layers existing roofing (shingle) labor to install drip edge, ice/water shield, felt paper, architectural asphalt shingles, accessories as needed (pipe boot, ridge vent, flashing etc)
22-38RB	7 22 0	BOWES, GERARD J	04/24/2022	36	WOODS CT	4,000.00	65.00	Residential weatherization/air sealing. No structural changes. (Site ID 4465830)
22-37RB	12 24 0	HANN JOHN M	04/24/2022	275	PLEASANT ST	25,486.00	85.00	strip and re roof
22-40RB	8 91 0	TRAVERSE DAVID K	04/25/2022	108	ADAMS ST	8,995.00	85.00	Roof strip and re roof
22-41RB	10 32 0	MCKINNON NANCY E	04/25/2022	81	CENTURY WY	8,900.00	85.00	Strip and Re-roof 18sq
22-45RB	11 5 0	REYNOLDS BRIAN F	05/02/2022	103	OAK ST	5,812.00	75.00	Replacement of 1 patio door. No structural changes.
22-44RB	18 16 0	BAPTISTE, SOCRATES JEAN	05/02/2022	295	WESTFORD ST	41,333.00	438.00	Replacement of 2 windows and 4 doors. No structural changes.
22-43RB	5 14 0	DAVIS JARED A	05/02/2022	1177	MAIN ST	5,300.00	85.00	Install new asphalt shingle roof
22-42RB	22 3 4	MERWIN RUSSELL AND JOANNE TRU	05/02/2022	247	LOWELL ST	4,702.00	37.00	6x10 shed
22-47RB	17 22 0	MORTON, MATHEW W	05/09/2022	458	MAIN ST	40,200.00	417.00	PV Roof Solar Array
22-46RB	15 42 0	DONAHUE ALICIA A	05/09/2022	57	FRENCH CT	692,000.00	1,549.50	New construction 3 bedroom home. Tear down existing home and connect to existing well and 3 bedroom septic.
22-48RB	8 93 0	HAAS JOANNA F	05/15/2022	116	ADAMS ST	20,870.00	223.70	Remove existing deck, and install new one. will not be douching the porch.
22-50RB	12 41 0	215 PLEASANT LLC	05/16/2022	215	PLEASANT ST	1,200.00	35.00	replace office door @ rear building
22-49RB	6 18 0	WARD JOHN M	05/16/2022	87	FLETCHER ST	12,600.00	85.00	Strip roof and replace
22-52RB	17 92 0	MASTAKOURAS DOROTHY	05/23/2022	617	MAIN ST	33,920.00	85.00	strip and re-roof 20 square asphalt shingles house and garage for replacement. no structural changes.
22-53RB	8 23 0	MAGRO MAUREEN D	05/23/2022	185	KEMP ST	46,824.00	483.20	Replacement of 14 windows and 1 door. No structural changes.
22-51RB	12 69 0	MARIANO PAUL + KATHLEEN	05/23/2022	330	PLEASANT ST	6,500.00	75.00	Install New picture window
22-55RB	10 2 0	LAMARRE KATHLEEN E	06/02/2022	1048	MAIN ST	6,700.00	72.00	INSULATE ATTIC FLOOR WITH 12" OPEN BLOW CELLULOSE, CRAWLSPACE CEILING WITH 9" FIRBERGLASS BATTING AND 2" THERMAL BARRIER POLYISO

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22-56RB	18 47 6	06/02/2022	SPINAZOLA, LISA J TRUSTEE M &	96	PARKHURST RD	24,000.00	255.00	Install roof mounted solar pv array, 30 panels / 12.00 kW DC **No Battery Storage - No Structural Upgrades per P.E Letter **
22-54RB	8 96 0	06/02/2022	WETMORE PATRICK J	128	ADAMS ST	3,345.00	45.00	REMOVE AND REPLACE 1 SAME SIZE PATIO DOOR, LIKE W/LIKE, NO STRUCTURAL CHANGES
22-57RB	10 15 0	06/08/2022	BOGDAN J CAROLYN J SNIZEK TR	56	CENTURY WY	19,500.00	60.00	Install one 6-ton geothermal heat pump, closed loop system
22-58RB	12 108 1	06/08/2022	VALLES, FRANKLIN	16	OAK ST	10,800.00	277.30	We are enclosing our back deck and extending it out 6 ft x 17 ft. We are doing this work ourselves (no contractors were hired).
22-59RB	15 41 0	06/12/2022	JABLONSKI PETER E	39	FRENCH CT	27,200.00	85.00	Strip and re-roof
22-61RB	8 44 0	06/13/2022	CATALDO, EDWARD	64	WOODS CT	19,988.00	85.00	strip and re-roof
22-60RB	10 7 0	06/13/2022	HERLIHY PAUL A JR	1094	MAIN ST	5,000.00	65.00	Residential weatherization / air sealing. No structural changes. (Site ID: 4482003)
22-62RB	10 24 1	06/16/2022	BUCHMANN DAVID J	20	SKY TOP LN	37,943.10	395.00	installing 23 CS390 solar panels on roof. No storage. No structural changes.
22-63RB	7 13 0	06/18/2022	GENDRON GERALD A JR	632	PLEASANT ST	4,236.00	85.00	REMOVE AND REPLACE 1 PATIO DOOR, SAME SIZE, LIKE W/LIKE NO STRUCTURAL CHANGES
22-64RB	22 3 4	06/24/2022	MERWIN RUSSELL AND JOANNE TRU	247	LOWELL ST	30,000.00	315.00	Construct 1 story sunroom, 12W X 10'D addition on new deck, non-conditioned space.
22-66RB	22 40 2	06/24/2022	DRISLANE WILLIAM F	158	LOWELL ST	22,626.70	85.00	Strip roof and re-shingle with CertainTeed roofing system.
22-65RB	11 42 0	06/24/2022	RICHARDS, CURTIS	905	MAIN ST	6,000.00	55.00	Installation of pellet stove, ventilation and hearth.
22-68RB	17 78 0	06/30/2022	AVRILLON, GUILLAUME P	11	PLEASANT ST	4,000.00	55.00	Re-siding the street side of the barn + Repairing the floor boards on first floor
22-67RB	12 65 0	06/30/2022	LO, THIDA	284	PLEASANT ST	20,342.70	218.50	Insulation of attic and walls using blown cellulose
22-74RB	18 2 2	07/08/2022	GATEWAY HOMES LLC	148	WESTFORD ST	660,000.00	2,401.35	Construction of 2 story single family residence, 3,486 sq. ft., 4 Bedroom, 3-1/2 bath, 3 car garage.
22-73RB	22 40 2	07/08/2022	DRISLANE WILLIAM F	158	LOWELL ST	61,500.00	630.00	PV Roof Solar array consisting of 29 400W panels and 29 Enphase IQ8+ micro inverters
22-70RB	8 16A 0	07/08/2022	HEALEY PAUL M	273	KEMP ST	2,500.00	55.00	Attic Insulation and Air Sealing
22-69RB	8 20 0	07/08/2022	MICHAELANN MURPHY	219	KEMP ST	13,980.00	255.00	attic areas bring to R49, basement insulation, airsealing, wall insulation
22-72RB	21 23 1	07/08/2022	SIMMONS, MARY ANN D	190	THORNDIKE ST	4,510.00	65.00	Attic floor -3" fiberglass , knee wall slope- 2" thermal polyiso , knee wall gable - 2 " thermal polyiso , knee wall - 2 " thermal polyiso , propavents , bath fan -vent to gable , air sealing
22-71RB	12 57 0	07/08/2022	PHAM VINHN	77	GROTON ST	19,140.00	207.00	roof mounted solar installation (22) panels 9.57kW and 15ft trench
22-75RB	8 2 4	07/12/2022	SANTOS DUARTE	410	GROTON ST	35,295.00	135.00	adding radiant pool to backyard
22-78RB	8 96 0	07/14/2022	WETMORE PATRICK J	128	ADAMS ST	2,500.00	45.00	install 2 replacement windows. no structural changes.
22-77RB	8 99 0	07/14/2022	BEIGEL DAVID	259	KEMP ST	13,585.00	85.00	Strip and Reroof
22-76RB	13 92 0	07/14/2022	BUREAU CATHY J	198	GROTON ST	3,882.64	55.00	air sealing, door sweep, exterior door weather stripping, attic floor-10" open blow cellulose, attic floor-15" open blow cellulose, propavent, damming, hatch-2" thermal barrier polyiso
22-80RB	17 65 0	07/18/2022	KESLER, JEFFREY E	87	PLEASANT ST	52,329.78	538.00	Install 12.18 kWdc (28 panels) ground mount solar array (split into two arrays of 14)
22-79RB	8 19 0	07/18/2022	DOWLING, NANCY M	235	KEMP ST	28,000.00	295.00	Convert existing garage into new office space. See attached construction plans.
22-82RB	17 103 0	07/18/2022	ATABAY, EFE	95	HIGHLAND ST	130,000.00	1,315.00	New Windows and Siding on House and Garage.
22-81RB	15 23 1	07/18/2022	WELCH JAMES M	499	HIGH ST	60,000.00	1,336.60	Build 3 Car Garage
22-84RB	14 48 4	07/25/2022	HAMOND JEREMY M	284	HALL ST	65,899.87	674.00	strip existing siding from home, install insulated vinyl siding per code 41SQ install vented vinyl soffit, wrap all fascia and rake boards along with all window and door casings to make maintenance free.
22-83RB	8 24 3	07/25/2022	LOTITO DEAN J, TRUSTEE OF DJL	547	GROTON ST	43,000.00	183.80	We had to remove our deck in order to do other work in our backyard. We now want to replace the original

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22-86RB	14 48 1	08/01/2022	OLDENBURG TODD P	264	HALL ST	33,100.00	346.00	deck. Same size as the original deck - HOMEOWNER PULLED PERMIT Remodel kitchen with new cabinetry, countertops and flooring also remove portion of wall to expand area of kitchen
22-85RB	14 52 7	08/01/2022	MANNING, JAKE	25	BEAR HILL RD	40,000.00	415.00	Install solar electric panels (PV) to the existing roof of a home interconnected with the electrical grid, 12 kW 30 panels with 1 Tesla Powerwall (rated at 13.5 kWh total) installed in the residence basement
22-88RB	18 16 0	08/08/2022	BAPTISTE, SOCRATES JEAN	295	WESTFORD ST	35,869.00	60.00	Installation of wood pellet central heater with 5 ton bulk pellet storage bin
22-87RB	20 13B 0	08/08/2022	TOUSIGNANT ROBERT J	167	HARDY ST	69,000.00	705.00	Remove existing front entryway and replace with new front entryway in same footprint with covered landing. Replace existing deck with new composite deck with small extension not towards wetlands
22-89RB	12 107 0	08/15/2022	PETERSON GEORGE A	137	DEPOT ST	44,000.00	455.00	Installation of 44 roof mount solar panels-14.40KWDC PV System
22-91RB	13 11 0	08/15/2022	TOMETICH LEO J	84	HALL ST	9,000.00	60.00	Installation of new heat pump and coil
22-90RB	7 3 1	08/15/2022	COONEY KEVIN M	500	PLEASANT ST	98,649.00	1,001.00	PERMIT FOR BOTH DOORS AND SIDING. Removal of 3 doors for 3 new doors to be installed. Removal of pre existing siding and installation of new James Hardie siding.
22-92RB	12 43 2	08/22/2022	Krishna, Gopola Vatsavayi	163	PLEASANT ST	19,000.00	129.00	expand the 6x22 deck to 12x22 composite and pvc deck (rear)
22-94RB	10 5 0	08/22/2022	TULLY MABEL E TRUSTEE	1070	MAIN ST	17,555.00	191.00	Removing and replacing 2 patio doors, replacing like with like, no structural changes.
22-93RB	17 103 0	08/22/2022	ATABAY, EFE	95	HIGHLAND ST	9,600.00	75.00	Replacing carpeted stairs with hardwood treads. Replacing newel posts, banisters, and balusters.
22-98RB	14 60 15	08/29/2022	GANTOUS GREGG	6	HORSE HILL ST	3,704.00	64.00	Building a 12x10 Ranch Shed in my back Yard
22-99RB	13 108 0	08/29/2022	STEVENS M ROBBIE + EDNA	31	CROSS ST	50,110.00	515.00	Install new kitchen, update two bathrooms. New flooring ,siding and windows and doors
22-97RB	17 106 0	08/29/2022	DUBAY, STEPHANIE P	39	HIGHLAND ST	2,000.00	35.00	New sliding deck door replacement
22-96RB	16 8 0	08/29/2022	BELLEY DAVID B	47	FOREST ST	7,937.00	95.00	air sealing, chimney wrap, propavents, attic floor-18" open blow, sloped ceiling-dense pack cellulose
22-95RB	21 25 0	08/29/2022	CHENELLE KEVIN A	15	HARDY ST	12,985.00	85.00	Strip and reroof
22-103RB	2 6 14	09/05/2022	MEDERICK, ZAHAR	67	CHAPMAN STREET	10,100.00	10.00	finish basement for office and play area
22-102RB	17 56 0	09/05/2022	PANYANOUVONG, INOY	104	PLEASANT ST	8,000.00	334.00	2 garage size for storage
22-101RB	18 3B 0	09/05/2022	RAFFERTY, ROBERT	210	WESTFORD ST	2,000.00	100.00	Firewood storage shed/ Utility shed for storing gardening and lawn tools
22-100RB	1 18 11	09/05/2022	GERRISH JASON A TRUSTEE	631	HOLLIS ST	2,000.00	45.00	Insulation work as part of the MASS Save program.
22-107RB	7 3 0	09/12/2022	GOSS WESLEY + JODI	446	PLEASANT ST	40,000.00	315.00	Remodel part of second floor. Relocate bathroom. 2 new windows.
22-104RB	17 106 0	09/12/2022	DUBAY, STEPHANIE P	39	HIGHLAND ST	8,000.00	95.00	New bathtub, tile floor and vanity, closet walls and insulation in the full bathroom. No change to plumbing or electrical
22-105RB	8 1 0	09/12/2022	REAGAN PETER	56	SCHOOL ST	16,485.00	85.00	strip and reroof
22-106RB	17 131 0	09/12/2022	PISCATELLI, DAVID	493	MAIN ST	20,000.00	50.00	demo existing barn
22-108RB	16 62 2	09/14/2022	MORRISSEY MARIBETH	66	FOREST ST	76,337.64	798.50	INSTALL 28 WINDOWS IN EXISTING ROUGH OPENINGS. JOB INCLUDES NEW EXTERIOR AND INTERIOR TRIM.
22-109RB	18 2 4	09/18/2022	GATEWAY HOMES LLC	172	WESTFORD ST	560,000.00	2,067.00	Construction of 2 story single family residence, 2828 sq. ft. 4 bedroom, 2-1/2 bath, 2 car garage, farmers porch and rear deck.
22-110RB	21 4 0	09/26/2022	MSTA BROTHERS LLC	104	MAIN ST	10,000.00	10.00	install (2) 10x14 sheds
22-116RB	23 5 0	09/28/2022	KRAWCZYK JOANNE M	394	FOREST ST	12,000.00	135.00	Replace fence around pool due to age and rot.
22-115RB	12 82 6	09/28/2022	SCHWIEFLER JEFFREY K	4	UPTON ST	2,000.00	53.20	Installation of an 8x12 shed in the rear of the property
22-114RB	13 75A 0	09/28/2022	KARL MATTHEW BRIAN	16	SCHOOL ST	6,000.00	75.00	install insulation, air barriers, venting (no demo or debris)

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
22-113RB	12 84 0	09/28/2022	HILL EDWARD TRUSTEE	436	PLEASANT ST	3,000.00	65.00	replacing existing windows and siding. replace walkway to the entrance (978)-771-4474
22-112RB	2 6 6	09/28/2022	HENG, MELVIN LEE WEI	40	CHAPMAN STREET	5,000.00	96.50	home owner doing my own work. Building a SHED (12x16) and a gazebo (12 x 20)
22-111RB	10 19 0	09/28/2022	YOUNG DANIEL	94	CENTURY WY	4,500.00	65.00	Remove 12 / 12foot deck and rails and install stairs 12feet long with concrete pad
22-117RB	17 60 0	10/03/2022	PALUMBO MICHAEL F	121	PLEASANT ST	1,962.31	45.00	Airseal, Seal ducts, Weatherstrip doors.
22-118RB	11 45 0	10/12/2022	WILKIE, JAME A	26	MILL ST	73,200.00	228.40	Add 14 x 24 pantry on right (north) side of house. Move first floor bath from south side of house to north side into new pantry. 57200
22-120RB	14 54 0	10/17/2022	BROOKS LORI ANN	295	HALL ST	20,000.00	60.00	demolish barn
22-119RB	8 19 0	10/17/2022	DOWLING, NANCY M	235	KEMP ST	142,700.00	1,452.00	Proposed Front Dining room addition. See attached Plot Plan and Stamped Construction Plans.
22-122RB	11 23 3	10/17/2022	TULLY DANIEL	18	WOODLAND RD	26,988.00	85.00	strip and reroof
22-121RB	5 14 0	10/17/2022	DAVIS JARED A	1177	MAIN ST	50,000.00	515.00	Rooftop Solar array with 33 panels
22-123RB	2 1 4	10/24/2022	GELDART, THERESA	234	RIVER ST	115,647.00	1,181.00	Finish attic to include dormer with side by side double hung window and full bath
22-124RB	12 62 0	10/24/2022	FLYNN BRIAN J & MICHELLE M TR	250	PLEASANT ST	3,000.00	55.00	Replace existing wood burning stove
22-128RB	16 17 0	10/31/2022	PROULX, SHAWN M	183	HIGH ST	50,000.00	515.00	We will be removing old siding and replacing with new siding.
22-125RB	17 87 2	10/31/2022	DEBAY DAVID J	3	LINWOOD LN	9,628.00	85.00	strip and reroof
22-126RB	7 45 0	10/31/2022	ADAMS DAWLYN SINCLAIR, TRUSTEE	637	PLEASANT ST	14,765.80	85.00	Remove 21.33sq asphalt shingles , seam tape replace ice and water to code, synthetic felt, drip edge, starter strip, flashings, Gaf hdz shingles
22-127RB	13 5 0	10/31/2022	COX JOSEPH	56	HALL ST	21,600.00	231.00	Install roof mounted solar pv array 27 panels/10.8 kW No Battery Storage / No Structural Upgrades per P.E letter
22-129RB	17 69 0	11/07/2022	WRIGHT, MATTHEW NIGEL TRUSTEE	57	PLEASANT ST	46,000.00	475.00	Remove and replace existing timber floor system in single first floor room. Move partition wall in room to increase size to become first floor bedroom. Remodel existing bathroom in said room for larger size.
22-130RB	16 6 0	11/09/2022	FAUBEL KENNETH T	61	FOREST ST	54,500.00	560.00	Remodel kitchen and dining room area with alterations to layout
22-131RB	22 33 2	11/14/2022	BOULEY, DEREK JOSEPH	260	MAIN ST	431,500.00	2,361.00	4BR Residential New Construction
22-132RB	14 47 0	11/28/2022	Y M C A		HALL ST	25,000.00	275.00	Remove 2 old cabins. Construct 3 12' x 24' covered picnic canopy. Base of poured concrete.
22-133RB	3 4 0	11/28/2022	LAVELLE ADAM	431	RIVER ST	15,000.00	82.00	We are looking to add a 10' x 16' shed to the backyard.
22-134RB	18 2 3	11/29/2022	GATEWAY HOMES LLC	166	WESTFORD ST	660,000.00	2,103.65	Construction of 2 story single family residence, 3221 sq. ft. 4 Bedroom, 2-1/2 bath, 2 car garage, farmers porch and rear deck.
22-135RB	11 39 0	12/05/2022	STEVENS, DANIEL J	993	MAIN ST	2,000.00	45.00	Exterior door replacement (1 door leading to porch)
22-139RB	17 16 7	12/12/2022	FERRIS LINDA TRUSTEE	61	WESTFORD ST	47,500.00	490.00	replace 29 windows with new harvey majesty replacement windows
22-136RB	11 23 3	12/12/2022	TULLY DANIEL	18	WOODLAND RD	67,100.00	696.00	Installation and interconnection of (55) REC400 solar panels on rooftop. No structural reinforcing needed.
22-140RB	6 6 0	12/12/2022	TREMBLAY RAYMOND + PHYLLIS	364	HOLLIS ST	10,000.00	85.00	Strip and re roof house
22-138RB	17 8 0	12/12/2022	SIMMONS JAMES M	416	MAIN ST	4,393.00	55.00	Install Quadrafire Santa Fe FS Pellet Stove with Direct Vent thru wall on Back porch of residence
22-137RB	8 24 0	12/12/2022	MONTAGUE LARRY L	517	GROTON ST	7,704.90	55.00	Installation of wood stove fireplace insert into existing fireplace performed by Woodstove & Fireplace Shop in Littleton, MA
22-141RB	11 33 0	12/19/2022	DELRIO CARLOS A TRUSTEE	33	FLETCHER ST	543.82	45.00	Insulation, Weatherization, and Air Sealing
22-142RB	10 52 0	12/19/2022	BOWES JAMES JR & CAROL B TR	1069	MAIN ST	12,878.00	85.00	strip and reroof
22-143RB	16 40 0	12/19/2022	FAHEY LAURIE A TRUSTEE	68	THORNDIKE ST	1,800.00	55.00	Installation of wood burning insert (appliance) provided by homeowner and Listed Stainless Steel flue liner in an existing dedicated fireplace and chimney in the dwelling. Manufacturer's installation instructions and

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
								MA Code for solid fuel appliances will be followed (ref 780 CMR 51.17 - M1701.1) as well as 780CMR51 chapter 18 (2015 IRC). Clearance requirements will be adhered to.
22-148RB	12 64 0	12/27/2022	HARDING RICHARD	274	PLEASANT ST	6,989.00	85.00	strip and reroof
22-149RB	20 3 0	12/27/2022	CLIFFORD DIANE E	92	HARDY ST	2,000.00	45.00	Residential weatherization / air sealing. No structural changes. (Site ID: 4521578)
22-147RB	13 53 0	12/27/2022	MERRIFIELD STEPHEN	153	OFF POND ST	50,000.00	515.00	Would like to rebuild decks (using existing footprint) and update the siding, redo shed - again using the existing footprint as well as install heat pump
22-150RB	12 55 0	12/27/2022	COSTA BRIAN	58	GROTON ST	2,000.00	45.00	Residential weatherization / air sealing. No structural changes. (Site ID: 4596757)
22-146RB	12 77 0	12/27/2022	YOUNG ALBERT W	51	CROSS ST	10,500.00	75.00	Strip and Re Roof CertainTeed Integrity roofing system
22-145RB	12 84 0	12/27/2022	HILL EDWARD TRUSTEE	436	PLEASANT ST	5,495.00	85.00	Roof strip and reroof
22-144RB	7 64 0	12/27/2022	BROGNA RALPH	443	PLEASANT ST	21,256.91	118.00	Reed's Ferry Shed 12x20

TOWN OF DUNSTABLE, MA

511 Main Street, Dunstable MA 01827
www.dunstable-ma.gov

Permit Listing Report

Permit Type:MECHANICAL

Report Criteria:2022 - -

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
22-1M	12-108-1	01/03/2022	VALLIS, FRANKLIN	16	OAK ST	14,051.99	60.00	New 4 PORT, 4 ZONE MINI SPLIT DAIKIN INSTALL
22-2M	17-126-0	02/25/2022	ERNICK FREDERICK + RUTH	59	HIGH ST	20,000.00	60.00	New install whole house heat pump system
22-3M	18 3B 0	03/07/2022	RAFFERTY, ROBERT	210	WESTFORD ST	20,000.00	60.00	New install heat pump system
22-4M	12 78 0	03/14/2022	GIROUARD INVESTMENT TRUST	39	CROSS ST	4,000.00	60.00	Installation of a pellet stove free standing direct vented
22-5M	17 128A 0	05/05/2022	ERNICK DAVID MARK TRUSTEE	35	HIGH ST	8,000.00	60.00	Replacement installation of a whole house heat pump
22-6M	18 49 0	05/12/2022	MURRAY RICHARD G	131	POND ST	16,144.00	60.00	New 4 PORT, 2 STAGE MINI SPLIT INSTALL
22-7M	11 67 0	06/13/2022	LAUF, MICHAEL	5	MILL ST	12,850.00	60.00	New Supply and install two HVAC systems.
22-8M	14 60 2	10/02/2022	ROSEN, JEFFREY	153	HALL ST	8,000.00	60.00	Replacement replacement of central ac unit
22-9M	1 25 0	12/13/2022	MAHAN BENJAMIN	456	HOLLIS ST	20,000.00	60.00	Installation of heat pump
22-11M	17 86 0	12/27/2022	MURPHY RICHARD + SANDRA	598	MAIN ST	60.00	60.00	Replacement Boiler Replacement and Indirect Water Heater Installation
22-10M	8 54 2	12/27/2022	CONSIDINE JAMES E	97	ADAMS ST	8,000.00	60.00	Replacement of gas furnace

TOWN OF DUNSTABLE, MA

511 Main Street, Dunstable MA 01827

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Permit Listing Report

Permit Type: GAS

Report Criteria: 2022 --

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
22-1G	13-23-6	01/06/2022	GIOVANNI ROBERT S	33	ALEXANDER WAY	1,100.00	60.00	Gas piping for whole house generator
22-2G	8-33-0	01/12/2022	ELIAS DAVID L	377	GROTON ST	680.30	60.00	Gas piping for whole house generator
22-3G	13-22-4	01/13/2022	KONING, DANIEL T	41	LAKE ST	5,000.00	60.00	Install gas pipe for boiler
22-4G	7 19 0	03/02/2022	DALIDA PAUL A & DIANNA L TRUS	690	PLEASANT ST	3,000.00	60.00	replace gas furnace
22-5G	17 26 0	03/07/2022	HOWE, CARA	31	HILLCREST ST	12,121.00	60.00	VISSMANN VITODENS 100 SERIES GAS BOILER REPLACEMENT
22-6G	23 29 0	03/24/2022	IANTOSCA, RENEE	567	FOREST ST	1,500.00	60.00	Kitchen remodel
22-7G	10 24 7	04/04/2022	PRAKASH REEMA	80	SKY TOP LN	250.00	60.00	gas dryer replacement
22-8G	18 11 0	04/14/2022	MCNAMARA GREGORY	312	WESTFORD ST	0.00	60.00	connect propane tank to stub out for
22-9G	18 11 0	05/02/2022	MCNAMARA GREGORY	312	WESTFORD ST	3,000.00	60.00	Gas piping to one pool heater and underground gas piping for future use.
22-10G	18 47 23	05/09/2022	CALLAHAN JAMES F	81	PARKHURST RD	1,000.00	60.00	propane gas piping to new first floor LP gas fireplace
22-11G	22 6 0	05/11/2022	HOLLENKAMP GREGORY	314	FOREST ST	1,300.00	60.00	water heater replacement
22-12G	7 3 0	05/23/2022	GOSS WESLEY + JODI	446	PLEASANT ST	500.00	60.00	kitchen remodel
22-13G	8 49 0	06/01/2022	DAVIS DIANE	20	KRISTEN LN	550.00	60.00	REPLACE NG FURNACE
22-14G	8 16A 0	06/08/2022	HEALEY PAUL M	273	KEMP ST	11,000.00	60.00	95% Furnace replacement
22-15G	16 40 1	06/21/2022	RUSSELL ROSEMARIE	116	THORNDIKE ST	1,000.00	60.00	Install gas piping for one fireplace
22-16G	11 67 0	06/21/2022	LAUF, MICHAEL	5	MILL ST	925.00	120.00	gas piping for two furnaces, fireplace and cooktop
22-17G	11 67 0	06/21/2022	LAUF, MICHAEL	5	MILL ST	725.00	60.00	gas piping to stub at house
22-18G	17 2 0	07/05/2022	SHERIDAN MARILYN	51	LOWELL ST	14,000.00	60.00	22 kw generator install in the back of the home
22-19G	9 28 0	07/18/2022	NGAH, THEODORE Y	616	GROTON ST	1,200.00	60.00	install customer supplied water heater
22-20G	11 33 0	07/27/2022	DELRIO CARLOS A TRUSTEE	33	FLETCHER ST	5,000.00	120.00	underground gas piping for pool heater, Generator, and future connection
22-22G	14 48 1	08/01/2022	OLDENBURG TODD P	264	HALL ST	2,000.00	60.00	replace gas stove and fireplace
22-21G	8 2 4	08/01/2022	SANTOS DUARTE	410	GROTON ST	1,300.00	60.00	Pool heater
22-23G	8 72 0	08/15/2022	LAPORTE VICTOR + MARY	9	ADAMS ST	5,000.00	60.00	Gas generator, placement to left of the exterior of the building
22-24G	2 1 6	08/15/2022	DICESARE JOSEPH A	226	RIVER ST	3,000.00	60.00	Installation of new gas grille
22-25G	12 41 0	08/17/2022	215 PLEASANT LLC	215	PLEASANT ST	1,000.00	60.00	SET 1/60 GAL LP TANK
22-26G	20 13C 0	08/22/2022	WOYTASZEK THOMAS	187	HARDY ST	3,000.00	60.00	REPLACE PROPANE FURNACE
22-27G	15 42 0	08/30/2022	DONAHUE ALICIA A	57	FRENCH CT	3,000.00	150.00	new house gas pipe
22-28G	13 75A 0	09/12/2022	KARL MATTHEW BRIAN	16	SCHOOL ST	5,000.00	60.00	Boiler replacement
22-29G	15 42 0	09/27/2022	DONAHUE ALICIA A	57	FRENCH CT	925.00	60.00	gas piping from propane tank to stub at house
22-31G	15 23 1	10/03/2022	WELCH JAMES M	499	HIGH ST	1,000.00	150.00	run gas to stove, water heater and furnace
22-30G	12 18 0	10/03/2022	PELLETIER WAYNE	35	BROOK ST	650.00	60.00	Run new gas line from tank to house approximately 75 Feet
22-32G	17 136 0	10/24/2022	DAVIS CARL J	427	MAIN ST	3,700.00	60.00	REPLACE NATURAL GAS STEAM BOILER
22-33G	23 33 0	11/07/2022	FILHO, AGUINALDO DOS SANTOS	525	FOREST ST	2,000.00	120.00	Gas pipe 2 boilers
22-34G	17 2 0	11/07/2022	SHERIDAN MARILYN	51	LOWELL ST	856.00	60.00	SET (2) 120 GAL LP TANKS & INSTALL UG GAS LINE TO GENERATOR
22-35G	22 8 2	11/14/2022	NOVAK, HEIDI C	284	FOREST ST	11,197.00	60.00	Direct replacement of 95% Furnace
22-36G	13 51 0	11/21/2022	MULDOON WILLIAM C SR	139	OFF POND ST	1,500.00	60.00	Install of Rinnai EX-22 propane space heater
22-37G	8 53 0	11/28/2022	ERDMAN- JONES SALLY J	105	ADAMS ST	2,700.00	60.00	Gas piping for whole house generator back left of property to gas meter
22-38G	10 50 0	11/28/2022	KIHIKO, JANE RUGURU	1085	MAIN ST	800.00	60.00	Install interior gas piping for boiler
22-40G	16 6 0	12/27/2022	FAUBEL KENNETH T	61	FOREST ST	1,000.00	60.00	Gas stove
22-41G	15 23 1	12/27/2022	WELCH JAMES M	499	HIGH ST	350.00	60.00	Install exterior gas piping from propane tank to two locations on garage
22-39G	8 54 2	12/27/2022	CONSIDINE JAMES E	97	ADAMS ST	8,000.00	60.00	Replacement of gas furnace

TOWN OF DUNSTABLE, MA

511 Main Street, Dunstable MA 01827
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Permit Listing Report

Permit Type: PLUMBING

Report Criteria: 2022 --

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
22-1P	12-108-1	01/20/2022	VALLES, FRANKLIN	16	OAK ST	14,051.99	60.00	Water Heater and Back flow
22-2P	20-13A-0	01/31/2022	BIZIER JAMES M JR	177	HARDY ST	2,000.00	60.00	Kitchen sink
22-3P	14-60-8	02/22/2022	COUTURIER RENEE	55	HORSE HILL ST	3,000.00	60.00	REPLACE OIL BOILER
22-4P	23-29-0	03/24/2022	IANTOSCA, RENEE	567	FOREST ST	1,500.00	60.00	Kitchen remodel
22-5P	12-41-0	04/27/2022	215 PLEASANT LLC	215	PLEASANT ST	10,500.00	150.00	New bathroom ,laundry and kitchen
22-6P	8-40-0	05/10/2022	KISO JAMES H	351	GROTON ST	2,500.00	60.00	replacing oil boiler & indirect water heater
22-7P	22-6-0	05/11/2022	HOLLENKAMP GREGORY	314	FOREST ST	1,300.00	60.00	water heater replacement
22-8P	18-47-5	05/19/2022	LILLY GERALD T	86	PARKHURST RD	0.00	60.00	1/2 bath rough, underground/ barn
22-9P	7-3-0	05/23/2022	GOSS WESLEY + JODI	446	PLEASANT ST	1,500.00	120.00	kitchen remodel
22-10P	11-67-0	05/25/2022	LAUF, MICHAEL	5	MILL ST	20,000.00	150.00	install plumbing in a new house
22-11P	7-3-0	06/01/2022	GOSS WESLEY + JODI	446	PLEASANT ST	4,000.00	150.00	Bath remodel
22-12P	16-40-1	06/21/2022	RUSSELL ROSEMARIE	116	THORNDIKE ST	20,000.00	150.00	Install plumbing for one single family home
22-13P	9-28-0	07/18/2022	NGAH, THEODORE Y	616	GROTON ST	500.00	60.00	replace customer supplied water heater
22-14P	14-48-1	08/01/2022	OLDENBURG TODD P	264	HALL ST	2,000.00	60.00	move kitchen sink location
22-15P	12-62-0	08/18/2022	FLYNN BRIAN J & MICHELLE M TR	250	PLEASANT ST	500.00	60.00	install water supply line for yard irrigation installation
22-16P	13-22-1	08/29/2022	MARTORANO JOSEPH R	26	LAKE ST	1,200.00	60.00	hook up lad and toilet
22-17P	15-42-0	08/30/2022	DONAHUE ALICIA A	57	FRENCH CT	20,000.00	150.00	new house
22-18P	13-75A-0	09/12/2022	KARL MATTHEW BRIAN	16	SCHOOL ST	2,000.00	60.00	Boiler replacement
22-19P	18-2-2	09/14/2022	GATEWAY HOMES LLC	148	WESTFORD ST	25,000.00	150.00	rough and install 3 1/2 baths
22-20P	15-23-1	10/03/2022	WELCH JAMES M	499	HIGH ST	0.00	150.00	They are building a new structure that will have 2.5 bathrooms, laundry and kitchen.
22-22P	6-11-0	10/12/2022	KIMBALL JOHN W JR	153	FLETCHER ST	4,283.00	60.00	Replace oil boiler
22-21P	13-108-0	10/12/2022	STEVENS M ROBIE + EDNA	31	CROSS ST	10,000.00	150.00	2 Bathroom Remodel, 1 Kitchen Remodel, add Laundry
22-24P	17-120-0	10/31/2022	YANG, PETER TRUSTEE	102	HIGH ST	16,000.00	150.00	New Construction
22-23P	17-136-0	10/31/2022	DAVIS CARL J	427	MAIN ST	3,700.00	60.00	REPLACE NATURAL GAS STEAM BOILER
22-25P	13-75G-0	11/28/2022	FARINA ANNE J	330	GROTON ST	250.00	50.00	Dishwasher replacement
22-26P	17-69-0	11/29/2022	WRIGHT, MATTHEW NIGEL TRUSTEE	57	PLEASANT ST	8,000.00	95.00	Renovating first floor bath
22-27P	17-106-0	12/12/2022	DUBAY, STEPHANIE P	39	HIGHLAND ST	1,500.00	180.00	New kitchen
22-30P	17-86-0	12/27/2022	MURPHY RICHARD + SANDRA	598	MAIN ST	60.00	60.00	Indirect Water Heater Installation
22-31P	16-6-0	12/27/2022	FAUBEL KENNETH T	61	FOREST ST	2,500.00	50.00	kitchen sink and dishwasher
22-29P	2-1-4	12/27/2022	GELDART, THERESA	234	RIVER ST	9,000.00	120.00	Rough Plumbing for a Bathroom Attic
22-28P	18-17-0	12/27/2022	ALLSOPP DENNIS L	265	WESTFORD ST	2,732.00	60.00	Installing Liberty Pump to main drain to existing. New ball valves in basement.

REPORT OF THE FIRE DEPARTMENT

The Dunstable Fire Department continued its long-standing rich tradition of providing fire protection to the community as well as compassionate quality care in our emergency medical responses. This department is an all-hazards organization that stands ready to respond to any type of emergency from minor service calls to large scale multi-jurisdictional incidents.

2022 brought similar challenges to years past as well as new ones which we as an organization were able to face head on with the help of our dedicated group of members, mutual aid partners and support from this community. The fire service continues to face recruitment and retention issues. Having no full-time staff, we rely heavily on our on-call members. This past year beginning in July we increased our staffing to, two per diem personnel on duty 7 days a week from 8 A.M-4P.M. which improves our response times during the day. In the evenings we still rely on call force members to leave their homes and respond to incidents. Our on-call membership has increased from 16 members to 25 in 2022 which was necessary in order to fill the new per diem staffing model.

In 2022 we continue to experience an increase in call volume. The department responded to 424 emergency incidents the majority being medical aid runs making this the busiest year in the history of the department. The members conducted 114 safety inspections and completed 1,663 hours of training both in house and outside of the department.

The department hosted an emergency first responder course at the end of the summer. All members are now trained to the first responder level for providing EMS care. We had one member complete firefighter recruit training to become a certified firefighter through the Massachusetts Fire Academy and we have three members currently completing the recruit training with the academy and expected to graduate in March. We also have members currently completing additional courses such as paramedic licensing, advanced incident command systems, technical rescue and college degree programs in fire science and fire administration.

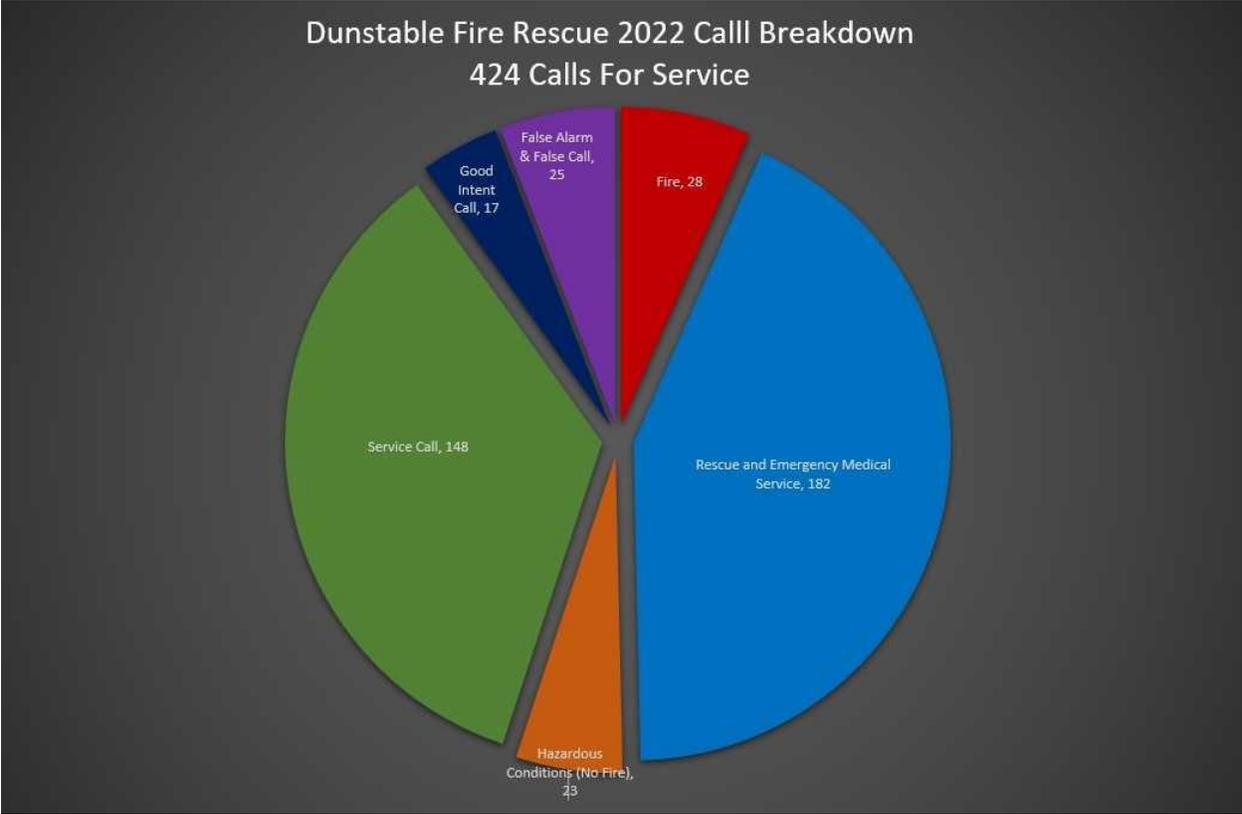
As in past years we have continued to offer public fire prevention education in the schools and with our senior citizen population. We have once again secured grant funding for the school fire SAFE and Senior SAFE programs. These interactions with the community are vital to be able to educate our citizens on the dangers of fire and ensure the day-to-day safety in our community.

A new rescue truck has been ordered in 2022 and set to begin production early in the first quarter of 2023. We hope to have the truck in service sometime in the spring. This will provide an upgraded vehicle to respond to Fire, EMS, and technical rescue calls as well as the ability to fill our self-contained breathing apparatus bottles on the scene of an incident.

We have received several grants in 2022 that will both enhance our service to the community and provide for the safety and wellness of our firefighters as we move into 2023. A FEMA FIRE ACT grant for \$47,564.30 to install a vehicle exhaust extraction system. We received two grants from the state of Massachusetts, one for \$9,496.25 that will be used for thermal imaging cameras and scene lighting as well as \$3,000 for forestry equipment. Finally we received \$3,300 from FM Global to upgrade the iPad's on the apparatus to access information at emergency scenes. We will continue to work to secure grant funding to reduce the burden of the taxpayers in the coming year.

In closing, on behalf of the Men and Women of the Dunstable Fire Department, we would like to express our sincere thanks and appreciation to the Citizens of Dunstable, the Board of Selectman, Town Administrator, Advisory Board, and Capital Planning Committee for your continued support. I would also like to recognize the Dunstable Police Department, Public Works as well as our mutual aid partners

on your consistent professionalism and team work in supporting our mission to provide fire protection and emergency medical services to the town of Dunstable.



REPORT OF THE BOARD OF HEALTH

The Board of Health has once again started to meet in the Town Hall on the first and third Tuesday of the month as needed.

Our Agent, Bridgette Braley of the Nashoba Associated Board of Health continues to review the Onsite wastewater disposal system plans and well water testing results for proposed and existing lots. She also witnesses testing in the field and maintains the records. Records of plans are kept at the Nashoba office as well as the Town Hall. Ms. Braley is also our Food Inspector. Nashoba Associated Boards of Health are located at 30 Central Ave, Ayer, MA 1-800-427-9762 Ext. 303.

The Town also contracts with Nashoba Nursing and Hospice offering the Town quality home health and hospice care. They were very active and helpful through the COVID 19 epidemic offering clinics and information on the virus. The service continues. As of December 2022, 74% of the Town residents were fully vaccinated. Nashoba Nursing and Hospice is located at 2 Shaker Road, Suite 0225, Shirley, MA 1-800-698-3307.

Another area of frequent activity relates to the management of the very affordable curbside pickup and disposal of trash and recycling. This year the town added 51 new residences to the contract bringing the total to 393. If you are interested in signing up, please go to www.dunstable-ma.gov and go to online payments and scroll half way down the page to Board of Health trash. You may also read additional information on the program by going to www.dunstable-ma.gov and look for departments – Board of Health.

If you would like to contact the Board of Health you may by emailing us at

health@dunstable-ma.gov or jferrari@dunstable-ma.gov. Our phone number is 978-649-4514 Ext. 229. Office hours are Tuesdays 12:00-4:00 p.m. You may leave a message and your call will returned.

Maria Amodei, Chair
Anita Moeller, Member
Robert Parkin, Member
Joan Ferrari- Administrative Assistant

REPORT OF THE NASHOBA BOARD OF HEALTH

Nashoba Associated Boards of Health continues to serve the Dunstable Board of Health in meeting the challenges of environmental and public health needs in your community. As the pandemic specific requirements and guidance were eased, and the State of Emergency ended in June, we have provided assistance to your Board's return to pre-pandemic public health activities.

- The agency staff informed, educated and stayed current with the COVID-19 information from the Department of Public Health to help residents in your community navigate the changes.
- Our public health nursing staff were still providing contact tracing and outreach in your communities (including regional COVID-19 vaccination clinics), while reaching out to Councils on Aging to establish well adult clinics and conduct regular fall flu clinics.
- Our VNA continued their home health activities in your community.
- As a recipient of a Public Health Excellence Grant, we have brought on staff to increase our presence in food service establishments and provide improved communication, and public health education to the Nashoba District.

We look forward to continuing our work with **Dunstable's Board of Health** to meet the public health, environmental and nursing needs of your community.

Environmental Health Department

The Nashoba Sanitarian serving your community is always available at our Ayer office and she has regular hours in the Town Hall to serve your residents and work with you Town Hall staff.

Food Service Licensing and Inspections: 8

This office licenses, inspects, responds to complaints and conducts follow up on concerns in licensed operations. Some of the inspections done this year were in response to COVID complaints.

Recreational Permitting and Inspections: 1

This office licenses, inspects and responds to complaints regarding recreational camps for children, bathing beaching and public and semi-pools. We sample bathing beaches weekly, providing the results to community partners, to ensure swimming only occurs at the public and semi-public beach which meet State regulations.

Housing & Nuisance Investigation: 2

This office inspects dwelling units for compliance with the State Sanitary Code upon compliant and prior to occupancy. We issue orders to affect corrective actions, re-inspect and initiate legal action if necessary. Similarly, complaints from residents concerning unsanitary conditions or pollution are investigated.

Title 5 related work – On-site Sewage Disposal

We received 10 applications for soil testing (testing necessary for the design of a sewage disposal system) and witnessed 74 tests performed (perc tests and soil evaluation holes)

We received 11 applications for sewage disposal systems and reviewed 20 plans for new and replacement systems.

Our office prepared 9 sewage disposal system permits for the Board's review and approval: 6 for new construction and 3 for the replacement of failed systems

We conducted 13 inspections during the construction of sewage disposal systems.

We reviewed 39 Title 5 inspection reports and we were available to provide consultation to your residents on matter relating to sewage disposal systems.

Private Well related services

Private wells are regulated by local regulation and we issued 13 well permits for new and replacement private water supply wells we were able to address questions from residents regarding water quality and quality reports and interpretation of their results.

Rabies Clinics – Animals Immunized (Due to COVID-19, clinics were limited in 2022)

Nashoba Nursing Service & Hospice

Nashoba's Certified Home Health Registered Nurses visit and provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24-hour basis, catheter care, case management and referral to other services as needed.

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

Nursing Visits: 203

Home Health Aide Visits: 43

Rehabilitative Therapy Visit: 145

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

The Nashoba nursing team reviewed, investigated and reported on all mandated communicable and infectious diseases (including COVID-19) while working closely with the Massachusetts Department of Public Health's (MDPH) epidemiology team. Though this daily reporting and investigation work is not always visible, it is vital to protect the public from the spread of disease and includes:

- Working with MDPH and other local boards of health to identify and manage clusters of disease/exposures in the District..
- Contact tracing for our member communities and teaching about the processes of Isolation and Quarantine. Teaching risk reduction, infection control measures and disease management.
- Serving as a resource for individuals and businesses interpreting the everchanging information on the disease and the State’s response to the pandemic.
- Working with school nurses and childcare providers in the District to provide information, offer advice and support and assist with contact tracing in the schools and daycare centers as needed.
- Collaboration with all municipal staff, including Councils on Aging, to address questions about COVID-19 (and other diseases), exposures and actions which may be necessary to address these exposures.

Communicable Disease Number of Cases:

Group B Streptococcus.....	1
Human Granulocytic Anaplasmosis.....	1
Influenza	29
SARS-CoV-2 (COVID-19).....	253

The Nashoba nursing staff provided monitoring and guidance to travelers and residents testing positive for TB infection (not contagious) **119** throughout the district this calendar year, and have also been managing **2** active TB cases in the District since Spring/Summer 2022 and continue to date. The towns in the Nashoba District fall into a **LOW RISK TB** category (as defined by MDPH).

In addition to the mandated disease surveillance and reporting, our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways including:

- Monthly well adult clinics have been & continue to be offered throughout the district. Nashoba nursing staff conducted **159** total clinics this year, including **10** in Dunstable. Clinics provide the opportunity for residents to meet with the nurse for blood pressure checks, blood sugar screening, general health counselling, resource information and referrals as needed. Districtwide flu clinics are held in the fall.
- Nashoba conducted seasonal flu clinics in each community to make vaccinations available to everyone, including homebound residents. We administered **2130** flu shots to community members, including **52** Dunstable residents.
- We conducted regionalized COVID-19 vaccine clinics the first quarter of the year until the public demand/interest in the vaccine waned. In an effort to increase vaccine accessibility, clinics were also held at local food pantries, shelters, churches, schools,

businesses, etc. A total of **509** district community members were vaccinated for COVID-19 in the 2022 calendar year.

- The nurses are available for & have made home visits to make general assessments, assist with coordinating care and services, provide support/teaching and make referrals to other local community resources.
- Nashoba has offered community outreach and educational programs covering topics such as disease prevention, chronic disease management, emergency preparedness, mental health awareness, and overall wellness.
- Nashoba staff attend and regularly participate in collaborative meetings, trainings and conferences to keep current with the latest developments in local public health.
- Nashoba staff facilitated several meetings with key stakeholder groups to promote partnership, encourage strong regional communication, and foster working relationships. This has helped to identify common goals and guide future public health initiatives and outreach.

Community Health- Communications and Public Health Education Summary

The Public Health Educator/Communications Specialist (PHE/CS) role has evolved since its inception in Sept 2021 to best support the needs of the District. In the past year, the PHE/CS has been communicating timely and relevant public health information to towns and stakeholders, and providing educational opportunities across the District with a social determinants of health (SDOH) lens. This work has included:

- Developing educational programs and presentations both independently and collaboratively with the PH nursing team- Harm reduction, emergency preparedness, etc.
- Providing education and advocacy related to treatment and de-stigmatization of substance use disorder
- Maintaining up-to-date distribution lists, communicating within the district via channels such as quarterly newsletters, regular email updates, etc. pertaining to public health news, information and events such as flu and rabies clinics. Exploring ways to diversify communication methods to reach as many community members as possible.
- Building and maintaining relationships with stakeholders through meetings and attending community events to represent NABH
- Serving as a resource for community members with public health related questions across a broad range of topics; developing a robust, in-depth Resources page for the website (which is currently being finalized)
- Attending trainings with an emphasis on health equity and public health service regionalization. MDPH has prioritized these areas because research has shown they have the biggest impact on health outcomes for the broadest range of people.
- PHE/CS has utilized an SDOH lens to identify health inequities that most impact the NABH region to focus efforts and collaborate with community partners to lessen these gaps.

- Developing educational and communications materials for district and individual towns by request including print, electronic, presentation, and TV/news media materials
- Maintaining and improving upon NABH website to keep info relevant and accessible. Maintaining agency social media to reach more people in district with current, relevant and seasonal public health information.
- Organizing events to facilitate the exchange of information such as a Spring Wellness Festival and first regional informal local board of health gathering

REPORT OF THE POLICE DEPARTMENT

To The Honorable Board of Selectman

Dunstable Massachusetts:

I hereby submit the annual report of the Police Department for the year ending June 30, 2022.

Chief of Police:	Erik Hoar
Administrative Assistant:	Elizabeth Sappet
Sergeants of Police:	Darrell Gilmore Nicholas Papageorgiou
Patrol Officers:	Matthew Tully Shawn Drinkwine Richard Nault Michael Petroforte Jack Wagner
Reserve Officers:	Sean Ready Gregg Sanborn Jeffery Swift Philip Sepe Clifford Dunning Ryan Cassidy

Fiscal Year 2022 brought many changes to the Police Department; the most significant was the retirement of Chief James Dow. Chief Dow dedicated 32 years of service to the town, the last seven as the Chief of Police. All of us here at the police department will miss Chief Dow and the leadership he provided to us. We hope he enjoys his retirement and excels in all his new endeavors as he did here.

We also welcomed a new patrol officer to our ranks. Ofc. Jack Wagner graduated from the Lowell Police Academy and joined the Dunstable Police Department to begin his career in law enforcement.

Now that Chief Dow has retired, we have an open position here at the department. We are currently working hard to fill that position as well as another position that will become vacant in May due to an officer moving on to another municipality. We have a plan in place to continue providing the Town of Dunstable with exceptional police services.

We have made many improvements here at the police station through the year. The first was the replacement of the air conditioning and heating systems. These two upgrades were much needed and will serve this building for many years. Thanks to a generous donation, we were able to have the interior of the building painted and purchased new office furniture.

Our officers continue to attend yearly training through the MPTC, which provide updates on the law as well as other topics including trauma informed policing, police bias, first responder, and digital evidence gathering. These are just some of the basic training that officers receive each year. Several officers attended specialized training including Sexual Assault Investigator, Field Training Officer, and Firearms Instructor recertification. The continued training for all our officers is important to keep them certified and educated as it enables us to provide quality police services to our residents.

We would again like to thank our residents for supporting the police department, and their diligence in reporting incidents to us. We strive to be proactive but cannot be everywhere all the time and need your continued assistance.

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

I would also like to thank the Dunstable Fire/EMS Department, Highway Department, Board of Selectman, various boards and committees, the Town Administrator, and all other town employee's for their ongoing support. We look forward to continuing our partnership with them in servicing all of the towns public safety needs.

Respectfully Submitted,

Chief Erik Hoar

REPORT OF THE BOARD OF ROAD COMMISSIONERS

The primary duties of the Road Commission is to oversee all the operations of the Highway Department concerning development, repair and maintenance of public roads within the town.

In November 2022, the town was able to add a new member to the team. Dan has been hired as a truck/driver laborer. It has been an abundance of work for 3 and the added member is appreciated. Highway employees are either working or on call 24 hours a day, 365 days a year, to respond to any weather or roadway related emergency that may arise. We have a very dedicated highway team. Thank you David, John, Mark and Dan.

The Highway Department maintains approximately 43 miles of roadway in Dunstable. Their primary duties during the fall and winter months include prepping the vehicles for winter, repairing potholes, snow and ice removal. Spring and summer includes paving, repairing and maintaining the catch basins, street sweeping in the MS4 areas, doing daily culvert cleaning due to beaver and debris/brush removal along roadsides.

This year we resurface/paved parts of North Main Street. The Highway Department also assists many other departments in town such as Police, Board of Health by putting together and dropping of trash/recycling barrels, Water Department, Town Clerk with setting up and taking down of voting booths, lending a hand(s) to the Tree Warden, Cemetery, Parks and Recreation by plowing the Larter Field parking lot, Council of Aging with dropping off a sand bucket to some of our town seniors when needed and putting up the flags for Memorial Day, Fourth of July and Labor Day.

The Board of Road Commissioners have been overseeing the 113 Project, advocating for new water main within the construction area, overseeing National Grid on the Hall Street/School Street/Groton Street/Kemp Street project, issued 7 Driveway Permits and approved 7 Street Openings.

Respectfully Submitted,

Mike Martin, Chair
Pete Gove, Commissioner
Mat Morton, Commissioner

REPORT OF THE CEMETERY DEPARTMENT

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 2022 there were 23 interments, including 10 current and 7 former Town residents.

At the Central Cemetery we replaced one of the wooden "bow" gates, painted the tool shed, and replaced the tool shed ramp, and commenced repairing and painting the picket fence. At the Rideout Cemetery, we removed a large dead pine tree. The summer drought required extensive water use by the Department and the public for flowers, trees, and new sod. The water, which the Department pays for, comes from the Town wells.

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 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, the Town hall, and the Town website. 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,

Dunstable Cemetery Commission
Susan Tully, Chair
Susan Psaledakis,, Secretary
Catherine Olney

REPORT OF THE COUNCIL ON AGING

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 five volunteers and a Program Coordinator. Anne is available at Town Hall on Wednesday from 8:30am-10:30am and Thursday from 8:00am-1:00pm. The board meets monthly March-June, Sept-December. She can be reached at 978-649-4514 extension 223 or at afenochetti@dunstable-MA.gov.

2022 found the Dunstable Seniors back at the Public Library for Bone Builders on Wednesdays and Fridays and our weekly Wednesday program that includes a hot meal and games. Many thanks to Brian O'Donnell and Linda Gill who are volunteer leaders for our Bone Builders program. AgeSpan (formerly Merrimack Valley Elder Services) provides two hot meals every month. The Well Adult Clinic is available the 4th Wednesday of every month. Volunteer Dean Lotito is available at the library on a monthly basis for technical assistance (phone, laptop, etc.)

Barbara Martin and I attended the Small and Rural Massachusetts Council on Aging Conference in Sturbridge, MA. This was the first in person conference we attended since 2019.

Transportation for medical appointments and grocery shopping is provided by Alter-Ride. Thank you to Walter Alterisio for providing this valuable service.

PACH in Pepperell and Loaves and Fishes in Ayer continued to supply food and supplies to Dunstable residents throughout the year.

We are sad to report the loss of our Eldest Seniors this past year: Susan McGovern; Barbara White, Robie Stevens and James McManus. James McManus received the Boston Post Cane shortly before he passed in April. On June 29, Willard "John" Goldthwaite, Jr received the Boston Post Cane in a luncheon ceremony at the Dunstable Public Library. Select Board Chair, Leah Basbanes awarded the cane in front of John's family and friends.

The Dunstable Council on Aging has a good working relationship with the Greater Lowell Vocational Technical School. Last year the culinary students and supervisors cooked and served two wonderful meals to over 45 Dunstable Seniors. Additionally, a group of 15 seniors went to the GLVT's dining room and were served meals by the students that they also prepared as part of the Culinary Program. Many Thanks to Chef Michael Riley for making these experiences happen for both the students and the Dunstable Seniors.

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

A special thank you to Susan J. Tully who has served as the Program Coordinator for the Dunstable Seniors in a voluntary capacity for many years. Sue continues to write the newsletter but has retired from programming.

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, Barbara Martin

Secretary, Mary Dow

Donald Pottle, Joan Simmons, Jean Haight

Program Coordinator, Susan J. Tully

2022 Town Report

Groton-Dunstable Regional School District



Report Prepared by:

Dr. Laura Chesson, *Superintendent of Schools*

Kristin DeFrancisco, *Assistant Superintendent of Schools*

Sherry Kersey, *Director of Business and Finance*

Jill Greene, *Director of Student Services*

Dr. Luke Callahan, *Director of Technology & Digital Learning*

Stasia Knight, *Director of Extended Day and Community Services*

Justin Williams, *Director of Human Resources*

Stephen Sierpina, *Principal, Groton-Dunstable Regional High School*

Wendy Salvatore, *Principal, Groton-Dunstable Regional Middle School*

Brian O'Donoghue, *Principal, Florence-Roche Elementary School*

Jill Jarvis, *Principal, Swallow Union Elementary School*

Maggie Ross Richardson, *Boutwell Early Childhood Center*

Superintendent's Office

Submitted by Dr. Laura Chesson, Superintendent of Schools



With great pride and pleasure, I present the Groton-Dunstable Regional School District's Spring 2022 report. Below is a short executive summary of highlights from this year. To learn about each item, you can access a more detailed narrative in the remainder of the report. The goal for all of our schools this year was to help each of our learners, whether learning at home or in school, to feel seen, heard and safe. While that is our goal every year, this year it proved to be even more paramount.

Section 1: Curriculum and Instruction

Continuing designing professional development and learning to match the needs of interrupted learning as well as giving support to the development of learning environments where students feel accepted, like they belong, a part of the community, have access to a multi-tiered system of support in service of equitable outcomes for all students.

Section 2: Business and Finance.

The school district continued to monitor improvements and purchases to make sure the buildings support a safe return of staff and students. This allowed a smooth start to the school year given the move in person learning environment. The Florence Roche Elementary Building project is underway as are plans for the new track. Leftfield, LLC, the Owner's Project Manager, and Studio G Architects continue to lead the project to fruition. The building will stand where the current track is located and we are excited about the plans to maintain a track space.

Section 3: Student Services

We continue to work to strengthen our ability to support all students in our district. We have secured two Massachusetts competitive grants, Safe and Supportive Schools and Hate Crime Prevention, provided us with additional funds and resources to support the collaboration of school based teams, and initiate our work with the ADL (Anti-Defamation League) for peer training programming for students and professional development for staff.

Section 4: Technology and Digital Learning.

The district continues to provide equitable access to digital tools, such as Google Docs and digital portfolios, and our district-wide 1:1 computing environment. The technology department works hard to ensure all devices are up and running. This year we also launched a new website format that we have

been using successfully and reflecting on the best ways to communicate via the website to all stakeholders.

Section 5: Human Resources

See all of the new staff who joined the Groton Dunstable team. We continue to feel lucky to have found talented individuals to make sure we were able to supervise and assist learners at all levels. Staffing has become increasingly difficult throughout the pandemic and we know that the solid academic environment and what it has to offer teachers continues to attract talented educators.

Section 1: Curriculum, Instruction, and Assessment

Submitted by Kristin DeFrancisco, Assistant Superintendent



As you read about our highlights in curriculum and instruction this year, you will notice a theme of making sure that we worked to maintain the highest standards and to think about how we support our students as we address the impact of interrupted learning over the past few years. Our top priority is to foster learning environments where students feel accepted, like they belong, a sense of community, a multi-tiered system of support, all in service of equitable outcomes for all students.

2022 Highlights

Professional Development and learning got a refresh this year as we launched our seasons of professional development and learning. Our first season was in the summer where staff had the opportunity to engage in learning independently and in cohorts. Following this first season, we have followed with a Fall, Winter and Spring season that has allowed us to offer a variety of learning experiences that match our district initiatives.

We continued to use think tanks to help teachers come together and lead district initiatives. This year we have think tanks to plan the transitions our students make from building to building. We have a professional development and learning think tank that is planning ways that we can engage educators in leading PD opportunities. We have a think tank to implement the next steps of Responsive Classroom in the elementary schools and Advisory in the middle school.

We are moving forward with the development of systems and structures that will make our Multi-Tiered Systems of Support strong. These systems include curriculum, supervision & evaluation, curriculum, instruction & assessment, data-based decision making, professional development & learning, culture & climate and leadership. As we develop each of these areas by launching projects, we plan how those projects will grow over the next few years. Some examples are the implementation of the second step curriculum, growing our evaluator brains as administrators, and examining the ways we communicate in the district with all stakeholders, to name a few.

We continue to use screener data in the areas of mathematics and ELA. Screeners are used throughout the school year to help identify students that are on or above grade level, slightly below grade level and significantly below grade level. Our academic data is continuing to help us identify ways to meet the needs of what our learners need in the areas of reading and mathematics. This year we have added a

culture and climate measurement survey to our tool box. We are in the pilot year with this tool and look forward to continuing to evaluate its validity and reliability.

Social emotional wellness continues to be an area of progress. We have just had a visit from our Responsive Classroom consultant at both our elementary schools and are very pleased with her report. We are exactly where we should be with implementation at this point and we have suggestions in her report to keep on moving toward full implementation. Advisory at the middle school is also growing. Educators have worked with students to develop small communities with their larger grade levels. We will continue to move this work forward in the spring and add in professional development and learning in the summer.

Section 2: Business and Finance Department

Submitted by Sherry Kersey, Director of Business and Finance



2022 Highlights

- The FY22 budget cycle ended favorably.
 - Our building maintenance staff continue to monitor HVAC performance in all buildings and other operating systems to ensure a safe learning environment for both staff and students.
 - The Food Service program provided universal free lunch for all students for the entire year.
 - There was a groundbreaking ceremony in June 2022 for the New Florence Roche Elementary Building and a new track being built behind the middle school. The Town of Groton approved additional CPA funds to build the track as presented to the public.
 - Polyfluoroalkyl Substances (PFAS) were detected in water samples at the High School.
 - The high school stadium field replacement has temporarily been put on hold.
- Worked collaboratively with both towns to spend COVID relief funds to offset regional school expenses.
 - Worked collaboratively with Town Manager in Groton and Town Administrator in Dunstable to produce a balanced FY23 budget.
 - Advocated for projects to be funded to accomplish capital plan goals.

The FY21 budget year closed favorably for the district, ending with a surplus of unspent funds of \$565,150 (1.24%) of our total \$45,745,141 budget. These funds will help replenish Excess & Deficiency (E & D) funds that have been appropriated for the \$730,000 appropriation that was approved by the school committee and the towns to be used to balance the FY23 operating budget. Additionally, \$399,273 of MSBA reimbursed costs of the \$750,000 feasibility study will return to the E & D balance. This is a positive movement toward restoring the balance of E & D to the level set as a goal by the school committee.

The school district made many repairs and improvements to all HVAC systems throughout the school district in both FY20, FY21 and FY22. The maintenance department has implemented a routine maintenance plan to ensure the measures taken to improve HVAC performance are maintained and monitored. The district continues to install ductless splits at Swallow Union and Middle School North to improve air quality.

In the summer of 2021, DESE declared that all students qualify for universal free lunch for the entire 2021-2022 school year. This is great news for the families in our communities. As universal free lunch was also approved for the 2022-2023 school year, we will monitor performance and provide the support the program needs to continue to serve our students nutritious food options.

The Florence Roche Elementary School Building Project had a groundbreaking ceremony in June 2022. Leftfield, LLC , the Owner's Project Manager, and Studio G Architects continue to lead the project to fruition. Gilbane Building Company was chosen to oversee the construction of the Florence Roche Elementary Building and new track project. The Florence Roche Elementary Building Committee convenes regularly to make decisions that are necessary to continue forward progress, approve bid awards to contractors and approve invoices.

It was necessary to request additional funds for the track as supply chain issues and inflation nearly doubled the cost estimate of the track. The voters of Groton voted favorably to appropriate the additional funding. Work began in the Spring of 2022 and is anticipated to be completed in September 2022.

The Department of Environmental Protection notified the school district in January 2022 that during routine water testing at the High School, PFAS was detected at levels exceeding state guidelines. Staff, students, parents and Town officials were notified immediately. Water was (and continues to be) brought in for drinking and cooking. A consultant was procured to recommend a solution to address the issue with the current water treatment facility on the property. The Towns of Groton, Dunstable and Pepperell are working together to determine a long-term solution to getting water to the high school.

The stadium football field at the High School has been put on hold. It was originally going to be repaired in the Summer of 2021; however, the contractor was behind in ongoing projects due to COVID related circumstances. It was decided to wait until the Spring/Summer of 2022 to begin the project. After discovering that the high school water contained levels of PFAS higher than state recommended levels, it led to a decision to test the soil prior to disturbing the soil as the source of the PFAS is believed to have occurred very close to the field location.

There has been relatively little federal and state COVID relief funds directly sent to the school district, however a large allocation was directed to the Towns. The school committee and school Administrators worked with both Towns to advocate for some of those funds to be directed toward school related COVID costs for FY22, FY23, and FY24. The Town of Groton gifted \$900,000 and the Town of Dunstable gifted \$270,468 of their appropriation to the school district. There was a lot of communication and paperwork that was needed, and all parties should be commended for the collaboration.

The district continued to work with the town manager and town administrator from our member towns to produce an FY23 budget that allowed the district to meet our budget guidance and continue to fund our capital needs. In order to balance revenue requirements with academic and operational budgetary requirements, \$730,000 was appropriated from E & D. This should be considered a one-time appropriation. A five (5) year budget projection was prepared in order for the member towns to be able to better predict the annual funding request of the school district. We look forward to continued collaboration and leadership from elected officials of both towns to continue to work to create budgets that will support the district educational goals and provide the best possible education for all students.

The continued support of both member towns has allowed the district to continue to fund our capital plan and improve all school facilities. The district completed a number of important projects during 2022 including:

- Completed Phase II of a two-year project upgrading HVAC controls at the Middle School North.

- Maintenance/Grounds equipment that support the new initiatives from the Director of Buildings and Grounds including purchase of a new lawn mower and maintenance of existing fields throughout the school district.
- Support the technology refresh plan.

Section 3: Student Services

Submitted by Jill Greene, Director of Student Services



2022 Highlights

- Continued our district-wide focus on health and safety with COVID-19 mitigation and testing during Winter/Spring 2022. The foundation of our efforts were our School Nurses who provided the complex coordination needed to support our students, staff and families.
- Maintained our focus on increasing the coordination of our Special Education, Behavioral Health, Social Emotional Learning, Diversity, Equity and Inclusion efforts and the further development of our Multi-Tiered Systems of Support (MTSS) framework, in collaboration with the District's Curriculum, Instruction and Assessment efforts.
- Launched our partnership with Care Solace, a platform which helps individuals find the mental health care, substance misuse assistance, and overall support that they deserve. Care Solace Companions connects individuals with community-based providers. The Care Solace navigation system taps into a vast database of verified mental healthcare resources. Care Solace is available in over 200 languages and is completely confidential and accessible to all in need of mental health and well-being support.
- Received two cycles of the Massachusetts Department of Elementary and Secondary Education competitive SEL/Mental Health Grant providing us with additional funds and resources to support the collaboration of school based teams, books and materials for students and staff, and multiple professional development/professional learning opportunities.

Special Education: The Groton-Dunstable Regional School District provides a constellation of support services for students with Individualized Education Programs (IEPs) throughout the district. In addition to the supports and services provided in general education environments, the district offers a variety of in-district programs to students eligible for special education services. Our programs offer more structured supports and services 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.

Special Education highlights:

- Participated as a District in the Massachusetts Department of Elementary and Secondary Education (DESE) Individualized Education Program (IEP) Improvement Project Cohort. Our participation provided the district with opportunities for an early preview of upcoming changes to IEP processes and documentation, and multiple resources for professional development/learning.

- Continued with our ongoing professional development series for special educators to improve consistency of IEP development.
- Expanded our professional development to include a focus on data collection and data based instructional decision making, specialized instructional practices, and the use of a wider variety of assessment and instructional materials district wide.
- Focused our programming efforts based on the guiding principle of “promoting student independence” for meaningful outcomes.

Section 4: Technology & Digital Learning Department

Submitted by Luke Callahan, Ed.D., Director of Technology & Digital Learning



2022 Highlights

This past year has been an active and exciting time for the Department of Technology & Digital Learning. Our department strives for the best service and support of the day-to-day technical operations and our standards-aligned curriculum to benefit each student’s unique learning characteristics. Although our department tackles several thousand help-desk tickets each year, we continue to empower instruction that demands the critical thinking skills required for college and career readiness. We continue to support our Innovation Lab classes from kindergarten through sixth grade in mastering the Department of Elementary and Secondary Education (DESE) Digital Learning and Computer Science

Curriculum Framework. In addition to continuing support and repairs for all staff and students across many fronts, below are additional highlights from the Department of Technology & Digital Learning worthy of your attention.

- Working with HP and Lenovo, we resolved two significant issues with existing Chromebooks, ensuring that these critical student devices were ready for the school year. As part of the ongoing replacement cycle, we replaced several hundred students' 1:1 Chromebooks, two Groton-Dunstable Regional High School computer labs, and approximately 50 teacher laptops. We replaced an aging projector in the Performance Arts Center at the Middle School South and a projector in the Swallow Union Cafeteria.
- Across the district, we have added a door security system from Kantech, allowing for secure access to exterior doors with a badge reader. Once the new Florence Roche Elementary building is complete, the Kantech security entry system will be added.
- We have virtualized nearly all our servers, resulting in significant power and space savings and a reduction/simplification of our hardware support needs. Our transition to virtualization on our Scale Computing servers provides an offsite backup capacity for critical server resources and a vital disaster recovery tool.
- We upgraded our security cameras at the high school to increase student security and replaced all wireless access points with the new Wifi 6 standard. Also, we upgraded to new WiFi 6 access points at the Boutwell Early Childhood Center.
- We continue to support building and district administration with our new website and GDRSD app as we refine and improve communication with our families and community.

- In preparation for the start of the 2023-2024 school year, we will be upgrading from our existing proprietary phone system to a new modern Zoom Phone system that is much easier to expand and build.
- As a part of our ongoing efforts to enhance the information available with SchoolBrains, we have subscribed to Google for Education Plus, allowing many efficiencies for staff, students, and the community tied, including:
 - Importing assignments and grades from Google Classroom directly to the SchoolBrains Community Portal
 - Provisioning and syncing all Google Classrooms with SchoolBrains
 - We now offer an enhanced online registration system within SchoolBrains, including the ability to upload all required documentation.
 - We have fully transitioned to Apptegy for all district communications, which syncs with SchoolBrains, including attendance notifications and;
 - Updated the SchoolBrains Community Portal with expanded features, including student documents, assignment breakdown, and improved navigation.
- Finally, we continue working closely with Gilbane, LeftField, and Studio G architects to align the district's technology and instructional vision to the technology equipment and spaces at the new Florence Roche Elementary School.

Section 5: Human Resources

Submitted by Justin Williams, Director of Human Resources



2022 Highlights

- 2022 changes in our administrative team.
- Ten (10) district employees retired.
 - Provided a multi part webinar series to bolster our wellness program focused on stress management and work life balance.
- Continued to support the COVID-19 testing efforts implemented by the district.
- Continue to explore new avenues to attract talented diverse staff to fill the district's vacancies.

New administrative hires in 2022 included High School Principal, Stephen Sierpina; Swallow Union Principal, Jill Jarvis; Middle School Assistant Principal, Michael Day and Swallow Union Team Chair,

Sarah Anders. In addition to new members of the administrative team, we welcomed a number of staff members to fill available vacancies. We also saw the retirement of ten (10) district employees, many of which had been with the district for over 20 years.

Section 6: Extended Day and Community Services

Submitted by Stasia Knight, Director



2022 Highlights

- Proudly presented school musical productions of Matilda Jr. and Oliver Jr. by middle school and Swallow Union students.
- Expanded the Wachusett Ski Mountain Ski & Snowboard Club for middle and high school students.
- Continued collaboration with Groton Senior Center offering weekly walking and pickleball programs.
- Hosted a variety of evening and daytime trainings, meetings and community engagement events at the Peter Twomey Youth Center

The Extended Day Program continues to see an increase in registrations with over 320 students attending all of the program sites this year. This growth has necessitated the before and after-school program to continue the use of new locations and expansions in order to eliminate the waiting list and provide care for all families in need. In addition to February and April vacation weeks, the Extended Day Program offered PTYC Summer Camp, with traveling field trips three days a week and multiple sessions of Playing with Heart Athletics Camp.

Community Education continues to offer residents in our area fun and informative classes. We proudly presented 85 middle school students in the fall production of Matilda Jr. and 35 Swallow Union 4th graders in the spring production of Oliver Jr. We continued to grow our partnership with the Groton Senior Center by offering free pickle ball and walking programs for seniors and our community throughout the week. In addition to these productions and partnerships, we also offered several new classes for middle school and elementary students including Scene Painting and Design, a variety of Mixed Media Clubs, Debate Club, Karate, Jewelry Club, Chess Club and Mural Art. These along with old favorites like Minecraft Club, Flag Football, Ski Club, and Summer Strength and Conditioning, help give our students in grades K through 8 many options for after school and weekend fun.

As we look for a variety of ways to expand our programming, community input is always encouraged and welcomed. Find us on the Groton-Dunstable Community Education webpage for updates, course offerings and to share your interests and ideas!

Section 7: Groton-Dunstable Regional High School

Submitted by Stephen Sierpina, Principal

2022 Highlights

- 91% of our Graduating Seniors went on to a post-secondary academic opportunity. 82% of the class of 2022 went to a four year college/university, 9% to a two-year college/university, 9% went on to employment.
- The World Of Difference (WOD) group continues to grow and we are thankful to Andrew Hurley and Ian Wilkins for their help in leading the group. The students have truly taken a role as leaders amongst the student body and have engaged in class meetings, faculty meetings, and working with the middle school students to ensure the group grows throughout the district. WOD also is a group that clearly exemplifies the school and district core values of acceptance, belonging and equitable outcomes.
- We are continuing to prioritize making our WIN block an effective means of providing students with multiple opportunities each week to have access to necessary interventions and enrichment to make their scholastic and social and emotional journey at GDRHS a successful one. The overall goal of this block is to provide students with extra assistance in classes when needed, while also providing students opportunities to explore options not included in their schedules or to meet with teachers they have to go further than typical class content would take them. Specifically, this has enabled most Students with Disabilities to engage in 8-16 more courses and electives making their schedules more equitable. In our first full year of implementing these opportunities, we have seen various groups, such as our Student Activities Council, Class Advisors, Drama Guild, Fine Arts, and World of Difference take advantage of this time to expand their opportunities or messages to the student body.
- We had 319 Advanced Placement (AP) Tests taken. 78% of the tests taken earned a three or better, which is the standard to receive college credit. 24% scored a 5 which is the highest score possible.
- As part of our Decennial Accreditation which will take place in the fall of 2023, the staff is working to complete a Vision of the Graduate which will highlight key abilities and/or characteristics that we would like each student who completes their high school education at GDRHS to embody. This is critical work that when finished should have an impact on the teaching and learning of all students in the district, Pre-K through grade 12.
- As we have returned to a “typical” school year, athletics, clubs, and other extracurricular activities are back in full swing. Athletic Director, Matthew Ricard, has done an outstanding job leading all our student-athletes and coaches to ensure GDRHS is well-represented on and off the fields of competition. Our teams have had much success on the fields, courts, ice rinks, courts and trails during this year. Additionally, our talented students have been able to produce fantastic concerts, theater productions, math competitions and DECA competitions. Our Robotics team, “Robotomies”, is still working hard and getting ready for competition. Collectively, these extracurricular aspects of student life make a huge impact in creating a positive school culture and school pride into our hallways and classrooms. Of course, none of this would be possible without the support of our community, families and the incredible dedication of our staff and students.



Section 8: Groton-Dunstable Regional Middle School

Submitted by Wendy Salvatore, Principal

2022 Highlights



New Assistant Principal Mr Day

Mr. Day is our new Assistant Principal in the South Building working primarily with our 5th and 6th grade students. He came to us from North Middlesex Regional School District with 20+ years of experience as a music teacher, 5-12 mentor coordinator and specialist coordinator. Mr. Day has also taken on the role as director of the 4th grade play, Honk Jr, at the Florence Roche Elementary School. Welcome Mr. Day.

Advisory

Why Advisory you ask? During the 21-22 school year we noticed an increase in disciplinary issues, reports of high anxiety and stress with students and staff, inconsistencies in discipline/ behavior management, a need for consistency in teacher language and practice, and a need for a Tier 1 Multi-Tiered System of Support that all students could access.

We started the advisory block to make sure all students start their day feeling connected to their school community. We want every student to have a trusted adult and positive connections to their peers. We are committed to maintaining this block for all students at the middle school.

Where we were

- WIN block daily
- 1 day per week we did a Social Emotional Learning activity

Where we are

- Advisory all grades
- Teachers are invested in planning
- Student surveys for feedback
- Norms in all grades
- Weekly Check-ins
- Building relationships
- Multi grade community events
- Social Skills
- Easing into the day

Where we are going

- A system and structure for Tier 1 support
- Each student has at least 1 trusted adult
- Responding to student feedback
- Stronger community relationships with families
- Bank of activities to use in classes
- Creating a bigger community in our school
- Consistent messages and themes.

New Rotating Schedule

With feedback from students and teachers we changed our schedule this year to be a rotating schedule. This way students who may be chronically late, or tired at the end of the day are not missing pieces of the same class all year long. Teachers also felt as though some students were more tired in the morning or in the afternoon so this was a way to think outside the box and accommodate all of those concerns. Here is an example of our new schedule.

Day 1	Day 2
A	D
B	E
C	F
D	A
E	B
F	C

Student voice and engagement:

What does Community look, feel and sound like? We are still using this language in our middle school. We asked our teachers at the beginning of the school year to tell us what they thought a community looked, felt and sounded like and then as we moved into the later part of term 1 we asked our advisory student groups what they thought. If you ask your students, you will find that we start every day with a quote from one of our student groups and every week in my weekly memo you can see an example from that week. Today's quote comes to you from Ms. Hoag's 6th grade Advisory: *Community sounds like people encouraging each other and looks like people being patient.*

Inclusive School Community:

We are continuing to embark on a clear focus for building an inclusive school community where all members of the community are seen, valued and heard.

- With the help of Mr. Hurley, (DEI Coordinator), Mr. Bennett (grade 8 ELA) Ms. Ogden, (grade 8 Math) and Ms. Murphy, (grade 7 ELA) we have a Middle School World of Difference group that consists of about 30 students. These students participated in a 4-day training with the Anti-Defamation League. The training consisted of learning more about implicit bias and microaggressions. Students worked on being inclusive, they worked in small groups to develop activities for our younger students, and they are coming together through the rest of this school year to plan activities that will promote positivity and spread a positive message. kindness activity for our whole school community.
- Our Middle School is working every day toward our district goals of A+B+C+D=E. We are having more grade level assemblies, we have done work in the North Building around the power of our words with regards to impact vs intent and we have started to plan these conversations in the south.

- The Middle School has started to roll out our District Second Step Anti Bullying Prevention Curriculum.
 - The Second Step program teaches children important skills for getting along with others and doing well in school. It also helps our school be a safe, respectful place where everyone can learn. To further help our school be a safe and respectful place, we are also going to use the Second Step Bullying Prevention Unit. In this unit, your child will learn specific skills to help stop bullying. Students will learn how to:
 - Recognize when bullying is happening, report bullying to a caring adult, and refuse to let bullying happen
 - Be a bystander who helps stop bullying
 - Support someone being bullied by standing up for that person and being kind and inclusive
 - Recognize, report, and refuse cyber bullying when they see or know about it happening
- A parent recently shared with me an email from Wayland Middle School’s Principal. Here is a snapshot of the message from her January Newsletter. *“Words are powerful things. They have the power to make us laugh and make us cry. Words have the power to build someone up or cut someone down. They have the power to elicit calm or induce fear. And, words in the hands of middle schoolers can be unpredictable things.”*
- As you read about what we have been doing at the Middle School please know that this work is so important to how we shape the minds of our Middle School Students. Working with children ages 10-14 is hard work but our teachers and staff come to school every day and do the very best that we can to support your/our middle school community.

Section 9: Florence Roche Elementary School

Submitted by Brian O’Donoghue, Principal



2022 Highlights

- A professional development commitment to Responsive Classroom for all staff.
- We were able to hire 3 additional reading specialists to support our reading growth through a robust intervention program
- The new building project officially “broke ground” with a ceremony in the spring. Site work got underway and progressed through the summer months.

All of our students returned to in person learning for the 2021-2022 school year. We opened the year with 520 students in 26 classrooms. We were able to open a sixth section of 3rd grade. This was due to a higher enrollment at that grade level in an effort to keep the class sizes in line with the district guidelines. The specialists, art and music, were able to return to their pre COVID classroom spaces,

but lab continued to be a traveling special.

We made a commitment to support reading development and provide the necessary support to ensure all students met their grade level benchmarks. The instructional model during COVID made intervention

more challenging as some students learned remotely and others were in person. The challenge was addressed during this school year with the hiring of 3 additional reading specialists to bring our team up to 5 interventionists. This team strategically worked across all grade levels identifying students needing intervention by consistently reviewing assessment data. Interventions were provided for students and we experienced noticeable reading growth over the year. In addition, we increased our math interventionist team by 1 additional specialist. This is an area we will continue to develop in the coming year.

Our professional development focus was on supporting the social and emotional needs of our students. We identified a need to support our students' social development as a result of the COVID influence and its impact on peer interactions. The elementary staff across the district participated in a yearlong professional development experience in Responsive Classroom practices. All of our teaching staff completed level 1 training in RC. Responsive Classroom is an approach to teaching that recognizes the importance of social and emotional development as much as academic growth.

Section 10: Swallow Union Elementary School

Submitted by Jill Jarvis, Principal



The 2022-2023 school year brought change to the instructional leadership at Swallow Union Elementary School. The professional change for Principal Peter Myerson merits recognition for his tenure and years of dedication and devotion to the Groton Dunstable Regional School District. As the new principal of Swallow Union, my focus centers on the continuation of academic excellence, building relationships with stakeholders, and community involvement. Each and every day, either in my interactions with staff, students, or families, I am reminded of how grateful, amazed, welcomed, and honored I feel to be leading this school.

This school year began brightly with 324 students disembarking from our school buses and family vehicles with smiling faces and excitement for the start of a new school year. And so began the familiar sounds of laughter and chatter as they reconnected with friends while beginning to make new ones. We were all welcomed with colorful sidewalk chalk messages placed there by our parents to greet us with words of encouragement. As I reflect on our first few weeks, I am proud to say that our students continue to come to school smiling and excited, focused on learning with a growth mindset, developing leadership skills, making connections, and exemplifying our core values, all of which are present each day in our school.

2022 Highlights

- New hires include Sarah Anders - Team Chair, Amy Codyer - Technology, Meghan O'Hara - Grade 4 Teacher, and Jeanette Moreau - School Counselor.
- Continued academic excellence - our MCAS scores have placed us 3rd (out of 932 schools) in Massachusetts
- We are actively engaged in fine-tuning our CORE Values: Growth, Respect, Responsible, and Resilience and have defined what it looks, sounds, and feels like to emulate these values in all learning spaces in our school

- We have held school-wide assemblies to discuss expected behaviors and what these Core Values mean and why they are important
- We have established our Student Council and support their voices within the school
- We have embraced our amazing PTO and have brought back the traditions of past events that bring our families and community together (Color Wars, Monster Mash, and Game Night to name a few thus far)
- We have aligned practices with the district's goals of A+B+C+D=E
- We are continuing to create learning spaces with the Responsive Classroom model to support the learning and growth of all students
- We are looking closely at our Multi-Tiered Systems of Support to ensure we are meeting all students at their level of need
- School Council has met several times to discuss goal areas for the school and has worked to develop our School Improvement Plan which aligns with the District's Strategic Plan
- We are engaged in committee work such as our transition think tanks and behavioral task force as well as professional development (Readers and Writers Workshop, IXL Math, Responsive Classroom, and Second Step to name a few)

Section 11: Boutwell Early Childhood Center

Submitted by Maggie Richardson, Director of Boutwell Early Childhood Center



2022 Highlights

Boutwell registration for the 2022-2023 school year opened in February 2022 and we had an overwhelming response. We added an additional afternoon class and full day class, an increase from the previous years. Additionally, we were able to offer our families a full day "Pre-K" class for students transitioning to Kindergarten the following year. In summary, this fall, Boutwell opened with three full day classes, two morning, and two afternoon classes.

Over the summer of 2022, construction was completed at Boutwell. The new areas included offices for staff, new staff work area, new break room, and new storage room. Future plans include a library for Boutwell.

For the 2021-2022 school year, preschool at Boutwell resumed with a sense of normalcy. Students were provided with an enriching environment and were able to play freely with other children, share materials and toys, and spend time with each other on the playground. We even were able to have in house field trips, visits from therapy dogs, and Mystery Readers!

Teachers were able to focus on classroom and curriculum development and teambuilding. In terms of curriculum, teachers implemented additional multisensory instruction in phonemic awareness and math, and focused on introducing meaningful, play based centers for all children. The school also participated in events geared toward transitioning children from pre-k to kindergarten.

Our teachers focused on professional development dedicated to supporting the social-emotional wellness of our students. We also started focusing on the impact of the Covid-19 pandemic on student's early development, and planning for instructional changes for the following year. We also engaged in

continuous professional development around *The Power of our Words*, and learned about ways in which language is a powerful tool for development. Additionally, we started to work to align practices with the other schools, such as how we look at transitions, for example. The Anti-Defamation League (ADL) engaged in professional development with our staff; this was followed by students from the World of Difference high school group reading books in all classrooms. We have started to focus on Core Value work and what a truly inclusive preschool community looks, feels and sounds like, in service of our mission of $A+B+C+D=E$.

REPORT OF THE GREATER LOWELL TECHNICAL HIGH SCHOOL



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 schedules, past meeting minutes, and the current fiscal year budget are listed on the school's website at www.gltech.org.

ELECTED SCHOOL COMMITTEE MEMBERS

Paul E. Morin	Dracut-Exp. 2024	Lee Gitschier	Lowell-Exp. 2024
Matthew Sheehan	Dracut-Exp. 2026	Ralph Hogan	Lowell-Exp. 2026
Raymond Kelly Richardson	Dunstable-Exp. 2026	Curtis J. LeMay	Lowell-Exp. 2024
Fred Bahou	Lowell-Exp. 2026	Steven A. Nocco	Tyngsboro-Exp. 2026

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

- 63.1% high needs students, which is 8.0% higher than the state average of 55.1%.
- 51.8% low income students, which is 9.5% higher than the state average of 42.3%.
- 16.4% students with disabilities, which is 3.0% lower than the state average of 19.4%.

STUDENT SUCCESS INDICATORS

- MCAS Participation rate of 100%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 93% in ELA, compared to the state average of 92%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 92% in Mathematics, compared to the state average of 90%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 87% in Biology, compared to the state average of 86%.
- Graduation rate of 96.1%, which is 6.3% higher than the state average of 89.8%.
- Graduation rate of 89.2% for students with disabilities, which is 12.6% higher than the State average 76.6%.
- Dropout rate of 0.1%, which is lower than the state average of 1.5%.
- Retention rate of 0.4%, which is lower than the state average of 1.2%.
- 179 out of 512 seniors (35% of class) employed on co-op in paid positions as of April 30, 2022. 35% of the Class of 2022 graduated on co-op. 43% of the class of 2022 participated in co-op.

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, Personal Services, Technology, and Transportation/Manufacturing. Each of the 23 programs is 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, sub-acute, pediatric, and long term 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 (incomplete) first time attempted pass rate for the class of 2022 is 83%. To accommodate diverse schedules, both a daytime and an evening/weekends division are offered. The Placement Director reported that 91% of the graduates were placed in employment as of the fall of 2021. Some of the class of 2022 have not completed the National Exam, making placement rate incomplete at this time.

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 495 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

2021/2022

Misc. Rev.

\$444,944

Assessments

Included minimum contribution, transportation, and debt (building project)

Dracut \$4,984,010

Dunstable \$276,368

Lowell \$9,697,773

Tyngsboro \$1,450,273

ASSESSMENT TOTAL \$16,408,424

State Aid

Chapter 70 \$31,907,783

Transportation \$1,209,596

Total State Aid \$33,117,379

TOTAL REVENUE \$49,970,747

Expenses:

Instruction \$24,681,701

Plant \$5,123,460

Fixed Charges \$9,887,585

Administration \$3,001,167

Other Services \$6,178,463

Programs w/other Districts \$167,596

OPEB \$100,000

Debt Service (Building Project) \$1,364,096

TOTAL EXPENSES \$50,504,067

School Committee



Fred Bahou
Chairman (Lowell)
225 Gibson St.
Lowell, MA 01851
978-937-3896



Lee Gitschier
Vice Chair (Lowell)
153 B St.
Lowell, MA 01851
978-866-4180



Ralph Hogan
(Lowell)
12 Conoye St.
Lowell, MA 01851
978-866-3648



Curtis J. LeMay
(Lowell)
40 Robert St.
Lowell, MA 01854
978-846-1222



Paul E. Morin
(Dracut)
10 Pine Ave.
Dracut, MA 01826
508-320-7318



Steven A. Nocco
(Tyngsboro)
10 Poitras Ave.
Tyngsboro, MA 01879
978-674-1449



Raymond Kelly Richardson
(Dunstable)
155 Depot St.
Dunstable, MA 01827
978-804-8630



Matthew J. Sheehan
Secretary (Dracut)
115 Passaconaway Dr.
Dracut, MA 01826
978-455-6402

REPORT OF THE CONSERVATION COMMISSION

The Dunstable Conservation Commission meets on the second and fourth Monday of each month, starting at 6:30pm in the Town Hall lower level Grange Room. Meetings are open to the public. Please check the town website for meeting agenda information: www.dunstable-ma.gov

The Conservation Commission serves the community as a state mandated regulatory agency, which enforces MGL Ch. 131 Section 40 (The Wetland Protection Act) 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, the following actions were taken in the calendar year 2022:

Abbreviated Notice of Resource Area Delineation (ANRAD) hearings/continuations	4
Order Resource Area Delineation Issued	2
Notices of Intent hearings/continuations	4
Order of Conditions Issued	3
Requests for Determination/continuations	2
Certificates of Compliance	4
Building Permits	6
Occupancy Permits	0
Site Visits	11
Demolition Permits	0
Enforcement Orders/Violations	1
Wetland Bylaw hearings	1

Alan Starbird remains the Commission's representative on the Community Preservation Committee.

At the May Annual Town Meeting, residents voted to amend The Town of Dunstable General Wetlands Bylaw to correct typographical errors, coordinate the Bylaw with organizational initiatives of the Conservation Commission and bring the Bylaw into line with certain changes in state law and organization. No substantive changes were made.

The Commission voted to extend Lake Massapoag Rod & Gun Club's Order of Condition to control invasive species on Massapoag Pond.

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

Useful Information:

Please note that dogs must be kept leashed at all times on Conservation Commission 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, the Conservation Commission does not grant such permission for land they control. Bow hunting and fishing are permitted unless the property is posted. State properties (Massachusetts Division of Fisheries & Wildlife) are governed by separate rules; please check their website at <http://www.mass.gov/dfwele/dfw/>

Questions sometimes arise with regard to the operation of motorized vehicles on Conservation property. 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.”

Respectfully,

Alan Chaney – Chairman

Leah Basbanes – Vice Chair

Juan Amodei

Al Starbird

Kate DeLoureiro

Marijan Andacic

Tiffany Naughton

Carol Rock-Administrative Assistant

REPORT OF THE PLANNING BOARD

To the Citizens of the Town of Dunstable, this is the 2022 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 meets at 6:30pm on the 1st and 3rd Mondays of each month, or as required. The public is welcome at these meetings. Please go onto the town website for agenda information (www.dunstable-ma.gov). There are five board members; three are required to conduct regular business.

Member George Basbanes retired from the Planning Board in May. The Board would like to thank him for his 45 years of service to the Town.

Alan Chaney joined the Planning Board in May is the Planning Board representative on the Community Preservation Committee.

Administrative Assistant Cheryl Mann retired from her position with the Planning Board in July. The Board would like to thank her for her 20 years of service to the Town.

The Planning Board notes the following activities during 2022:

Approval Not Required (ANR) Plans	4	
Building Permits Signed	5	
Definitive Subdivision Plans	1	(11 single-family homes planned)
Fee Schedule Hearing	0	
Special Permits	2	
Special Permits – Town Center Overlay District	2	
Scenic Roads Permits	1	
Zoning Hearings/Public Info Sessions	0	

Respectfully Submitted,

Jeffrey Pallis, Chair
Joan Simmons, Vice Chair
Jim Wilkie, Clerk

Alan Chaney, Member at large
Joe VLcek, Member at large
Carol Rock, Administrative Assistant

REPORT OF THE AFFORDABLE HOUSING COMMITTEE

The Affordable Housing Committee is a committee dedicated to helping the town meet the requirements of MGL Chapter 40B and the vision of the town as set out in its Master Plan.

The Affordable Housing Committee culminated work in early 2022 with consultants to create a ‘Request for Proposals’ (RFP) of a 40B compliant affordable housing development to be located in the 28.5-acre town owned Mixed Use District (MUD) located behind the post office. Multiple iterations and extensions of the RFP were completed with the final one made available for developer review on August 17th, 2022. Responses from interested developers were due by December 5th, with 3 responses received. These will be evaluated in January of 2023 and a recommendation will then be made to the Dunstable Board of Selectmen.

This property is to be mixed income rental housing of approximately 40-60 units; including 1-, 2- and 3-bedroom units. Approximately 6 acres of the parcel would be developed. All units would qualify for meeting 40B requirements, and are within the goals outlined in Dunstable’s Housing Production Plan (HPP) as approved by the Massachusetts Department of Housing and Community Development. The housing units will be affordable to a mix of income levels and include options for families, seniors and people with disabilities. The architecture and design of the buildings shall be in the traditional New England style building patterns, scale and character as found in the older areas of Dunstable.

In addition, the committee worked closely with the Northern Middlesex Council of Governments (NMCOG) to begin the process of updating the town’s required Housing Production Plan to replace the one made in 2016 that expired in 2020. This included an article presented at Dunstable’s Town Meeting held on November 14 and also included a survey to town residents asking about their vision for housing in Dunstable. Over 75 residents responded, and the summary of results as well as the new Housing Production Plan should be made available on the town website in the early spring of 2023.

Respectfully submitted,

Jon Hughes, Chairperson
Carol Bacon, Secretary
Dana Metzler, Member
John Denyse, Member
Matthew Naughton; Member & Advisory Board’s designee
Kieran Meehan; Member & Board of Selectman’s designee

REPORT OF THE CULTURAL COUNCIL

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 to review all of the 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: Leslie Novak, Laura Tully-Rothman, Consuelo Walker, Nancy Curran, Anne Fenochetti and Carlton Chin.

The following is the annual report completed by the Dunstable Cultural Council for 2022-2023.

LCC Account Form

Account Balance Beginning of July 1, 2021 \$9,832.34
Allocation \$5100
Municipal Revenue \$0.00
Interest Income \$.95
Other revenue \$133.20
Total Expenditures \$7,198
Account Balance End of June 30, 2022 \$7868.49
Town Treasurer / Accountant / Auditor Lisa Kelly Title Town Accountant
Council representative: Leslie Novak

Amount Available for Granting

Account Balance End of June 30, 2022 \$7,868.49
End date for Expenditures included in this report 6/30/2022
Expenditures Amount Dunstable Cultural Council - \$3740.00
Pending Expenditures Amount Encumbered funds. \$1,090.00
Administrative Funds \$275.00
MCC Allocation \$5,500.00
Available Remaining Balance \$3,038.49

Amount Available for Granting in FY2023: \$8,263

Voting Meeting: 12/07/2022

Quorum attended.

Last date of Community Input: 6/26/2019

Total granted in FY2023 : \$8,263

REPORT OF THE 350TH ANNIVERSARY COMMITTEE

The 350th Anniversary Celebration Committee is a special committee created in 2021 to organize all fund raising and celebrations related to the towns 350th anniversary (October 15, 2023). The committee of 10 was appointed by the Board of Selectmen in July 2021 and regular committee meetings started shortly thereafter. There have been a handful of changes to the committee, however current members are as follows:

Name	Title	Term Expires
Margery Kimpton	Member	2023
David Kimpton	Member	2023
Kathy Sniezek	Chair	2023
Jon Crandall	Member	2023
Sue Fayne	Co-Chair	2023
Mike Fahy	Member	2023
Jon Swift	Member	2023
Erica Flynn	Member	2023
Deborah Courtney	Member	2023
Nicole Tully	Member	2023

The mission of the committee is to build awareness, anticipation, and enthusiasm for the towns 350th Anniversary celebration as well as organize a variety of events focused on celebrating the town's past, present, and future throughout the entire community. Besides organizing events and fundraising, the committee would also like to raise awareness among all residents of the towns' rich history and geography as well as notable events and citizens throughout its 350 years.

The committee determined that it would be beneficial to propagate events throughout the 2nd half of 2021, 2022, and 2023 for both fundraising purposes and to preempt excitement for the finale in October 2023.

During the 2022, the committee met regularly and have continued actively fundraising by both soliciting donations as well as selling merchandise at various town events and locations. The committee has also developed a strong social media presence to ensure we reach as many of the community as possible and ensure all are aware of the various events.

The committee has started to include other boards and committees in town, primarily to request funding and in coordinating the committee's presence at other town events.

Throughout 2022, the committee has hosted the following town events:

- 350th Anniversary Celebration Kickoff Gala at Sky Meadow Country Club
- Town Wide Trivia Night at The Pepperell VFW
- Ice Cream Social at The Little Red Schoolhouse
- Cornhole Tournament at the Tyngsboro Sports Center
- A Holiday Lights Tour and Contest

In addition to hosting events the committee has had a presence at the following town events throughout 2022:

- Community Yard Sale
- Dunstable Summer Concert Series
- Strawberry Festival & Art Show
- DRLT Fall Festival at McLoon Barn

- Journey & Jinglefest
- DRLT Winterfest at McLoon Barn

During 2023, we have plans to host Monthly Events for the community, expand our presence at other town events, and continue our efforts towards our mission as head towards the anniversary in October.

The committee would like to thank the town staff, all other town Boards and Committees for their efforts to support for our mission to build awareness, anticipation, and enthusiasm for the towns 350th Anniversary celebration in order for the town's 350th birthday a rousing success!

Respectfully Submitted,

Kathleen Sniezek – Chair

Sue Fayne – Co-Chair

Debbie Courtney

Jon Crandall

Mike Fahy

Erica Flynn

Dave Kimpton

Margery Kimpton

Jon Swift

Nicole Tully

REPORT OF THE WATER COMMISSION

To the Water Users and Citizens of the Town of Dunstable, this is the 2022 Annual Report for the Dunstable Water Department (DWD).

The Board would like to remind residents that you could learn more about the Water Department through our website at 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.

In February of 2022, The Pepperell Water Department came on board as the maintenance group that provides water operator services to the town.

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: SBresnick@dunstable-ma.gov

Questions? Please feel free to contact us at 978-649-4514 x249. Our office hours are: Monday through Thursday 8am – 4pm, Friday 9am – 1pm. The Water Board generally meets the 4th Wednesday of the month. The public is invited. Thank you for your continued support.

Respectfully,

John O’Brien – Chairman
Matthew Morton – Commissioner
Susan Bresnick, Department Assistant



NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS Town of Dunstable 2022 Annual Report Update

The Northern Middlesex Council of Governments (NMCOG) was established in 1963 under Chapter 40B of the Massachusetts General Laws and is one of 13 regional planning agencies in the Commonwealth. NMCOG serves nine communities in the Greater Lowell area, including Dunstable. It provides professional technical assistance in the areas of 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 it 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 have a remote option and 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 programs. The Council's annual budget includes \$95,061 in local assessments, of which \$1,056 represents Dunstable's share. This past year, the Council welcomed Jennifer Raitt as the new Executive Director.

NMCOG devotes a large share of its resources to transportation issues. The Council continues to assist the Town in advancing the Route 113 corridor improvement project, as well as advancing planning efforts for a Main Street shared use path and the Town's Complete Streets Prioritization Plan. NMCOG conducts 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 on roads like Route 113, Main Street and Groton Street. The traffic count data is incorporated into a regional traffic count report made available on NMCOG's website at www.nmcog.org. In an effort to address changes in travel due to the COVID 19 pandemic, NMCOG continues to coordinate with MassDOT and Dunstable to monitor travel throughout the Town and region.

NMCOG also provides direct housing and economic development assistance through the District Local Technical Assistance (DLTA) Program funded by the Massachusetts Department of Housing and Community Development (DHCD). Under this program, NMCOG is working with the Dunstable Affordable Housing Committee to complete the Town of Dunstable Housing Production Plan for 2023-2027. 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. In addition, utilizing the Massachusetts Department of Energy Resources (DOER)-funded Regional Energy Planning Assistance program, NMCOG assisted Dunstable in achieving and maintaining Green Communities designation. This designation provides access to grants for clean, affordable, and resilient energy projects along with other benefits.

NMCOG is working with Dunstable and 11 other communities in addressing the U.S. Environmental Protection Agency's Small Municipal Separate Storm Sewer System (MS4) permit requirements through the Northern Middlesex Stormwater Collaborative (NMSC). The Collaborative focuses on permit compliance by undertaking a common public education and outreach program that is customized by each participating community; providing training for municipal staff and boards; developing and utilizing a regional GIS system for mapping stormwater infrastructure across municipal boundaries; and assisting with the procurement of stormwater-related goods and services.

NMCOG has completed an update of the Greater Lowell Comprehensive Economic Development Strategy (CEDS), which is funded by the U.S. Economic Development Administration (EDA). The CEDS summarizes the economic resources of the region, establishes an economic development vision for Greater Lowell, identifies goals, and establishes a regional Five-Year Action Plan with priority projects to foster continued economic growth and vitality. The CEDS also incorporates the concept of economic resilience, for example, the ability to withstand and recover from economic shifts, natural disasters, pandemics, and the impacts of climate change. Regions must update their CEDS every five years in order for local communities to qualify for EDA assistance under the Public Works and Economic Adjustment Assistance programs.

Economic Development work has also included work to develop and implement the Greater Lowell Economic Recovery and Resiliency Plan (ERRP), which identifies impacts of the COVID-19 pandemic on the region's healthcare system, food security, housing, employment, and business operations. The ERRP also identifies federal and state resources utilized for pandemic relief in the region, and develops strategies and recommendations to address COVID-19 going forward. In 2021, NMCOG staff worked with Dunstable, other regional communities, and the CEDS Committee to prepare and submit an application to the EDA for regional designation as an Economic Development District (EDD). Designation as an EDD would provide increased access to EDA's public works assistance grants for individual municipalities including Dunstable.

REPORT OF THE PARK & RECREATION COMMISSIONS

Dunstable maintains two boards dedicated to the maintenance of public park spaces and encouraging and facilitating recreational activities for the Town's residents. The Park Commission has served the town for 110 years. Park Commission's primary responsibilities include landscaping and maintenance of the Town Common, Dunstable fields located behind Swallow Union School, and Larter Family Memorial Field. These facilities include playgrounds, three baseball diamonds, one softball field, soccer fields, and the tennis courts.

The Recreation Commission facilitates athletic field scheduling and works with the Groton Dunstable Girls Softball league and other organizations to promote athletic opportunities for Dunstable's youth and adults. Recreations also works to identify new recreational opportunities for the town's populace. Youth and adult tennis lessons were held at the town's tennis courts this summer.

The commissioners met on a monthly basis and worked on a variety of improvements for the town and are actively making plans for additional improvements. In addition to the management of all properties listed above below are some significant accomplishments done in the past year.

Parks and Recreation Projects completed:

- Ga Ga ball pit installation at Swallow Union
- Assisted with Town Meeting at Larter
- Aeration and over seeding of all non-irrigated areas in Larter field and aeration of entire complex
- Larter Field irrigation repair
- Initial well assessment at Larter Field
- Amended previous landscape contract and secured bids for and hired new landscape contractor to maintain Town properties.
- Snow removal of Larter Field walking track in winter months
- Relocation of Memorial Bench at Swallow Union Playground
- Removal of 5 trees at Larter that were in serious decline and loamed and seeded indents left behind
- Ice Rink at Larter
- Innovation Academy Baseball Team using Babe Ruth field
- Summer Adult and Youth Tennis and Pickleball Lessons
- Performed maintenance on the Swallow Union playgrounds

The Commissioners would like to thank the Town staff and various committees and boards for supporting our core missions of maintenance of public park spaces and providing recreational activities and facilities for the town's people. The Committee would like to Thank Phil DeNyse for his 5 years of service as the Parks Chairperson. His contributions were huge and he greatly shaped how the committee operates. He was responsible for many improvements to Town and Parks properties and in addition to overseeing all Parks properties he helped coordinate the Landscape maintenance of Town properties such as the Library, Town hall, Bandstand plantings, Police station, Larter sign area etc. He will be sorely missed.

Respectfully Submitted for Park,
Jean Phelan, Chairperson
Tiffany Naughton

Respectfully Submitted for Recreations,
Tiffany Naughton, Chairperson
Dawn Dorr
Jeffery Hastings
Charlie Lippman
Brian Locapo

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE

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

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 and must come under the heading of Historical Preservation, Affordable Housing, Open Space/Recreation, or Administrative.

The Town of Dunstable adopted the Community Preservation Act (CPA) in 2006. Funds are raised by the town through a 3% surcharge on local property taxes and are matched by the state up to 100%. The state match of 79% was received in November 2022, and, due to a surplus in the state budget, the Legislature voted a second distribution in December 2022 that gave Dunstable a 100% match again this year for a total of \$298,907. This program continues to grow in popularity every year. This year 194 communities, or 55% of the state's municipalities now take part. Thanks to the CPA, towns across the Commonwealth are able to fund important community projects they could otherwise not afford.

The following requests were submitted and approved for funding for FY 2022:

- \$28,000 from the CPA Open Space/Recreation Reserve to continue on to the design phase of the Drew Landing Public Boardwalk on Main St. This work will enable us to apply for a Mass Trails Grant that will cover 80% of the actual construction of the project.
- \$2000 from the CPA Historic Reserve for the binding of the remaining Town Reports for the purpose of preservation.
- PLEASE NOTE: In 2021, Town Meeting approved \$100,000 from the Historic Reserve at the request of the Dunstable Rural Land Trust for the renovation of the McLoon House at 59 Main St. Due to the restrictions required by the Massachusetts Historical Commission for the use of CPA funding on private projects, the money was returned to the CPA account.
- Administrative Funds may be used by the CPC for Legal, Engineering, or Consulting Services without a Town Meeting vote. This fund is allocated at ATM and may consist of up to 5% of the CPA budget.
- \$1750 from the CPA Administrative Fund for continued membership to the Community Preservation Coalition that provides valuable assistance in navigating the many rules and regulations of the CPA.

Respectfully submitted,

Joan Simmons, Member at Large, Chair
Catherine Irzyk, Member at Large, Secretary
Jean Haight, Member at Large
Carol Bacon, Historic Commission
Alan Chaney, Planning Board
Leah Basbanes, Board of Selectmen
Jon Hughes, Affordable Housing Committee
Tiffany Naughton, Parks Commission
Alan Starbird, Conservation Commission

REPORT OF THE LIBRARY DEPARTMENT

The Dunstable Library had a very successful 2022. Working our way out of the pandemic in a slow and steady fashion was a smooth transition for both patron and staff. Having the support of our three Trustees was paramount to the success of our day to day work. John Callahan as the Chair organized zoom meetings and stayed abreast to all that was going on in the library world. Robyn DeAngelis and Joanne Mikol were a constant sense of support for the Library Director and Staff. All three of these members have a decade plus working on the Board of Library Trustees and prove themselves yearly as steadfast and loyal public servants to the town of Dunstable.

We did have some staff changes with Anne Fenochetti leaving in the spring of 2022 and Nancy Webb leaving in December of 2022. Both staff members were hardworking and dedicated to the success of the Library. Anne worked at the circulation desk and was the smiling face of the library while Nancy was more behind the scenes cataloging all the material in a very timely manner so our patrons and patrons in the state could circulate them. But as everyone knows it is all hands on deck in a small town library so you can often see each employee wearing many hats at any given time.

We were very lucky to have several new additions to the library. Erin Puranananda was hired at the circulation desk and with her organizational skills and eye for design has made a big difference in all areas of the library. Lisa Pettee was hired to take over cataloging and works steadfastly at mastering her skills in that department. She is always there to fill in and has been a huge asset to the library. Our high school hire has been a wonderful addition to the staffing Cecelia Carbonelle, her work is impeccable and has freed up staffing for other areas.

Karen Debreceni our Children's Librarian continues to do excellent work with the youth in our community. She hosted a very successful Summer Reading and the children were so thrilled to be back in the building for her exciting programs. She created many Take and Make activities for all ages that we will continue to do because of the success. Suzanne Wall has been with the library in circulation and manages our inter library loans making sure our patrons receive the items they need. We are very fortunate to have a wonderful team of people working for the greater good of our community.

The library continues to host all elections in the community room. The Town Clerk and Police maintain the order and run the elections but the building is utilized as a space for all. We continue to acquire State Certification thanks to the town supporting our budget and making us a valuable asset, not only to the people of Dunstable but to the people of the state of Massachusetts.

Respectfully, Mary Beth Pallis, Library Director

REPORT OF THE COMMISSIONERS OF TRUST FUNDS

The Commissioners of Trust Funds:

- Consists of 3 elected persons.
- Manages all trust funds unless donor otherwise provides.
- Develops investment philosophy and strategy for investment of securities.
- Works with town treasurer to ensure prudent investments.
- Invests all trust funds in accordance with the Statement of Trust Funds Policy.
- Distributes the income from trusts in accordance with terms of each.
- Keeps a record of its doings and makes a report at the close of each financial year showing fund totals, their investments, receipts and disbursements.

Oversees the following trusts:

- ER Bennett
- Sarah Parkhurst Charity
- Sarah Parkhurst Lecture
- Harriett Proctor Charity
- Sarah Parkhurst Roby
- Butterfield Relief Poor

Thanksgiving meals were provided by Dinner Made Simple and delivered by volunteers to 33 residents. This project was funded by the Sara Parkhurst Trust.

The Commissioners wish to thank the Babcock Scholarship Committee for overseeing the Shirley and Russell Tobey Scholarship. The Tobey Scholarship was awarded to Ashley Sampson.

The Dunstable Scholarship Trust Fund was awarded to Richard Silva.

Requests to the commissioners can be made at www.dunstable-ma.gov/user/53/contact. All inquiries are confidential.

Respectfully submitted,

Susan Tully
Jon Hughes
Carol Rock

REPORT OF THE ADVISORY BOARD

The Advisory Board (AB), sometimes referred to as the Finance Committee or FinCom, is a six-member board. Two Board seats are up for election/re-election each year for a term of three years. The AB is responsible for developing, reviewing, and recommending the annual budget and all articles presented at the Annual or Special Town Meetings. All items presented are done so with the understanding that the budget and articles are in the best interest of the town and the citizens. The AB also work closely with the Town Administrator, Town Accountant, and all other town boards and municipal departments to create the town budget and evaluate new and ongoing initiatives.

The budget is based upon the revenue the town receives on an annual basis. Revenue for our town comes from a variety of sources, with residential property taxes being the largest source by far. Given that property tax is the largest component of our revenue, utilization of Proposition 2 ½ tax levy increase is the most relied on method to combat rising costs. Proposition 2 ½ limits the annual property tax levy increase to 2 ½ %. That, combined with other revenues (motor vehicle excise tax, building permits, etc.) help to fund our Operating Budget expenditures. Free Cash also factors into our budget development. Free Cash is unused and unexpected funds from the previous fiscal year's budget that are available for budgetary use the next year. The amount of Free Cash can vary greatly from year to year. Given that the Free Cash is not consistent number, it is not good financial practice to plan to use it in the operating budget. The AB prefers to use Free Cash for one-time capital projects such as the purchase of equipment for various departments or repairs to town buildings. Unfortunately, Proposition 2 ½ has not provided enough revenue to mitigate rising costs and we have been forced to use Free Cash to fund the day-to-day operating budget. This less-than-ideal process has been done in order to avoid a Proposition 2 ½ override, a tax increase.

While it is never a good time to ask the taxpayers to approve a Proposition 2 ½ override, one is being considered for both municipal and school district needs. The AB was able to avoid an override again this year and we are looking at every avenue possible to avoid and override in the future. However, to fund continued annual increases in our school budget and requests for needed additions to our town infrastructure that are not being funded, an override will be needed. The AB has been looking at a 3–5 year projection of the future needs of the Town in order to come up with a number to propose for an override. We, as the AB, do not want to add the additional tax burden but are looking at longer term projection to ask for one override to carry multiple years. The AB would like to avoid having to request an override on an annual basis.

In closing, this board would like to welcome Jason Silva, the new Town Administrator. Jason has been an outstanding addition to our town and we look forward to working with Jason now and in the future.

Respectfully submitted,

Jake Lewon, Chair
Harold Simmons, Vice Chair
James Frey, Secretary
Leo Tometich
Matthew Naughton
Clinton Keeney

REPORT OF THE BOARD OF ASSESSORS

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 of Assessors are 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. 249.

Board Members

Brett Rock, Chairman
Robert Ricardelli

Office Staff

Victoria L. Tidman, Assistant Assessor
Susan Bresnick, Administrative Assessor

F/Y 2023 TAX LEVY COMPUTATIONS

Total amount to be raised	\$13,639,689.38
Total receipts and other revenue	\$2,364,324.36
Local tax levy	\$11,275,365.02

F/Y 2023 TOTAL VALUATIONS BY CLASS

	Parcels	Value	Levy %	Tax Dollars
Residential	1335	\$ 705,783,270	93.7050	\$10,565,575.55
Commercial	5	\$5,213,633	.6922	\$78,048.09
Industrial	18	\$3,956,700	.5253	\$59,231.80
Personal Property	40	\$38,243,79	5.0775	\$572,509.58
Total	1,398	\$753,197,396	100	\$11,275.365.02

F/Y 2023 TAX RATE \$14.97 PER THOUSAND, ALL CLASSES

Levy Limit Components

F/Y 2020 BASE	\$10,300,200
Amended New Growth	\$25,862
+2.5%	\$258,152
Allowable Growth	\$100,938
Subtotal	\$10,685,152
Debt Exclusion	\$475,253
Capital Expenditure Exclusion	\$188,974
Max Levy	\$11,349,379

REPORT OF THE TREASURER - FY22

GENERAL ACCOUNT

Cash on Deposit July 1, 2021	\$1,837,085.47	
Receipts During the Year	\$13,741,305.34	
Interest Earned	\$3,757.12	
	-	
Expenditures During the Year	\$13,189,699.88	
Cash on Deposit June 30, 2022		\$2,392,448.05

STABILIZATION FUND

Cash on Deposit July 1, 2021	\$332,901.94	
Receipts During the Year		
Interest Earned	\$3,169.44	
Expenditures During the Year		
Cash on Deposit June 30, 2022		\$336,071.38

CONSERVATION COMMISSION LAND FUND

Cash on Deposit July 1, 2021	\$2,238.11	
Receipts During the Year	\$17,400.25	
Interest Earned	\$95.91	
Expenditures During the Year	-\$8,203.00	
Cash on Deposit June 30, 2022		\$11,531.27

CONSERVATION COMMISSION TIMBER

Cash on Deposit July 1, 2021	\$577.00	
Receipts During the Year		
Interest Earned	\$4.04	
Expenditures During the Year		
Cash on Deposit June 30, 2022		\$581.04

SUBDIVISION ACCOUNTS

Cash on Deposit July 1, 2021	\$5,652.30	
Receipts During the Year		
Interest Earned	\$1.13	
Expenditures During the Year		
Cash on Deposit June 30, 2022		\$5,653.43

PERFORMANCE BONDS ACCOUNT

Cash on Deposit July 1, 2021	\$58,449.25	
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Receipts During the Year	
Interest Earned	\$11.69
Expenditures During the Year	
Cash on Deposit June 30, 2022	\$58,460.94

COMMUNITY PRESERVATION FUND

Cash on Deposit July 1, 2021	\$1,478,162.99
Receipts During the Year	\$587,726.39
Interest Earned	\$9,599.02
Expenditures During the Year	-\$127,160.10
Cash on Deposit June 30, 2022	\$1,948,328.30

CULTURAL COUNCIL FUND

Cash on Deposit July 1, 2021	\$9,832.34
Receipts During the Year	\$5,100.00
Interest Earned	\$0.97
Expenditures During the Year	-\$7,198.00
Cash on Deposit June 30, 2022	\$7,735.31

HIGHWAY STABILIZATION

Cash on Deposit July 1, 2021	\$10,630.94
Receipts During the Year	
Interest Earned	\$101.23
Expenditures During the Year	
Cash on Deposit June 30, 2022	\$10,732.17

WATER STABILIZATION

Cash on Deposit July 1, 2021	\$52,960.20
Receipts During the Year	
Interest Earned	\$504.23
Expenditures During the Year	
Cash on Deposit June 30, 2022	\$53,464.43

53G ACCOUNTS

Cash on Deposit July 1, 2021	\$10,514.74
Receipts During the Year	\$21,723.03
Interest Earned	\$2.25
Expenditures During the Year	-\$7,401.33
Cash on Deposit June 30, 2022	\$24,838.69

TOBEY SCHOLARSHIP

Cash on Deposit July 1, 2021	\$167,317.53
Receipts During the Year	
Interest Earned	\$1,584.86
Expenditures During the Year	-\$1,000.00
Cash on Deposit June 30, 2022	\$167,902.39

TAX TITLE ACCOUNT**WATER DEPARTMENT STOCK**

AT & T and Comcast	
Value of Stocks on June 30, 2022	\$6,434.40
Unrealized Loss Bartholomew	-\$4,685.60
	\$1,748.80

REPORT OF THE TAX COLLECTOR – FY2022

Tax Year	Levy	Refund	Payment to Treasurer	Abatements Tax Title	Uncollected
Year 2022					
Real Estate	\$10,000,286.63	\$7,781.77	(\$9,932,182.35)	(\$15,162.74)	\$60,723.31
Personal Property	\$542,325.91		(\$493,252.82)	(\$93.60)	\$48,979.49
CPA	\$300,008.83		(\$297,012.09)	(\$1,025.34)	\$1,971.40
MV Excise	\$598,945.23	\$5,089.89	(\$554,180.20)	(\$13,034.25)	\$36,820.67
Year 2021					
Real Estate	\$79,543.47		(\$54,732.04)		\$24,811.43
Personal Property	\$84,962.17		(\$84,962.17)		\$0.00
CPA	\$2,267.06		(\$1,584.85)		\$682.21
MV Excise	\$105,426.45	\$3,964.58	(\$88,288.16)	(\$4,494.56)	\$16,608.31
Year 2020					
Real Estate	\$17,154.81		(\$496.63)		\$16,658.18
CPA	\$514.64		(\$35.43)		\$479.21
MV Excise	\$14,648.77		(\$11,082.68)	(\$182.33)	\$3,383.76
Year 2019					
Real Estate	\$14,873.09		(\$8,569.33)		\$6,303.76
CPA	\$407.31		(\$247.01)		\$160.30
MV Excise	\$2,942.11		(\$360.92)		\$2,581.19
Year 2018					
Real Estate	\$6,153.96		(\$2,394.33)		\$3,759.63
CPA	\$153.67		(\$74.58)		\$79.09
MV Excise	\$4,672.81		\$0.00		\$4,672.81
Year 2017					
Real Estate	\$2,845.55		(\$2,845.55)		\$0.00
CPA	\$80.43		(\$80.43)		\$0.00
MV Excise	\$1,295.74			(\$1,295.74)	\$0.00
Roll-Back Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL TAXES	\$11,532,381.57				
DEMANDS AND OTHER COSTS	\$9,096.06				
INTEREST	\$25,211.75				

TOTAL PAID TOWN TREASURER	\$11,566,689.38
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Respectfully Submitted,
Bonnie S. Ricardelli
Collector of Taxes

REPORT OF THE TOWN ACCOUNTANT

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2022
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Services			
ASSETS								
Cash and cash equivalents	1,540,979.05	2,784,441.19	(9,397.02)	37,573.06		895,153.26		5,248,749.54
Investments						1,748.80		1,748.80
Receivables:								
Personal property taxes	48,979.49							48,979.49
Real estate taxes	112,256.31	3,372.21						115,628.52
Allowance for abatements and exemptions	(109,984.49)							(109,984.49)
Tax liens								0.00
Deferred taxes								0.00
Motor vehicle excise	64,066.74							64,066.74
Other excises								0.00
User fees				24,684.89				24,684.89
Utility liens added to taxes								0.00
Departmental								0.00
Special assessments								0.00
Due from other governments								0.00
Other receivables								0.00
Foreclosures/Possessions								0.00
Prepays								0.00
Due to/from other funds								0.00
Working deposit								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation							2,958,688.00	2,958,688.00
Amounts to be provided - payment of bonds								0.00
Amounts to be provided - vacation/sick leave								0.00
Total Assets	1,656,297.10	2,787,813.40	(9,397.02)	62,257.95	0.00	896,902.06	2,958,688.00	8,352,561.49
LIABILITIES AND FUND EQUITY								
Liabilities:								
Warrants payable	34,040.01	29,908.50		6,750.00		406.00		71,104.51
Accounts payable								0.00
Accrued payroll	90,142.26	17,701.81		645.25				108,489.32
Withholdings	16,417.94							16,417.94
Accrued claims payable								0.00
Due to/from other funds								0.00
Due to other governments								0.00
Other liabilities	2,018.75							2,018.75

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups		Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt			
Deferred revenue:										
Real and personal property taxes	51,251.31	3,372.21								54,623.52
Tax liens										0.00
Deferred taxes										0.00
Foreclosures/Possessions										0.00
Motor vehicle excise	64,066.74									64,066.74
Other excises										0.00
User fees		24,684.89								24,684.89
Utility liens added to taxes										0.00
Departmental										0.00
Special assessments										0.00
Due from other governments										0.00
Other receivables										0.00
Deposits receivable										0.00
Prepaid taxes/fees										0.00
Tailings	519.49									519.49
IBNR										0.00
Agency Funds						88,559.06				88,559.06
Notes payable			278,500.00							278,500.00
Bonds payable							2,958,688.00			2,958,688.00
Vacation and sick leave liability										0.00
Total Liabilities	258,456.50	50,982.52	278,500.00	32,080.14	0.00	88,965.06	2,958,688.00			3,667,672.22
Fund Equity:										
Reserved for encumbrances	38,163.94			750.00						38,913.94
Reserved for expenditures	508,343.00									508,343.00
Reserved for continuing appropriations	58,630.57									58,630.57
Reserved for petty cash	50.00									50.00
Reserved for appropriation deficit										0.00
Reserved for snow and ice deficit										0.00
Reserved for COVID-19 deficit										0.00
Reserved for future excluded debt	1,339.00									1,339.00
Reserved for premiums										0.00
Reserved for working deposit										0.00
Undesignated fund balance	791,314.09	2,736,830.88	(287,897.02)			807,937.00				4,048,184.95
Unreserved retained earnings				29,427.81						29,427.81
Investment in capital assets										0.00
Total Fund Equity	1,397,840.60	2,736,830.88	(287,897.02)	30,177.81	0.00	807,937.00	0.00			4,684,889.27
Total Liabilities and Fund Equity	1,656,297.10	2,787,813.40	(9,397.02)	62,257.95	0.00	896,902.06	2,958,688.00			8,352,561.49

TOWN OF DUNSTABLE
STATEMENT OF REVENUE - ACTUAL
July 1, 2021 - June 30, 2022

GENERAL FUND	ACTUAL RECEIPTS
TAXES	
Personal Property Current	\$ 493,252.82
Personal Property Prior	84,962.17
Real Estate Current	9,921,839.18
Real Estate Prior	69,037.88
Tax Liens Redeemed	70,013.78
Motor Vehicle Excise Current	549,090.31
Motor Vehicle Excise Prior	95,767.18
	\$ 11,283,963.32
INTEREST	
Interest on Property Tax	42,424.31
Interest on Motor Vehicle	3,874.67
Interest on Investments	3,757.14
	\$ 50,056.12
LICENSES & PERMITS	
Driveway Permits	200.00
Cable T V	427.00
Firearms Licenses	1,250.00
Fire Permits	6,525.00
Building Permits	37,572.34
Gas Permits	2,790.00
Plumbing Permits	2,360.00
Electrical Permits	7,456.00
Planning Board Special Permits	3,605.00
Common Victullar	75.00
Camp License	10.00
BOH - License	70.00
Dog Licenses	2,512.00
	\$ 64,852.34
FINES & VIOLATIONS	
Court Fines	500.00
	\$ 500.00

GENERAL GOVERNMENT***Selectmen***

Other Miscellaneous 440.21

Tax Collector-Treasurer

Demand Fees 9,096.00

R M V Surcharge 1,380.00

Municipal Lien Certificates 2,400.00

Assessors***Town Clerk***

Certified Vitals 1,810.00

Business Certificates 160.00

Other Miscellaneous 20.00

Planning Board

Application Fees 5,500.00

Board of Appeals

Filing Fees

Hearings

\$ 20,806.21**PUBLIC SAFETY*****Police Department***

R M V Violations 10,098.72

Sp. Duty Surcharge 4,738.26

Miscellaneous -

\$ 14,836.98**OTHER DEPARTMENTAL**

Highway Miscellaneous 1,300.00

Other Miscellaneous 101.99

Sale of Fixed Asset 3,171.00

\$ 4,572.99**TRANSFER FROM FUNDS**

-

-

STATE & FEDERAL RECEIPTS

State Owned Land 48,710.00

Abate. for Elderly & Veterans 502.00

Unrestr. General Government Aid 288,080.00

Veteran's Benefits -

Federal Gas Tax Refund 2,535.00

\$ 339,827.00**TOTAL REVENUE**

\$ 11,779,414.96

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2021 - JUNE 30, 2022

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
GENERAL GOVERNMENT				
TOWN ADMINISTRATOR				
Town Administrator Salary	93,636.00	93,636.00	93,636.00	0.00
Asst Town Administrator	63,672.00	63,672.00	63,663.12	8.88
	<u>157,308.00</u>	<u>157,308.00</u>	<u>157,299.12</u>	<u>8.88</u>
Office Supplies	400.00	400.00	127.40	272.60
Dues & Subscriptions	880.00	880.00	0.00	880.00
Trainings & Meetings	2,000.00	2,000.00	1,216.00	784.00
350th Celebration		5,400.00	5,400.00	0.00
	<u>3,280.00</u>	<u>8,680.00</u>	<u>6,743.40</u>	<u>1,936.60</u>
SELECTMEN				
Professional & Technical	330.00	330.00	616.11	-286.11
Professional & Technical - Special Legal	6,000.00	6,000.00	0.00	6,000.00
Communication	1,200.00	1,200.00	2,109.38	-909.38
Office Supplies	300.00	300.00	561.29	-261.29
In State Travel	100.00	100.00	0.00	100.00
Dues and Memberships	900.00	900.00	840.00	60.00
Dues and Memberships - No Midd C of G	5,800.00	5,800.00	5,856.26	-56.26
Encumbrances		3.15	3.15	0.00
	<u>14,630.00</u>	<u>14,633.15</u>	<u>9,986.19</u>	<u>4,646.96</u>
Stormwater Consulting Fees (ATM5/21)	15,000.00	15,730.98	12,382.50	3,348.48
	<u>15,000.00</u>	<u>15,730.98</u>	<u>12,382.50</u>	<u>3,348.48</u>
FINANCE COMMITTEE				
Dues & Memberships	150.00	150.00	135.00	15.00
	<u>150.00</u>	<u>150.00</u>	<u>135.00</u>	<u>15.00</u>
Reserve Fund	30,000.00	4,771.00	0.00	4,771.00
	<u>30,000.00</u>	<u>4,771.00</u>	<u>0.00</u>	<u>4,771.00</u>
ACCOUNTANT				
Salary	30,000.00	30,000.00	30,000.00	0.00
Clerical	11,408.00	11,408.00	11,398.86	9.14
	<u>41,408.00</u>	<u>41,408.00</u>	<u>41,398.86</u>	<u>9.14</u>
Professional Services-Audit	16,000.00	16,000.00	15,000.00	1,000.00
Professional & Technical Services	6,000.00	6,000.00	4,313.99	1,686.01
Professional & Services-Accountant	0.00	0.00	25.82	-25.82
Communications	0.00	0.00	0.00	0.00
Office Supplies	750.00	750.00	661.16	88.84
In State Travel	850.00	850.00	0.00	850.00
Dues and Memberships	100.00	100.00	45.00	55.00
	<u>23,700.00</u>	<u>23,700.00</u>	<u>20,045.97</u>	<u>3,654.03</u>
ASSESSORS				
Associate Assessor	31,695.00	31,695.00	31,695.00	0.00
Clerical	17,522.00	17,522.00	17,518.76	3.24
	<u>49,217.00</u>	<u>49,217.00</u>	<u>49,213.76</u>	<u>3.24</u>
Professional Services	13,780.00	13,780.00	7,961.11	5,818.89
Prof Serv - Prop Review Assessment	12,000.00	12,000.00	11,500.00	500.00
Communication	125.00	125.00	88.54	36.46
Office Supplies	900.00	900.00	1,089.28	-189.28
In State Travel	700.00	700.00	0.00	700.00
Dues & Memberships	150.00	150.00	87.50	62.50
	<u>27,655.00</u>	<u>27,655.00</u>	<u>20,726.43</u>	<u>6,928.57</u>
TREASURER-TAX COLLECTOR				
Salary	73,031.00	73,031.00	73,031.00	0.00
Certification Stipend	0.00	0.00	0.00	0.00
	<u>73,031.00</u>	<u>73,031.00</u>	<u>73,031.00</u>	<u>0.00</u>
Professional Services	15,230.00	15,230.00	14,593.32	636.68
Communication	5,800.00	5,800.00	5,152.49	647.51
Office Supplies	1,550.00	1,550.00	1,513.47	36.53
In State Travel	247.00	247.00	0.00	247.00
Dues & Memberships	100.00	100.00	100.00	0.00
Other Charges	490.00	490.00	200.00	290.00
Encumbrances		500.00	500.00	0.00
	<u>23,417.00</u>	<u>23,917.00</u>	<u>22,059.28</u>	<u>1,857.72</u>
LEGAL DEPARTMENT				
Professional Services	30,000.00	30,000.00	23,513.19	6,486.81
	<u>30,000.00</u>	<u>30,000.00</u>	<u>23,513.19</u>	<u>6,486.81</u>

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2021 - JUNE 30, 2022

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
TOWN CLERK				
Salary	38,974.00	38,974.00	38,974.00	0.00
Temp Help Wages	3,001.00	3,001.00	2,991.22	9.78
Certification Stipend	1,000.00	1,000.00	1,000.00	0.00
	<u>42,975.00</u>	<u>42,975.00</u>	<u>42,965.22</u>	<u>9.78</u>
Professional Services	700.00	700.00	100.00	600.00
Communication	300.00	300.00	52.00	248.00
Office Supplies	500.00	500.00	170.58	329.42
In State Travel	300.00	300.00	0.00	300.00
Dues & Memberships	150.00	150.00	60.00	90.00
	<u>1,950.00</u>	<u>1,950.00</u>	<u>382.58</u>	<u>1,567.42</u>
DOG LICENSE PROGRAM				
Communication	200.00	200.00	174.20	25.80
Supplies	600.00	600.00	0.00	600.00
	<u>800.00</u>	<u>800.00</u>	<u>174.20</u>	<u>625.80</u>
ELECTION & REGISTRATION				
Election & Reg Stipends	2,000.00	2,000.00	651.00	1,349.00
	<u>2,000.00</u>	<u>2,000.00</u>	<u>651.00</u>	<u>1,349.00</u>
Registrar Salary	250.00	250.00	200.00	50.00
	<u>250.00</u>	<u>250.00</u>	<u>200.00</u>	<u>50.00</u>
Repair & Maintenance	500.00	500.00	200.00	300.00
Professional Services	3,000.00	3,000.00	1,168.75	1,831.25
Communication	3,000.00	3,000.00	1,482.34	1,517.66
Other Supplies	1,500.00	1,500.00	118.51	1,381.49
	<u>8,000.00</u>	<u>8,000.00</u>	<u>2,969.60</u>	<u>5,030.40</u>
CONSERVATION COMMISSION				
Clerical Wages	15,111.00	15,111.00	15,054.00	57.00
	<u>15,111.00</u>	<u>15,111.00</u>	<u>15,054.00</u>	<u>57.00</u>
Professional Services	280.00	280.00	1,007.18	-727.18
Communication	175.00	175.00	72.09	102.91
Office Supplies	225.00	225.00	861.40	-636.40
Other Supplies	300.00	300.00	25.00	275.00
In State Travel	70.00	70.00	0.00	70.00
Dues & Memberships	800.00	800.00	0.00	800.00
Other Charges	150.00	150.00	0.00	150.00
	<u>2,000.00</u>	<u>2,000.00</u>	<u>1,965.67</u>	<u>34.33</u>
PLANNING BOARD				
Clerical Wages	15,111.00	15,111.00	15,054.00	57.00
	<u>15,111.00</u>	<u>15,111.00</u>	<u>15,054.00</u>	<u>57.00</u>
Professional Services	950.00	950.00	677.80	272.20
Communication	225.00	225.00	51.32	173.68
Office Supplies	225.00	225.00	670.31	-445.31
	<u>1,400.00</u>	<u>1,400.00</u>	<u>1,399.43</u>	<u>0.57</u>
BOARD OF APPEALS				
Professional Services	816.00	816.00	0.00	816.00
Office Supplies/Communication	500.00	500.00	0.00	500.00
	<u>1,316.00</u>	<u>1,316.00</u>	<u>0.00</u>	<u>1,316.00</u>
TOWN HALL				
Janitor/Recycler Wages	5,762.00	5,762.00	4,703.22	1,058.78
	<u>5,762.00</u>	<u>5,762.00</u>	<u>4,703.22</u>	<u>1,058.78</u>
Energy	12,000.00	12,000.00	14,335.28	-2,335.28
Non-Energy Utilities	5,120.00	5,120.00	8,190.36	-3,070.36
Repair & Maintenance	9,120.00	24,620.00	12,485.46	12,134.54
Other Property Related Services	4,600.00	4,600.00	10,958.23	-6,358.23
Professional Services	1,000.00	1,000.00	973.81	26.19
Communication	4,750.00	4,750.00	5,546.20	-796.20
Office Supplies	2,500.00	2,500.00	2,131.62	368.38
Custodial Supplies	530.00	530.00	493.91	36.09
Repair Town Hall Furnace (Art. 10)	0.00	1,503.60	0.00	1,503.60
	<u>39,620.00</u>	<u>56,623.60</u>	<u>55,114.87</u>	<u>1,508.73</u>
TOWN REPORTS				
Communication	325.00	325.00	633.99	-308.99
Other Services	2,700.00	2,700.00	1,840.86	859.14
	<u>3,025.00</u>	<u>3,025.00</u>	<u>2,474.85</u>	<u>550.15</u>
TOWN PLANNING ENGINEER				

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2021 - JUNE 30, 2022

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
Engineer - Encumbrance		5,000.00	5,000.00	0.00
Engineer - Prof Services	10,000.00	10,000.00		10,000.00
	10,000.00	15,000.00	5,000.00	10,000.00
TOWN PROPERTY - SPECIAL ARTICLES				
Prior Year Bill (ATM 5-22)	0.00	724.34	721.79	2.55
Demo River Street (STM 5/18 Art 26)	0.00	29,125.00	14,250.00	14,875.00
Town Hall A/C	0.00	10,658.45	0.00	10,658.45
P/S Bldg Costs (Art. 8)	0.00	2,901.94	0.00	2,901.94
P/S Bldg. Survey (Art. 9)	0.00	5,210.00	0.00	5,210.00
	0.00	48,619.73	14,971.79	33,647.94
TOTAL GENERAL GOVERNMENT	638,116.00	690,144.46	599,615.13	90,529.33
PUBLIC SAFETY				
POLICE DEPARTMENT				
Chief Salary	128,558.98	128,558.98	129,220.73	-661.75
Officer Wages	637,844.56	637,844.56	584,903.51	52,941.05
Admin Assistant Wages	41,027.70	41,027.70	41,503.36	-475.66
Police Wages-Part Time	45,000.00	45,000.00	47,732.76	-2,732.76
Custodian Wages	4,400.00	4,400.00	4,246.48	153.52
Police Overtime	137,000.00	137,000.00	147,703.23	-10,703.23
Police Differentials	21,420.00	21,420.00	15,327.73	6,092.27
Police - Misc Salary	18,240.76	18,240.76	0.00	18,240.76
	1,033,492.00	1,033,492.00	970,637.80	62,854.20
Energy	9,000.00	9,000.00	6,499.56	2,500.44
Repair & Maintenance	3,000.00	3,000.00	1,653.95	1,346.05
Cruiser Repairs and Maint.	8,000.00	8,000.00	11,306.36	-3,306.36
Radio Repairs and Maint.	8,250.00	8,250.00	9,645.89	-1,395.89
Other Property Related Services	4,500.00	4,500.00	9,453.70	-4,953.70
Professional & Technical	11,000.00	11,000.00	8,797.06	2,202.94
Prof & Tech Tuition Reimbursement	2,700.00	2,700.00	0.00	2,700.00
Radio Communication	86,000.00	86,000.00	82,464.15	3,535.85
Station Communication	3,500.00	3,500.00	2,675.31	824.69
Other Services - Lock Up	3,000.00	3,000.00	508.85	2,491.15
Office Supplies	3,500.00	3,500.00	2,717.82	782.18
Vehicle Supplies	29,000.00	29,000.00	26,485.72	2,514.28
Other Supplies	22,400.00	22,400.00	31,037.48	-8,637.48
Dues & Memberships	12,900.00	12,900.00	11,354.00	1,546.00
New Cruiser Lease	42,000.00	42,000.00	43,526.92	-1,526.92
	248,750.00	248,750.00	248,126.77	623.23
ATM 7/20 Police Dept Server	0.00	15,000.00	0.00	15,000.00
	0.00	15,000.00	0.00	15,000.00
Police PY Encumbrance	0.00	2,363.73	2,363.73	0.00
	0.00	2,363.73	2,363.73	0.00
FIRE DEPARTMENT				
Fire Chief Wages	87,516.00	87,516.00	75,096.10	12,419.90
Fire Dept Wages - On Call	65,899.00	67,050.00	82,194.62	-15,144.62
Fire Department Training Wages	11,322.00	11,322.00	8,597.14	2,724.86
	164,737.00	165,888.00	165,887.86	0.14
Energy	3,000.00	6,500.00	10,061.10	-3,561.10
Apparatus/Vehicle Repair & Maintenance	15,000.00	15,000.00	21,535.10	-6,535.10
Professional Services	2,000.00	2,000.00	4,862.10	-2,862.10
New Hire Physicals	1,500.00	1,500.00	2,064.00	-564.00
Communications	9,000.00	9,000.00	9,576.28	-576.28
Office Supplies	1,000.00	1,000.00	1,369.40	-369.40
Computer Repair/Software License	4,400.00	4,400.00	4,784.99	-384.99
Building Repair & Maint Supplies	5,500.00	19,500.00	5,558.78	13,941.22
Custodial and Housekeeping Supplies	500.00	500.00	95.93	404.07
Personal Protective Equipment/Supplies	1,500.00	1,500.00	2,275.42	-775.42
Uniforms & Accessories	500.00	500.00	985.00	-485.00
Fuel & Vehicular Supplies	5,000.00	5,000.00	6,954.42	-1,954.42
EMS Equipment & Supplies	1,000.00	1,000.00	1,486.54	-486.54
Firefighting Supplies & Equipment	6,000.00	6,000.00	2,861.38	3,138.62
Other Supplies - Training	0.00	0.00	226.32	-226.32
In-State Travel	0.00	0.00	125.40	-125.40
Dues & Memberships Mutual Aid Fees	2,300.00	2,300.00	965.20	1,334.80
New Equipment	10,000.00	10,000.00	9,094.10	905.90
	68,200.00	85,700.00	84,881.46	818.54

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2021 - JUNE 30, 2022

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
Fire Truck Replacement (ATM 7/20 A11)	0.00	945.85	945.85	0.00
Fire/Hwy Building Repair (ATM 7/20 A10)	0.00	15,000.00	11,545.89	3,454.11
FY16 ATM Communications Equip	0.00	6,412.32	5,726.31	686.01
	<u>0.00</u>	<u>22,358.17</u>	<u>18,218.05</u>	<u>4,140.12</u>
INSPECTORS				
Building Inspector Salary	25,796.00	25,796.00	25,796.00	0.00
Building Inspector Part-Time Wages	5,000.00	5,000.00	4,999.80	0.20
	<u>30,796.00</u>	<u>30,796.00</u>	<u>30,795.80</u>	<u>0.20</u>
Building Inspector Expense	1,500.00	1,500.00	792.12	707.88
	<u>1,500.00</u>	<u>1,500.00</u>	<u>792.12</u>	<u>707.88</u>
Gas Inspector Salary	4,000.00	4,000.00	4,000.00	0.00
	<u>4,000.00</u>	<u>4,000.00</u>	<u>4,000.00</u>	<u>0.00</u>
Plumbing Inspector Salary	4,000.00	4,000.00	4,000.00	0.00
	<u>4,000.00</u>	<u>4,000.00</u>	<u>4,000.00</u>	<u>0.00</u>
Electrical Inspector Salary	12,000.00	12,000.00	12,000.00	0.00
	<u>12,000.00</u>	<u>12,000.00</u>	<u>12,000.00</u>	<u>0.00</u>
EMERGENCY MANAGEMENT				
Communications	1,500.00	1,500.00	176.88	1,323.12
Other Supplies	250.00	250.00	0.00	250.00
In-State Travel	150.00	150.00	0.00	150.00
New Equipment	1,000.00	1,000.00	0.00	1,000.00
Encumbrances		132.05	132.05	0.00
	<u>2,900.00</u>	<u>3,032.05</u>	<u>308.93</u>	<u>2,723.12</u>
ANIMAL CONTROL/DOG OFFICER				
Stipend	11,000.00	11,000.00	11,000.00	0.00
Supplies	2,000.00	2,000.00	0.00	2,000.00
	<u>13,000.00</u>	<u>13,000.00</u>	<u>11,000.00</u>	<u>2,000.00</u>
TREE WARDEN				
Services & Supplies	22,235.00	22,235.00	21,230.00	1,005.00
	<u>22,235.00</u>	<u>22,235.00</u>	<u>21,230.00</u>	<u>1,005.00</u>
TOTAL PUBLIC SAFETY	1,605,610.00	1,664,114.95	1,574,242.52	89,872.43
EDUCATION				
G.D.R.S. District	7,000,663.00	7,000,663.00	7,000,663.00	0.00
G.D.R.S. District Debt	242,921.00	242,921.00	242,921.00	0.00
G.D.R.S. Capital Assessment	64,202.00	64,202.00	64,202.00	0.00
G.L.R.V.T.H.S.	166,081.00	166,081.00	166,081.00	0.00
G.L.R.V.T.H.S. Distric Debt	33,447.00	33,447.00	33,447.00	0.00
	<u>7,507,314.00</u>	<u>7,507,314.00</u>	<u>7,507,314.00</u>	<u>0.00</u>
TOTAL EDUCATION	7,507,314.00	7,507,314.00	7,507,314.00	0.00
PUBLIC WORKS & FACILITIES				
HIGHWAY DEPARTMENT				
Wages Operations Staff	214,171.00	214,171.00	210,817.52	3,353.48
Part Time Wages	6,500.00	6,500.00	2,639.10	3,860.90
Clerical Wages	18,850.00	18,850.00	15,498.93	3,351.07
Overtime	8,000.00	8,000.00	5,094.27	2,905.73
	<u>247,521.00</u>	<u>247,521.00</u>	<u>234,049.82</u>	<u>13,471.18</u>
Energy	7,033.00	7,033.00	7,105.91	-72.91
Repair & Maintenance Service	44,947.00	44,947.00	18,153.89	26,793.11
Paving Service	67,000.00	67,000.00	30,270.99	36,729.01
BrushSigns&Line Paint	29,369.00	29,369.00	28,176.10	1,192.90
Repair & Maintain Building	10,000.00	10,000.00	4,832.46	5,167.54
Leases & Rentals	15,600.00	15,600.00	123.98	15,476.02
Professional and Tech	3,200.00	3,200.00	665.00	2,535.00
Communication	5,463.00	5,463.00	1,915.48	3,547.52
Office Supplies	902.00	902.00	490.72	411.28
Vehicular Supplies	37,500.00	37,500.00	24,747.47	12,752.53
Public Works Supplies	8,799.00	8,799.00	7,981.91	817.09
Other Supplies	7,700.00	7,700.00	2,546.52	5,153.48
Dues and Memberships	1,000.00	1,000.00	188.00	812.00
	<u>238,513.00</u>	<u>238,513.00</u>	<u>127,198.43</u>	<u>111,314.57</u>
Hwy Encumbrance	0.00	697.92	697.92	0.00

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2021 - JUNE 30, 2022

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
	0.00	697.92	697.92	0.00
Rte113 Project (STM 1/21 Art 1)	0.00	43,659.14	43,659.14	0.00
	0.00	43,659.14	43,659.14	0.00
Snow Removal				
Wages	56,175.00	56,175.00	39,362.80	16,812.20
Overtime	0.00	0.00	10,350.00	-10,350.00
Snow Removal Repair & Maintain	5,583.00	5,583.00	209.98	5,373.02
Snow Removal Outside Plow Companies	25,583.00	25,583.00	46,679.00	-21,096.00
Snow Removal Prof/Technical			1,495.00	-1,495.00
Snow Removal Vehicular Supplies	6,090.00	6,090.00	16,930.58	-10,840.58
Snow Removal Salt	192,454.00	176,954.00	110,742.11	66,211.89
	285,885.00	270,385.00	225,769.47	44,615.53
Snow Encumbrances	0.00	20,000.00	20,000.00	0.00
Street Lights	10,000.00	10,000.00	8,272.13	1,727.87
	10,000.00	10,000.00	8,272.13	1,727.87
TRANSFER STATION / LANDFILL				
Landfill Expense	12,000.00	12,000.00	4,197.60	7,802.40
Transfer Station Professional and Tech	5,500.00	5,500.00	4,642.08	857.92
Transfer Station Other Purchases	2,000.00	2,000.00	0.00	2,000.00
	19,500.00	19,500.00	8,839.68	10,660.32
Transfer Station PR Yr Encumbrance	0.00	2,000.00	2,000.00	0.00
	0.00	2,000.00	2,000.00	0.00
CEMETERY DEPARTMENT				
Wages	12,205.00	12,205.00	12,205.00	0.00
Water	1,250.00	1,250.00	915.50	334.50
Repair & Maintenance Service	3,000.00	3,000.00	459.50	2,540.50
Other Property Related Services	600.00	600.00	1,247.77	-647.77
Building & Equipment Repair	1,000.00	1,000.00	206.95	793.05
Groundskeeping Supplies	1,500.00	1,500.00	1,385.52	114.48
Other Supplies	1,100.00	1,100.00	288.88	811.12
	8,450.00	8,450.00	4,504.12	3,945.88
TOTAL PUBLIC WORKS	822,074.00	872,931.06	687,195.71	185,735.35
HUMAN SERVICES				
BOARD OF HEALTH				
Clerical Wages	13,077.00	13,077.00	10,066.70	3,010.30
	13,077.00	13,077.00	10,066.70	3,010.30
BOH - Rentals and Leases	1,700.00	1,700.00	0.00	1,700.00
Board of Health - Communication	400.00	400.00	907.27	-507.27
Nashoba Bd of Health Assm	9,482.00	9,482.00	9,465.96	16.04
Board of Health Office Supply	400.00	400.00	0.00	400.00
Board of Health Dues and Memberships	400.00	400.00	0.00	400.00
Town Nurse Assessment	4,521.00	4,521.00	4,319.80	201.20
TADS Program	2,000.00	2,000.00	0.00	2,000.00
	18,903.00	18,903.00	14,693.03	4,209.97
COUNCIL ON AGING				
Wages	9,180.00	9,180.00	9,180.00	0.00
	9,180.00	9,180.00	9,180.00	0.00
COA Bus	5,000.00	5,000.00	2,894.70	2,105.30
Office Supplies	250.00	250.00	145.97	104.03
Food Service Supplies	4,500.00	4,500.00	4,758.93	-258.93
In State Travel	1,250.00	1,250.00	187.77	1,062.23
Dues and Memberships	500.00	500.00	265.00	235.00
	11,500.00	11,500.00	8,252.37	3,247.63
VETERANS SERVICES				
Salary	5,805.00	5,805.00	5,805.00	0.00
	5,805.00	5,805.00	5,805.00	0.00
Professional & Technical	0.00	0.00	0.00	0.00
Communication	2,512.00	2,512.00	1,787.76	724.24
Office Supplies	800.00	800.00	0.00	800.00
Food Services	500.00	500.00	0.00	500.00
Other Supplies	500.00	500.00	0.00	500.00
In State Travel	100.00	100.00	0.00	100.00

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2021 - JUNE 30, 2022

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
Dues & Memberships	60.00	60.00	25.00	35.00
Veteran's Benefits	15,000.00	13,849.00	1,876.29	11,972.71
	19,472.00	18,321.00	3,689.05	14,631.95
TOTAL HUMAN SERVICES	77,937.00	76,786.00	51,686.15	25,099.85
CULTURE & RECREATION				
LIBRARY				
Wages	117,832.00	117,832.00	117,525.78	306.22
	117,832.00	117,832.00	117,525.78	306.22
Energy	15,000.00	15,000.00	16,797.76	-1,797.76
Water	1,713.00	1,713.00	425.50	1,287.50
Repair & Maintenance	4,805.00	4,805.00	1,957.02	2,847.98
Other Property Related Services	2,500.00	2,500.00	2,977.38	-477.38
Communication	250.00	250.00	534.84	-284.84
Office Supplies	1,300.00	1,300.00	2,899.36	-1,599.36
Other Supplies Collection Materials	37,836.00	37,836.00	37,812.14	23.86
ATM 5/21 ART11 Replace Library Roof	45,000.00	47,329.00	47,329.00	0.00
Library Art 8 FY16 STM Design/Rep Egress	0.00	992.98	0.00	992.98
	108,404.00	111,725.98	110,733.00	992.98
MVL Consortium Dues	13,300.00	13,300.00	13,300.00	0.00
TECHNOLOGY	27,000.00	27,000.00	26,732.32	267.68
	27,000.00	27,000.00	26,732.32	267.68
RECREATION COMMISSION				
Other Purchased Services	6,400.00	6,400.00	6,400.00	0.00
	6,400.00	6,400.00	6,400.00	0.00
PARKS DEPARTMENT				
Energy	3,000.00	3,000.00	1,284.12	1,715.88
Other Property Related Services	49,000.00	49,000.00	52,191.68	-3,191.68
Other Services	9,000.00	9,000.00	7,100.67	1,899.33
	61,000.00	61,000.00	60,576.47	423.53
MEMORIAL DAY	700.00	700.00	687.93	12.07
	700.00	700.00	687.93	12.07
TOTAL CULTURE & RECREATION	334,636.00	337,957.98	335,955.50	2,002.48
DEBT SERVICE				
Long Term Debt	89,000.00	119,656.00	119,656.00	0.00
Long Term Interest	7,000.00	22,510.00	16,890.65	5,619.35
Temporary Loan Interest	3,300.00	3,300.00	391.15	2,908.85
	99,300.00	145,466.00	136,937.80	8,528.20
TOTAL DEBT SERVICE	99,300.00	145,466.00	136,937.80	8,528.20
TOTAL TRANSFERS-OTHER	0.00	0.00	0.00	0.00
INSURANCE & BENEFITS				
County Retirement	367,320.00	367,320.00	367,320.00	0.00
Insurances:				
Group Health Insurance	329,000.00	332,000.00	255,018.57	76,981.43
Medicare Town Share	33,100.00	33,100.00	31,635.32	1,464.68
Liability (Buildings, Vehicles, Workers)	127,500.00	127,500.00	123,948.00	3,552.00
	856,920.00	859,920.00	777,921.89	81,998.11
TOTAL INSURANCE & BENEFITS	856,920.00	859,920.00	777,921.89	81,998.11
State Assessment	0.00	3,200.00	3,840.00	-640.00
	0.00	3,200.00	3,840.00	-640.00
TOTAL STATE ASSESSMENTS	0.00	3,200.00	3,840.00	-640.00
TOTAL GENERAL FUND DEPARTMENTAL PAYMENTS	11,941,907.00	12,157,834.45	11,674,708.70	483,125.75

TOWN OF DUNSTABLE
STATEMENT OF CHANGE IN FUND BALANCE - SPECIAL REVENUE FUNDS
JULY 1, 2021 - JUNE 30, 2022

ACCOUNT NUMBER	BEGINNING BALANCE 6/30/2021	REVENUE	TRANSFER	EXPENDED PAYROLL	EXPENDED OTHER	ENDING BALANCE 6/30/2022
2010-13-192-3560-0000-000	1,448.09					1,448.09
2020-00-000-3590-0000-000	5,218.27	4,990.36			5,330.38	4,878.25
2022-01-161-3280-0000-000	10,332.84					10,332.84
2023-01-122-3590-2021-000	42,927.50				73,075.40	(30,147.90)
2024-05-543-3590-2022-000		474.00			474.00	-
2120-10-220-3560-0000-000				1,144.00		(1,144.00)
2150-10-210-3560-0000-000	(10,898.34)	67,755.50		96,910.00		(40,052.84)
2240-04-430-3560-0000-000	56,186.42	106,708.00		102,530.31		60,364.11
2260-00-000-3590-0000-000	(570.00)	3,210.00		3,270.00		(630.00)
2265-10-175-3590-0000-000	609.41	1,080.00		660.00		1,029.41
2280-10-171-3560-0000-000	25.00	150.00				175.00
2310-04-422-3590-0000-000	68.80	44.90				113.70
2320-00-000-0000-0000-000	170,000.00					170,000.00
2390-12-422-3520-0000-000	4,745.27	50,000.00			50,000.00	4,745.27
2440-10-491-3280-0000-000	3,741.59	15,335.00		4,384.10		4,067.49
2460-30-194-3590-0000-000	1,438,667.20	599,954.00			128,304.36	1,910,316.84
2470-10-631-3560-0000-000	17,987.71	3,375.00			1,477.76	19,884.95
2475-10-210-3560-0000-000	2,078.77					2,078.77
2480-10-541-3560-0000-000	4,323.10	500.00			495.00	4,328.10
2600-13-122-3560-0000-000	13,591.64	849.00				14,440.64
2602-13-491-3560-0000-003	21,960.08	1,698.00				23,658.08
2603-13-491-3560-0000-004	480.00					480.00
2604-13-491-3560-0000-005	625.00	20.00				645.00
2605-13-541-3560-0000-002	10,786.20	1,540.00				12,326.20
2607-13-541-3560-0000-003	29,346.75					29,346.75
2609-13-610-3560-0000-006	222.15				222.15	-
2610-13-610-3560-0000-007	79.04					79.04
2611-13-610-3560-0000-008	531.84					531.84
2612-13-610-3560-0000-009	141.00					141.00
2614-13-631-3560-0000-000	316.12					316.12
2615-13-699-3560-0000-000	9,832.34	5,100.95			7,198.00	7,735.29
2616-13-699-3560-0000-001	133.20					133.20
2617-13-693-3560-0000-000	19,455.81	5,897.25			5,403.59	19,949.47
2618-13-610-3560-0000-003	15,671.66	1,697.43			11,387.00	5,982.09
2623-13-610-3560-0000-028	17,171.95				1,279.68	15,892.27
2624-13-610-3560-0000-000	731.18					731.18
2625-13-610-3560-0000-000	1,425.00					1,425.00
2626-13-000-3280-0000-000	95.00				905.00	95.00

TOWN OF DUNSTABLE
STATEMENT OF CHANGE IN FUND BALANCE - SPECIAL REVENUE FUNDS
JULY 1, 2021 - JUNE 30, 2022

ACCOUNT NUMBER	BEGINNING BALANCE 6/30/2021	REVENUE	TRANSFER	EXPENDED PAYROLL	EXPENDED OTHER	ENDING BALANCE 6/30/2022
2629-13-692-3560-0000-000	640.22	500.00				1,140.22
2630-13-000-3280-0000-000	17.67					17.67
2631-13-000-3280-0000-000	714.74					714.74
2637-13-220-3590-0000-000	2,500.00					2,500.00
2638-13-122-3590-0000-000		10,964.11			4,224.08	6,740.03
2661-10-171-3560-0000-000	16,882.63	1,730.00			(975.00)	19,587.63
2662-20-171-3300-0000-000	17,330.25		(17,320.25)			10.00
2665-04-172-3520-2021-000	(30,381.86)	30,381.86				-
2667-04-422-3590-0000-000	-	100,000.00			76,385.25	23,614.75
2668-12-422-3590-2022-000	-	25,000.00			50,000.00	(25,000.00)
2777-11-233-3590-2021-000	-	508,589.98		26,800.00	17,411.47	464,378.51
2779-11-233-3590-0000-000	(45,405.01)	123,587.51		655.00	97,149.69	(19,622.19)
2787-12-220-3510-0000-000	(36,648.63)	39,093.00		9,952.65	8,415.72	(15,924.00)
2800-12-541-3520-0000-000	6,281.51	6,108.00		5,413.40		6,976.11
2802-12-610-3520-0000-001	4,615.21	3,439.32			1,646.38	6,408.15
2803-12-610-3520-0000-002	3,382.47	1,905.42			2,864.21	2,423.68
2804-12-610-3520-0000-000	1,154.88	200.57				1,355.45
2815-00-000-3590-0000-000	3,279.96					3,279.96
2821-12-210-3520-0000-000		2,500.00			2,500.00	-
2831-12-220-3590-0000-000		10,000.00			20,329.52	(10,329.52)
2832-12-220-3280-0000-000	3,794.00	3,675.00		486.00	1,841.31	5,141.69
2833-12-220-3280-0000-000	2,122.01	2,555.00		2,532.65		2,144.36
2840-12-291-3520-2009-000	2,283.90					2,283.90
2860-00-000-3280-0000-000	-	975.00			975.00	-
2870-12-433-3590-0000-000	9,468.49	2,800.00			8,070.00	4,198.49

1,851,520.03	1,744,384.16	(17,320.25)	148,277.80	693,475.26	2,736,830.88
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**TOWN OF DUNSTABLE
CAPITAL PROJECTS
STATEMENT OF CHANGE IN FUND BALANCE
and BALANCE SHEET
JULY 1, 2021 - JUNE 30, 2022**

	3010	3015	3016	3017	3018	3020	3021	6/30/2022
	Highway Truck	Salt Shed	Water System Engineering	Main Street Engineering	Water Systems Improv Proj	Emery Property	Front End Loader	TOTAL CAPITAL PROJECTS
Revenue	33,000.00	18,000.00	38,000.00	-	80,156.00	-	-	169,156.00
Expenditures	33,000.00	18,000.00	38,000.00	59,059.23	5,413.36	-	152,500.00	216,972.59
Surplus/Deficit				(59,059.23)	74,742.64	-	(152,500.00)	(47,816.59)
Transfers In						192,000.00		192,000.00
Transfers Out								-
Change in Fund Balance	33,000.00	18,000.00	38,000.00	(59,059.23)	74,742.64	192,000.00	(152,500.00)	144,183.41
Beginning Fund Balance	(65,000.00)	(71,000.00)	(83,792.88)	59,059.23	(79,346.78)	(192,000.00)	-	(432,080.43)
Change in Fund Balance	33,000.00	18,000.00	38,000.00	(59,059.23)	74,742.64	192,000.00	(152,500.00)	144,183.41
Ending Fund Balance	(32,000.00)	(53,000.00)	(45,792.88)	-	(4,604.14)	-	(152,500.00)	(287,897.02)
BALANCE SHEET								
Cash	1,000.00	-	(7,792.88)	-	(4,604.14)	-	2,000.00	(9,397.02)
TOTAL ASSETS	1,000.00	-	(7,792.88)	-	(4,604.14)	-	2,000.00	(9,397.02)
Bond Anticipation Note	33,000.00	53,000.00	38,000.00	-	-	-	154,500.00	278,500.00
TOTAL LIABILITIES	33,000.00	53,000.00	38,000.00	-	-	-	154,500.00	278,500.00
Undesignated Fund Balance	(32,000.00)	(53,000.00)	(45,792.88)	-	(4,604.14)	-	(152,500.00)	(287,897.02)
TOTAL FUND BALANCE	(32,000.00)	(53,000.00)	(45,792.88)	-	(4,604.14)	-	(152,500.00)	(287,897.02)
TOTAL LIABILITIES & FUND EQUITY	1,000.00	-	(7,792.88)	-	(4,604.14)	-	2,000.00	(9,397.02)

**TOWN OF DUNSTABLE
WATER ENTERPRISE FUND
JULY 1, 2021 - JUNE 30, 2022**

	Budget	Actual
Fund Balance as of July 1, 2021		
Reserve for Encumbrances		-
Reserve for Continuing Appropriations		-
Unreserved Retained Earnings/(Deficit)		25,108.29
Revenue:		
User Charges		187,623.96
Penalties/Interest		438.46
Connection Fees		
Interest on Investment		202.58
Miscellaneous		1,225.00
Intergovernmental(Budgeted Transfer)		
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Total Revenue		189,490.00
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Expended:		
Wages	16,780.00	16,843.25
Energy	9,800.00	8,775.63
Repair & Maintenance	6,000.00	1,331.00
Training	500.00	-
Technical Services	123,960.00	103,573.98
Communication	200.00	147.66
Office Supplies	683.50	476.03
Public Works Supplies	11,000.00	6,549.93
Intergovernmental(Transfer)	200.00	177.00
Dues & Memberships	350.00	380.00
	17,026.50	46,166.00
Special Projects, Capital Asset Repair		
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Total Expended	186,500.00	184,420.48
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Other Financing Uses-Intergovernmental		
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Change in Fund Balance		5,069.52
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Fund Balances as of June 30, 2022:		
Reserve for Encumbrances		750.00
Reserve for Continuing Appropriations		-
Unreserved Retained Earnings/(Deficit)		29,427.81

COMBINED BALANCE SHEET
WATER ENTERPRISE FUND
as of June 30, 2022
(Unaudited)

<u>ASSETS</u>	
Cash and cash equivalents	37,573.06
Investments	
Receivables:	
User Fees	24,684.89
Special assessments	
Utility liens added to taxes	
Tax foreclosures	
Departmental	
Other receivables	
Due from other governments	
Due to/from other funds	
Prepays	
Inventory	
Fixed assets, net of accumulated depreciation	
Amounts to be provided - vacation and sick leave	
Total Assets	62,257.95
<u>LIABILITIES AND FUND EQUITY</u>	
Liabilities:	
Accounts payable	
Warrants payable	6,750.00
Accrued payroll and withholdings	645.25
Other liabilities	
Deferred revenue:	
User Charges	24,684.89
Special assessments	
Utility liens added to taxes	
Tax foreclosures	
Departmental	
Other receivables	
Due from other governments	
Due to other governments	
Due to/from other funds	
Vacation and sick leave liability	
Total Liabilities	32,080.14
Fund Equity:	
Reserved for encumbrances	750.00
Reserved for expenditures	
Reserved for continuing appropriations	
Reserved for petty cash	
Reserved for appropriation deficit	
Reserved for debt service	
Unreserved retained earnings	29,427.81
Investment in capital assets	
Total Fund Equity	30,177.81
Total Liabilities and Fund Equity	62,257.95

TOWN OF DUNSTABLE
EXPENDABLE TRUST FUNDS - CHANGES IN FUND BALANCE
 June 30, 2022

Account #	BEGINNING BALANCE 6/30/2021	REVENUE	GAIN (LOSS)	EXPENDED	ENDING BALANCE 6/30/2022
2500-40-000-3300-0000-0021	343,416.24	3,169.44	(12,484.83)		334,100.85
2501-40-422-3300-0000-0000	10,966.71	101.23	(398.70)		10,669.24
2502-40-450-3300-0000-0000	54,632.88	504.23	(1,986.16)		53,150.95
2619-13-171-3560-0000-019	577.00	4.04			581.04
2620-13-171-3560-0000-019	838.11	17,496.16		6,803.00	11,531.27
2621-13-610-3560-0000-022	4,400.11	23.18	(22.71)	830.13	3,570.45
2622-13-610-3560-0000-026	7,201.16	37.90	(42.45)		7,196.61
5300-04-491-3590-0000-000	26,365.62	7,724.61	(580.14)		33,510.09
5301-04-491-3590-0000-001	28,609.93	150.49	(168.63)		28,591.79
5302-06-610-3590-0000-000	308.76	116.33	(130.35)		294.74
5304-04-491-3590-0000-006	1,062.19	12.16	(13.63)		1,060.72
5305-06-610-3590-0000-007	3.57	0.30	(0.31)		3.56
5306-06-610-3590-0000-008	972.69	7.75	(8.68)		971.76
5307-04-491-3590-0000-009	226.12	28.64	(32.09)		222.67
5308-04-491-3590-0000-011	2,728.76	21.73	(24.34)		2,726.15
5309-06-610-3590-0000-012	1,265.49	(1,093.85)	(6.87)		164.77
5310-04-491-3590-0000-013	779.51	6.24	(6.96)		778.79
5311-01-192-3590-0000-014	131.51	11.21	(12.56)		130.16
5312-04-420-3590-0000-015	5,104.46	32.11	(35.98)		5,100.59
5313-06-610-3590-0000-017	2,291.86	38.39	(42.25)	125.00	2,163.00
5314-06-610-3590-0000-018	597.82	55.77	(61.60)	147.32	444.67
8200-00-000-3590-0000-000	13,499.04	66.36	(74.45)		13,490.95
8509-00-000-3590-0000-000	172,602.05	1,584.86	(6,269.00)	1,000.00	166,917.91
8510-00-000-3010-0000-023	414.35	1.40		415.00	0.75
8511-00-000-3010-0000-024	1,082.38	5.71	(6.38)		1,081.71
8512-00-000-3010-0000-025	(0.15)	0.15			(0.00)
8513-00-000-3590-0000-016	3,295.15	42.15	(47.07)	310.00	2,980.23
8514-00-000-3590-0000-010	1,531.57	32.80	(36.73)		1,527.64
TOTAL EXPENDABLE	684,904.89	30,181.49	(2,492.87)	9,630.45	682,963.06

TOWN OF DUNSTABLE
BALANCE SHEET - TRUST FUNDS
 June 30, 2022

ASSETS	NON-EXPENDABLE	EXPENDABLE	TOTAL
Cash	118,539.54	705,455.93	823,995.47
Investment - Stock	500.00		500.00
Investment - Gain/(Loss)	5,934.40	(22,492.87)	(16,558.47)
TOTAL ASSETS	124,973.94	682,963.06	807,937.00
 LIABILITIES			
Warrants Payable	-	-	-
TOTAL LIABILITIES	-	-	-
 FUND BALANCES			
Cemetery Perpetual Care	62,456.00	33,510.09	95,966.09
Harriett C Proctor Chapel		28,591.79	28,591.79
Asa T. Butterfield Library	21,200.00	294.74	21,494.74
E D & May Swallow Cemetery	1,000.00	1,060.72	2,060.72
Ellen Kendall Library Fund	50.00	3.56	53.56
E R Bennett Public Grounds	500.00	971.76	1,471.76
Fred Fletcher Cemetery Fund	2,532.54	222.67	2,755.21
Meeting House Hill Cemetery	1,400.00	2,726.15	4,126.15
Owen Parkhurst Library Fund	1,000.00	164.77	1,164.77
Rideout Cemetery PC	401.00	778.79	1,179.79
Sarah Parkhurst Roby Bldg.	2,000.00	130.16	2,130.16
Sarah Roby Highway Fund	1,000.00	5,100.59	6,100.59
Sarah Parkhurst Free Lecture	5,000.00	2,163.00	7,163.00
Charles & Hazel Grasse Trust	10,000.00	444.67	10,444.67
Marietta Parkhurst Water	500.00		500.00
Marietta Parkhurst Water - Gain	5,934.40		5,934.40
Conservation Timber Fund		581.04	581.04
Conservation Land Fund		11,531.27	11,531.27
James McKenna Memorial		3,570.45	3,570.45
Majorie Olney Library		7,196.61	7,196.61
Stabilization Fund		334,100.85	334,100.85
Stabilization Fund - Highway		10,669.24	10,669.24

BALANCE SHEET - TRUST FUNDS
June 30, 2022

ASSETS	NON-EXPENDABLE	EXPENDABLE	TOTAL
Stablization Fund - Water		53,150.95	53,150.95
Unemployment Comp Fund		13,490.95	13,490.95
Toby Scholarship Donation		166,917.91	166,917.91
Scholarship Fund		0.75	0.75
Educational Fund		1,081.71	1,081.71
Sarah Parkhurst Charity	5,000.00	2,980.23	7,980.23
Harriet C Proctor Charity	5,000.00	1,527.64	6,527.64
TOTAL FUND BALANCE	<u>124,973.94</u>	<u>682,963.06</u>	<u>807,937.00</u>
TOTAL LIABILITIES & FUND BALANCE	<u>124,973.94</u>	<u>682,963.06</u>	<u>807,937.00</u>

TOWN OF DUNSTABLE
STATEMENT OF LONG TERM DEBT GROUP OF ACCOUNTS
 June 30, 2022

	<u>Original Loan</u>	<u>Balance 07/01/21</u>	<u>Retirements</u>	<u>Balance 06/30/22</u>
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	460,000.00	(80,000.00)	380,000.00
DEP Water Infrastructure Project				
30 Year General Obligation Bond Coupon Rate 2.20% Issued 05/10/2021 Maturity 01/15/2051	2,640,000.00	2,640,000.00	(61,312.00)	2,578,688.00
TOTAL:		<u><u>3,100,000.00</u></u>	<u><u>(141,312.00)</u></u>	<u><u>2,958,688.00</u></u>

**THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF DUNSTABLE
WARRANT
ANNUAL TOWN MEETING - May 8, 2023**



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 Swallow Union School in said Dunstable on Monday, May 8, 2023, at 7:00 PM, and thereafter continuing from day to day until completed, with a back-up date of May 15, 2023, at 7:00 PM in the event that inclement weather or other circumstances require a postponement, then and there to act on the following articles:

REPORTS

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 2022

ARTICLE 2 - Unpaid Bills of FY22: To see if the Town will vote to appropriate from Free Cash (Surplus Revenue) a sum of money for the purpose of paying unpaid bills of FY2022, including the following, or take any action in relation thereto.

Sponsored by the Board of Selectmen
Requires a 4/5ths Vote

FISCAL YEAR 2023

ARTICLE 3 – Transfer to Water Enterprise Fund: To see if the Town will vote to appropriate or transfer from available funds to the Water Enterprise Fund or Capital account a sum of money for the purpose of funding operating expenses or other purposes as deemed necessary by the Board of Water Commissioners for FY2023 or take any action in relation thereto.

Sponsored by the Advisory Board

FISCAL YEAR 2024

ARTICLE 4 - 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 2024 beginning July 1, 2023, or take any action in relation thereto.

Sponsored by the Advisory Board

ARTICLE 5 - Free Cash Transfer for FY24: To see what sum the Town will vote to appropriate from Free Cash (Surplus Revenue) to meet the appropriations of Fiscal Year 2024, beginning July 1, 2023, or to authorize the Assessors to utilize said transfer in order to reduce the tax rate, or take any action in relation thereto.

Sponsored by the Advisory Board

ARTICLE 6 - Revolving Fund Expenditure Limits: 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 2024 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	\$3,500
Permit Application Fees	\$5,000
Approval Not Required Plans	\$15,000
Transfer Station	\$155,400

Sponsored by the Advisory Board

ARTICLE 7 – Establishment of Regional School District Stabilization Fund for the Greater Lowell Regional Vocational Technical School District: To see if the Town will vote to authorize the Greater Lowell Regional Vocational Technical School District to establish a Regional School District Stabilization Fund in accordance with Chapter 71, Section 16G1/2, of the Massachusetts General Laws, or take any action in relation thereto.

Sponsored by School Committee, Greater Lowell Regional Technical High School

ARTICLE 8 - Community Preservation Committee Recommendations: To see what transfers or other actions the Town may vote with respect to any recommended action of the Community Preservation Committee or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 9 – Removal of Invasive Weeds at Lake Massapoag: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for the continued removal of invasive weeds in Lake Massapoag, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 10 – Acquisition of Morgan’s Pond on Mill Street: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for the purchase of Morgan’s Pond on Mill Street, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee, Planning Board, and Conservation Commission

ARTICLE 11 – Drew’s Landing Boardwalk Construction: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for the construction of a Boardwalk at Drew’s Landing, and to authorize the Board of Selectmen and the Community Preservation Committee to enter into any grant agreement or other agreements related to such appropriation, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee, Planning Board, and Conservation Commission

ARTICLE 12 – Improvements to Storage Sheds at Larter Field: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money to make improvements to the storage sheds at Larter Field, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 13 – Reallocate CPA Funds Appropriated for Rehabilitating Existing Tennis Courts: To see if the Town will vote to amend the vote taken under Article 15 of the July 30, 2020, Town Meeting, to transfer the \$152,000 previously appropriated from the Community Preservation Undesignated Reserve account and \$30,000 previously appropriated from the Open Space Reserve account thereunder for the purpose of rehabilitating the existing tennis courts, for the new purpose of constructing new tennis courts at Larter Field, including all costs incidental and related thereto, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 14 – Renovation of Wells at Larter Field: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of \$33,600 for the renovation of wells at Larter Field, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 15 – Woodward’s Mill Dam Improvements: To see if the Town will vote to transfer from available funds, including CPA funds, the sum of \$61,308 for consulting services to conduct and complete a Phase II assessment of Woodward's Mill Dam, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 16 – Union School Building Restoration and Rehabilitation Planning: To see if the Town will vote to transfer from available funds, including CPA funds, the sum of \$25,000 for consulting services to work with the Town to develop a plan to restore and rehabilitate the Union School Building, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 17 - Chapter 90 Funds: To see if the Town will vote to appropriate any sums of money received by the Town under provisions of Massachusetts General Laws Chapter 90 for the purposes authorized by Chapter 90 or take any action in relation thereto.

Sponsored by the Board of Selectmen

ARTICLE 18 – Reallocate Funds for Police Station Improvements: To see if the Town will vote to amend the vote taken under Article 9 of the July 30, 2020, Town Meeting, to transfer the sum of \$15,000 previously appropriated thereunder for the purpose of replacing the Police Department computer server, for the new purposes of paying for capital improvements and operations of the Police Department including all costs incidental and related thereto.

Sponsored by the Board of Selectmen and Advisory Board

ARTICLE 19 – Revenue Dedication of Opioid Settlements to Special Purpose Stabilization Fund: To see if the Town will vote pursuant to Chapter 40, Section 5B, of the Massachusetts General Laws, to establish a special purpose stabilization fund, known as the Opioid Settlement Stabilization Fund, for the money received from judgments or settlements in litigation or claims against the opioid manufacturers or distributors, to be expended for all of the purposes allowed

by law, including those outlined in applicable opioid litigation settlement documents consistent with any state guidelines or regulations further clarifying allowable uses of opioid litigation settlement funds; and further, to see if the Town will vote to accept the provisions of the fourth paragraph of said Section 5B to dedicate all or a percentage, which may not be less than 25 percent, of the money received from judgments or settlements in litigation or claims against opioid manufacturers or distributors to the special purpose stabilization fund established under this article, effective for Fiscal Year 2024, beginning on July 1, 2023; and further to transfer from free cash the amount of such judgments and settlements received by the Town before July 1, 2023 to the special purpose stabilization fund established under this article; or to take any other action in relation thereto.

Sponsored by the Board of Selectmen

GENERAL BYLAW AMENDMENTS

ARTICLE 20 – Right-of-Way Bylaw: To see if the town will vote to amend the General Bylaws by adding a new Right-of-Way Bylaw as follows:

Right-of-Way Bylaw

Section 1. Purpose

The purpose of this bylaw is to ensure public safety and visibility along the Town’s public ways.

Section 2. Improvements in Rights-of-Way Prohibited

- a. For the purposes of this bylaw, the term “improvement” includes, but is not limited to, structures, fences, walls, railings, trees, shrubs, landscaping features, and sprinkler systems.
- b. For the purposes of this bylaw, the term “right-of-way” means any area of real property under the care, custody, or control of the Town of Dunstable through a fee interest, easement, or otherwise, for public way purposes, regardless of whether such area is paved or contains any infrastructure.
- c. No improvement shall be installed or maintained within the right-of-way of any Town public way without the approval of the Town’s Board of Road Commissioners, subject to the requirements of the Scenic Roads Bylaw.
- d. Mailboxes may be located within the right-of-way of a Town public way if installed and maintained in accordance with the rules and regulations of the U.S.

Postal Service and any rules and regulations of the Town's Board of Road Commissioners.

- e. Abutting property owners, or their agents, may perform mowing and weed removal in vegetated areas within the right-of-way of any Town public way between the pavement and boundary of the right-of-way in order to maintain a well-kept appearance.

Section 3. Enforcement

- a. This bylaw shall be enforced by the Board of Road Commissioners or its designated agent. In addition to any other means of enforcement provided by law, this bylaw may also be enforced at the election of the Board of Road Commissioners by non-criminal disposition in accordance with the Non-Criminal Disposition Bylaw and Section 21D of Chapter 40 of the General Laws.
- b. Any person who installs an improvement within the right-of-way of any Town public way after December 31, 2022, shall be subject to a fine of \$100. Each day that any violation is allowed to continue shall constitute a separate violation of this bylaw.
- c. Any improvement within the right-of-way of any Town public way installed prior to January 1, 2023 may be subject to removal in accordance with Section 3 and Section 4 of Chapter 86 of the General Laws.
- d. The Board of Road Commissioners is authorized to adopt rules and regulations to carry out its duties under this bylaw.

And further, by amending the Non-Criminal Disposition Bylaw by inserting in § 5 the following:

Right-of-Way Bylaw

Board of Road Commissioners

or take any action in relation thereto.

Sponsored by the Planning Board

And furthermore, in the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of Dunstable who are qualified to vote in Town affairs, to meet at the Dunstable Public Library on Tuesday, May 16, 2023, between the hours of 12:00 o'clock noon to 8:00 PM, to cast their ballots for the following officers and ballot questions:

Board of Selectmen, one position for three years; Board of Assessors, one position for three years; Board of Health, one position for three years; Tree Warden, one position for three years; Board of Road Commissioners, one position for three years; Constables, two positions for one year; Cemetery Commissioners, one position for three years; Board of Water Commissioners, one position for three years; Planning Board, one position for five years; Commissioners of Trust Funds, one position for three years; Advisory Board, two positions for three years; GDRSD School Committee, one position for three years, Library Trustees, one position for three years.

Question 1:

Shall the town of Dunstable be allowed to assess an additional \$301,162 in real estate and personal property taxes for the purposes of supplementing the Town's General Government operating budget for the fiscal year beginning July first 2023?

Yes _____

No _____

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 _____ day of _____, two thousand and twenty-three.

DUNSTABLE BOARD OF SELECTMEN

Kieran Meehan

Leah D. Basbanes

Ron Mikol

A true copy.

Attest:

Ellen Faiella, Town Clerk

DATE: _____, 2023

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