

DUNSTABLE, MASSACHUSETTS

2023
ANNUAL REPORT
OF THE OFFICERS AND COMMITTEES

PLEASE BRING THIS REPORT WITH YOU
TO THE ANNUAL TOWN MEETING



IMPORTANT INFORMATION

Emergencies	Dial 911
Police	(978)-649-7445
Fire	(978)-649-6661
Animal Control Officer	(978)-649-7445
Dunstable Free Public Library	(978)-649-7830
Greater Lowell Regional Voc. High School	(978)-454-5411
Groton-Dunstable Regional Supt. Office	(978)-448-5505
Nashoba Associated Board of Health	(978)-772-3335
Veteran's Agent	(978)-649-3919
Town Hall Offices	(978)-649-4514
Town Accountant	Ext. 221
Assessors	Ext. 249
Board of Health	Ext. 229
Building Inspector	Ext. 226
Conservation Commission	Ext. 230
Elder Director/Council on Aging	Ext. 223
Planning Board	Ext. 230
Inspections/Permits	Ext. 226
Board of Road Commissioners	Ext. 227
Board of Selectmen	Ext. 224
Town Administrator	Ext. 242
Treasurer/Tax Collector	Ext. 228
Town Clerk	Ext. 222
Water Department	Ext. 249

Regularly Scheduled Meeting Times

Assessors	<i>As posted or</i>	4 th Wednesday of every month
Conservation Commission	<i>As posted or</i>	2 nd & 4 th Monday evening of every month
Board of Health	<i>As posted or</i>	1 st & 3 rd Tuesday evening of every month
Planning Board	<i>As posted or</i>	1 st & 3 rd Monday evening of every month
Board of Selectmen	<i>As posted or</i>	Every other Tuesday evening
Water Commission	<i>As posted or</i>	4 th Wednesday of every month

All other Boards, Committees, & Commissions meet as posted

Meeting postings may be found on the Upcoming Meetings Calendar of the town's website, or on the Bulletin Board at the Town Hall.

Office Hours

Assessors	Day	8:00 am until 4:00 pm	Monday thru Thursday
Board of Health	Day	12:00 pm until 4:00 pm	Tuesdays
Nashoba Board of Health	Day	8:00 am until 10:00 am	Tuesdays
Board of Road Commissioners	Day	8:00 am until 12:00 pm	Mondays
Building Inspector	Day	8:00 am until 2:00 pm	Tuesdays & Thursdays
	Day	3:00 pm until 5:00 pm	Mondays
Conservation Commission	Day	11:00 am until 6:00 pm	Mondays
	Day	11:00 am until 4:00 pm	Tuesdays
	Day	9:00 am until 12:00 pm	Wednesdays
Elder Director/Council on Aging	Day	8:30 am until 10:30 am	Wednesdays
	Day	8:00 am until 1:00 pm	Thursdays
Dunstable Free Public Library	Afternoon & Evening	3:00 pm until 8:00 pm	Tuesdays
	Day	10:00 am until 2:00 pm	Wednesdays
	Day	10:00 am until 6:00 pm	Thursdays
	Day	10:00 am until 2:00 pm	Fridays
	Day	10:00 am until 2:00 pm	Saturdays
Planning Board	Day	11:00 am until 6:00 pm	Mondays
	Day	11:00 am until 4:00 pm	Tuesdays
	Day	9:00 am until 12:00 pm	Wednesdays
Board of Selectmen's Office	Day	9:00 am until 5:00 pm	Monday thru Thursday
Town Administrator*	Day & Evening	8:00am until 4:00 pm	Monday thru Thursday
Assistant Town Administrator	Day	9:00 am until 5:00 pm	Monday thru Thursday
Treasurer/Tax Collector	Afternoon	12:15 pm until 5:45 pm	Mondays
	Day	8:00 am until 1:00 pm	Tuesdays
	Day	8:00 am until 2:00 pm	Wednesdays
	Day	8:00 am until 1:00 pm	Thursdays
Town Clerk*	Day	9:00 am until 5:00 pm	Monday thru Thursday
Water Commission	Day	8:00 am until 4:00 pm	Monday thru Thursday
Town Accountant*	Day	9:00 am until 4:00 pm	Wednesdays

* Other hours available by appointment

Please be aware that office hours may vary due to holidays, illness, or vacation

TOWN OF DUNSTABLE



ANNUAL REPORT 2023

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ANNUAL TOWN MEETING

**Recognition of FY2023 Town Employees for
Years of Meritorious Service**

30 years or more of service

**BONNIE RICARDELLI
DANA BARNES**

JOAN FERRARI

20 years or more of service but less than 30 years

**DAVID E. TULLY, JR.
DARRELL GILMORE
VICTORIA TIDMAN**

**ERIK HOAR
ANNE FENOCHETTI**

10 years or more of service but less than 20 years

**SUZANNE WALL
NICHOLAS PAPAGEORGIOU
SHAWN DRINKWINE
GREGG SANBORN**

**JON CRANDALL
MATTHEW TULLY
SEAN READY
SUSAN BRESNICK**

**Recognition of FY2023 Board, Committee, & Commission Members for
Years of Meritorious Service**

30 years or more of service

**WALTER ALTERISIO
DAVID E. TULLY, SR.
ALAN CHANEY
MARY A. DOW
ANNE PAQUIN
ROBERT PARKIN
BARBARA MARTIN
BRIAN LOCAPO**

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

20 years or more of service but less than 30 years

**RAYMOND SULLIVAN
MARIA AMODEI
PETER GOVE
ANNE FENOCHETTI
SUSAN J. TULLY
MARGERY KIMPTON**

**JUAN AMODEI
JOSEPH P. DEAN
JOHN CALLAHAN
AMY SCHEMBECHLER
JOAN SIMMONS
MICHAEL MARTIN**

10 years or more of service but less than 20 years

**ANNE DAVIS
RONALD PATENAUDE
JEFF HASTINGS
JON CRANDALL
CATHERINE O. IRZYK
ROBERT GUERNSEY
TIMOTHY JOYCE**

**CHARLES W. TULLY
KENNETH J. LEVA
JOSEPH VLCEK
LAURA TULLY-ROTHMAN
LEO TOMETICH
RONALD J. MIKOL**

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ELECTED OFFICERS OF THE TOWN OF DUNSTABLE – 2023

Selectmen

RONALD J. MIKOL	Term Expires 2024
LEAH D. BASBANES	Term Expires 2025
KIERAN MEEHAN	Term Expires 2026

Assessors

ROBERT PONTBRIAND	Term Expires 2024
ROBERT RICARDELLI	Term Expires 2024
BRETT A. ROCK	Term Expires 2025

Board of Health

ROBERT PARKIN	Term Expires 2024
ANITA MOELLER	Term Expires 2025
MARIA AMODEI	Term Expires 2026

Board of Road Commissioners

MICHAEL L. MARTIN	Term Expires 2024
MATHEW MORTON	Term Expires 2025
PETER M. GOVE	Term Expires 2026

Town Moderator

RAFAEL GLOD	Term Expires 2024
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Tree Warden

MICHAEL L. MARTIN	Term Expires 2026
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Constables

JON N. CRANDALL, JR.	Term Expires 2024
STEVEN TULLY	Term Expires 2024

Greater Lowell Reg. Voc. Tech. School

RAYMOND KELLY RICHARDSON	Term Expires 2026
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Groton-Dunstable Reg. School Dist.

RAFAEL GLOD	Term Expires 2024
LACEY MCCABE	Term Expires 2026

Trustees Public Library

ROBYN DEANGELIS	Term Expires 2024
JOHN CALLAHAN	Term Expires 2025
JAYNE BARNES	Term Expires 2026

Cemetery Commissioners

SUSAN TULLY	Term Expires 2024
CATHERINE IRZYK	Term Expires 2025
SUSAN PSALEDAKIS	Term Expires 2026

Water Commissioners

* denotes resignation

△ deceased

**JOHN O'BRIEN
MATHEW MORTON
DAVID TULLY, III**

**Term Expires 2024
Term Expires 2024
Term Expires 2026**

Planning Board

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

**Term Expires 2024
Term Expires 2025
Term Expires 2026
Term Expires 2027
Term Expires 2028**

Commissioners of Trust Funds

**JON HUGHES
CAROL ROCK
SUSAN TULLY**

**Term Expires 2024
Term Expires 2025
Term Expires 2026**

Advisory Board

**ROBERT RAFFERTY
TIMOTHY STEWART
MATTHEW NAUGHTON
HAROLD SIMMONS
CLINTON KENNEY
JACOB LEWON**

**Term Expires 2024
Term Expires 2024
Term Expires 2024
Term Expires 2025
Term Expires 2025
Term Expires 2026**

APPOINTED OFFICERS & STAFF 2023

**Town Administrator
JASON SILVA**

SUSAN E. FAYNE

Executive Assistant to Board of Selectmen

Town Clerk

**ELLEN FAIELLA ◊
BRYNN DURNO
SUSAN E. FAYNE, Assistant**

**Term Expires 2025
Term Expires 2026**

Town Accountant

**ERIC KINSHERF
SUSAN BRESNICK, Asst. Acct**

**Term Expires 2024
Term Expires 2024**

Tax Collector & Treasurer

**ANDREW WALL
BONNIE RICARDELLI, Assistant
SUSAN E. FAYNE, Assistant**

**Term Expires 2026
Term Expires 2026
Term Expires 2024**

Town Forest Committee

**ROBERT RICARDELLI
RONALD PATENAUDE
ALAN CHANEY**

**Term Expires 2024
Term Expires 2025
Term Expires 2026**

Zoning Officer

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

**Term Expires 2024
Term Expires 2024**

Zoning Board of Appeals

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

**Term Expires 2024
Term Expires 2025
Term Expires 2026
Term Expires 2027
Term Expires 2028**

& Associate Members

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

**Term Expires 2024
Term Expires 2025
Term Expires 2026**

Board of Registrars

**AMY SCHEMBECHLER
MAUREEN BOOTH
BARBARA MARTIN
BRYNN DURNO, CHAIR**

**Term Expires 2024
Term Expires 2025
Term Expires 2026
Term Expires 2026**

Council on Aging

**BARBARA MARTIN
MARY DOW
DONALD J. POTTLE
JEAN HAIGHT
JOAN M. SIMMONS
ANNE FENOCHETTI, Elder Director**

**Term Expires 2024
Term Expires 2024
Term Expires 2025
Term Expires 2026
Term Expires 2026**

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

Conservation Commission

JUAN AMODEI	Term Expires 2024
MARIJAN ANDACIC	Term Expires 2024
ALAN CHANEY	Term Expires 2025
ALAN STARBIRD	Term Expires 2025
KATE DELOUREIRO	Term Expires 2026
LEAH D. BASBANES	Term Expires 2027
ALAN CHASE	Term Expires 2028

Recreation Commission

DAWN DORR	Term Expires 2024
BRIAN LOCAPO	Term Expires 2025
CHARLIE LIPPMAN	Term Expires 2026
TIFFANY NAUGHTON	Term Expires 2027
JEFF HASTINGS	Term Expires 2028

Parks Commission

TIFFANY NAUGHTON	Term Expires 2024
JEAN PHELAN	Term Expires 2025
DAWN THEBERGE	Term Expires 2026

Town Counsel

BRIAN FALK	Term Expires 2024
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Town Engineer

DAVID LANGLAIS	Term Expires 2024
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Surveyors of Lumber

CHARLES W. TULLY, JR.	Term Expires 2024
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Veterans' Grave Agent

VACANT	Term Expires 2024
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Veterans' Agent

JOSEPH DEAN	Term Expires 2024
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Gas & Plumbing Inspector

JOHN CRYAN	Term Expires 2024
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Electrical Inspector

PETER M. MARTIN	Term Expires 2024
DAVID G. SWEET II, Alternate Inspector	Term Expires 2024

Building Inspector

DANA E. BARNES	Term Expires 2024
HENRY FONTAINE, Alternate Inspector	Term Expires 2024

Animal Control Officer & Animal Inspector

JOHN GREENHALGH	Term Expires 2024
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Fire Chief

WILLIAM FARRELL	Term Expires 2026
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**denotes resignation ◇ Retired ∠deceased X in box indicates confirmation*

Historical Commission

CAROL E. BACON	Term Expires 2024
JAMES W. DOW	Term Expires 2024
ANNE L. DAVIS	Term Expires 2025
CATHERINE O. IRZYK	Term Expires 2025
TIMOTHY P. JOYCE	Term Expires 2025
RAYMOND SULLIVAN	Term Expires 2026

Fence Viewers & Field Drivers

VACANCY	Term Expires 2024
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Northern Middlesex Council of Governments

RONALD MIKOL	Selectmen's Delegate
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Town Governance Committee

ROBERT NELSON	Term Expires 2024
RYAN MCLANE	Term Expires 2024
LEO TOMETICH	Term Expires 2024
MICHAEL MARTIN	Term Expires 2024
LEAH D. BASBANES	Term Expires 2024

Election Officers

ROBERT GUERNSEY, ELECTION WARDEN	Term Expires 2024
WILLIAM MURPHY, ASST. WARDEN	Term Expires 2024

Police Chief

ERIK HOAR	Term Expires 2026
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Police Administrator

ELIZABETH SAPPET

Police Sergeants

NICHOLAS PAPAGEORGIU	Term Expires 2024
DARRELL GILMORE	Term Expires 2024

Patrol Officers

MATTHEW K. TULLY	Term Expires 2024
SHAWN R. DRINKWINE	Term Expires 2024
MICHAEL J. PIETROFORTE	Term Expires 2024
RICHARD NAULT	Term Expires 2024
JEFFREY D. SWIFT	

Reserve Police Officers

SEAN G. READY	GREGG SANBORN
PHILIP C. SEPE	JEFFERY NOBLE
CLIFFORD DUNNING	Terms Expire 2024

Cultural Council

CONSUELO WALKER	Term Expires 2024
LAURA TULLY-ROTHMAN	Term Expires 2024

**denotes resignation ◇ Retired Δdeceased X in box indicates confirmation*

ANNE FENOCHETTI	Term Expires 2025
NANCY CURRAN	Term Expires 2025
ANNE PAQUIN	Term Expires 2026
CLAUDIA NOVAK	Term Expires 2026

ADA Coordinator

JASON SILVA	Term Expires 2024
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Emergency Management Director

JON N. CRANDALL, JR.	Term Expires 2024
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Affordable Housing Committee

DEBORAH COURTNEY	Term Expires 2024
CAROL E. BACON	Term Expires 2024
JON HUGHES	Term Expires 2024
JOHN DENYSE	Term Expires 2024
KIERAN MEEHAN, Board of Selectmen’s Designee	Term Expires 2024
MATTHEW NAUGHTON, Advisory designee	Term Expires 2024

Affordable Housing Trust Fund Board of Trustees

VACANCY	Term Expires 2024
VACANCY	Term Expires 2024
GEORGE BASABNES	Term Expires 2025
JOHN CALLAHAN	Term Expires 2025
KIERAN MEEHAN, Board of Selectmen’s Designee	Term Expires 2025

Agricultural Commission

VACANCY	Term Expires 2024
VACANCY	Term Expires 2024
JOAN M. SIMMONS	Term Expires 2025
MARIA AMODEI	Term Expires 2025
CHARLES W. TULLY	Term Expires 2026

Community Preservation Committee

ALAN STARBIRD, designated by Conservation	Term Expires 2024
CAROL BACON, designated by Historical Commission	Term Expires 2024
JON HUGHES, designated by Affordable Housing Committee	Term Expires 2024
ALAN CHANEY, designated by Planning Board	Term Expires 2024
TIFFANY NAUGHTON, designated by Park Commission	Term Expires 2024
LEAH D. BASBANES, Selectmen’s delegate	Term Expires 2024
JEAN HAIGHT, Member at Large	Term Expires 2024
CATHERINE O. IRZYK, Member at Large	Term Expires 2025
JOAN M. SIMMONS, Member at Large	Term Expires 2026

Capital Planning Committee

VACANCY	Term Expires 2024
JEFF ROSEN	Term Expires 2025
DAVID GREENWOOD	Term Expires 2026

Memorials & Monuments Committee

VACANCY	Term Expires 2024
KIERAN MEEHAN	Term Expires 2024
JOSEPH P. DEAN	Term Expires 2024

Insurance Advisory Committee

ERIN CATON*	Term Expires 2024
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JAMES W. DOW
ERIC HOAR
DARRELL GILMORE
DAVID TULLY, JR.
ANDREW WALL

Term Expires 2024
Term Expires 2024
Term Expires 2024
Term Expires 2024
Term Expires 2024

REPORT OF THE BOARD OF SELECTMEN

The Board of Selectmen hold meetings at the Town Hall on weekday evenings 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, 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.

This year began with the onboarding of our new Town Administrator Jason Silva and Assistant to the Select Board and Town Administrator Sue Fayne. The Town was fortunate to welcome back Bonnie Ricardelli to the Treasurer/Collector's office as the interim Treasurer/Collector until the Town was able to hire her permanent replacement, Andrew Wall. Fortunately, though, Bonnie will stay with the Town in a part-time capacity. Most recently, the Town has welcomed Brynn Durno as Town Clerk, replacing Ellen Faiella, who retired from the position. We thank Ellen for her dedicated service to the Town.

Citizen Engagement, Communication, and Transparency

Over the year, the Town has increased its focus and effort on engaging and communicating with our residents. Through a variety of strategies, the Town has made information more accessible to the community.

After developing a social media strategy and communications plan, the Town created a social media presence by launching its own Facebook and Instagram page. Meeting information, news alerts, and updates are provided to residents through these communication channels. We have also made efforts to better utilize the Town's website as a communication tool.

Monthly open office hours are now being held by the Town Administrator to allow for in-person and informal discussions about all that's happening in Dunstable. These office hours will continue in the new year. We have also made outreach and met with the Swallow Union Elementary School PTO to keep parents informed of issues, projects, and initiatives.

The Board of Selectmen's quarterly newsletter, What's Going on in Dunstable?, continues to be distributed to residents. Most recently, the newsletter was mailed to each household in Dunstable to do all that we can to ensure residents are informed of the issues Dunstable is facing.

Lastly, the Town published an online resident survey and promoted it through the website and social media. The survey was available for residents to complete for the entire month of December. The feedback received from the survey will help shape our goals and priorities for the coming fiscal year.

Employee and Volunteer Engagement and Team Building

The Town's greatest strength is its people – our dedicated employees, volunteer board and committee members, and residents. We have done our best this year to invest in our employees

and volunteers to recognize their service, build a strong team, and create an environment of gratitude.

Making a Difference, a peer-to-peer recognition program, was created to recognize and acknowledge the amazing work taking place within the walls of Town Hall, and outside of Town Hall, to make a difference in our community. It has created a venue for employees and volunteers to recognize the good work of their colleagues on a monthly basis which is planned to continue next year. To support the program, our general liability insurer, MIIA, awarded the Town a \$1,600 grant.

In addition to the Making a Difference program, the Town hosted our first annual Volunteer Appreciation Night to give thanks to the many volunteers the Town relies on to properly perform its duties.

Lastly, the Town surveyed employees to identify areas of interest and topics that would most benefit employees and our workplace. Based on the survey results, we have scheduled training sessions in the coming year for employees and volunteers to provide professional growth and learning opportunities.

Short- and Long-term Financial Stability

The Town's short- and long-term financial stability is the most critical of the issues we are currently facing. The good news is that Moody's upgraded the Town of Dunstable's bond rating to Aa3 from A1. This upgrade speaks to Dunstable's strong resident incomes and wealth, strong housing market, and very low leverage and fixed costs.

For the FY24 operating budget, the Town requested an override in the amount of \$301,162 which ultimately failed at the ballot. Because of this, the Town reduced staffing levels in the Police and Fire Departments, reduced budget requests in Town Hall and the Parks and Highway Departments.

We are currently in the middle of the FY25 budget season. The Town started its budget season earlier than is typical to better align the Town's budget process with the Town of Groton and the Groton Dunstable Regional School District. The Town Administrator created a Town-School Budget Working Group to improve coordination and communication, which has now evolved into a joint working group with the Town of Groton and School District.

In preparation, the Town spent considerable time creating a financial forecast to fully understand the budget challenges this coming fiscal year and in future years. A new, comprehensive Capital Improvement Plan was also created so that we can better predict capital needs and plan for them. In doing so, we have a complete picture of our finances and budget challenges. These documents will change as our financial condition changes. However, the latest version of the forecast demonstrates a three-year deficit of over \$2 million which will undoubtedly require another request for a general fund override.

Moving forward, we are considering all options to save money and generate additional revenue.

Infrastructure and Capital Planning

As mentioned above, the Town has developed a comprehensive 5-year Capital Improvement Plan (CIP) which outlines a plan for priority capital improvements. The CIP is a living and breathing

document that changes based on a variety of factors such as availability of funds and unanticipated needs but is a planning tool for the Town as it funds future capital projects and pursues grants and other funding sources.

There were quite a few projects in 2023 that were completed, most notably, the Highway Department's and Road Commission's Route 113 Improvement Project. Thanks for their work to ensure the project's timely completion.

At Special Town Meeting and at a Special Election, Town voters approved a debt exclusion to support the Per- and Polyfluoroalkyl Substances (PFAS) Mitigation Project at the Groton Dunstable Regional School District. The project is necessary because the water supply at the Groton Dunstable Regional High School and surrounding residential properties in Dunstable on Kemp Street and Groton Street contain levels of per- and polyfluoroalkyl (PFAS) substances that exceed MassDEP regulations. To address this issue, a new water source for the High School and surrounding properties is necessary. The project is planned to begin in 2024. Thanks to all involved, in particular the Water Commission, for their tireless work on this project.

The Town's Fire Department purchased a new Fire Rescue Truck which is fully equipped with 400-gallon water tank, attack hose, water supply hose, vehicle extrication equipment (Jaws of Life), vehicle stabilization, portable ground ladders, emergency medical equipment, technical rescue equipment, water rescue equipment, various firefighting hand tools, scene lighting. The truck is now used as the Department's primary use vehicle first out for most calls. The Fire Station rubber roof was also replaced, and the building is currently being evaluated for future short- and long-term improvements. HVAC and electrical improvements were also needed at the Fire Station.

Thanks to a \$75,000 budget earmark from the state, the Town has recently renovated the Town Common Bandstand. The project included repairing the electrical connection, replacing the cedar shake shingle roof; replacing floorboards as needed; replacing horizontal tread boards of stairs and railings on both sides of stairs; replacing wood skirting base; and scraping and painting the structure. There is still funding remaining in the earmark which will be used for future repairs.

Town Hall experienced improvements to its HVAC system, repair of its irrigation system, ceiling repairs, and roof repairs. The Police Department purchased a new police cruiser, and the Town is currently bidding a project to replace the flooring inside the Police Station.

Service Delivery and Operational Improvements

With limited available resources, the Town has continued to look at ways in which we can provide services to residents most efficiently.

The Town has further developed its productive working relationship with the Town of Pepperell by sharing both our Treasurer/Collector and Town Clerk, in addition to relying on their Water Department to manage, maintain, and operate our water system. This has saved money and allowed us to attract talented, experienced professionals for these two positions.

The Town has made the decision to further regionalize our emergency dispatch function by joining Patriot Regional Emergency Communications Center in Pepperell. This not only will result in service improvements but will also save money for the next several years – for the first 3 years, the Town will receive emergency dispatch service free of charge. The merger with Patriot will take place at the beginning of next fiscal year.

The Dunstable Police Department officially earned accreditation from the Massachusetts Police Accreditation Commission (MPAC). Accreditation is a self-initiated, lengthy and comprehensive evaluation process consisting of an internal self-review and external assessment from MPAC experts. To achieve accreditation, the department is required to meet certain standards established by MPAC in the areas of police management, operations, and technical support. This is a significant accomplishment for the Police Department, and a credit to the work of the Police Chief and Dunstable's Police Accreditation Manager Sgt. Darrell Gilmore.

For customer convenience, dog license payments can now be paid online and a payment dropbox has been installed at Town Hall to allow residents to drop off payments safely and securely during Town Hall off-hours.

Lastly, the Town oversaw a migration to Microsoft Office 365 which has improved functionality and security and was awarded \$29,979 through the Community Compact Information Technology grant program for disaster recovery and server replacement.

Planning Initiatives

The Town has made it a priority to plan for its future while also respecting its past.

The Town received a \$37,000 Municipal Vulnerability Preparedness (MVP) Program's Planning Grant to complete a community resiliency and hazard mitigation planning process and expanded scope that will examine the community's vulnerabilities and strengths and identify priority actions to build resilience as the climate changes. As part of the MVP process, internal stakeholder meetings, workshops, a resident survey, and a public presentation have taken place. Both the MVP Plan and Hazard Mitigation Plan are scheduled to be completed next year.

Through a Capacity-Building Microgrant of \$2,500 from the 2023 AARP Community Challenge Grant Program, the Town performed walk audits, and worked with our aging residents to prioritize potential improvements to make walking safer in and around the Town center and to and from our public facilities. The Town partnered with Northern Middlesex Council of Governments (NMCOG) to assist with managing and facilitating the project, which resulted in a report on findings and recommendations moving forward.

The Town successfully selected a developer for the MUD District parcel at 160-164 Pleasant Street. MCO Associates, jointly with the Town, has submitted a Local Initiative Program (LIP) application to the state's Executive Office of Housing and Livable Communities. Their project includes 44 cottage-style homes with 25% (11) affordable units. This project gets the Town closer to satisfying its Chapter 40B requirements.

The Union School Building is no longer needed by the Groton-Dunstable Regional School District, providing an opportunity to reuse the 130-year-old building. The Union Building Rehabilitation Committee, partnering with NMCOG, has led a process to identify potential reuse options and develop a restoration plan for the building which has included significant public outreach.

Lastly, the Town was a recipient of a \$42,000 regional earmark secured for transportation improvements. We are again working with NMCOG and Pepperell to identify appropriate locations and additional funding options to site and install electric vehicle charging stations.

In Closing

Moving into 2024, the Board looks forward to working with the state legislature to adopt a special act, approved by Special Town Meeting, to formally change the name of the Board of Selectmen to Select Board.

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 were able to attend, participate, and enjoy all of the events that were organized to recognize this important milestone.

The Board of Selectmen and Town Administrator will continue to work with Town boards, officials, and committees to address issues as they arise and 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

REPORT OF THE TOWN CLERK

Before there were Mayors, Town Councils or Town Administrators there were Town Clerks. Did you know that the municipal Town Clerk, along with the Tax Collector, is known as the oldest of public servants in local government?



The Office of the Town Clerk preserves and registers vital statistics – births, deaths and marriages. It issues state licenses and permits, raffle permits, fuel storage permits, local dog licenses and other such certificates and permits as mandated by State Law.

The office also serves as the recording officer by certifying and recording all official actions of the Town including meeting legislation and appropriation; planning and zoning board decisions; signs all notes for borrowing; is keeper of the Town Seal; conducts annual Town census; and prepares street lists, furnishes the school lists, jury lists and other such lists as requested through public records requests.

Today, the Office of the Town Clerk also serves as the Chief Election Official and oversees polling locations, election officers and the general conduct and organization of all local, state and federal elections; directs preparation of ballots, polling places, election equipment, voting lists; administers campaign finance laws; certifies nomination papers, initiative and local petitions; serves on the Board of Registrars; and supervises voter registration and its continual updating and purging, absentee balloting and reports official election results to the Secretary of the Commonwealth.

I am grateful for my election staff and registrars. The dedication to the Town of Dunstable that they display is clear. My staff is well trained and knowledgeable with respect to their election and Town Meeting responsibilities, and it is those qualities that provide the voters of the Town with smooth and successful elections.

Additionally, I would like to recognize Dunstable's Assistant Town Clerk, Susan Fayne. Our Town is very lucky to have someone as reliable and knowledgeable as she is. She performs the role of Assistant Town Clerk duties with competence and dedication that is well above standard.

Respectfully submitted,

Brynn C. Durno

Town of Dunstable Statistics:

Population: 3,178 (as of December 31, 2023)

Districts: Third Congressional
Fifth Councilor
First Middlesex Senatorial
First Middlesex Representative

Vital Records: (Births, Deaths recorded in Dunstable in 2023)

Births: 17
Deaths: 15

Please note that any birth that took place outside of the Commonwealth will not be reflected in these totals even though the parents reside in Dunstable.

2023 dog licenses expire March 31, 2024. A grace period is given until April 30th to allow residents to obtain rabies vaccinations for their dog(s). M.G.L Section 81-12 states that failure to license your dog will result in a \$50.00 violation fee and the Code of Dunstable states that failure to license your dog will result in a \$25.00 violation fee. This fine will be added to the licensing fee.

Male or Female: \$10.00
Spayed or Neutered: \$6.00

State law requires that a valid rabies certificate be on file with the Town Clerk before a license can be issued.

PLEASE NOTE: The Town of Dunstable has adopted MGL 140, Section 139 relative to dog license fees, so as to provide that no fee shall be charged for a license for a dog owned by a person aged 70 or over.

Voter and Election Information 2023

Voter Total as of 12/31/23

All Voters

Registered Voters: 2477
Unenrolled 1682
Democrat 451
Republican 333
Libertarian 4
United Independent
Party 4
Inter 3rd Party 2
MA Independent
Party 1

TOWN OF DUNSTABLE
ANNUAL TOWN MEETING - May 8, 2023

The Annual Town meeting was held in the gymnasium of the Swallow Union Elementary School. Meeting was called to order by Town Moderator, Rafael Glod at 7:03 PM.

The Tellers who included John Callahan, Brian Reynolds, Jon Swift and Brian Lacopo were sworn in by the Town Clerk. Town Moderator, Rafael Glod determined a quorum was present and offered opening remarks. The colors were presented by the Boy Scouts, followed by the Pledge of Allegiance.

The Town Moderator then introduced new Town employees, Town Administrator Jason Silva, Assistant to the Town Administrator and Select Board, Sue Fayne, and Town Clerk, Ellen Faiella. Following introduction, Acting Treasurer/Collector Bonnie Ricardelli was recognized and thanked for coming out of retirement and serving in the Treasurer/Collector position, once again, this time in an interim capacity.

The Town Moderator made a motion to allow the Town Administrator to sit in the front of the room and to make motions on all warrant articles. Motion carried by a majority vote.

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.

A motion was made and seconded, that the Town accept the 2022 Annual Town Report as printed from Town Officers, Boards, Commissioners, and Trustees offered at this Town Meeting.

Resident, David Tully, Sr. notified Town Meeting that the Town Report did not list Raymond Kelly Richardson as an appointed official, however, Mr. Richardson serves on the Greater Lowell Regional Technical High School Board of Directors.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

Motion: Town Administrator Silva moved, seconded by Chairman Meehan, that the Town take no action on this article.

4/5ths Vote is Required

VOTED IN THE AFFIRMATIVE

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

Motion: Town Administrator Silva moved, seconded by Chairman Meehan, that the Town take no action on this article.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

Presenters: Town Administrator, Jason Silva, Chair, Board of Selectmen, Kieran Meehan and Chair of the Advisory Board, Jake Lewon

A motion was made and seconded that the Town vote to raise and appropriate the sum of \$13,059,629, within the Town’s levy limit, to fund the various departments, boards, committees, commissions, and other operating expenses of the Town for the Fiscal Year 2024, beginning July 1, 2023, in the sums listed at lines 1 through 70 in the column “Balanced Budget FY24” in the printed budget handout made available at this Town Meeting;

And further moved that the Town vote to appropriate the sum of \$222,410 from Water Enterprise revenues to operate the Water Department for the Fiscal Year 2024, beginning July 1, 2023, in the amounts listed in the column “Balanced Budget FY24” in the printed budget handout made available at this Town Meeting.

Department/Account

Balanced Budget FY24

GENERAL GOVERNMENT

<i>Town Administrator</i>		
	SALARIES	175,600
	EXPENSES	3,280
	Total	178,880

<i>Selectmen</i>		
	EXPENSES	10,003
	Total	10,003

<i>Fincom</i>		
	Dues and Memberships	150
	Reserve Account	30,000
	Total	30,150

<i>Accountant</i>		
	SALARIES	12,289
	EXPENSES	64,700
	Total	76,989

<i>Assessors</i>		
	SALARIES	52,690
	EXPENSES	20,875
	Total	73,565

<i>Treasurer</i>		
	SALARIES	65,850
	EXPENSES	26,090

<i>Total</i>	91,940
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Town Counsel

Professional and Technical	32,000
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Dog Program

<i>Total</i>	800
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Town Clerk

SALARIES	51,314
EXPENSES	2,100
<i>Total</i>	53,414

Elections

SALARIES	3,000
EXPENSES	8,250
<i>Total</i>	11,250

Registrar

Salary	\$ 850
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Conservation

SALARIES	14,560
EXPENSES	2,000
<i>Total</i>	16,560

Planning Board

SALARIES	14,560
EXPENSES	1,400
<i>Total</i>	15,960

Zoning Board

EXPENSES	1,500
Total	1,500

<i>Town Hall</i>	
SALARIES	5,267
EXPENSES	47,950
Total	53,217

<i>Town Reports</i>	
Total	3,025

<i>Town Engineer</i>	
Engineering Services	10,000
Total	\$ 10,000

TOTAL GENERAL GOVERNMENT	660,102
SALARIES	395,979
EXPENSES	264,123
	660,102

PUBLIC SAFETY

<i>Police Department</i>	
SALARIES	1,024,151
EXPENSES	239,150
Total	1,263,301

<i>Fire Department</i>	
SALARIES	220,718
EXPENSES	87,950
Total	308,668

<i>Inspectors</i>		
	SALARIES	62,843
	EXPENSES	3,500
	Total	66,343

<i>Emergency Management</i>		
	Total	2,900

<i>Tree Warden</i>		
	Total	\$ 24,435

	TOTAL PUBLIC SAFETY	1,665,646
	SALARIES	1,307,711
	EXPENSES	357,935

SCHOOLS

<i>GDRSD</i>		
	Operating	\$7,742,721
	Capital	188,281
	Debt	130,148

<i>GLRVTS</i>		
	Operating	199,740
	Debt	31,883

	TOTAL SCHOOLS	8,292,773
		\$ 8,292,773

PUBLIC WORKS

<i>Highway Department</i>		
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	SALARIES	322,695
	EXPENSES	245,296
Total		567,991

Snow Removal		
	SALARIES	56,175
	EXPENSES	229,710
Total		285,885

Street Lights		
Energy		10,000

Transfer Station		
	EXPENSES	22,500
Total		22,500

Cemetery		
	SALARIES	15,000
	EXPENSES	10,600
Total		25,600

\$ 911,976

TOTAL PUBLIC WORKS		911,976
	SALARIES	393,870
	EXPENSES	518,106

HUMAN SERVICES

Board of Health		
	SALARIES	14,373
	EXPENSES	21,325
Total		35,698

<i>Council on Aging</i>		
	SALARIES	9,171
	EXPENSES	8,000
	Total	17,171

<i>Veterans Affairs</i>		
	SALARIES	6,041
	EXPENSES	19,472
	Total	25,513

	TOTAL HUMAN SERVICES	78,382
	SALARIES	29,585
	EXPENSES	48,797

LIBRARY, PARKS & RECREATION

<i>Library Operations</i>		
	SALARIES	122,908
	EXPENSES	65,913
	Total	188,821

<i>Library Consortium</i>		
	M.V.L. Consortium Dues	13,500

<i>Technical Expenses</i>		
	Total	30,250

<i>Recreation Department</i>		
	Rec. Other Purchased Service	11,400

<i>Parks Department</i>		
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<i>Total</i>	62,500
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<i>Memorial Day Committee</i>	
Expenses	700

TOTAL LIBRARY & RECREATION	307,171
SALARIES	122,908
EXPENSES	184,263

DEBT & INTEREST

<i>Long Term Principal</i>	
Long Term Principal	\$ 139,744

<i>Long Term Interest</i>	
Long Term Interest	44,175

<i>Temporary Loan Interest</i>	
Temporary Loan Interest	3,774

TOTAL DEBT & INTEREST	187,693
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INSURANCE & ASSESSMENTS

<i>County Retirement</i>	
County Retirement System	365,094

<i>Group Health Insurance - 914</i>	
Group Health Insurance	386,428

<i>Unemployment Account</i>	
Unemployment	20,000

<i>FICA Town Share</i>	
Medicare Town Share	36,720

<i>Bldg./Vehicle Liab. Ins/Workers Compensation, Etc</i>	
Bldg./Vehicle Liab. Ins.	147,644

TOTAL INSURANCE & ASSESSMENTS	955,886
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Total Budget	13,059,629
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A motion was made by Resident Joan Simmons to amend the original motion and **seconded**, to reduce the school’s capital budget line item by \$100,000 and apply it to our reserve free cash balance.

On the motion made by Mrs. Simmons, the Town Meeting voted 52 in the affirmative, and 54 in the negative, by hand count. **The motion failed.**

On the original motion:

Majority Vote Required

VOTED IN THE AFFIRMATIVE

And further, **a motion was made and seconded**, that the Town vote to raise and appropriate an additional \$301,162 to be raised by taxation outside of the Town’s current level limit, to fund an increase in budget line items for the Fiscal Year 2024, beginning July 1, 2023, as is listed in the column “TA Proposed FY24” in the printed budget handout made available at this Town Meeting, provided, however, that this additional appropriation shall be contingent upon passage of a Proposition 2½ ballot question under General Laws Chapter 59, § 21C.

Recommended by: The Board of Selectmen and Advisory Board

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommended support of this Article.

A motion was made and seconded that the Town vote to transfer from Free Cash the sum of \$479,343 to meet the appropriations of Fiscal Year 2024, beginning July 1, 2023.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

And further, **a motion was made and seconded**, that the Town vote to transfer from Free Cash the additional sum of \$95,000 to meet the appropriations of Fiscal Year 2024, beginning July 1, 2023, provided, however, that this additional transfer shall be contingent upon the failure of a Proposition 2½ ballot question under General Laws Chapter 59, § 21C for said fiscal year.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommended support of this article.

Presenter: Chair of the Advisory Board, Jake Lewon

A motion was made and seconded that the Town vote to set the annual expenditure limits for Fiscal Year 2024 for all revolving funds established by the General Bylaws as set forth under Article 6 of the warrant for this Town Meeting.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Select Board do not recommend support of this article.

A motion was made and seconded that the Town 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.

Majority Vote Required

VOTED IN THE NEGATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Joan Simmons, Chair of the Community Preservation Committee

A motion was 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: \$75,000

Interest on Ferrari Farm Note: \$11,025

Administrative Expense: \$20,000

Historic Reserve: \$46,000

Community Housing Reserve: \$46,000

Open Space Reserve: \$46,000

Balance to Undesignated: \$215,975

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Joan Simmons, Chair of the Community Preservation Committee

A motion was made and seconded, that the Town vote to appropriate the sum of \$3,000 from the CPA Open Space/Recreation allocation for the continued removal of invasive weeds in Lake Massapoag.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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 and Conservation Commission

The Advisory Board and Board of Selectmen recommend support of this article.

Presenters: Joan Simmons, Chair of the Community Preservation Committee, and Alan Chaney, Chair of the Conservation Commission

A motion was made and seconded, that the Town vote to authorize the Conservation Commission to acquire by gift, purchase, eminent domain, or otherwise, certain real property together with any improvements thereon known as Morgan’s Pond located off of Mill Street, identified as [a portion of] Assessor’s Parcel 11-46, and being [a portion of] the premises described in a deed dated November 12, 2019, recorded with Middlesex North District Registry of Deeds in Book 33545, Page 204, containing 4.76 acres, more or less, and shown on a plan labeled “Preliminary Plan of Land, Mill Street, Dunstable, MA” prepared by Norse Design Services, Inc. and dated November 8, 2019, a copy of which is on file with the Conservation Commission, and to fund the costs of such acquisition of said property, appropriate the sum of \$60,000 from the CPA Undesignated allocation, and further to authorize the Board of Selectmen, Conservation Commission, and/or the Community Preservation Committee to grant a conservation restriction over such property and to enter into any grant agreement or other agreements related to the purpose of this article.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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 and Conservation Commission

The Advisory Board and Board of Selectmen recommend support of this article.

Presenters: Joan Simmons, Chair of the Community Preservation Committee, and Alan Chaney, Chair of the Conservation Commission

A motion was made and seconded, that the Town vote to appropriate the sum of \$46,332 from the CPA Undesignated allocation for the construction of a Boardwalk at Drew’s Landing, located on Main Street including all costs incidental and related thereto, and to authorize the Board of Selectmen, Conservation Commission, and/or the Community Preservation Committee to enter into any grant agreement or other agreements related to such appropriation.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Joan Simmons, Chair of the Community Preservation Committee

A motion was made and seconded, that the Town vote to appropriate the sum of \$9,640 from the CPA Open Space/Recreation allocation for the purpose of making improvements to the storage sheds at Larter Field located off of Groton Street, including all costs incidental and related thereto.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Joan Simmons, Chair of the Community Preservation Committee

A motion was made and seconded, that the Town vote to transfer the balance of \$150,000 previously appropriated from the Community Preservation Undesignated Reserve account and \$30,000 previously appropriated from the Open Space Reserve account for the purpose of rehabilitating the existing tennis courts, for the new purpose of constructing new tennis courts at Larter Field located off of Groton Street, including all costs incidental and related thereto.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Joan Simmons, Chair of the Community Preservation Committee

A motion was made and seconded, that the Town vote to appropriate the sum of \$33,600 from the CPA Open Space/Recreation allocation for the purpose of making renovations to the wells at Larter Field located off of Groton Street, including all costs incidental and related thereto.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Joan Simmons, Chair of the Community Preservation Committee

A motion was made and seconded, that the Town vote to appropriate the sum of \$61,308 from the CPA Open Space/Recreation allocation for consulting services to conduct and complete a Phase II assessment of Woodward's Mill Dam.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Joan Simmons, Chair of the Community Preservation Committee

A motion was made and seconded, that the Town vote to appropriate the sum of \$25,000 from the CPA Historic allocation for consulting services to work with the Town to develop a plan to restore and rehabilitate the Union School Building.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Kieran Meehan

A motion was 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.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

Presenter: Police Chief, Eric Hoar

A motion was made and seconded, that the Town vote to transfer the \$15,000 previously appropriated 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.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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

The Advisory Board and Board of Selectmen recommend support of this article.

A motion was made and seconded, that the Town vote to establish a special purpose stabilization fund, known as the Opioid Settlement Stabilization Fund, in accordance with Chapter 40, Section 5B, of the Massachusetts General Laws for the Town to dedicate 100% of the money received from judgments or settlements in litigation or claims against opioid manufacturers or distributors to the special purpose stabilization fund.

Majority Vote Required

VOTED IN THE AFFIRMATIVE

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.

ANNUAL TOWN ELECTION RESULTS	
All others	6
Blanks	110
Total	460
WATER COMMISSIONER	
John O'Brien Write-in	9
David Tully III Write in	21
All Others	36
Blanks	394
Total	460
GROTON-DUNSTABLE REGIONAL SCHOOL COMMITTEE	
Lacey McCabe	340
All Others	20
Blanks	100
Total	460
CEMETERY COMMISSION	
Susan Psaledakis Write-in	33
All Others	29
Blanks	398
Total	460
TREE WARDEN	
Michael L. Martin	359
All Others	3
Blanks	98
Total	460
CONSTABLE	
Jon N. Crandall, Jr.	370
Steven Tully Write-in	32
All Others	21
BLANKS	497
Total Votes	920
COMMISSIONER OF TRUST FUNDS	
All Others	22
Blanks	438
Total Votes	460
BOARD OF ASSESSORS	
All Others	21
Blanks	439

Total Votes	460
LIBRARY TRUSTEE	
Jayne Barnes	335
All Others	1
Blanks	124
Total Votes	460
PLANNING BOARD	
James A. Wilkie	251
Zachariah Logiodice	89
All Others	1
Blanks	119
Total	460
ADVISORY BOARD	
Jacob Lewon	312
All Others	11
Blanks	137
Total	460
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 operation budget for the fiscal year beginning July first 2023?	
Yes:	226
No:	232
Blanks:	2
Total:	460

**THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF DUNSTABLE
SPECIAL TOWN MEETING – November 13, 2023**



After determining that a quorum was present, the Special Town Meeting was called to order at 7:22 pm by Town Moderator Rafael Glod. Dunstable Scout Troop 28 presented Colors and led the Pledge of Allegiance. The Tellers sworn in by Town Clerk were Jackie Maguire, Kathy Sniezek, Maureen Booth, and Michael Fahy. The check in table was staffed by Ann Marie Wright and Lynn DeNyse. Moderator Glod made mention that Sue Fayne, Assistant Town Clerk, was appointed as Town Clerk by Brynn Durno for November 13, 2023.

Moderator Glod made a motion to allow non-residents to sit at the table, as neither Town Counsel nor the Town Administrator are residents of Dunstable. The motion was seconded by Chairman Mikol. The vote was unanimous.

Moderator Glod recognized the 350th Anniversary Committee for all their work planning and delivering a year of events celebrating the Town's anniversary. Moderator Glad also mentioned the upcoming Jinglefest event on December 2nd on the Town Common and Scout Troop 28's annual wreath sale.

FISCAL YEAR 2022 AND 2023

ARTICLE 1 - Unpaid Bills of FY22 and FY23: 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 and FY2023 or take any action in relation thereto.

Sponsored by: The Board of Selectmen

Recommended by: The Board of Selectmen and Advisory Board

A motion was made and seconded that the Town vote to raise and appropriate \$7,398.22 for the purpose of paying the following unpaid bills of prior fiscal years:

FY22

Verizon Business, Inc. - \$12.55: Highway Department phone bill

NFP Corporate Services, LLC - \$3,750: Health Insurance Consulting Services

FY23

Nicols Woodworks - \$1,600: Removal of a large dead pine tree from the corner of Rideout Cemetery.

LHS Associates - \$863: Election services and support

LHS Associates - \$193.79: Dog tags

LHS Associates - \$108.58: Dog tags

Election Systems & Software - \$776.78: Election services and support

Spectrum Enterprise - \$93.52: Internet

9/10th Vote Required

The Vote was Unanimous.

VOTED IN THE AFFIRMATIVE

ARTICLE 2 – Section 22 - Town Center Zoning Bylaw: To see if the Town will vote to amend the Zoning Bylaws by making the following additions and amendments, and to authorize the Town Clerk to make non-substantive changes to the numbering of the Zoning Bylaws as necessary, or take any action in relation thereto (insertions are underlined):

Inserting under Section C, Number 7:

8. Conversion of existing buildings for the sale of alcohol products for off premise consumption to be limited to one establishment in the TCD. The sale of nips (spirits sold in the volume of 2oz. or less), cigarettes, and lottery tickets are prohibited.

Sponsored by: The Planning Board and the Board of Selectmen

Recommended by: The Board of Selectmen and the Advisory Board

A motion was made and seconded that the Town vote to amend the Town of Dunstable Zoning By-Laws as set forth under Article 2 of the warrant for this Town Meeting.

PRESENTER: JOE VLCEK, PLANNING BOARD

Mr. Vleck explained to the meeting attendees why the town would like to make the change. He explained that the Town Center Overlay, which was created as part of the Master Plan, had a provision that retail alcohol sales in the Town Center district were only allowed only if it were brewed or fermented onsite. This change would allow for retail sales of alcohol in the Town Center district, except for nips, single serving beers, cigarettes, and lottery tickets.

2/3 Vote Required

VOTED IN THE AFFIRMATIVE

ARTICLE 3 – Changing the Board of Selectmen in the Town of Dunstable to the 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 with references to the Board of Selectmen replaced with “Select Board” in Town Bylaws, as set forth below, and further, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, which amendments shall be within the public purposes of said petition, or take any other action in relation thereto.

AN ACT CHANGING THE BOARD OF SELECTMEN IN THE TOWN OF DUNSTABLE TO THE SELECT BOARD

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. The members of the select board, previously known as selectmen, shall be known as select board members.

SECTION 2: Notwithstanding sections 21 and 32 of chapter 40 of the General Laws and section 5 of chapter 40A of the General Laws or any general or special law to the contrary, the select board of the town of Dunstable may amend the general and zoning by-laws of the town by majority vote to revise all references to the board of selectmen and its members to select board and select board member, respectively, in accordance with section 1.

SECTION 3. This act shall take effect upon its passage.

Sponsored by: The Board of Selectmen

Recommended by: The Board of Selectmen and Advisory Board

A Motion was made and seconded that the Town 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 as set forth under Article 3 of the warrant for this meeting.

PRESENTER: RON MIKOL, CHAIR, SELECT BOARD

Chairman Mikol clarified that this article reflects a name change only, which was been a common change across towns in Massachusetts. It's an antiquated name that is gender specific. He explained that it needs town meeting approval, and then will go through the State Legislator for approval before a change is made. Nothing else changes, just the name.

Majority Vote Required
VOTED IN THE AFFIRMATIVE

ARTICLE 4 – Groton Dunstable Regional High School PFAS Mitigation Project: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money in order to pay for the financing, planning, designing, permitting, and constructing of water infrastructure improvements in order to bring potable drinking water to the Groton Dunstable Regional High School and private homes, required due to per- and polyfluoroalkyl substances (PFAS) contamination in ground water supply sources, and all other costs incidental and related thereto, or take any other action in relation thereto.

Sponsored by: The Board of Selectmen

Recommended by: The Board of Selectmen and The Advisory Board

A Motion was made and seconded that the Town vote to appropriate \$3,481,260 in order to pay for the financing, planning, designing, permitting, and constructing of water infrastructure improvements in order to bring potable drinking water to the Groton Dunstable Regional High School and private homes, required due to per- and polyfluoroalkyl substances (PFAS) contamination in ground water supply sources, and all other costs incidental and related thereto; and that to meet this appropriation, the Town Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §8(5) or pursuant to any other enabling authority; provided, however, that this borrowing authorization shall be contingent upon passage of a Proposition 2 ½ debt exclusion referendum to assess additional real estate and personal property taxes under Chapter 59, Section 21C (i ½), of the Massachusetts General Laws.

PRESENTER: JASON SILVA, TOWN ADMINISTRATOR; JOHN O'BRIEN, CHAIR, WATER COMMISSION;
ROBERT RAFFERTY, ENVIRONMENTAL PARTNERS

In March 2022, testing of the High School water supply found PFAS concentrations of 490 ng/L. In addition, subsequent follow up testing for water users at approximately 15 private wells found concentrations up to 123 ng/L. The contamination is attributable to the use of firefighting foam by the Groton Fire during a fire on the track in 2003.

MassDEP requires PFAS levels be lower than 20 ng/L and the EPA is now considering the reduction of limits to 4 ng/L. The two Towns, and the School District, have a deadline to deliver a plan to MassDEP by January 30.

The primary goal of the project is to bring clean water to the high school. It's important that the High School and the town have water resiliency and back up sources.

The first phase of the project would bring water from Groton along Chicopee Row to the High School, continue into Dunstable to the intersection of Groton and Kemp Streets, then down Kemp Street, and stops at North Street in Groton. The cost is estimated to be \$12.8 million between the communities of Groton and Dunstable for Phase 1 of the project.

The second phase of the project extends the water main from North Street to Jersey Street in Pepperell where they have wells and water supply there. For Phase 2, the cost is an estimated \$3.1 million to be covered by Groton and Dunstable. Pepperell is expected to cover the \$10.5 million cost of extending the water line from Kemp Street to Route 113 along Groton Street.

Discussion: A discussion commenced with questions and comments from residents that were responded to by John O'Brien, Chair of the Water Commission, Town Administrator Jason Silva, and a representative from Environmental Partners.

2/3 Vote Required
VOTED IN THE AFFIRMATIVE

All Business on the Warrant having been acted upon, a motion was made and seconded to dissolve said Town Meeting at 8:43PM.

Quorum Certificate

In accordance with The Town of Dunstable's Town Meetings, Town Elections & Records Bylaw, I hereby certify that the quorum for an Annual or Special Town Meeting is 50 registered voters of the Town of Dunstable. Total number of voters checked in at the Special Town Meeting on November 13, 2023: 198.

Respectfully submitted,

Susan E. Fayne
Town Clerk

Special Town Election

Thursday, November 30, 2023

Town of Dunstable, Massachusetts

UN-OFFICIAL RESULTS

Ballot Question 1 – Debt Exclusion	TOTALS
Yes	326
No	83
Provisional	1
Blanks	0
Totals	410

TOTAL REGISTERED VOTERS: 2,515

VOTER TURNOUT PERCENTAGE: 16%

TOWN OF DUNSTABLE, MA

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

Permit Listing Report

Permit Type: BUILDING RESIDENTIAL

Report Criteria: All Permit Months - 2023

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-3RB	10 38 0	01/03/2023	FERNANDEZ JORGE A	23	CENTURY WY	3,600.00	65.00	Air seal and insulate the attic to R-49
23-4RB	8 24 0	01/03/2023	MONTAGUE LARRY L	517	GROTON ST	7,700.00	55.00	installation of wood burning insert and full stainless steel liner
23-1RB	11 74 0	01/03/2023	BELLEY, DANIEL A	779	MAIN ST	19,012.00	205.00	Install roof-mounted solar panels: 26(375W) panels 9.75kwdc. No structural upgrades needed per PE.
23-2RB	10 52 0	01/03/2023	BOWES JAMES J JR & CAROL B TR	1069	MAIN ST	65,000.00	665.00	Bathroom and Kitchen Remodel 1st floor. Bathroom(s) remodel 2nd floor.
23-5RB	11 49 1	01/09/2023	DUGGAN BRIAN S	95	MILL ST	13,000.00	145.00	Residential weatherization/ air sealing. No structural changes. SITE ID 4504588
23-6RB	17 16 2	01/09/2023	COSTON ANTHONY F	87	WESTFORD ST	22,250.00	85.00	strip and re roof asphalt shingles
23-8RB	16 41 0	01/23/2023	RICHARDS KEITH A	104	THORNDIKE ST	7,900.00	55.00	Installation of pellet insert and full liner
23-7RB	8 61 0	01/23/2023	STELTER, DAVID	41	ADAMS ST	1,532.20	35.00	Attic air sealing only.
23-12RB	18 35 1	01/30/2023	NGUYEN, HUNG	274	POND ST	3,800.00	202.45	Building an above ground 12 ft x 16 ft storage shed
23-11RB	8 20 0	01/30/2023	MICHAELANN MURPHY	219	KEMP ST	15,000.00	165.00	Remove first floor drywalls and insulation, replace drywalls and spray foam insulation. Remove first and second floor ceiling and insulation, replace ceiling and spray foam insulation, attic included. Install a door into a existing bedroom wall to make a connecting room.
23-9RB	17 92 0	01/30/2023	MASTAKOURAS DOROTHY	617	MAIN ST	19,627.00	425.00	Replacement of 4 windows and 1 patio door. Building in the opening in the bathroom. No structural changes.
23-10RB	17 16 2	01/30/2023	COSTON ANTHONY F	87	WESTFORD ST	6,630.00	81.00	Remove and reinstall existing solar systems, 39 panels 11.895kW
23-15RB	8 20 0	02/06/2023	MICHAELANN MURPHY	219	KEMP ST	14,700.00	162.00	Remodeling first floor existing bathroom ,converting tub and shower into shower stall, single lavatory and toilet. Remodel second floor full size master bathroom including relocating tub and shower to tile shower stall. Relocation of washer and dryer hook up, electric dryer in the first floor bathroom.
23-14RB	13 23 2	02/06/2023	GANDRA SANDEEP RAO	47	ALEXANDER WAY	46,000.00	475.00	Install solar electric panel to the existing roof of a home interconnected with the electrical grid 9.6 kWh 24 panels with 3 Tesla Powerwalls (rated at 40.5 kWh total) installed on the exterior of the residence
23-13RB	20 25 1	02/06/2023	DINNEEN SHARON E TRUSTEE	139	HARDY ST	6,000.00	75.00	Residential weatherization / air sealing. No structural changes. (Site ID: 4644310)
23-16RB	18 54 0	02/09/2023	CHABOT DAVID M	169	WESTFORD ST	14,080.00	85.00	Strip & refof with landmark standard charcoal black
23-17RB	5 1 0	02/11/2023	TULLY, CHARLES W JR	401	HOLLIS ST	55,000.00	565.00	RENOVATION OF FIRST FLOOR - BEDROOM, OFFICE, FAMILY ROOM AND BATHROOM - REMOVE PLASTER - ADD NEW INSULATION, WIRING, PLUMBING, PLASTER, TRIM AND PAINT ON BEHALF OF T-MOBILE THE PROPOSED WORK INVOLVES MODIFYING THEIR EQUIPMENT AT THE EXISTING CELL SITE. PLEASE REFERENCE THE ATTACHMENTS FOR FURTHER DETAILS.
23-18RB	7 49 0	02/13/2023	RIOPELLE, ROBERT E	583	PLEASANT ST	25,000.00	265.00	ON BEHALF OF T-MOBILE THE PROPOSED WORK INVOLVES MODIFYING THEIR EQUIPMENT AT THE EXISTING CELL SITE. PLEASE REFERENCE THE ATTACHMENTS FOR FURTHER DETAILS.
23-19RB	18 56 0	02/13/2023	MAJKUT KEITH, TRUSTEE	161	WESTFORD ST	8,968.00	85.00	Roof strip and refof
23-20RB	8 1A 0	02/13/2023	CUTLER BRIAN F	358	GROTON ST	2,800.00	45.00	Air Sealing, Blown in cellulose
23-21RB	16 64 0	02/21/2023	ALLREDGE JOSEPH B	165	THORNDIKE ST	23,988.00	85.00	strip and refof
23-26RB	18 13 0	02/27/2023	MOY PATRICIA	352	WESTFORD ST	82,700.00	832.00	Remodelling of kitchen and first floor bathroom
23-24RB	11 45 0	02/27/2023	WILKIE, JAME A	26	MILL ST	12,800.00	143.00	Add bathroom on second floor.

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-23RB	9 28 0	02/27/2023	NGAH, THEODORE Y	616	GROTON ST	14,160.00	151.60	install 2 replacement windows. no structural changes.
23-25RB	10 52 0	02/27/2023	BOWES JAMES J JR & CAROL B TR	1069	MAIN ST	31,996.00	355.00	vinyl siding
23-22RB	17 111 0	02/27/2023	WELLINGTON HOUSE LLC	529	MAIN ST	29,250.00	352.00	Remodel the 1st floor bath room.
23-28RB	8 78 0	03/01/2023	DION ROBERT J	8	JAMIE RD	7,995.00	85.00	Strip and re-roof
23-27RB	13 4 0	03/01/2023	NGUYEN HUNG VAN	44	HALL ST	4,151.01	65.00	BLOWN IN INSULATION TO THE ATTIC AND AIR SEALING PER THE MASS SAVE PROGRAM
23-29RB	22 40 1	03/01/2023	MURRAY THEODORE SR	152	LOWELL ST	6,175.00	76.00	Insulation as part of the mass save program
23-30RB	10 50 0	03/06/2023	KIHIKO, JANE RUGURU	1085	MAIN ST	21,263.00	227.75	Install roof-mounted solar panels: 29(3900V) panels 11.31kwdc. No structural upgrades needed per PE. NO ESS.
23-31RB	17 115 0	03/06/2023	FISETTE RICHARD R	40	HIGH ST	6,000.00	75.00	Replacing 12 windows
23-32RB	10 2 0	03/13/2023	LAMARRE KATHLEEN E	1048	MAIN ST	25,937.00	274.00	Replacement of 9 windows
23-33RB	16 14 0	03/13/2023	MOORE, BENJAMIN	47	THORNDIKE ST	24,000.00	50.00	Removing/demolishing of existing structure for replacement
23-35RB	12 72 0	03/27/2023	OCONNOR MICHAEL PATRICK	97	CROSS ST	24,929.00	314.00	Install roof mounted solar panels: 34(390)Panels, total 13.26kwdc No Structural Upgrades Needed and No Battery
23-34RB	12 37 0	03/27/2023	OGDEN ROBERT	243	PLEASANT ST	4,078.95	65.00	air sealing,door sweep,exterior door weather stripping,damming,attic floor-open blow cellulose,see mass save contractor work order
23-36RB	8 78 0	03/27/2023	DION ROBERT J	8	JAMIE RD	499.00	30.00	Remove customer's existing rooftop PV system, so that a third party can re-roof the residence. Re-install the original system once the re-roof is complete.
23-37RB	7 32 0	04/03/2023	FENN ROBERT N	735	PLEASANT ST	35,984.00	375.85	Remodel existing first floor bath
23-38RB	9 3 0	04/03/2023	PUZIO, CHANTAL N	568	GROTON ST	19,525.00	110.25	Take down old deck and rebuild new
23-40RB	2 6 7	04/10/2023	STEWART TIMOTHY	46	CHAPMAN STREET	50,425.22	519.00	Install 14.235 KW DC (39 panels) rooftop solar array.
23-41RB	17 69 0	04/10/2023	WRIGHT, MATTHEW NIGEL TRUSTEE	57	PLEASANT ST	32,850.00	344.00	Add floor to existing unheated space, add collar ties, move one door, install 2 windows, insulate, add ridge vent, wall board, plaster, paint, siding repair and roof ridge repair
23-39RB	7 15 0	04/10/2023	PERRY MICHAEL	642	PLEASANT ST	81,599.00	875.00	First Floor Interior Remodel. Expand and renovate kitchen, replace cabinets, floors, countertops. New Bathroom vanity and fixtures. Replace kitchen window.
23-42RB	13 75G 0	04/18/2023	FARINA ANNE J	330	GROTON ST	3,500.00	32.00	6x8 firewood shed
23-43RB	11 72 0	04/18/2023	MANAHAN MICHAEL J	801	MAIN ST	36,200.00	377.00	PV Solar Panel Roof Mounted Installation 26 Modules 10.4 KW
23-48RB	16 10 0	04/24/2023	BELLEROSE MARC G	33	FOREST ST	8,000.00	95.00	Residential weatherization / air sealing. No structural changes. (Site ID: 4745590)
23-47RB	10 24 4	04/24/2023	MOSES, DANIEL LOUIS	50	SKY TOP LN	3,268.00	55.00	Replacing existing above ground pool
23-46RB	10 34 0	04/24/2023	ST GERMAIN MARK D	63	CENTURY WY	12,000.00	85.00	Shingled Roof repair: remove existing shingles and install new shingles
23-44RB	14 54 0	04/24/2023	BROOKS LORI/ANN	295	HALL ST	241,000.00	1,074.00	demolition of old barn, replacing it with in law apartment, storage and garage with game room/area
23-45RB	22 8B 0	04/24/2023	KOESTER KRYSTAL A	340	FOREST ST	7,500.00	90.00	24 ft Above ground pool install
23-49RB	7 22 0	04/26/2023	BOWES, GERARD J	36	WOODS CT	25,500.00	270.00	Proposed 168 SF, one story, addition above existing mudroom. Addition will serve as a master bathroom and closet space. Demo of existing full bathroom in mudroom on ground floor.The existing plumbing for the razed full bath will be reused for the master bathroom addition above.
23-50RB	11 39B 0	04/30/2023	DUMONT DIANE	975	MAIN ST	9,787.00	113.00	Replacing 8 windows. No structural changes
23-51RB	15 29 0	05/01/2023	MELLO, BENJAMIN	405	HIGH ST	15,400.00	150.00	Replace roof
23-52RB	12 46 1	05/04/2023	HENRY JOHN S	161	PLEASANT ST	25,742.00	272.00	Alterations to existing garage, removal of both garage doors, add 3 windows and 1 entry door.
23-53RB	7 49 1	05/08/2023	RIOPELLE JOSEPH P	583	PLEASANT ST	25,000.00	265.00	Add 3 antennas and ancillary equipment to the existing cell tower. Also add a 5x7' pad on the ground for equipment within the existing fenced in compound.
23-54RB	9 42 0	05/08/2023	KIMBALL MARK F	655	GROTON ST	2,410.00	45.00	Weatherization and air sealing

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-55RB	9 30 0	05/15/2023	STEVENS DONALD J	636	GROTON ST	8,775.00	85.00	Roof strip and reroof
23-56RB	9 43 0	05/15/2023	PALUMBO MICHAEL F DANICE N TRU	641	GROTON ST	19,200.00	85.00	Strip off old roof and properly install new
23-60RB	18 49 0	05/21/2023	MURRAY RICHARD G	131	POND ST	8,100.00	90.00	Replace existing 27' round above-ground swimming pool with 27' round above-ground swimming pool
23-59RB	14 48 1	05/21/2023	OLDENBURG TODD P	264	HALL ST	39,500.00	135.00	Construction of a new 18x36 inground pool with 4' safety fence with self closing/latching gate
23-58RB	7 23 0	05/21/2023	PADERA KENNETH M	27	WOODS CT	13,998.00	85.00	strip and reroof
23-57RB	9 28 0	05/21/2023	NGAH, THEODORE Y	616	GROTON ST	7,980.00	85.00	Roof strip and reroof
23-62RB	2 7	05/22/2023	ZACHARIAH LOGIODICE	255	RIVER ST	464,000.00	1,502.40	NEW SINGLE FAMILY - 3 BEDROOM - 2-1/2 BATHROOM - 2 CAR GARAGE - FRONT PORCH
23-61RB	13 78 0	05/22/2023	BUREAU, CATHY J	33	SCHOOL ST	9,500.00	96.40	Construct new roof cover over existing deck. New roof will be built on Sono tube footings (3) for foundation, 6x6 PT post supports, 14ft L x 16ft W rim, hip style roof structure, tied back into existing wall of home.
23-63RB	3 4 4	05/24/2023	SUBBANAN ILLANGO	451	RIVER ST	20,000.00	215.00	Basement Finishing: We will finish our basement 52 feet long and 27 feet wide with 2X4 inch wood framing on the concrete wall. Please check attachment for detailed plan.
23-66RB	13 89 0	06/01/2023	MANNING JOHN	59	HALL ST	35,700.00	372.00	New kitchen cabinets, new bathroom, new flooring, and installation of tv
23-65RB	16 17 0	06/01/2023	PROULX, SHAWN M	183	HIGH ST	500.00	35.00	chicken coop
23-64RB	18 2 1	06/01/2023	SHAFEEQ, FLEMION	182	WESTFORD ST	6,000.00	65.00	insulation in knee wall of home
23-67RB	21 21 3	06/04/2023	BABIN MICHAEL	34	MAPLE STREET	6,000.00	90.00	Install 21" above-ground pool
23-68RB	16 40 0	06/06/2023	FAHEY LAURIE A TRUSTEE	68	THORNDIKE ST	27,484.00	85.00	strip and reroof
23-69RB	11 33 0	06/09/2023	DEL RIO CARLOS A TRUSTEE	33	FLETCHER ST	14,000.00	64.00	Reed ferry shed
23-71RB	13 90 0	06/09/2023	M + J NOMINEE TRUST	51	HALL ST	3,400.00	65.00	Attic insulation and Air Sealing
23-70RB	18 48 1	06/09/2023	WHITTEMORE DENISE	167	POND ST	7,595.00	85.00	Strip and reroof
23-75RB	7 27 0	06/13/2023	ONEILL JEREMY	710	PLEASANT ST	20,000.00	215.00	Demo pergola remove garage window build new deck 16x16
23-74RB	12 63 0	06/13/2023	WILSON SEAN M	262	PLEASANT ST	16,775.00	182.75	Demo drywall of 1st floor shower and replace with new shower. Inspections for firesafing and/or insulation.
23-73RB	10 24 11	06/13/2023	WELCH CECELIA	133	CENTURY WY	26,806.00	86.00	Rip and reroof entire roof with 30+ year shingles. All Debris to be hauled by AVR via dump trailers to our facility at 15 Stoneyard Drive Milford NH for recycling.
23-72RB	13 22 3	06/13/2023	WHITE WILLIAM F JR	51	LAKE ST	4,744.34	65.00	weatherization work through the massive program
23-77RB	12 19 0	06/16/2023	MCDONALD TREVOR M	27	BROOK ST	30,000.00	315.00	General demo of water impacted materials on the 2nd floor, 1st floor and basement
23-78RB	8 2 6	06/16/2023	KEOUGH JAMES J	430	GROTON ST	2,226.56	55.00	Attic Floor - 7" Open Blow Cellulose
23-76RB	11 44 0	06/16/2023	GAROFANO, KEITH RICHARD	18	MILL ST	9,800.00	85.00	Strip and Re-Roof Existing Structure. Shingles to be hauled away with dump truck. CertainTeed shingles or similar.
23-80RB	8 42A 0	06/18/2023	CRONIN MAURICE F	345	GROTON ST	14,750.00	85.00	strip and reroof
23-79RB	17 56 0	06/18/2023	PANYANOUVONG, INOY	104	PLEASANT ST	5,000.00	82.00	To build a storage 10x16 on the backyard beside the big trees which 30 feet from the road to the water tank towel and 100 feet from the house and will be done it by owner of the house.
23-81RB	8 42 0	06/20/2023	JOHNSON SANDRA L	333	GROTON ST	40,000.00	415.00	Remove bearing wall, replace w/ beam, replace 2 windows, kitchen remodel
23-82RB	1 19 0	06/22/2023	KOTAU YAUHENI	571	HOLLIS ST	59,136.00	650.00	Roof Mounted Pv Solar Panels-16.800kW- 42 Panels-200A- No Battery
23-87RB	8 1 0	06/26/2023	REAGAN PETER	56	SCHOOL ST	4,400.00	55.00	weatherization and air sealing
23-86RB	11 18 6	06/26/2023	MURPHY, JAMES C	870	MAIN ST	11,043.79	126.00	BLOWN IN CELLULOSE TO THE ATTIC FLOOR AND FOAMBOARD IN THE KNEEWALLS, AND AIR SEALING PER THE MASS SAVE PROGRAM.
23-85RB	10 24 9	06/26/2023	BARBOSA ANTONIO V	100	SKY TOP LN	16,000.00	85.00	Strip and reroof
23-83RB	8 30 0	06/26/2023	WHITNEY MARK R	441	GROTON ST	9,260.00	85.00	strip/reroof approx 13 square asphalt to asphalt and replace any rotten/damaged plywood

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-88RB	7 24 0	06/26/2023	FALCO VINCENT + LYDIA	19	WOODS CT	7,100.00	85.00	Air sealing, Insulate attic floor with blown in cellulose insulation. Insulate kneewalls with thermal barrier. Install propavents to existing ventilation.
23-84RB	11 6 0	06/26/2023	SANVILLE DANIEL L	81	OAK ST	12,494.00	85.00	strip and re-roof
23-89RB	17 64 0	06/30/2023	OCANNOR MARK D	101	PLEASANT ST	5,800.00	85.00	Strip and re roof asphalt shingles
23-90RB	11 1 0	06/30/2023	FIELDING, PAUL M	800	MAIN ST	2,500.00	74.80	Building a 12'x12' Utility Shed
23-92RB	20 28 0	07/10/2023	MONK LEONARD	95	HARDY ST	14,800.00	85.00	Strip and re roof asphalt shingles
23-91RB	8 96 0	07/10/2023	WETMORE PATRICK J	128	ADAMS ST	11,500.00	60.00	Remove pool. Demolish concrete pool decking & fiberglass pool, remove all debris, fill in hole with gravel & fill.
23-94RB	7 41 0	07/17/2023	PLATT RANDALL C	91	HOLLIS ST	18,000.00	182.80	16 by 24 prefab barn kit for livestock behind house. Not visible from road and well clear of property borders. Will extend power from current garage. Not sure about water.
23-93RB	13 2 1	07/17/2023	MURPHY PATRICK	74	GROTON ST	9,000.00	85.00	Re-roofing of main home
23-96RB	14 8 0	07/20/2023	LINGEMAN SARAH L	427	POND ST	26,633.00	85.00	Strip and re-roof entire house
23-95RB	7 47 0	07/20/2023	MUNROE SANDRA L	605	PLEASANT ST	8,920.00	105.00	Remove and replace 2 entry doors. Remove all debris.
23-97RB	12 17 0	07/20/2023	CHADDOCK STEVEN W	59	BROOK ST	12,488.00	85.00	strip and re-roof
23-101RB	7 16 0	07/31/2023	WALENT DANIEL C	650	PLEASANT ST	375,000.00	450.55	Garage and accessory dwelling unit per drawings attached
23-100RB	11 36 0	07/31/2023	GONCALVES, WAGNER D	980	MAIN ST	4,000.00	65.00	Insulation work as part of the MASS Save program.
23-98RB	16 6 0	07/31/2023	FAUBEL KENNETH T	61	FOREST ST	18,000.00	85.00	Removing existing roof and adding new roof.
23-99RB	12 86 0	07/31/2023	GURECKI ROBERT + BARBARA	423	PLEASANT ST	23,306.00	255.00	REMOVE AND REPLACE 19 WINDOWS AND 1 PATIO DOOR - SAME SIZE, LIKE W/LIKE, NO STRUCTURAL CHANGES
23-102RB	14 31 3	07/31/2023	SILVA AGUSTIN	17	MASSAPOAG WY	10,138.38	85.60	Reeds Ferry will install a pre-constructed 12x14 storage shed
23-105RB	18 2 1	08/07/2023	SHAFEEQ, FLEMION	182	WESTFORD ST	33,000.00	345.00	Installation of 22 solar panels mounted on the roof no battery
23-106RB	18 47 2	08/07/2023	SCHEMBEHLER GEOFFREY D	36	PARKHURST RD	1,000.00	35.00	Residential weatherization/air sealing. No structural changes. (Site ID 4896759)
23-104RB	13 106 0	08/07/2023	DONOVAN, PATRICK	28	CROSS ST	73,600.00	85.00	Strip and re-roof
23-103RB	11 18 6	08/07/2023	MURPHY, JAMES C	870	MAIN ST	10,295.00	85.00	Strip and re-roof
23-109RB	16 14 0	08/14/2023	MOORE, BENJAMIN	47	THORNDIKE ST	953,000.00	10.00	Removed existing house and building a new new house in its place
23-108RB	1 9 0	08/14/2023	DAVID E TULLY III	31	RIVER ST	34,540.00	177.65	install 19 PV solar panels on the roof of the home
23-107RB	13 114 1	08/14/2023	SMITH EDWARD F	321	GROTON ST	6,200.00	85.00	Insulate Attic with cellulose and kneewall with polyiso
23-110RB	8 24 1	08/14/2023	COOPER EMILY R	527	GROTON ST	8,950.00	85.00	Strip and re-roof
23-113RB	18 13 0	08/21/2023	MOY PATRICIA	352	WESTFORD ST	15,988.00	175.00	strip and re-roof
23-112RB	12 17 0	08/21/2023	CHADDOCK STEVEN W	59	BROOK ST	39,229.50	445.00	Roof mounted PV solar install. System size: 12.3kW, 30 panels, 200A
23-114RB	13 88 0	08/21/2023	WINCH DAVID + JAYNE BARNES	69	HALL ST	15,885.00	85.00	strip and re-roof
23-111RB	17 87 0	08/21/2023	BROWN ROBERT F III	610	MAIN ST	3,600.00	65.00	Insulate kneewall Slope with fiberglass and polyiso. Insulate Rim joist with fiberglass and polyiso
23-115RB	2 7 0	08/27/2023	KEN TULLY HOMES	315	RIVER ST	200,500.00	1,895.00	4 Bedroom 2 1/2 Bathroom New construction house , roughly 2,900 Sqft. Attached 2 car garage
23-117RB	11 18 2	08/28/2023	BJERKE KEVIN	106	OAK ST	141,500.00	135.00	Install In ground gunite swimming pool 20 x 40
23-120RB	18 2 2	08/28/2023	Suzanne E. Graham	148	WESTFORD ST	80,220.00	135.00	Installation of inground fiberglass swimming pool
23-121RB	13 91 0	08/28/2023	JENKINS ROBERT W	39	HALL ST	2,000.00	45.00	Replace 2 square of siding lower front of house and replace 2 windows
23-116RB	16 63 2	08/28/2023	CULLEN ZOEY CHENELLE	27	FRENCH CT	66,000.00	675.00	Installation of a safe and code compliant, grid-tied PV solar system on an existing residential roof. NO SMART METER 46 Panels / 18.630 kW.
23-119RB	12 36A 0	08/28/2023	GELINEAU DAVID J	257	PLEASANT ST	4,000.00	182.80	16x24 storage shed, no electrical, no plumbing, on PT skids
23-118RB	5 11 0	08/28/2023	WEISBERG CHARLENE TRUSTEE	1142	MAIN ST	12,500.00	85.00	Strip and re-roof 25sq
23-122RB	17 131 0	08/30/2023	PISCATELLI, DAVID	493	MAIN ST	760,000.00	4,543.10	construct new 2 family dwelling plus small commercial space per special permit approval

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-123RB	12 98 0	09/03/2023	MARTIN PATRICIA	84	BROOK ST	48,000.00	495.00	Install solar electric panel to the existing roof of a home interconnected with the electrical grid 16.2 kW 40 panels
23-124RB	13 74 0	09/11/2023	CARBONELL PAUL N	352	POND ST	27,700.00	182.80	384 square foot shed (16x24) in side yard set on a gravel base.
23-126RB	12 109 1	09/18/2023	LARIVIERE DAVID J	73	DEPOT ST	182,000.00	1,362.00	Single family dwelling
23-125RB	11 61 0	09/18/2023	BAGNI JOHN A	54	SWALLOW LN	75,000.00	1,370.80	Construct new 42x72 accessory building
23-127RB	12 46 1	09/20/2023	HENRY JOHN S	161	PLEASANT ST	18,000.00	195.00	Bathroom Remodel, Tub to Tub remodel, New added window inside the shower area, New vanity, New plumbing, Vanity will be moved over about 6 inches, New flooring
23-128RB	10 6 0	09/25/2023	CALLAHAN JACQUELINE C	1086	MAIN ST	17,891.40	195.00	Replace 8 windows with new Andersen full frame new construction windows. Job includes new exterior and interior trim
23-129RB	22 3 4	09/25/2023	MERWIN RUSSELL AND JOANNE TRU	247	LOWELL ST	6,493.20	85.00	weatherization insulation and air sealing
23-130RB	17 22 0	09/26/2023	MORTON, MATHEW W	458	MAIN ST	200,000.00	280.40	Add on a new 16x26 addition single story.
23-131RB	16 62 3	09/28/2023	HASTINGS JEFFREY C	76	FOREST ST	149,000.00	85.00	Strip hand re roof asphalt shingls
23-132RB	16 31 0	10/01/2023	PSALEDAKIS WILLIAM & SUSAN	190	HIGH ST	16,788.00	85.00	strip and re-roof
23-133RB	22 46 0	10/02/2023	BLACK PETER R	242	LOWELL ST	19,000.00	115.00	Remove a gable dormer and replace it with a shed dormer in the second floor bathroom.
23-134RB	18 41 1	10/02/2023	DENBO SAMUEL & SUSAN LANDSMAN	295	POND ST	81,000.00	825.00	Install 14.58 kW solar panels on roof. Will not exceed roof panel but will add 6" to roof height. 36 total panels. No ESS. No Structural.
23-135RB	1 18 9	10/02/2023	WILSON, MICHAEL	11	ROBBINS FARM RD	36,327.09	385.00	Install 9,240 KW DC (22 panels) rooftop solar array with snow guards.
23-137RB	8 51 0	10/10/2023	MALHAN, VISHAL	19	KRISTEN LN	1,000.00	35.00	INSULATION WEATHERIZATION WORK FOR MASS SAVE PROGRAM
23-138RB	14 52 3	10/10/2023	GANNON, HUGH S	26	BEAR HILL RD	34,224.58	365.00	Install 8,400 KW DC (20 panels) rooftop solar array with snow guards.
23-136RB	2 8 1	10/10/2023	GRABER, ERIC SCOTT	235	RIVER ST	6,000.00	75.00	INSULATION WEATHERIZATION WORK FOR MASS SAVE PRGRAM
23-140RB	4 9 0	10/11/2023	GILL ROBERT J JR AND LINDA TR	11	BRITTANY LN	32,000.00	110.80	Renovate existing deck with new flooring, railings and stairs. Frame remains. No change to footprint.
23-139RB	17 32 0	10/11/2023	FENOCHETTI ROBERT P	504	MAIN ST	5,000.00	85.00	Reroofing back of Barn.
23-142RB	10 52 0	10/15/2023	BOWES JAMES J JR & CAROL B TR	1069	MAIN ST	3,600.00	65.00	weatherization and air sealing
23-141RB	17 141 0	10/15/2023	RAINIS, JOHN TRUSTEE	167	FOREST ST	5,650.00	85.00	strip 1/2 of the barn & re-roof with architectural shingles.
23-145RB	12 78 0	10/16/2023	GIROUARD INVESTMENT TRUST	39	CROSS ST	7,850.00	85.00	Small roofing repair & strip existing shingles. Replace with new architectural shingles.
23-144RB	16 6 0	10/16/2023	FAUBEL KENNETH T	61	FOREST ST	59,177.00	615.00	Solar installation of 17.63 kW DC system with 43 solar panels and microinverters. (No ESS / Battery)
23-146RB	6 4 1	10/16/2023	TULLY DONNA L	270	HOLLIS ST	20,000.00	103.60	Building screened porch on existing deck.
23-143RB	16 47 0	10/16/2023	PODGORNI, DANIEL J TRUSTEE	160	THORNDIKE ST	4,610.00	65.00	install 4 replacement windows. no structural changes.
23-147RB	4 8 0	10/18/2023	KETELHOHN ROBERT	15	BRITTANY LN	16,335.00	85.00	strip & Re-roof
23-148RB	12 7 0	10/18/2023	ENOS, KEVIN	22	DEPOT ST	2,951.68	55.00	insulation and air sealing in attic. insulate knee walls with fiberglass and 2" polyiso board for a thermal barrier.
23-149RB	16 40 1	10/20/2023	RUSSELL ROSEMARIE	116	THORNDIKE ST	58,973.00	605.00	Ground mount solar of 48 solar panels, 48 micro inverters, and batteries
23-153RB	12 19 0	10/23/2023	MCDONALD TREVOR M	27	BROOK ST	100,300.00	1,025.00	Remolding floors, bathrooms, interior walls and paint
23-150RB	17 29 0	10/23/2023	WOOD RONALD A	466	MAIN ST	7,950.00	85.00	Strip and roof with architectural shingles
23-151RB	20 9 1	10/23/2023	CRICKETT, JANICE M.	126	HARDY ST	14,620.00	85.00	Strip & Re-Roof
23-152RB	14 45 4	10/23/2023	LANGELL KAREN	184	HALL ST	5,000.00	85.00	Reroof
23-156RB	18 2 0	10/30/2023	GATEWAY HOMES LLC	160	WESTFORD ST	8,032.12	105.00	Installing 5 smartjack support columns. 2 will replace the temp jacks below the rear staircase, and 2 more temp jacks that are behind those. The 5th one will be to replace an existing wood column.
23-154RB	12 106 1	10/30/2023	MCAULIFFE PATRICIA	145	DEPOT ST	81,500.00	398.80	Build a detached garage

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23-155RB	18 20 0	10/30/2023	NAGLE JOHN P	235	WESTFORD ST	128,000.00	1,295.00	enclose an existing 8ft x 12ft breezeway connecting house garage and include area with a kitchen remodel. Remove a 12ft bearing wall between kitchen and living room and replace with a flush LVL beam.
23-157RB	8 55 0	11/03/2023	SILVA, ERIC	87	ADAMS ST	10,800.00	85.00	Replacement full asphalt shingle
23-158RB	18 47 19	11/03/2023	FREITER GREGORY D	27	PARKHURST RD	24,071.19	265.00	Install 20 replacement windows - no structural changes.
23-159RB	10 6 0	11/03/2023	CALLAHAN JACQUELINE C	1086	MAIN ST	15,492.00	175.00	REPLACE 2 SLIDING GLASS DOORS WITH 2 NEW MARVIN DOORS. NO NEW FRAMING INVOLVED. JOB INCLUDES NEW EXTERIOR AND INTERIOR TRIM
23-160RB	11 87 1	11/03/2023	FREY JAMES E	737	MAIN ST	6,755.49	85.00	insulate 917 sq.ft. attic floor with cellulose insulation insulate 232 sq.ft kneewall wall with 2" thermal barrier board install 81 propavents
23-161RB	8 55 0	11/06/2023	SILVA, ERIC	87	ADAMS ST	46,488.75	485.00	Roof Mounted Solar System Installation 7.600(AC) - 25 Panels - 200A - No Battery Total array area: 513.66 SQFT
23-162RB	7 26 0	11/06/2023	ROUNDTREE DIANE M	3	WOODS CT	8,500.00	85.00	Strip remove and reroof
23-163RB	23 27 1	11/08/2023	WILKINS SCOTT E	552	FOREST ST	18,000.00	85.00	Strip existing roofing materials and replace with new roofing materials
23-164RB	12 12 0	11/08/2023	ADAMS VERNON L & ANN M LIFE ES	90	DEPOT ST	7,500.00	85.00	New Roof
23-167RB	14 28 0	11/13/2023	ESTRIGHT ANGIE M	16	MASSAPOAG WY	16,309.67	85.00	Strip roof shingles and re-roof per GAF code (1.675SQ) using 6" of ice and water shield
23-166RB	12 85 0	11/13/2023	LAVARNWAY WM O DIANE P LIFE ES	433	PLEASANT ST	26,750.00	85.00	strip and re roof asphalt shingles
23-165RB	17 16 0	11/13/2023	DINICOLA TIMOTHY PETER	99	WESTFORD ST	19,900.00	85.00	strip and re roof asphalt shingles
23-168RB	14 47 0	11/19/2023	Y M C A	HALL ST	8,500.00	60.00	Demo interior of office building. Remove drywall, walls, flooring, and ceiling.	
23-171RB	23 36 0	11/19/2023	DEACON, LEIGH	489	FOREST ST	1,000.00	35.00	Residential weatherization / air sealing. No structural changes. (Site ID: 5007042)
23-170RB	7 35 0	11/19/2023	PARKIN ROBERT + ANNE E TRUSTEE	701	PLEASANT ST	15,500.00	85.00	go over roofing 2 barns
23-169RB	17 130 0	11/19/2023	DUNSTABLE TOWN OF	511	MAIN ST	40,000.00	85.00	Renovation of Town Common Bandstand Replace cedar shake shingle roof and crown molding Replace floorboards as-needed, not to exceed 6 floorboards in total Replace horizontal tread boards of stairs and railings on both sides of stairs
23-172RB	1 18 10	11/20/2023	ROONEY GARY E	7	ROBBINS FARM RD	10,250.00	125.00	install 6 replacement windows no structural changes. dining room windows and 1 landing window are tempered full.
23-175RB	8 95 0	11/27/2023	ANNUNZIATO JOSE	124	ADAMS ST	24,970.00	265.00	REMOVE & REPLACE 3 PATIO DOORS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES
23-174RB	22 31 0	11/27/2023	FORGIONE, MATTEO PETER	285	MAIN ST	12,000.00	85.00	Strip old layer , new ice water shield drip edge and install new shingles
23-173RB	14 24 0	11/27/2023	TARR DAVID	20	LAKE CR	4,000.00	65.00	Residential weatherization / air sealing. No structural changes. (Site ID: 5046986)
23-176RB	18 47 24	11/27/2023	JOHNSON BARRY	65	PARKHURST RD	6,000.00	55.00	Add a fireplace insert to our fireplace.
23-177RB	17 2 0	11/28/2023	SHERIDAN MARILYN	51	LOWELL ST	8,462.30	105.00	BLOWN IN CELLULOSE TO THE ATTIC FLOOR AND WALLS, FOAMBOARD AND FIBERGLASS IN THE RIM JOIST AND KNEEWALLS AND AIR SEALIGN PER THE MASS SAVE PROGRAM
23-178RB	12 27 0	12/01/2023	SWEET FAMILY TRUST	40	SWEETS POND RD	160,000.00	780.00	remove the existing structure and rebuild on the same foot print. new building will be a two bedroom one bathroom. same as the .original house
23-179RB	17 75 0	12/04/2023	THOMPSON JUDITH	29	PLEASANT ST	31,000.00	325.00	Bathroom Remodel, Plumbing reworked under bathroom (needs to be brought up to code), Tub to shower. New toilet, shower door, vanity, flooring
23-180RB	16 55 0	12/04/2023	WHITE PETER III	8	FOREST ST	4,000.00	65.00	Insulation work as part of the MASS Save program.
23-181RB	11 17 0	12/11/2023	DIMEO ROBERT A INVESTMENT TRUS	86	OAK ST	13,647.00	155.00	Remove and install 4 windows-like sizes. No structural changes.

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-182RB	8 20 1	12/12/2023	AYER PAULA M	148	ADAMS ST	1,600.00	55.00	Installing new wood stove.
23-183RB	8 80 0	12/20/2023	GOSS GREGORY S	20	JAMIE RD	38,384.18	405.00	Remodel Second Floor Master Bath
23-184RB	3 1 2	12/27/2023	BURLAMACHI MARK P	442	RIVER ST	31,000.00	325.00	install 1 entry door w/ 2 sidelites and 1 triple patio door for replacement. no structural changes.
23-185RB	17 17 0	12/27/2023	BATTLE JEFFREY D	45	WESTFORD ST	8,100.00	55.00	Installation of wood burning insert and full stainless steel liner
23-186RB	8 22 0	12/27/2023	TRANK GEORGE + CYNTHIA	197	KEMP ST	22,000.00	235.00	Demo drywall 2nd floor bathroom tub and replace with new tub. Replace vanity and flooring on 2nd floor bathroom. Inspections for firesafeing and/or insulation.

TOWN OF DUNSTABLE, MA

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

Permit Listing Report

Permit Type: ELECTRICAL

Report Criteria: All Permit Months - 2023

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-1E	17 69 0	01/03/2023	WRIGHT, MATTHEW NIGEL TRUSTEE	57	PLEASANT ST	2,500.00	70.00	bath and bedroom remodel
23-2E	17 75 0	01/09/2023	THOMPSON JUDITH	29	PLEASANT ST	1,600.00	100.00	Wire 50-amp 240-volt GFI EV outlet and 20-amp 120-volt GFI/Arc fault outlet
23-6E	12 62 0	01/17/2023	FLYNN BRIAN J & MICHELLE M TR	250	PLEASANT ST	2,000.00	100.00	portable gen connection/ wire living room for smoke detector and outlets
23-4E	17 76 0	01/17/2023	DUNSTABLE TOWN OF	23	PLEASANT ST	2,800.00	75.00	Removed old generator and installed new
23-3E	18 41 0	01/17/2023	KRISHNASWAMY SARATH	275	POND ST	54,912.00	110.00	A 16.9 kW PV with micro inverter solar system
23-7E	8 1A 0	01/17/2023	CUTLER BRIAN F	358	GROTON ST	1,025.00	75.00	Wire Mitsubishi cooling and heat pump system
23-5E	15 46 0	01/17/2023	CARLETON MICHAEL	202	HARDY ST	15,000.00	75.00	Wiring for a new 26 KW Generator and transfer switch
23-8E	8 20 0	01/23/2023	MICHAELANN MURPHY	219	KEMP ST	12,500.00	114.00	GENERAL LIGHTS, PLUGS, KITCHEN, BATHROOM, DINING , BASEMENT LIGHTS BEDROOMS LIGHTS AND PLUGS AND REPLACE PANEL
23-10E	2 1 4	01/30/2023	GELDART, THERESA	234	RIVER ST	8,000.00	80.00	FINISH 3RD FLOOR, ADD RECESS IN BEDROOMS AND ARC FAULT PROTECTION, SUB PANEL
23-9E	17 16 2	01/30/2023	COSTON ANTHONY F	87	WESTFORD ST	6,630.00	110.00	Removal and reinstallation of existing solar systems, 39 panels 11.895KW
23-12E	13 23 2	02/06/2023	GANDRA SANDEEP RAO	47	ALEXANDER WAY	32,000.00	110.00	Install solar electric panels to the existing roof of a home 9.6 kW 24 panels with 3 Tesla Powerwalls (40.5 kWh total) installed on the exterior
23-11E	10 52 0	02/06/2023	BOWES JAMES J JR & CAROL B TR	1069	MAIN ST	15,000.00	101.00	Wire smoke detectors, Add recessed lighting in dining room, Wire kitchen, Wire 3 bathrooms, Add recessed lights in master bedroom, Replace all d
23-13E	7 63 0	02/13/2023	FOSTER STANLEY	461	PLEASANT ST	650.00	70.00	WIRE NATURAL GAS FURNACE REPLACEMENT
23-14E	5 1 0	02/15/2023	TULLY, CHARLES W JR	401	HOLLIS ST	5,500.00	75.00	Wiring to code of first floor renovation
23-15E	18 13 0	02/21/2023	MOY PATRICIA	352	WESTFORD ST	7,500.00	100.00	Rewire kitchen and bathroom relocate fixture & misc small items around house
23-16E	14 44 0	02/21/2023	GREATER LOWELL FAMILY YMCA	234	HALL ST	4,500.00	55.00	Wire open ceiling and walls for new lighting and switching. Clean up existing obsolete and make safe to remain.
23-17E	11 45 0	02/22/2023	WILKIE, JAME A	26	MILL ST	7,000.00	80.00	Add 100amp sub panel for new addition. Relocate 8switches and 8 receptacles. Wire new addition to code. Install wiring for new 2nd floor bathroom
23-18E	12 62 0	02/27/2023	FLYNN BRIAN J & MICHELLE M TR	250	PLEASANT ST	1,000.00	70.00	new living room
23-19E	10 50 0	03/06/2023	KIHIKO, JANE RUGURU	1085	MAIN ST	6,379.00	110.00	Install roof-mounted solar panels: 29(390W) panels 11.31kwdc. NO structural upgrades needed per PE. NO ESS.
23-20E	4 10 0	03/26/2023	KINNE DANA C	286	KEMP ST	2,500.00	75.00	install a whole house transfer switch and generator
23-25E	22 40 1	03/27/2023	MURRAY THEODORE SR	152	LOWELL ST	1.00	60.00	Remove gen-Tran panel. Install interlock on electrical panel. Install install conduit and wiring to inlet on ext of garage wall
23-24E	12 72 0	03/27/2023	OCONNOR MICHAEL PATRICK	97	CROSS ST	17,450.00	110.00	Install roof mounted solar panels: 34(390)Panels, total 13.26kwdc No Structural Upgrades Needed and No Battery
23-22E	9 27 0	03/27/2023	GEISSLER FREDERICK JR	606	GROTON ST	3,800.00	60.00	Service Upgrade
23-21E	17 103 0	03/27/2023	ATABAY, EFE	95	HIGHLAND ST	2,507.50	60.00	95 Highland St relocate washer and dryer circuit relocate switches to the other side of the door

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-23E	17 111 0	03/27/2023	WELLINGTON HOUSE LLC	529	MAIN ST	1,000.00	60.00	Right unit. New bathroom remodel. Install 1 Panasonic fan light. New 20 amp circuit for bath plug. New 12/2 for 3' baseboard heater.
23-26E	8 78 0	03/27/2023	DION ROBERT J	8	JAMIE RD	250.00	70.00	Remove customer's existing rooftop PV system, so that a third party can re-roof the residence. Re-install the original system once the re-roof is
23-27E	2 1 4	04/03/2023	GELDART, THERESA	234	RIVER ST	3,000.00	60.00	Upgrade alarm system
23-28E	2 6 7	04/10/2023	STEWART TIMOTHY	46	CHAPMAN STREET	33,616.81	110.00	Install 14-235 KW DC (39 panels) rooftop solar array.
23-29E	7 32 0	04/10/2023	FENN ROBERT N	735	PLEASANT ST	2,500.00	90.00	rewire bathroom
23-30E	11 72 0	04/18/2023	MANAHAN MICHAEL J	801	MAIN ST	31,200.00	110.00	PV Solar Panel Roof Mounted Installation 26 Modules 10.4 kW
23-31E	18 17 0	04/23/2023	ALLSOPP DENNIS L	265	WESTFORD ST	3,000.00	70.00	Installing new bathroom in basement.
23-32E	22 8B 0	04/24/2023	KOESTER KRYSTAL A	340	FOREST ST	500.00	60.00	Wiring for New Above Ground Pool
23-33E	11 45 0	04/26/2023	WILKIE, JAME A	26	MILL ST	1,500.00	110.00	Wire an attic and basement air handler units, 2- 2 ton condenser units, install a 120v receptacle for a hot water heater
23-34E	18 47 25	04/26/2023	CHADZYNSKI PAWEL Z	61	PARKHURST RD	300.00	80.00	WIRING NEW HEATER FOR EXISTING POOL
23-35E	13 53 0	05/01/2023	MERRIFIELD STEPHEN	153	OFF POND ST	2,000.00	100.00	rough in and install outlets and switches on new porch. replaced light fixtures
23-36E	13 23 11	05/01/2023	MCLANE RYAN M	54	ALEXANDER WAY	1,200.00	60.00	go amp charger tesla
23-37E	17 33 0	05/08/2023	DUNSTABLE TOWN OF	510	MAIN ST	5,200.00	10.00	Installation of meter pedestal and service disconnect for bandstand.
23-38E	10 24 4	05/15/2023	MOSES, DANIEL LOUIS	50	SKY TOP LN	2,000.00	60.00	Above Ground Pool Installation
23-39E	17 69 0	05/21/2023	WRIGHT, MATTHEW NIGEL TRUSTEE	57	PLEASANT ST	3,500.00	150.00	Rewire Office space
23-40E	18 2 0	05/24/2023	GATEWAY HOMES LLC	160	WESTFORD ST	1,000.00	60.00	Replacement of natural gas furnace and water heater
23-41E	12 46 1	05/26/2023	HENRY JOHN S	161	PLEASANT ST	1,000.00	60.00	add outlets and lights to garage converting to home gym
23-43E	2 1 5	06/01/2023	WARD DAVID J	230	RIVER ST	1,250.00	75.00	Installation of new heat pump
23-42E	7 22 0	06/01/2023	BOWES, GERARD J	36	WOODS CT	2,100.00	60.00	Bathroom addition / closet run dedicated 20A dual function crtk.
23-44E	21 21 3	06/04/2023	BABIN MICHAEL	34	MAPLE STREET	1,200.00	60.00	Electrical outlet for above ground pool
23-47E	10 50 0	06/16/2023	KIHIKO, JANE RUGURU	1085	MAIN ST	500.00	185.00	change panel box
23-48E	13 22 3	06/16/2023	WHITE WILLIAM F JR	51	LAKE ST	975.00	75.00	Wire Mitsubishi cooling and heat pump system
23-46E	22 16 0	06/16/2023	FERRARI SHAWN C	313	FOREST ST	5,136.00	75.00	install ductless system 2) AC ELECTRICAL CIRCUIT 15-50AMP - SERVICE RECEPTACLE INCLUDED (5) Mini Split Wiring per Head
23-45E	17 125 0	06/16/2023	ERNICK DAVID MARK TRUSTEE	67	HIGH ST	1,200.00	75.00	Wiring a 3 zone & a 4 zone ductless systems
23-49E	13 89 0	06/18/2023	MANNING JOHN	59	HALL ST	0.00	60.00	Relocating outlets and recess lighting
23-50E	1 19 0	06/22/2023	KOTAU YAUHENI	571	HOLLIS ST	47,308.80	110.00	Roof Mounted Pv Solar Panels - 16.800KW- 42 Panels- 200A- No Battery
23-51E	13 37 0	06/26/2023	EBERHARDT PETER	27	LOWER DAM WY	770.00	75.00	WIRE CENTRAL AC REPLACEMENT
23-52E	3 4 4	07/10/2023	SUBBANAN ILLANGO	451	RIVER ST	6,500.00	170.00	finish basement and install 16 recessed lights
23-53E	17 64 0	07/17/2023	OCONNOR MARK D	101	PLEASANT ST	2,500.00	145.00	Replace underground feed & electric panels to Flower Shop
23-54E	4 5 0	07/17/2023	PLAUSSE SCOTT D	16	BRITTANY LN	1,600.00	85.00	replacing furnace & AC
23-55E	14 44 0	07/20/2023	GREATER LOWELL FAMILY YMCA	234	HALL ST	10,000.00	120.00	Install new underground conduits and feeder to service existing gym/pavilion.
23-57E	23 12 0	07/24/2023	WOLFE, ALEXANDRA	468	FOREST ST	38,000.00	60.00	Furnish and install 4 ton bosch condenser, and 1) 2 ton water condenser
23-56E	22 33 2	07/24/2023	BOULEY, DEREK JOSEPH	260	MAIN ST	25,000.00	230.00	Residential, Install wiring on new home
23-58E	11 72 0	07/24/2023	MANAHAN MICHAEL J	801	MAIN ST	2,500.00	85.00	see also permit 23-30E, bring current subpanel up to code, complete incomplete conduit in garage, tie in new wiring
23-59E	8 42A 0	07/27/2023	DUTTON BRIAN	345	GROTON ST	3,000.00	85.00	Install two heat pumps, and change subpanel
23-60E	18 54 0	07/31/2023	CHABOT DAVID M	169	WESTFORD ST	2,000.00	85.00	Replace existing pool panel with new Pentair Panel, reconnect new pool equipment to existing wiring and bring up to cde

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-62E	18 2 1	08/07/2023	SHAFEEQ, FLEMION	182	WESTFORD ST	29,000.00	120.00	Installation of 22 solar panels mounted on the roof no battery
23-61E	12 110 1	08/07/2023	MOURANT JEAN-MARC	39	DEPOT ST	500.00	85.00	Replace ac condenser and air handler
23-65E	14 48 1	08/14/2023	OLDENBURG TODD P	264	HALL ST	3,500.00	85.00	Wiring and bonding pool equipment for in ground pool
23-63E	1 9 0	08/14/2023	DAVID E TULLY III	31	RIVER ST	10,000.00	120.00	install 19 PV solar panels on the roof of the home
23-64E	10 15 0	08/14/2023	BOGDAN J CAROLYN J SNIJEZEK TR	56	CENTURY WY	3,000.00	85.00	Main panel upgrade 320Amps
23-66E	12 17 0	08/21/2023	CHADDOCK STEVEN W	59	BROOK ST	31,383.60	120.00	Roof mounted PV solar install. System size: 12.3kW, 30 panels, 200A
23-67E	1 18 6	08/28/2023	OMALLEY MICHAEL C	30	ROBBINS FARM RD	700.00	85.00	Wire EV Charger in Garage
23-69E	16 63 2	08/28/2023	CULLEN ZOEY CHENELLE	27	FRENCH CT	49,000.00	120.00	Installation of a safe and code compliant, grid-tied PV solar system on an existing residential roof. NO SMART METER (
23-68E	10 15 0	08/28/2023	BOGDAN J CAROLYN J SNIJEZEK TR	56	CENTURY WY	6,500.00	145.00	Install circuits for closed loop geothermal heat pumps, and 320 amp service upgrade / Main panel Upgrade
23-70E	2 7	08/30/2023	ZACHARIAH LOGIODICE	255	RIVER ST	24,000.00	230.00	Wire new home to code with underground service.
23-71E	12 98 0	08/30/2023	MARTIN PATRICIA	84	BROOK ST	34,000.00	120.00	Install solar electric panel to the existing roof of a home interconnected with the electrical grid 16.2 kW 40 panels
23-74E	8 53 0	09/11/2023	ERDMAN- JONES SALLY J	105	ADAMS ST	900.00	85.00	WIRE 5 TON CONDENSER REPLACEMENT
23-73E	12 82 3	09/11/2023	HODGKINSON ROBERT M	15	UPTON ST	660.00	85.00	WIRE 4 TON CENTRAL AC REPLACEMENT
23-72E	20 13C 0	09/11/2023	WOYTASZEK THOMAS	187	HARDY ST	1,430.00	85.00	Bond pool
23-75E	11 18 2	09/11/2023	BJERKE KEVIN	106	OAK ST	5,000.00	85.00	Wire to code for inground Gunite swimming pool
23-76E	16 14 0	09/11/2023	MOORE; BENJAMIN	47	THORNDIKE ST	49,000.00	130.00	Wiring new house with 400 amp service plus back garage with 100 amp sub panel
23-77E	18 41 1	09/25/2023	DENBO SAMUEL & SUSAN LANDSMAN	295	POND ST	74,000.00	120.00	Install 14.58 kW solar panels on roof. Will not exceed roof panel but will add 6" to roof height. 36 total panels.No ESS
23-78E	11 18 2	09/25/2023	BJERKE KEVIN	106	OAK ST	2,000.00	170.00	Reconnect existing circuit to new air handler,boiler and AC condenser and bring up to code.
23-79E	1 18 9	10/02/2023	WILSON, MICHAEL	11	ROBBINS FARM RD	24,218.06	120.00	Install 9 240 KW DC (22 panels) rooftop solar array.
23-80E	8 42 0	10/04/2023	JOHNSON SANDRA L	333	GROTON ST	6,000.00	170.00	Rewire kitchen plus lighting
23-81E	14 52 3	10/10/2023	GANNON, HUGH S	26	BEAR HILL RD	22,816.39	120.00	Install 8 400 KW DC (20 panels) rooftop solar array.
23-84E	16 6 0	10/15/2023	FAUBEL KENNETH T	61	FOREST ST	39,491.00	120.00	Solar installation of 17.63 kW DC system with 43 solar panels and microinverters. (No ESS / Battery)
23-83E	18 2 2	10/15/2023	Suzanne E. Graham	148	WESTFORD ST	6,825.85	85.00	Install 100 amp outdoor rated sub panel off of existing 100 amp feed Install piping and circuits for all pool equipment
23-82E	22 8 2	10/15/2023	NOVAK, HEIDI C	284	FOREST ST	500.00	85.00	Attic-direct replacement of 80% Furnace
23-85E	16 55 0	10/18/2023	WHITE PETER III	8	FOREST ST	1,250.00	85.00	replacement of heat pump and furnace
23-86E	16 40 1	10/20/2023	RUSSELL ROSEMARIE	116	THORNDIKE ST	11,794.00	120.00	ground mount solar of 48 slar panels, 48 micro inverters and batteries
23-87E	22 46 0	10/23/2023	BLACK PETER R	242	LOWELL ST	1,800.00	85.00	Rewiring of a 2nd floor bathroom
23-88E	8 55 0	11/06/2023	SILVA, ERIC	87	ADAMS ST	37,191.00	120.00	Roof Mounted Solar System Installation 7.600(AC) - 25 Panels - 200A - No Battery
23-89E	22 6 0	11/06/2023	HOLLENKAMP GREGORY	314	FOREST ST	3,500.00	85.00	Installing 22kw 200amp generator
23-90E	16 62 1	11/19/2023	MANSUR JOSEPH M	60	FOREST ST	838.00	85.00	boiler wiring for boiler replacement
23-91E	22 55 0	11/20/2023	PRICE STEVEN P	359	FOREST ST	2,300.00	85.00	Connecting transfer switch and running wires underground.
23-93E	2 8 1	12/01/2023	GRABER, ERIC SCOTT	235	RIVER ST	2,500.00	85.00	Replacement of a Heat Pump System
23-92E	11 87 1	12/01/2023	FREY JAMES E	737	MAIN ST	1,500.00	85.00	1 propane gas generator
23-94E	18 20 0	12/01/2023	NAGLE JOHN P	235	WESTFORD ST	6,000.00	170.00	kitchen remodel
23-95E	22 28 0	12/05/2023	ROARK, ANN MARIE TRUSTEE	223	FOREST ST	700.00	85.00	Installing dedicated circuit and one plug inside fireplace to power a gas fireplace insert and the circuit will be arc fau
23-96E	20 13A 0	12/06/2023	BIZIER JAMES M JR	177	HARDY ST	4,500.00	170.00	Kitchen remodel
23-100E	17 98 0	12/09/2023	HODGKINS, JASON D	62	HIGHLAND ST	1,000.00	85.00	All electrical for 2) Bosch bova condensers
23-99E	2 7 0	12/09/2023	KEN TULLY HOMES	315	RIVER ST	19,000.00	545.00	new single fam. res. dwelling, 4 bed 2.5 bath, 2 car gar.

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-98E	12 106 1	12/09/2023	MCAULIFFE PATRICIA	145	DEPOT ST	3,655.00	130.00	wire new 2 car garage, led strip lights, outlets, switches, sub-panel
23-97E	12 27 0	12/09/2023	SWEET FAMILY TRUST	40	SWEETS POND RD	8,000.00	230.00	rough wire and finish new house . install 100 amp under ground service
23-102E	12 19 0	12/11/2023	MCDONALD TREVOR M	27	BROOK ST	10,000.00	170.00	replace exiting outlets and switches. rough in and install new outlets and switches. rough and finish new kitchen and bathr
23-101E	10 6 0	12/11/2023	CALLAHAN JACQUELINE C	1086	MAIN ST	2,500.00	85.00	installation of 2 heat pumps
23-103E	13 90 0	12/14/2023	M + J NOMINEE TRUST	51	HALL ST	1,265.00	85.00	installation of a 2-zone mitsubishi cooling & heat pump system
23-104E	2 8 5	12/14/2023	WALSH CHRISTOPHER J & ANNA TRU	219	RIVER ST	1,700.00	85.00	install & wire 100 amp, 30 circuit sub-panel; install generator interlock transfer switch in panel
23-105E	18 47 18	12/18/2023	HUBERT TIMOTHY J	37	PARKHURST RD	1,717.00	60.00	INSTALL DEDICATED GROUND FAULT PROTECTED 50 AMP CIRCUIT FOR ELECTRIC VEHICLE CHARGER
23-106E	6 21 1	12/24/2023	REYNOLDS CAROL L	285	HOLLIS ST	1,000.00	85.00	Emergency Service repair damaged by tree during storm

TOWN OF DUNSTABLE, MA

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

Permit Listing Report

Permit Type: GAS

Report Criteria: All Permit Months - 2023

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-1G	16 62 5	01/09/2023	THIBEAU RICHARD J	90	FOREST ST	7,460.00	50.00	Furnace Install
23-2G	11 36 0	01/09/2023	GONCALVES, WAGNER D	980	MAIN ST	3,500.00	120.00	REPIPE PROPANE GAS LINES TO APPLIANCE
23-3G	4 10 0	01/30/2023	KINNE DANA C	286	KEMP ST	3,000.00	60.00	Install gas line from meter to new Generator
23-4G	8 85 0	02/06/2023	RICE KEVIN E	64	ADAMS ST	2,000.00	120.00	Replace 2 Gas Furnaces
23-5G	15 46 0	02/09/2023	CARLETON MICHAEL	202	HARDY ST	900.00	60.00	run 20' of underground gas line
23-7G	17 76 0	02/13/2023	DUNSTABLE TOWN OF	23	PLEASANT ST	850.00	60.00	Generator replacement
23-6G	7 63 0	02/13/2023	FOSTER STANLEY	461	PLEASANT ST	4,500.00	50.00	REPLACE NATURAL GAS FURNACE
23-8G	12 41 0	02/27/2023	215 PLEASANT LLC	215	PLEASANT ST	1,200.00	60.00	Install Propane line for cooking stove
23-9G	18 2 4	03/06/2023	GATEWAY HOMES LLC	172	WESTFORD ST	2,000.00	120.00	gas pipe stove,water heater,furnace
23-10G	22 40 1	03/20/2023	MURRAY THEODORE SR	152	LOWELL ST	5,000.00	35.00	Water heater replacement
23-11G	22 3 2	03/30/2023	GAROFANO SANDRA	267	LOWELL ST	250.00	60.00	Water Heater replacement
23-13G	11 45 0	04/03/2023	WILKIE, JAME A	26	MILL ST	800.00	120.00	Install interior gas piping to furnaces, on-demand water heater and cooktop
23-12G	18 2 2	04/03/2023	GATEWAY HOMES LLC	148	WESTFORD ST	3,000.00	10.00	gas pipe for new house
23-14G	22 33 2	04/18/2023	BOULEY, DEREK JOSEPH	260	MAIN ST	8,650.00	240.00	gas piping for 1 - water heater, 2 - furnaces, 1 - range, 1 dryer
23-15G	18 2 3	04/23/2023	GATEWAY HOMES LLC	166	WESTFORD ST	3,000.00	150.00	gas pipe dryer, stove, 2-furnaces, water heater, fireplace
23-16G	2 1 5	05/04/2023	WARD DAVID J	230	RIVER ST	20,000.00	60.00	Installation of propane gas boiler
23-17G	7 47 0	05/21/2023	MUNROE SANDRA L	605	PLEASANT ST	6,000.00	60.00	Gas Boiler Replacement
23-19G	8 13 0	06/01/2023	WHEELER THOMAS M TRUSTEE	212	KEMP ST	4,000.00	60.00	installed 50 gal gas wtr htr
23-18G	12 107 0	06/01/2023	PETERSON GEORGE A	137	DEPOT ST	2,500.00	60.00	oil to gas boiler & gas stove
23-20G	21 4 0	06/06/2023	MSTA BROTHERS LLC	104	MAIN ST	18,000.00	130.00	Gas pipe five modine heaters,two furnaces, one range and one fireplace
23-21G	18 2 0	06/15/2023	GATEWAY HOMES LLC	160	WESTFORD ST	16,000.00	85.00	Installation of gas furnace, tankless water heater. Oil to gas conversion
23-22G	18 47 25	06/15/2023	CHADZYNSKI PAWEL Z	61	PARKHURST RD	1,300.00	60.00	RUN 24' OF UNDERGROUND GAS LINE TO POOL HEATER
23-23G	10 50 0	06/15/2023	KIHIKO, JANE RUGURU	1085	MAIN ST	800.00	60.00	Install exterior gas piping from propane tank to home
23-24G	18 2 0	06/30/2023	GATEWAY HOMES LLC	160	WESTFORD ST	1.00	60.00	connect propane tank to stub out
23-25G	21 23 1	07/20/2023	SIMMONS, MARY ANN D	190	THORNDIKE ST	1,600.00	70.00	running lines to install a 1-1000 UG LP Tank
23-26G	12 6 0	07/20/2023	LYNCH MICHAEL R	714	MAIN ST	8,340.00	70.00	install l230 Rinnai boiler
23-28G	12 6 0	07/24/2023	LYNCH MICHAEL R	714	MAIN ST	950.00	160.00	Install gas piping from underground propane tank to house stub
23-27G	18 54 0	07/24/2023	CHABOT DAVID M	169	WESTFORD ST	800.00	70.00	Repipe, disconnect and reconnect new pool heater.
23-29G	7 24 0	08/14/2023	FALCO VINCENT + LYDIA	19	WOODS CT	950.00	70.00	New gas line
23-30G	8 61 0	08/14/2023	STELTER, DAVID	41	ADAMS ST	7,607.00	170.00	GAS PIPING FOR NEW ON DEMAND TANKLESS WATER HEATER
23-31G	22 48 0	08/17/2023	SILVA, JOSEPH H	264	LOWELL ST	100.00	70.00	permit for Test
23-32G	4 5 0	08/28/2023	PLAUSSE SCOTT D	16	BRITTANY LN	800.00	70.00	Replacing gas furnace
23-33G	22 18 0	08/28/2023	MUNROE GEORGE + CAROL	295	FOREST ST	500.00	70.00	Replacement of Water Heater
23-36G	23 29 0	08/28/2023	IANTOSCA, RENEE	567	FOREST ST	0.00	70.00	boiler replacement
23-35G	8 22 0	08/28/2023	TRANK GEORGE + CYNTHIA	197	KEMP ST	8,000.00	70.00	Replace Gas Furnace
23-34G	23 40 0	08/28/2023	JACOBSON, KYLE	441	FOREST ST	11,000.00	70.00	Install one Rinnai l120 96% propane gas boiler connected to existing piping.... Propane conversion
23-37G	2 7	08/30/2023	ZACHARIAH LOGIODICE	255	RIVER ST	17,000.00	160.00	Gas for new home
23-38G	7 57 0	09/03/2023	MCQUADE LYNDA A	306	DEPOT ST	1,400.00	170.00	Meter needs to be attached.
23-39G	22 6 0	09/07/2023	HOLLENKAMP GREGORY	314	FOREST ST	950.00	70.00	Generator

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-40G	11 182	09/25/2023	BJERKE KEVIN	106	OAK ST	15,000.00	220.00	Run main gas line from outside through home, feeding all appliances. Install high efficiency condensing floor boiler in place of oil fired b
23-42G	16 140	10/01/2023	MOORE; BENJAMIN	47	THORNDIKE ST	950.00	160.00	Install gas piping from underground propane tank to house stub
23-41G	16 140	10/01/2023	MOORE; BENJAMIN	47	THORNDIKE ST	950.00	70.00	Install underground gas piping from propane tank to generator
23-43G	11 182	10/10/2023	BJERKE KEVIN	106	OAK ST	950.00	70.00	Install gas piping from underground propane tank to house stub
23-44G	18 2 2	10/15/2023	Suzanne E. Graham	148	WESTFORD ST	2,879.00	70.00	gas line for pool heater
23-45G	16 55 0	10/18/2023	WHITE PETER III	8	FOREST ST	7,300.00	70.00	Replacement of furnace
23-47G	17 127 0	10/26/2023	REARDON JOHN JR	45	HIGH ST	3,181.00	70.00	direct replacement 40 gal. chimney vent water heater
23-46G	2 7	10/26/2023	ZACHARIAH LOGIODICE	255	RIVER ST	950.00	70.00	Install underground gas piping from propane tank to house stub
23-48G	11 390	10/26/2023	STEVENS, DANIEL J	993	MAIN ST	6,370.00	70.00	install propane gas furnace
23-49G	18 20 0	11/03/2023	NAGLE JOHN P	235	WESTFORD ST	1,000.00	70.00	cook top propane
23-50G	17 78 0	11/04/2023	AVRILLON, GUILLAUME P	11	PLEASANT ST	4,000.00	70.00	Install modine heater
23-52G	22 8 2	11/06/2023	NOVAK, HEIDI C	284	FOREST ST	2,000.00	70.00	Attic-80% Furnace direct replacement
23-51G	22 33 2	11/06/2023	BOULEY, DEREK JOSEPH	260	MAIN ST	950.00	70.00	Install gas piping from underground propane tank to house stub
23-53G	22 33 1	11/08/2023	RYDER KATHLEEN B	270	MAIN ST	2,500.00	130.00	Tankless Water heater replacement
23-54G	16 62 1	11/19/2023	MANSUR JOSEPH M	60	FOREST ST	16,185.00	70.00	replacement boiler
23-55G	18 55 0	11/26/2023	FAN LUSHENG	167	WESTFORD ST	0.00	70.00	Install Water Heater
23-56G	11 87 1	12/01/2023	FREY JAMES E	737	MAIN ST	1,500.00	70.00	Installation of a gas Generac Generator
23-57G	8 87 0	12/06/2023	SANDERS, KEVIN	90	ADAMS ST	23,000.00	130.00	Gas Furnace & AC replacement
23-58G	17 98 0	12/09/2023	HODGKINS, JASON D	62	HIGHLAND ST	4,000.00	70.00	Retro fit 2) gas furnace
23-60G	16 14 0	12/14/2023	MOORE; BENJAMIN	47	THORNDIKE ST	10,000.00	160.00	Gas pipe new home
23-59G	12 19 0	12/14/2023	MCDONALD TREVOR M	27	BROOK ST	500.00	70.00	renov gas stove
23-61G	12 106 1	12/14/2023	MCAULIFFE PATRICIA	145	DEPOT ST	950.00	70.00	Interior gas piping to unit heater
23-62G	15 41 0	12/18/2023	JABLONSKI PETER E	39	FRENCH CT	950.00	70.00	Install underground gas piping from propane tank to generator
23-63G	2 7 0	12/24/2023	KEN TULLY HOMES	315	RIVER ST	950.00	70.00	Install gas piping from underground propane tank to house stub
23-64G	21 23 1	12/31/2023	SIMMONS, MARY ANN D	190	THORNDIKE ST	38,000.00	280.00	2 Gas furnace with heat pumps Replacement

TOWN OF DUNSTABLE, MA

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Permit Listing Report

Permit Type:MECHANICAL

Report Criteria:All Permit Months - 2023

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-1M	12 94 0	02/09/2023	FRIEDGEN JEFFREY E	24	BROOK ST	5,600.00	55.00	Installation Of a Wood Insert Into Existing Masonry Fireplace
23-2M	17 125 0	06/30/2023	ERNICK DAVID MARK TRUSTEE	67	HIGH ST	54,100.00	60.00	3 zond Ductless and main level Central AC
23-3M	8 42A 0	07/10/2023	DUTTON BRIAN	345	GROTON ST	38,000.00	60.00	Installation of mixed ducted heat pump
23-4M	2 7	08/14/2023	ZACHARIAH LOGIODICE	255	RIVER ST	17,000.00	60.00	New INSTALL HVAC SYSTEM IN NEW HOUSE
23-5M	16 14 0	10/18/2023	MOORE, BENJAMIN	47	THORNDIKE ST	50,390.00	60.00	New Supply and install three HVAC systems.
23-6M	7 57 0	12/11/2023	MCQUADE LYNDA A	306	DEPOT ST	5,000.00	55.00	New Installation of Pellet Stove Insert
23-7M	2 7 0	12/27/2023	KEN TULLY HOMES	315	RIVER ST	13,695.00	60.00	New Supply and install one HVAC system.

TOWN OF DUNSTABLE, MA

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Permit Listing Report

Permit Type:PLUMBING

Report Criteria:All Permit Months - 2023

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-1P	8 20 0	01/09/2023	MICHAELANN MURPHY	219	KEMP ST	9,000.00	360.00	Remodel 2 bath , relocate washer machine connection
23-2P	5 10 0	02/15/2023	TULLY, CHARLES W JR	401	HOLLIS ST	4,000.00	100.00	renovate first floor bathroom
23-5P	10 52 0	02/21/2023	BOWES JAMES J JR & CAROL B TR	1069	MAIN ST	15,000.00	150.00	Install new plumbing to house
23-4P	11 45 0	02/21/2023	WILKIE, JAME A	26	MILL ST	10,000.00	295.00	Install kitchen ,and 2 bathrooms and bar sink
23-3P	18 13 0	02/21/2023	MOY PATRICIA	352	WESTFORD ST	6,500.00	300.00	bathroom remodel, kitchen remodel
23-6P	18 2 4	03/06/2023	GATEWAY HOMES LLC	172	WESTFORD ST	15,000.00	150.00	rough and install new plumbing for 2 1/2 bath house
23-7P	17 111 0	03/19/2023	WELLINGTON HOUSE LLC	529	MAIN ST	1,500.00	120.00	bathroom remodel
23-8P	22 3 2	03/30/2023	GAROFANO SANDRA	267	LOWELL ST	250.00	60.00	Water Heater replacement
23-9P	7 32 0	04/16/2023	FENN ROBERT N	735	PLEASANT ST	5,000.00	30.00	remodel bathroom
23-11P	17 103 0	04/18/2023	ATABAY, EFE	95	HIGHLAND ST	2,700.00	60.00	1- new utility sink and washing machine, set up in first floor closet in kitchen
23-12P	22 33 2	04/18/2023	BOULEY, DEREK JOSEPH	260	MAIN ST	24,000.00	150.00	• Install plumbing consisting of all water, waste, and vent piping for 1 – master bath, 1 – full bath, 1 - 3/4 bath, 1 – kitchen sink, 1 –
23-10P	18 2 0	04/18/2023	GATEWAY HOMES LLC	160	WESTFORD ST	6,493.09	60.00	Install tankless water heater
23-13P	18 2 3	04/23/2023	GATEWAY HOMES LLC	166	WESTFORD ST	15,000.00	130.00	rough and install 2 1/2 baths,kitchen,laundry
23-14P	8 14 0	05/01/2023	COOK BENJAMIN	252	KEMP ST	5,000.00	60.00	adding a water filter due to PFAS
23-15P	4 10 0	05/01/2023	KINNE DANA C	286	KEMP ST	5,000.00	60.00	Adding Water Filter due to PFAS
23-17P	7 15 0	05/21/2023	PERRY MICHAEL	642	PLEASANT ST	5,000.00	300.00	Plumbing for home renovation
23-18P	7 47 0	05/21/2023	MUNROE SANDRA L	605	PLEASANT ST	6,000.00	60.00	Replace Gas Boiler
23-18P	7 22 0	05/26/2023	BOWES, GERARD J	36	WOODS CT	5,000.00	155.00	Second floor bathroom reno
23-19P	12 107 0	06/01/2023	PETERSON GEORGE A	137	DEPOT ST	2,500.00	60.00	oil to gas boiler & gas stove
23-20P	21 4 0	06/06/2023	MSTA BROTHERS LLC	104	MAIN ST	22,500.00	130.00	Plumbing for two new bathrooms ,kitchen and laundry
23-21P	12 63 0	06/13/2023	WILSON SEAN M	262	PLEASANT ST	4,000.00	60.00	Replacing shower and valve on 1st floor bathroom
23-22P	13 89 0	06/18/2023	MANNING JOHN	59	HALL ST	0.00	120.00	install kitchen sink, new bath vanity, new shower, and new washer/drier
23-23P	17 125 0	06/26/2023	ERNICK DAVID MARK TRUSTEE	67	HIGH ST	7,334.00	60.00	replace Orangeburg sewer pipe from foundation to septic tank
23-24P	22 9 0	06/30/2023	KOYUTIS, KAREN A	362	FOREST ST	7,500.00	130.00	Bathroom upgrade
23-25P	8 61 0	08/14/2023	STELTER, DAVID	41	ADAMS ST	7,607.00	70.00	ON DEMAND TANKLESS WATER HEATER
23-27P	23 29 0	08/28/2023	IANTOSCA, RENEE	567	FOREST ST	0.00	70.00	Boiler replacement
23-26P	17 110 0	08/28/2023	ST JEAN DANIEL M	553	MAIN ST	7,500.00	160.00	Renovating first and second floor bathrooms
23-28P	7 24 0	08/30/2023	FALCO VINCENT + LYDIA	19	WOODS CT	5,000.00	130.00	Boiler replacement
23-29P	12 46 1	09/03/2023	HENRY JOHN S	161	PLEASANT ST	6,000.00	130.00	Replace tub, lavatory and toilet
23-30P	17 75 0	09/07/2023	THOMPSON JUDITH	29	PLEASANT ST	7,100.00	160.00	Bathroom refresh tub to shower
23-31P	2 7	09/11/2023	ZACHARIAH LOGIODICE	255	RIVER ST	17,000.00	160.00	Plumbing for new home
23-32P	8 42 0	09/25/2023	JOHNSON SANDRA L	333	GROTON ST	5,000.00	160.00	kitchen remodel & add bathroom
23-33P	11 18 2	09/25/2023	BJERKE KEVIN	106	OAK ST	8,000.00	130.00	Install indirect water heater and boiler to code.
23-34P	16 14 0	09/25/2023	MOORE, BENJAMIN	47	THORNDIKE ST	60,000.00	160.00	Complete plumbing for new house
23-35P	17 127 0	10/02/2023	REARDON JOHN JR	25	HIGH ST	3,181.00	70.00	direct replacement 40 gal. chimney vent water heater
23-36P	12 19 0	10/23/2023	MCDONALD TREVOR M	27	BROOK ST	19,000.00	160.00	Plmbg renov full house due to flood damage
23-37P	22 46 0	10/31/2023	BLACK PETER R	242	LOWELL ST	4,000.00	160.00	remodel 2nd floor bath
23-38P	18 20 0	11/03/2023	NAGLE JOHN P	235	WESTFORD ST	4,000.00	160.00	dishwasher/kit sink/ice maker
23-39P	22 33 1	11/06/2023	RYDER KATHLEEN B	270	MAIN ST	2,500.00	130.00	Tankless Water Heater Replacement
23-40P	16 62 1	11/19/2023	MANSUR JOSEPH M	60	FOREST ST	16,185.00	70.00	boiler replacement
23-41P	8 2 0	11/20/2023	SCHULTZ, CULLEN H	376	GROTON ST	2,500.00	70.00	install whole house water filter
23-42P	18 55 0	11/26/2023	FAN LUSHENG	167	WESTFORD ST	0.00	70.00	Replace water heater
23-43P	12 102 5	12/01/2023	CARNEY SEAN R	270	DEPOT ST	1,500.00	70.00	Replacement Oil Boiler

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-44P	2 7 0	12/06/2023	KEN TULLY HOMES	315	RIVER ST	18,000.00	160.00	Plumbing for a new house
23-45P	22 18 0	12/14/2023	MUNROE GEORGE + CAROL	295	FOREST ST	1,460.78	70.00	Replacement of Water Heater
23-46P	8 22 0	12/24/2023	TRANK GEORGE + CYNTHIA	197	KEMP ST	6,000.00	70.00	Replace tub, vanity and valve on 2nd floor bathroom.
23-48P	14 45 0	12/27/2023	LORDEN CHRISTINE E	194	HALL ST	4,000.00	160.00	installation of water filter
23-47P	16 4 0	12/27/2023	LEWIS MARK	85	FOREST ST	4,000.00	160.00	install water filter

TOWN OF DUNSTABLE, MA

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Permit Listing Report

Permit Type:SHEET METAL

Report Criteria:All Permit Months - 2023

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-1SM	2 1 4	01/17/2023	GELDART, THERESA	234	RIVER ST	29,000.00	60.00	Installing and re-locating attic air handler, associated ductwork and condenser. This includes connecting pre-existing supplies in third floor renovation.
23-2SM	18 2 3	02/09/2023	GATEWAY HOMES LLC	166	WESTFORD ST	23,000.00	60.00	Installation of the Hvac Systems including Ductwork, No Gas Piping.
23-3SM	21 4 0	04/23/2023	MSTA BROTHERS LLC	104	MAIN ST	30,000.00	300.00	Installing heat and a/c with gas furnaces and ductwork on top two floors
23-4SM	2 1 5	05/04/2023	WARD DAVID J	230	RIVER ST	20,000.00	75.00	Replacement of heat pump - connecting to existing duct work, no new ducting
23-5SM	22 9 0	05/30/2023	KOYUTIS, KARENA	362	FOREST ST	20,000.00	60.00	Furnish and install high efficiency ducted heat pump system to serve new addition - sealed and insulated per MA Code requirements.
23-6SM	12 110 1	06/16/2023	MOURANT JEAN-MARC	39	DEPOT ST	16,000.00	60.00	Installation of central AC condenser and air handler
23-7SM	20 25 1	06/30/2023	DINNEEN SHARON E TRUSTEE	139	HARDY ST	83,140.00	60.00	Installation of geothermal water to air heat pump connected to existing ductwork & Water to water connected to existing radiant
23-8SM	20 31 0	07/11/2023	PATEL, KRUPAL	55	HARDY ST	27,000.00	60.00	Installation of (2)x Mini-Split Ductless Systems - 1st Floor - 3 port 2 zone. 2nd Floor - 4 port 4 zone
23-9SM	17 130 0	07/16/2023	DUNSTABLE TOWN OF	511	MAIN ST	28,300.00	10.00	Replacement of existing 4 ton cooling system that was leaking water.
23-10SM	2 7	08/14/2023	ZACHARIAH LOGIODICE	255	RIVER ST	17,000.00	60.00	INSTALL HEAT AND AC IN NEW HOUSE
23-11SM	11 18 2	09/27/2023	BJERKE KEVIN	106	OAK ST	30,000.00	60.00	Replace inefficient duct work in attic. Install American Standard air handler and heat pump to code.
23-12SM	16 14 0	10/18/2023	MOORE, BENJAMIN	47	THORNDIKE ST	9,000.00	60.00	Supply and install metal duct work for HVAC systems.
23-13SM	10 6 0	11/15/2023	CALLAHAN JACQUELINE C	1086	MAIN ST	39,000.00	60.00	Installations of one ductless heat pump and one ducted heat pump
23-14SM	17 38 0	12/04/2023	DUNSTABLE TOWN OF	28	PLEASANT ST	43,000.00	10.00	Install a Plymoven Vehicle exhaust removal system
23-15SM	13 22 3	12/14/2023	WHITE WILLIAM F JR	51	LAKE ST	4,200.00	60.00	INSTALLATION OF NEW CENTRAL HEAT PUMP WITH AN AIR HANDLER IN THE ATTIC - ALL NECESSARY SUPPLY/RETURN DUCTWORK TO HEAT AND COOL 2ND FLOOR
23-16SM	2 7 0	12/27/2023	KEN TULLY HOMES	315	RIVER ST	3,000.00	60.00	Supply and install metal duct work for HVAC system.

TOWN OF DUNSTABLE, MA

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Permit Listing Report

Permit Type:TRENCH

Report Criteria:All Permit Months - 2023

Permit #	Parcel Id	Issued	Owner	#	Location	Est. Cost	Fee	Work Description
23-1TR	17 125 0	05/15/2023	ERNICK DAVID MARK TRUSTEE	67	HIGH ST	0.00	10.00	Front corner of foundation to septic tank to replace failed Orangeburg pipe approx. 3ft. deep

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.

2023 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 due to budget constraints, our per diem staffing was reduced to 1 firefighter on duty. In September we were able to restore our staffing level back to 2 firefighters thanks to a generous donation from a private donor. We are staffed 7 days a week 365 days a year only during the hours of 8 AM until 4PM. After those hours we rely on call members that respond from home. We are always looking for residents to join our call force if you or someone you know is interested have them visit the firehouse during business hours to learn about what the job entails.

In 2023 we continue to experience an increase in call volume. The department has responded to 395 calls to date and with a month to go we anticipate surpassing last year's run total of 424 emergency incidents, the majority being medical aid runs. The members conducted 112 safety inspections and over 1,000 hours of training both in house and outside of the department.

The town suffered \$1,403,000 in fire damage in 2023 including a major building fire at 41 Lowell Street. The department also responded to our neighboring communities providing mutual aid which is an integral part of protecting both our town as well as our neighbors who provide us aid when needed.

We had four members complete firefighter recruit training to become certified firefighters through the Massachusetts Fire Academy. We also have members currently completing additional courses such as advanced EMS 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. These interactions with the community are vital to be able to educate our citizens on the dangers of fire and ensure day-to-day safety in our community.

A new vehicle was placed in service, Squad 1 which is a mini pumper has replaced Rescue 1. The Squad, unlike the Rescue, has fire suppression capabilities but is a smaller apparatus than our pumpers to respond to medical emergencies and perform inspections. Squad 1 is a Ford F550-HME it carries 400 gallons of water and is capable of pumping 1,500 gallons per minute. In addition to fire suppression and EMS capabilities this vehicle also carries hazardous materials mitigation equipment and gas meters, water rescue, rope rescue, vehicle extrication and firefighter rescue equipment.

We have several grants on both local and federal levels that we have applied for to secure additional needed equipment. We will continue to work to secure grant funding to reduce the burden of the taxpayers in the coming year. We are also in the process of ordering our first round of PFAS free firefighting gear to further enhance the safety and health of our firefighters.

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 teamwork in supporting our mission to provide fire protection and emergency medical services to the town of Dunstable.

William R. Farrell

Chief of Department

Dunstable Fire Department.

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. She can be reached at Nashoba Associated Boards of Health, 30 Central Ave, Ayer, MA 1-800-427-9762 Ext. 303. She is also in the town hall on Tuesday mornings 8:00-10:00 a.m.

The Nashoba Nursing Service serves as the Board of Health Agent providing public health services to the town such as flu clinics.

Another area of frequent activity relates to the management of the very affordable curbside pickup and disposal of trash and recycling. If you are interested in signing up, please go to www.dunstable-ma.gov and go to online payments and scroll halfway 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.

Board of Health,

Maria Amodei, Chair
Anita Moeller
Robert Parkin
Joan Ferrari, Admin. Asst

REPORT OF THE NASHOBA BOARD OF HEALTH

Nashoba Associated Boards of Health continues to serve the Town of Dunstable and the Dunstable Board of Health in meeting the challenges of environmental and public health needs in your community. The Nashoba Associated Boards of Health is a regional health district whose members, including the Town of Havarad and the Dunstable Board of Health, are members. The health District is governed by the elected Board of Health members from member communities and meet quarterly to conduct the District business.

- Our public health nursing staff returned to pre-pandemic activities while working with our Public Health Educator to provide public health education programs to our communities.
- It is with great sadness that we needed to close the Nashoba Nursing Service and Hospice, our VNA, primarily due to the difficulty obtaining and retaining nursing staff; the service ended in June.
- 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 have been able to bring on another Health Agent to improve our service to the communities.

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 has regular hours in the Dunstable Town Hall to serve Dunstable residents and work with Town Hall staff.

Food Service Licensing and Inspections: 12

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

Recreational Permitting and Inspections: 2

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

Housing & Nuisance Investigation: 0

This office inspects dwelling units for compliance with the State Sanitary Code upon compliant and prior to occupancy. We issue orders to take corrective actions, reinspect, 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 12 applications for soil testing (testing necessary for the design of a sewage disposal systems) and witnessed 54 tests performed (perc tests and soil evaluation holes).

We received 14 applications for sewage disposal systems and reviewed 29 plans for new and replacement systems.

Our office prepared 15 sewage disposal system permits for the Board’s review and approval: 11 for new construction and 4 for the replacement of failed systems.

We conducted 23 inspections during the construction of sewage disposal systems.

We reviewed 19 Title 5 inspection reports and we were available to provide consultation to your residents on matters relating to sewage disposal systems.

Private Well related services

Private wells are regulated by local regulation and we issued 10 well permits for new and replacement private water supply wells.

We reviewed water quality and quantity reports and interpreted the results for your residents.

Rabies Clinics

Clinics were held in a handful of communities in cooperation with local veterinarians; clinics were open to the residents of all member communities.

Nashoba Nursing Service & Hospice

It was with great sadness that we closed the Nashoba Nursing Service and Hospice at the end of June 2023, what follows is a record of the activities in your community performed by the Nashoba Nursing Service and Hospice through the end of June.

Nashoba’s Certified Home Health Registered Nurses visited and provided skilled services to patients in their home under physician’s orders. The services included assessment of physical, psychological, and nutritional needs. Skills included 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 provided assistance with daily activities of daily living including bathing, dressing, exercises and meal preparation.

Nashoba Therapists provided 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: 74

Home Health Aide Visits: 3

Rehabilitative Therapy Visits: 50

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 local boards of health to identify and manage clusters of disease/exposures in the District.
- Working with school nurses and childcare providers in the District to provide information, offer advice and support.
- Working with the Health Agents in our member communities to assist individuals in unsafe living situations, our goal is to improve their living conditions.

Communicable Disease Number of Cases investigated:

Haemophilus Influenza	1
Influenza	8
SARS-CoV-2 (COVID-19)	26

The Nashoba nursing staff provided monitoring and guidance to **167** travelers and residents throughout the District testing positive for TB infection (not contagious) this calendar year, and have also been managing **3** active TB cases in the District since Spring/Summer 2023 (monitoring continues 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, dog bites etc.) in a variety of ways including:

- Monthly well adult clinics have been & continue to be offered throughout the District. Nashoba nursing staff conducted **134** total clinics this year, including **11** clinics 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. District wide 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 **1564** flu shots to community members, including **42** Dunstable residents.
- 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. We made **2** home visits.
- 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 provided Grief Support groups after the closing of Nashoba Nursing Service and Hospice.
- 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 2023

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 and the work of the Nashoba Associated Boards of Health's (NABH) Public Health Nursing and Environmental Health departments. In the past year, the PHE/CS has been communicating timely and relevant public health information to towns and stakeholders, providing educational opportunities across the District with a social determinants of health (SDOH) lens, advocating for improved resource access and health equity in the region, and partnering with a variety of community-based organizations. This work has included:

- Developing educational programs and presentations both independently and collaboratively with the PH nursing team- Public Health 101, Brain Health & Stroke Prevention, etc.
- Serving an overseeing administrative role during annual flu clinics.
- Providing education and advocacy related to treatment and de-stigmatization of substance use disorder, mental health.
- Providing public and written testimony to advocate for public health-related resources in the region.
- 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. Continuing to identify ways to diversify communication methods to reach as many community members as possible.
- Building and maintaining relationships with a broad range of 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.
- 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.
- Attended "Grantmakers" training and oriented to grant application process.
- Became certified in Mental Health First Aid for Adults.
- 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 NABH website to keep info relevant and accessible.
- Maintaining and expanding upon a robust, in-depth Resources page on the website.
- Organizing events to facilitate the exchange of information such as networking events for Council on Aging and Outreach Workers and local Boards of Health and learning events including a district-wide Mental Health Learning Collaborative.
- Maintaining agency social media to reach people in district with current, relevant and seasonal public health information.

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, 2023.

Chief of Police: Erik Hoar
Police Administrator: Elizabeth Sappet
Sergeants of Police: Darrell Gilmore
Nicholas Papageorgiou
Patrol Officers: Matthew Tully
Shawn Drinkwine
Richard Nault
Michael Pietroforte
Jeffery Swift
Reserve Officers: Sean Ready
Gregg Sanborn
Philip Sepe
Clifford Dunning
Jeffery Noble

This year was a big year for the Town of Dunstable and the Police department as we celebrated the 350th anniversary as a town and marking this milestone with numerous celebrations capturing the town's spirit. I would like to thank all the dedicated volunteers who organized the events and to let them know that the Police department was delighted to be part of the commemorations.

The Police department also celebrated a milestone of its own this year. On October 4th, we were awarded accreditation from the Massachusetts Police Accreditation Commission.

The accreditation is a self-initiated process by which police agencies voluntarily strive to meet and maintain standards that have been established for the law enforcement profession by the profession. The program establishes standards on best practices for police agencies to adopt. The agencies then establish written directives and procedures for their personnel to implement. The standards dictate which topical areas an agency must have policies and procedures, leaving the agency's chief executive officer and supervisory staff to develop and enforce agency-specific policies and procedures. Most of the

Commission's standards require agencies to commit their often-unwritten policies and procedures to writing. The remaining standards are equipment or facility related.

We also saw two major road projects come to completion in 2023. First was Main Street (Rte. 113), which was challenging for both the department and the thousands of commuters using this roadway every day. The improvements to the roadway infrastructure improved vehicular and pedestrian safety, accessibility, and travel to a much-needed area of town. The second was a gas line project that affected Hall, School, Groton, and Kemp streets for many months. Thank you to everyone for your patience during these two major disruptions.

Here at the police department, we replaced the aging generator. The old generator was original to the building when it became the police department. The new generator is both more efficient and more powerful than the one that was replaced. It will serve the department for many years to come.

Our officers continue to attend yearly training through the MPTC, which provides updates on criminal and motor vehicle law, trauma officer wellness, police bias, first responder, and report writing. These are just some of the basic trainings that officers receive each year. Over the next few months, we will also be conducting several in house training sessions utilizing in house instructors in the topics of de-escalation (ICAT), CPR, and use of force.

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 clerks or Select Boards Office.

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 employees. We look forward to continuing our partnership with them in servicing all of the town's public safety needs.

Respectfully Submitted,

Chief Erik Hoar

REPORT OF THE BOARD OF ROAD COMMISSION

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.

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 include 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 Lowell Road, Lake Street, Hall Street, School Street and parts of Depot and Groton Street. The Highway Department also assists many other departments in town such as Board of Health by putting together and dropping of trash/recycling barrels, Police, 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 salt 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 are excited to say the 113 Project is complete. As is the National Grid Project on Hall Street/School Street/Groton Street/Kemp Street. We have issued 9 Driveway Permits.

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 and meet as needed; an appointed superintendent handles interments and maintenance, including four outlying cemeteries now closed to burials from the general public.

In 2023 there were 17 interments, including 6 current and 4 former Town residents.

At the Central Cemetery we replaced another of the wooden "bow" gates and continued repairing and painting the picket fence. Frequent rain kept the cemeteries green but meant increased mowing and trimming time. As part of the Route 113 project, most of the lower cemetery wall was completely rebuilt. Thanks to the efforts of the Dunstable Highway Department, negotiations with the State proceeded smoothly and resulted in more work than originally planned, at no cost to the Town.

Once again, the Cemetery Commission thanks other town boards and individuals for their help and cooperation: the Highway Department for timely and careful snowplowing and brush removal; 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, the Dunstable Cemetery Commission

Susan Tully, Chmn.
Susan Psaledakis, Sec.
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. 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.

In 2023 Bone Builders was a very popular program running on Wednesdays and Fridays with leaders: Brian O'Donnell and Linda Gill. 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. We have a program most Wednesdays with a hot meal and games. The Well Adult Clinic is available the 4th Wednesday of every month. Volunteer Dean Lotito is available at the library the first Wednesday of every month for technical assistance. Thank you Dean for this valuable service.

On May 24th we honored those residents that were turning 90 years young in 2023. John Reardon, Bette Amodei, Constance Martel and Terry Davis were recognized at a luncheon catered by "Dinner made Simple" with music by Kathy Rodgers. The honored guests were joined by family members for this milestone occasion.

The SHINE counselor was available to assist with Medicare questions during open enrollment. She was in person this year on November 29, 2023 at the Dunstable Public Library.

Transportation for medical appointments, grocery shopping and a lift to our Wednesday programs is provided by Alter-Ride. Thank you to Walter Alterisio for providing this much needed service.

PACH in Pepperell continued to supply food and supplies to Dunstable residents throughout the year. Thank you to WEST Auto for collecting food throughout the year for PACH.

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.

Respectfully submitted,

Anne M. Fenochetti, **Director**, Council on Aging

Chairperson, Barbara Martin

Secretary, Mary Dow

Donald Pottle, Joan Simmons, Jean Haight

REPORT OF THE 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*

Megan Mastroianni, *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 2023 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

Read about launching an implementation of a Multi-Tiered System of Support for all students in academics, social emotional and mental and behavioral supports.

Section 2: Business and Finance.

There are many projects that are underway in our district. The Florence Roche project is in its latter stages. We are working on the building of a stadium field replacement. We have also been looking at our Food Service programming.

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.

In our continued pursuit of technological excellence and innovative learning environments, the Department of Technology & Digital Learning has embarked on another transformative journey over the past year, marked by strategic initiatives and comprehensive advancements across various educational settings. From refreshing technology at Florence Roche Elementary School and empowering educators through laptop life cycle replacements to fortifying cybersecurity measures and upgrading internet filtering systems, each initiative reflects our unwavering commitment to fostering a secure, resilient, and technologically advanced district.

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 we launch our the building of our new strategic plan, this year's district goals highlight Multi-Tiered Systems of Support in our district. We have hired two coordinators to lead our efforts in tiers I, II and III. Jessica Durling and Abby Kachura have come aboard to plan the steps toward successful implementation of tiers of support that will meet the needs of all students and result in equitable access to academic, social emotional and mental and behavioral success.

2023 Highlights

- Our seasons of professional development and learning that launched last year continue to grow in their offerings. Our Fall season offered opportunities for educators to learn about developing culture and climate in their classrooms as they launched the school year. Our Winter season has offerings from Facing History and Ourselves in an effort to help increase the depth of looking at our work through an equity lens. We also have many educators leading opportunities for their colleagues including improv in the classroom and ways to share best practices for students that need to work a bit harder to stay engaged.
- 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. We have hired two coordinators to help with our implementation efforts. Jessica Durling and Abby Kachura will be working together to make sure that we have strong tier I instruction supported by interventions in tier II and tier III spaces. We are also participating in a DESE academy with a focus on tiering social emotional learning practices and support. This is a three year academy and we look forward to seeing our systems and structures grow.
- Looking at data is a focus in our district. This year we are not only looking at what data we are collecting, but we are also looking at where we talk about and analyze the data that we are collecting. Two of those places are our student support team meetings and our behavioral task force meetings. Student support team, or SST, is where we work to look at data narratives for individual students. Our behavioral task force is where we look at whole school data so that we may inform best practices across all grade levels based on trends in the data.
- Social emotional wellness continues to be an area of progress. Our focus this year is working with Walker Solutions to understand how we make our learning environments places where students can exhale, stay regulated and engage in learning. We are working to have spaces inside of classrooms where students can “take a break” and calm if necessary. 14 middle school educators are piloting a full calming corner space in their classrooms while all educators at all levels are working to implement take a break strategy in their instruction.

Section 2: Business and Finance Department

Submitted by Sherry Kersey, Director of Business and Finance

2023 Highlights



- The FY23 budget concluded with actual expenses and obligations being very close to budget with very little surplus, however actual revenues exceeded expectations.
- Food Service program provided universal free lunch for all students for the entire year.
- The new Florence Roche Elementary Building is making great progress to staying on budget and on time for completion in June 2024
- The new track built behind the middle school with CPA funds is complete.

A permanent solution to addressing the Polyfluoroalkyl Substances (PFAS) detected in water source at the High School. The Towns of Groton and Dunstable, along with the Town of Pepperell, have worked tirelessly to bring a plan to the taxpayers to provide town water to the high school and surrounding homes. Voters will have a say on the funding at special town meetings in the Fall of 2023.

- The high school stadium field replacement began in June 2023.
- Worked collaboratively with Town Manager in Groton and Town Administrator in Dunstable to produce a balanced FY24 budget.
- Advocated for projects to be funded to accomplish capital plan goals.

The FY23 budget year closed favorably for the district, ending with a small surplus of unspent funds of \$63,483 (less than 0.01% of budget) of our total \$45,094,388 budget. Revenues however exceeded budget by \$542,897 (1.2%) primarily due to additional Medicaid reimbursements and interest income received. These funds will help replenish Excess & Deficiency (E & D) funds that have been appropriated for the \$911,740 appropriation that was approved by the school committee and the towns to be used to balance the FY24 operating budget. Future budgeting strategy will lean toward restoring the balance of E & D to the level set as a goal by the school committee.

Since the summer of 2021, DESE has funded universal free lunch for all students. This is great news for the families in our communities. As universal free lunch continues 2023-2024 school year, we will monitor performance and provide the support the program needs to continue to serve our students nutritious food options. The district is anticipating offering breakfast to all students for free in the upcoming school year.

The Florence Roche Elementary School Building Project is progressing on time and on budget with a projected building completion scheduled for June 2024. Leftfield, LLC , the Owner's Project Manager, Studio G Architects, and Gilbane Building Company, General Contractor continue to lead the project to fruition. The Florence Roche Elementary Building Committee convenes regularly to make decisions that are necessary to continue forward progress, approve bid awards to subcontractors as well as approve budget and contract adjustments and invoices.

The voters of Groton voted favorably to appropriate additional CPA funding to build a track behind Middle School South to replace the track that was located on the current building site for Florence Roche Elementary. Work was completed in the Fall of 2022, and after a resting period for turf to properly grow and stabilize the track there was a dedication ceremony in April 2023.

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, surrounding homeowners 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 had been put on hold since the Summer of 2021. After discovering that the high school water contained levels of PFAS higher than state recommended levels, it led to testing the soil prior to disturbing the soil as the source of the PFAS is believed to have occurred very close to the field location. After receiving guidance from the Department of Environmental Protection (DEP) on soil removal, the project began in June 2023 and will be complete by the end of the summer.

The district continued to work with the town manager and town administrator from our member towns to produce an FY24 budget that allowed the district to meet our budget guidance and continue to fund our capital needs. To balance revenue requirements with academic and operational budgetary requirements, \$911,740 was appropriated from E & D. This should be considered a one-time appropriation. A five (5) year budget projection was prepared 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 several important projects during 2023 including:

- Installed ductless mini splits at Swallow Union and a few at Middle School North to continue to improve temperature control in classrooms/learning environments.
- Install new & additional security equipment at the High School and Middle Schools.
- Made repairs to and repaved the road leading to the High School.
- Repair the press box and install a new sound system at the high school football field.
- Provided new storage sheds for Athletic equipment.
- Maintenance/Grounds equipment that supports 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



2023 Highlights

- 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.
- Continued 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.

- For a second consecutive year, we were awarded a 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 including a workshop series on anxiety and depression.

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

2023 Highlights



In our continued pursuit of technological excellence and innovative learning environments, the Department of Technology & Digital Learning has embarked on another transformative journey over the past year, marked by strategic initiatives and comprehensive advancements across various educational settings. From refreshing technology at Florence Roche Elementary School and empowering educators through laptop life cycle replacements to fortifying cybersecurity measures and upgrading internet filtering systems, each initiative reflects our unwavering commitment to fostering a secure, resilient, and technologically advanced district.

Technology Advancements at Florence Roche Elementary School

In anticipation of our move to the new school, we are thrilled to share our strategic initiative to refresh technology at Florence Roche Elementary. By replacing all Chromebooks and iPads, we ensure that students and educators will enter the upcoming 2024-2025 school year equipped with the latest and most efficient devices.

Further, ahead of the imminent opening of the new Florence Roche Elementary School, a significant amount of time and effort has been dedicated to perfecting the technology infrastructure. Countless hours have been invested to ensure cutting-edge technology seamlessly integrates into every aspect of the learning environment. Every detail has been meticulously examined, from high-speed internet to advanced classroom setups, reflecting our commitment to providing our students with a modern and innovative educational space. We eagerly anticipate unveiling a school where technology and education coexist seamlessly, thanks to the extensive efforts to refine our new facility's technological backbone.

Empowering Educators through Laptop Life Cycle Replacement

Our ongoing commitment to excellence includes the life cycle replacement of teacher laptops, a key priority for our department. Three fundamental factors drive this strategic initiative:

- **Enhanced Performance:** Newer laptops with improved performance empower educators to manage and deliver curriculum materials efficiently.
- **Security Upgrades:** Deploying up-to-date laptops enhances our overall cybersecurity posture, reducing vulnerabilities and ensuring a secure digital environment.
- **Compatibility with Educational Software:** Keeping teacher laptops current guarantees compatibility with the latest educational software and tools, fostering an optimal teaching and learning experience.

Data Security Reinforcement with Virtualized Servers

We implemented server virtualization at strategic locations, including the high school, to fortify our data management and security capabilities. This technological advancement enables efficient and scalable data

backup, ensuring the preservation of critical information in unforeseen circumstances. Our commitment to safeguarding data integrity is a cornerstone of our dedication to excellence.

Cybersecurity Excellence through Training and Measures

Our department conducted comprehensive training sessions focusing on data and email security as part of our unwavering commitment to cybersecurity. These professional development opportunities were available to all and equipped staff with the knowledge and skills to navigate digital platforms securely, fostering a cyber awareness and resilience culture.

Elevating Email Security with Abnormal

We implemented advanced measures in collaboration with Abnormal to fortify our email security. These enhancements safeguard our communication channels and contribute to an overall resilient cybersecurity framework, ensuring the confidentiality and integrity of our digital communications.

Strategic Security Landscape Optimization and Incident Response Planning

Our team optimized a meticulous security landscape, fortifying our digital infrastructure against potential threats. We formalized a comprehensive cyber security incident response plan to prepare for cyber incidents. This document outlines expectations and responsibilities, providing a clear and efficient roadmap for responding to and mitigating cybersecurity events, thereby ensuring a swift and effective response.

Internet Filtering Upgrade for a Secure Online Environment

To adapt to the changing digital landscape, we have improved our school's internet filtering system, transitioning to a new product called Linewize to facilitate better students' and teachers' internet access and reporting. This enhancement involves consistently blocking approximately 200,000 sites and domains, ensuring a secure online environment for students and staff. Additionally, it effectively blocks millions of inappropriate content each month, further enhancing the safety and security of our digital space. Noteworthy is our observation that staff and students interact with over 200,000,000 websites monthly in a typical month, emphasizing the significance of our proactive internet filtering approach.

District Copier Refresh and Aligned Replacement Schedule

We successfully executed a comprehensive refresh of district Xerox copiers. Additionally, we established and aligned replacement and lease schedules to ensure the continuous availability of efficient and up-to-date copying technology across the district. This strategic initiative enhances operational efficiency and aligns with our commitment to professionally maintained and modern copiers and printers.

Wireless Access Point Replacement

Another notable achievement includes replacing 150 Extreme Wireless access points at the Middle School and Swallow Union Elementary School. This upgrade ensures a robust and reliable wireless network, supporting students' and educators' evolving digital needs.

Emergency Connectivity Fund Grant at the High School

In a significant move to upgrade essential hardware, we secured an Emergency Connectivity Fund (ECF) grant valued at \$185,500. This grant facilitated the acquisition of 700 Google Chromebooks, reinforcing the school's commitment to cutting-edge technology. Also worthy of note is that we repurposed existing Chromebooks from the high school to the Middle School North, demonstrating our dedication to optimizing resources and ensuring that technology reaches students at various educational levels.

Implementation of Zoom Phone System

Over the past year, our department achieved a significant milestone by successfully replacing the on-premises phone system with an innovative solution – Zoom Phones. This transition marks a strategic move towards modern and efficient communication tools for our community. We replaced all phone headsets with new units from YeaLink.

Interactive Panels at Swallow Union Elementary School (and beyond)

Furthermore, we have incorporated TouchView Interactive Panels into Swallow Union Elementary School classrooms, ushering in a new era of modernized elementary education. These panels, which will also be installed at the upcoming Florence Roche Elementary School, provide educators and students with various educational possibilities, fostering an environment conducive to interactive and engaging learning experiences.

Collectively, these initiatives demonstrate our unwavering commitment to maintaining a secure, resilient, and technologically advanced environment for all Groton-Dunstable staff and students, setting the stage for a year of continued innovation and educational excellence.

Section 5: Human Resources

Submitted by Justin Williams, Director of Human Resources



2023 Highlights

- 2023 changes in our administrative team.
- Fourteen (14) district employees retired.
- Provided multi week yoga sessions for employees at all buildings.
- Recognized many staff members for reaching 10, 20 and 30 year milestones within the District.
- Continue to explore new avenues to attract talented diverse staff to fill the District's vacancies.

New administrative hires joining the District in 2023 were MTSS Tier I Coordinator, Jess Durling and MTSS Tier II & Tier III Coordinator Abby Kachura. In addition to new members of the administrative team, we welcomed a number of new staff members to fill available vacancies across all levels. We also saw the retirement of Fourteen (14) district employees, many of which had been with the district for over 20 years.

Section 6: Extended Day and Community Services

Submitted by Megan Mastroianni, Director



2023 Highlights

- Proudly presented school musical productions of Beauty and the Beast and Finding Nemo 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, multiple sessions of Playing with Heart Athletics Camp as well as a variety of other summer offerings.

Community Education continues to offer residents in our area fun and informative classes. We proudly presented 116 middle school students in the fall production of Finding Nemo Jr. and 41 Swallow Union 4th graders in the spring production of Beauty and the Beast. 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 Pop Art Club, a variety of Mixed Media Clubs, Debate Club, Karate, Creative Clay Workshop, Chess Club and Kids Test Kitchen. 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

2023 Highlights



- 91% of our Graduating Seniors went on to a post-secondary academic opportunity. 84.5% of the class of 2023 went to a four year college/university, 6.5% to a two-year college/university, 8% went on to employment.
- The World Of Difference (WOD) group continues to move forward and we are thankful to Jessica Durling, Rachel Hammond, and Tammie Reynolds 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 323 Advanced Placement (AP) Tests taken. 51% of the tests taken earned a three or better, which is the standard to receive college credit. 23% scored a 5 which is the highest score possible.
- This past fall we had our Decennial Accreditation visit through NEASC. The staff and students were able to highlight many of the great things that occur in and out of the classrooms everyday. The visiting committee was impressed with the level of dedication of both the staff and students and the high level work they saw being done during their visit. One aspect of the school programming that especially impressed the visiting team was our Vision of the Graduate. This is work that we will continue to work on and implement with fidelity in our high school. 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.
- 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 running trails during this year. Mr. Ricard was also able to bring back our fall Cheer Team that did an outstanding job all season and we are looking forward to seeing that program grow. 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



2023 Highlights

First I could not do the work we do here at the Middle School without the help of my 2 assistant principals, Mr. Day, 5th & 6th grade and Mr. Fleming 7th & 8th grade. Secondly without all of our amazing teachers, paras and support staff we would not have the success we do as a Middle School community.

Advisory

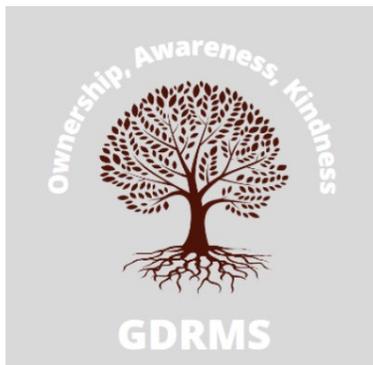
We are in our second year of Advisory. Teachers have noticed a difference between the students they had last year versus this year with 1 year of Advisory under their belts. Our teaching staff feels as though our “advisory experienced” students seem open to try new things, they are more prepared for our expectations, they seem more open to share, more eager to participate and generally kinder to each other. This is a huge win.

Core Values

Last year we spent a lot of time as a school talking about what we wanted to see in our Core Values. What did we want students to be able to do when they leave middle school? As a middle school we settled on O.A.K.

- **Ownership**, Own your space, Own your learning, Own your behavior.
- **Awareness**, Be aware of yourself and others, Be aware of your surroundings, and Be aware of your impact.
- **Kindness**, Be kind to yourself, Be kind to others, and Be kind to your surroundings.

The pictures below are what we came up with. The first is a picture that is on our staff t-shirts and the second is from the 5th grade hallway made by a 5th grade team.





School Council

The Middle School- School Council is up and running. We have 4 parent volunteers, 3 teachers and myself. We are looking at communication with all stakeholders and how to update our Middle School libraries.

Field Trips and Assemblies

With the new year and COVID, pretty much behind us, we have found ourselves getting back to a new normal and by that I mean assemblies and field trips. We are on for the 8th grade trip to Washington DC in early June. We have had quite a few assemblies in the PAC this year thank you to our MS PTO and the Groton Trust.

World Of Difference

Our Middle School World Of Difference (WOD) group continues to move forward thanks to our Advisors, Lori Ogden, Maria Viera and Brennan Bennett. Just this winter our students hosted a holiday stroll where students had the opportunity to learn about different cultural holidays such as Christmas, Hanukkah, St Lucia, Kwanzaa, New Years, St. Nikolaus Tag, Diwali, Los Pasados, Bodhi Day, Chinese New Year, and German Market. Their next endeavor is going to be a Cultural Fair. Our students plan to reach out into the community at large for volunteers to share about their various cultures, as well as reaching out to the Groton Cultural Council for assistance. We hope to invite the entire communities of Groton and Dunstable to attend this event.

Section 9: Florence Roche Elementary School

Submitted by Brian O'Donoghue, Principal



2023 Highlights

- Students in 3rd and 4th grade experienced growth in ELA from 2022 to 2023 as measured by the annual MCAS assessment.
- A continued professional development commitment to Responsive Classroom for all staff.
- We hired 10 new staff members.
- Progress was made on the new building project.

We opened the year with 508 students in 25 classrooms. We opened a sixth section of 4th 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. We had 6 sections of 3rd grade during the 2021-2022 school year. This larger class will finish with the 6th section of 4th grade and then we anticipate a return to 5 sections in the following year. Kindergarten enrollment was lower than typical and we were able to operate with only 4 sections of kindergarten this year.

We noticed positive growth with our reading performance in both 3rd and 4th grade as measured by the annual MCAS assessment. Over the past 2 years, our literacy team has been strategically providing interventions to students who have been identified as needing support. The team uses the DIBELS assessment 4x during the year to determine a student's foundational literacy skills. Intervention groups are planned according to student need and their progress is monitored using the DIBELS. Our team of 5 literacy specialists work across the grade levels supporting students in the classroom and working with small groups outside of the classroom. This is a tremendous resource for our students.

We continue to support professional development for staff in the Responsive Classroom approach to teaching. Responsive Classroom is strong in the school culture of Florence Roche. The language we use with students and how we respond to behavior both proactively and reactively are rooted in Responsive Classroom practices. Over the summer, 10 staff members participated in either level I or Level II Responsive Classroom training.

We were excited to have 10 new staff members join our team at Florence Roche this year. Due to retirements, our classroom teaching staff had some new additions. We also welcomed a new counselor, and a few new special education teachers. Each of these staff members brought an enthusiasm for working with elementary students and were a great addition to our team. We are excited to see them grow with us as they continue in their careers.

The new Florence Roche School building grew over the course of the year. In January, we had the "topping off" ceremony during which a signed beam was installed as the last piece of steel on the project. Over the rest of the year, the building's exterior walls were completed and the interior of the building began to be defined. The expected opening of the building remains on schedule for the fall of 2024.

Thank you to the community of Groton for supporting this beautiful new school building for its students. This new school building will serve the community for the next 50 years and beyond!

Section 10: Swallow Union Elementary School

Submitted by Jill Jarvis, Principal



As I enter my second year of leading this wonderfully talented school of professionals and hardworking and kind students, I begin with a reflection of the year that has passed. In getting to know our students, families and teachers, what I have learned and gained from them far exceeded my expectations.

I learned just how strong the sense of community is at Swallow Union and in Dunstable. I feel this way because I was welcomed on Day 1 ~ kind notes, colorful pictures, a smile, hug or words of encouragement. I have learned that our families are raising well-rounded, compassionate, thoughtful, and responsible human beings. I feel this way in every interaction I have with them and

with our parents, either to help them solve problems, how they share what they value, and how they treat one another.

I would like to take this opportunity to thank our tireless, dedicated teachers, paraprofessionals, nurses, administrative assistants, team chair, lunch/recess aides, kitchen and maintenance staff for their daily commitment to our students, the children of Groton and Dunstable. I am so grateful to work with these amazing individuals who holistically care for your children. Thank you for entrusting us with them.

The 2023-2024 school year was off to a smooth start as we continued to fortify the initiatives we embarked upon last year. With 318 students in attendance, we continue to maintain reasonable class sizes with three teachers per grade level. Swallow Union had three teachers retire last year, Mrs. Katie Vargeltis, Kindergarten, Mrs. Phyllis Hamel, Grade 2 and Mrs. Lisa Mitchell, Music. In addition, our full time technology position was reduced to a .5 position. As a result, we had some shifts with staff ~ Mrs. Amy Codyer moved into the 2nd grade classroom from being the technology teacher and Mrs. Erin Mulligan moving into a Kindergarten classroom from being the school librarian. After a thoughtful, time-invested hiring committee and process, we were able to acquire wonderfully talented new educators to our faculty ~ music teacher, art teacher and a combined position of Library/Innovative Tech Teacher.

2023 Highlights

- New hires include the addition of Kristen Roberts, Special Education Teacher, Erin Kelley, Library/Innovative Tech, Sara Mohan, Music Teacher, and Gwendolyn Johnston, Art Teacher.
- Continued academic excellence - Swallow Union was ranked #8 in the state (out of 958 elementary schools) with students performing well above expectations in reading and math.

- Implementation of Responsive Classroom practices K-4, focusing on improving our physical classroom spaces to meet the social and emotional needs of our students as well as working to build our understanding of the Multi-Tiered System of Support (MTSS).
- Fully implementing Second Step curriculum K-4 - this is an evidenced based social-emotional learning curriculum that fosters students' emotional intelligence, empathy and problem-solving skills.
- We have aligned practices with the district's goals of A+B+C+D=E
- Ensuring that our Ti-GRRR Core Values (Growth, Respect, Resilience, and Responsibility) that support our school community are living and breathing within what we expect from one another in all spaces of our school.
- We have established our Student Council and support their voices within the school.
- We embrace our highly committed PTO and continue to support the traditions of events that bring our families and community together (Color Wars, Monster Mash, Tiger Twist, and Game Night to name a few).
- In June, the success of the fourth-grade play, Beauty and the Beast, directed by Jon Swift
- The School Council has met several times to discuss goal areas for the school and has worked to develop our School Improvement Plan ensuring alignment with the District's Strategic Plan and budgetary planning.
- 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, MTSS, and Second Step).
- With the support of GDEF, we continue to be thankful for the support of our grant proposals which in turn directly support student learning in a meaningful way. Some recently approved grants included: Discovery Museum enrichment programs, third grade audiobooks, kindergarten wordless picture books, as well as procuring books to be added to our library that represent and discuss disabilities.

Section 11: Boutwell Early Childhood Center

Submitted by Maggie Richardson, Director of Boutwell Early Childhood Center



2023 Highlights

Over the past year, Boutwell has continued to grow, thus necessitating new hires, including an additional Occupational Therapist who splits her time between Boutwell and Swallow Union, a Physical Therapist, and ABA and classroom paraeducators. We also relocated two classrooms in order to better align services for IEP students. None of this could have been accomplished without the incredible support and care from our wonderful staff. This included teachers, paraeducators, SLP, OT's, PT, BCBA's, nurse, and secretary. Each individual has made a significant contribution to Boutwell's success.

Core Values

Last year, our focus was on creating our core values. In reflecting on our growth and future, we wanted to embrace core values that were inclusive and fostered a sense of acceptance, belonging, and community. Before deciding on our core values, we reflected in staff meetings on what our own values were, and what it meant to truly be inclusive, in all areas. The values that we have chosen are:

- Caring
- Creative
- Cooperative

Our next steps will be to further develop our understanding of these values and how they continue to weave through our daily lives at Boutwell.

As we continue our mission to be an inclusive preschool, we were grateful to be the recipient of an award from GDEF towards diverse and inclusive toys. As our community is growing, we wanted to be able to have toys that represent all children at Boutwell. Some of the items we received included: dolls with differing abilities, Crayola Colors of the World art supplies, bilingual activities, and inclusive block play families.

Library

Our library project has been coming to fruition! Although the classrooms are rich with books, we envisioned a library that would embrace our core values. We have partnered with Lawrence Academy to envision and build a library at Boutwell. This library project is a community wide project in that it involves LA faculty, staff, parents, alumni, and community partners. The library will be a welcoming space for all students of all backgrounds and abilities. The books at our library will be reflective of our community at Boutwell and will have a focus on themes such as community, families, abilities, differences, acceptance, kindness, and belonging.

Curriculum

This past year, staff were engaged in professional learning throughout the year as they piloted Eureka Math. At the preschool level, Eureka Math lessons are multisensory and play based. Children are exposed to and begin to develop an understanding of number sense at a developmentally appropriate level.

Second Step, our social-emotional curriculum, officially launched this fall! At the preschool level, Second Step offers short, daily lessons that teach developmentally appropriate concepts such as emotions, kindness, sharing, how to be a good friend, etc.

Professional Development and Learning

One of the areas we have been focusing on for this past year that will continue this year is on deepening our understanding of MTSS in action in the classroom, specifically with designing developmentally appropriate spaces for children, including calming corners, and delving deeper into co-regulation strategies.

Another area of professional learning involves looking closely at preschool units of study, in order to align our play based curriculum with our core values and the district mission and goals, all in service of $A+B+C+D=E$.

REPORT OF THE GREATER LOWELL TECHNICAL HIGH SCHOOL DISTRICT



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 J. 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

- 61.0% high needs students, which is 5.2% higher than the state average of 55.8%.
- 48.7% low income students, which is 6.5% higher than the state average of 42.2%.
- 16.2% students with disabilities, which is 4.0% lower than the state average of 20.2%.

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 89%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 95% in Mathematics, compared to the state average of 91%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 92% in Biology, compared to the state average of 89%.
- Graduation rate of 96.0%, which is 5.9% higher than the state average of 90.1%.
- Graduation rate of 86.5% for students with disabilities, which is 8.5% higher than the State average 78.0%.
- Dropout rate of 0.7%, which is lower than the state average of 1.5%.
- Retention rate of 0.2%, which is lower than the high school state average of 2.28%.
- 205 out of 553 seniors (37% of class) employed on co-op in paid positions as of November 30, 2023. 34% of the Class of 2023 graduated on co-op. 47.5% of the class of 2023 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 2023 is 86%. To accommodate diverse schedules, both a daytime and an evening division are offered. The Placement Director reported that 95% of the graduates were placed in employment as of the fall of 2022. Some of the class of 2023 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 500 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

2022/2023

Misc. Rev. \$572,294

Assessments

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

Dracut \$5,452,056

Dunstable \$288,613

Lowell \$10,414,657

Tyngsboro \$1,479,438

ASSESSMENT TOTAL \$17,634,764

State Aid

Chapter 70 \$34,570,635

Transportation \$1,472,987

Total State Aid \$36,043,622

TOTAL REVENUE \$54,250,680

Expenses:

Instruction \$26,877,518

Plant \$5,682,973

Fixed Charges \$10,239,574

Administration \$3,199,209

Other Services \$7,153,754

Programs w/other Districts \$98,947

OPEB \$0

Debt Service (Building Project) \$1,335,596

TOTAL EXPENSES \$54,587,570

School Committee



Fred Bahou
(Lowell)
225 Gibson St.
Lowell, MA 01851
978-319-7853



Lee Gitschier
Chairman (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
Secretary (Dracut)
10 Pine Ave.
Dracut, MA 01826
508-320-7318



Steven A. Nocco
(Tyngsboro)
10 Poitras Ave.
Tyngsboro, MA 01879
978-618-3248



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



Matthew J. Sheehan
Vice Chair (Dracut)
115 Passaconaway Dr.
Dracut, MA 01826
978-835-1871

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 responsibilities 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 2023:

Abbreviated Notice of Resource Area Delineation (ANRAD) hearings/continuations	0
Order Resource Area Delineation Issued	0
Notices of Intent hearings/continuations	3
Order of Conditions Issued	2
Requests for Determination/continuations	4
Certificates of Compliance	1
Building Permits	4
Occupancy Permits	0
Site Visits	10
Demolition Permits	0
Enforcement Orders/Violations	2
Wetland Bylaw hearings	0

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

The Commission focused stewardship efforts on the Shaw's Conservation area through pruning and removal of banking brush and invasive species which were reducing the pond view and limiting access for recreation activities.

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

Useful Information:

Please note that dogs must always be kept leashed on Conservation Commission properties.

One sometimes hears that Dunstable is "closed to hunting". This is not the case. Bow hunting and fishing are permitted unless the property is posted. Dunstable does however have a "discharge of firearms" bylaw which may restrict hunting on town-owned property. One must have the written permission of the landowner to discharge a firearm. As a matter of practice, the Conservation Commission does not grant such permission for land they control. 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 regarding 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

Alan S. Chase

Carol Rock-Administrative Assistant

REPORT OF THE PLANNING BOARD

To the Citizens of the Town of Dunstable, this is the 2023 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.

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

Jim Wilkie is the Planning Board representative on the Northern Middlesex Council of Governments.

The Planning Board notes the following activities during 2023:

Approval Not Required (ANR) Plans	2
Building Permits Signed	5
Definitive Subdivision Plans	0
Fee Schedule Hearing	0
Land Disturbance Permits	5
Special Permits:	
Backland Lot	2
Ground Mounted Solar Array	1
Special Permits – Town Center Overlay District	0
Scenic Road/Stone Wall Permits	3
Zoning Hearings/Public Info Sessions	1

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.

2023 was a productive year for the Affordable Housing Committee. In December of 2022, we received 3 '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. These were evaluated by the AHC in early 2023. The evaluation process included a public meeting for interviews of two qualified respondents to the Request for Proposals. The two qualified respondents were MCO & Associates, Inc. and Arch Communities. At the meeting, they both provided a 20-minute presentation followed by a brief question and answer period. In addition, the AHC also had a consultant guide us through a rating process on both respondents and their projects. At the end of this process, the AHC made a recommendation to the Dunstable Board of Selectmen during a joint meeting held in February that we should move forward with MCO & Associates, Inc. As of December 2023, preliminary work continues forward on this project. All 44 units in this project will qualify toward Dunstable's Subsidized Housing Inventory as required by the state.

In addition, the committee worked closely with the Northern Middlesex Council of Governments (NMCOG) throughout the year to complete the process of updating the town's required Housing Production Plan to replace the one made in 2016 that expired in 2020. This process included a public presentation in June to gain resident's input for the Housing Production Plan. The newly completed Housing Production Plan should be made available on the town website in the early winter of 2024.

Respectfully submitted,

Jon Hughes, Chairperson

Carol Bacon, Secretary

Deborah Courtney, 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 the grant applications. They vote on which grants to fund that will benefit all 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: Claudia Novak, Laura Tully-Rothman, Consuelo Walker, Nancy Curran, Anne Fenochetti and Anne Paquin.

The following is the annual report completed by the Dunstable Cultural Council for 2023-2024.

Council Name: Dunstable Cultural Council

Date annual report completed: 12/30/2023

LCC Account Form

Account Balance Beginning of July 1, 2022 \$ 7,735.29

Allocation \$5500

Municipal Revenue \$0.00

Interest Income \$.49.94

Other revenue \$0

Total Expenditures \$ 7064.53

Account Balance End of June 30, 2023 \$ 6,220.70

Town Treasurer / Accountant / Auditor Eric Kinsharf Title Town Accountant

Council representative: Claudia Novak

Amount Available for Granting

Account Balance End of June 30, 2023 \$ 6,220.70

End date for Expenditures included in this report 6/30/2023

Expenditures Amount Dunstable Cultural Council - \$ 1,800

Pending Expenditures Amount Encumbered funds. \$ 4,400

Administrative Funds \$144.00

MCC Allocation \$5,500.00

Available Remaining Balance \$5,376.00

Amount Available for Granting in FY2023: \$5,376

Voting Meeting: 11/27/2023

Quorum attended.

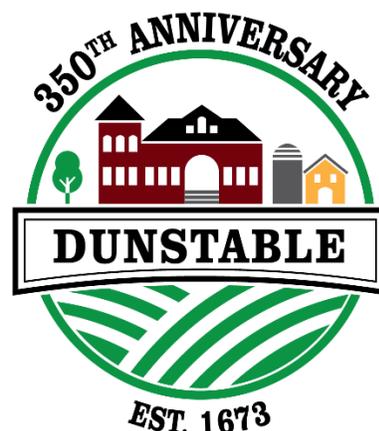
Last date of Community Input: 6/26/2019

Total granted in FY2024 : \$5,376

REPORT OF THE 350TH ANNIVERSARY CELEBRATION COMMITTEE

The 350th Anniversary Celebration Committee was created in 2021 to develop and present community events to commemorate and celebrate the town's 350th anniversary of incorporation. The committee was appointed by the Select Board in July 2021 and regular committee meetings started immediately. The 10 members of the group are as follows:

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



Our mission was to build awareness, anticipation, and enthusiasm throughout the community for the town's anniversary. By organizing a wide variety of events spread over a period of 13 months, we were able to bring into focus the town's rich history, agricultural past, notable events, and outstanding citizens throughout our 350 years.

Funding for these events was achieved through generous gifts, the sale of a wide variety of memorabilia, and a grant from the town. The 350th Committee coordinated with other Town boards, committees, and organizations in town to create a community-wide celebration. Except for the Opening Gala, all events were open and free to the public. One of the early tasks was to develop a strong social media presence to inform the community of various events. A celebratory logo was created and applied to T-shirts, hoodies, baseball caps, holiday ornaments, commemorative coins, and magnets; additionally, Dunstable pottery was commissioned (steins, vases, and mugs), and town-branded commemorative flags were created. Without question, these authentic items will appreciate and will likely show up on the Antiques Roadshow for years.

From September 2022 through October 2023, the committee hosted the following town events:

1. Ice Cream Social at the Little Red Schoolhouse
2. Trivia Night
3. Opening Gala

4. Corn Hole Tournament
5. Christmas Lights Tour and Contest
6. Family Game Night
7. Craft Fair co-sponsored with the S/U APT
8. American Classics Concert with the Nissitissit String Quartet Concert
9. A Concert on the Common by the 40 piece 215th Army Band
10. Hiking through History:
 - 1) A tour through the Horse Hill quarry plus development of a railroad system
 - 2) A geological tour of Flat Rock quarry and the building of the Stone Arch Bridge
11. Photographic Scavenger Hunt for Dunstable's Landmarks
12. "Farm Days" in conjunction with DRLT and the Tyngsboro-Dunstable Historical Society
13. A Summer Extravaganza – Concert, Food Trucks & Fireworks
14. 350th Anniversary Celebration Patriotic Parade & Ice Cream Social
15. Hometown Hoedown and Grand Finale
16. Town-wide 350th Anniversary Photo

In addition to the celebratory events, the committee maintained a presence at town events including the Dunstable Summer Concert Series, the Strawberry Festival & DRLT Art Show, Farm Days at the McLoon Barn and Sarah Tyng Winslow Schoolhouse, and the DRLT Winterfest at McLoon Barn.

The celebration was a whirlwind of activity with a tremendous show of support from the community at each event, culminating with our Hometown Hoedown Grand Finale in October 2023

The committee sincerely thanks the town staff, boards, and committees for their aid and support of our Anniversary Celebration. We are enormously indebted to our very generous donors, from the youngster who emptied his pockets to donate 8 pennies at the Ice Cream Social to the many businesses, families, and individuals who provided goods, services, and funds. Their willingness to participate simply proves that they value their community and cherish their Dunstable roots.

Respectfully Submitted,

The members of the 350th Anniversary Celebration Committee

REPORT OF THE WATER COMMISSIONERS

To the Water Users and Citizens of the Town of Dunstable, this is the 2023 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/water-department. In addition to our Rules and Regulations, forms, upcoming agendas and meeting minutes, there are additional links that should answer your questions and guide you in better understanding our system.

The Dunstable Water Department would like to welcome David Tully, III who filled the vacancy on the Board of Water Commissioners effective in May of 2023. His 3-year term will expire in 2026. John O'Brien remains Chairman and Mathew Morton, a commissioner.

The Water Board was up to date and involved in all areas of the Dunstable Water System through e-mail and monthly meetings.

The new Water Tower that was completed in 2020, continues to operate smoothly and has successfully provided improved service to our water customers. The 100-year-old system was upgraded, modernized and online by November 2020.

The Pepperell Water Department continues 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 ext. 249. Our office hours are: Monday through Thursday 8am – 4pm, Friday 9am – 1pm. The Water Board generally meets on the 4th Wednesday of the month. The public is invited. Thank you for your continued support.

Respectfully,

John O'Brien - Chair
Mathew Morton – Commissioner
David Tully III– Commissioner
Susan Bresnick, Department Assistant



REPORT OF THE NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS

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. The agency 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. Dunstable's 2023 designees were: Ron Mikol, Dunstable Select Board; Jim Wilkie, Planning Board; and Jason Silva, Alternate.

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 at 672 Suffolk Street, Lowell; 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 \$108,231 in local assessments, of which \$1,172 represents Dunstable's share.

NMCOG devotes a large share of its resources to transportation issues. This year, NMCOG staff completed Envision 2050: the Greater Lowell Long-Range Transportation Plan, which must be updated every four years in accordance with federal requirements. The plan identifies and analyzes the region's transportation infrastructure and service improvement needs, projects future needs, and prioritizes federal investments across the region.

Locally, NMCOG assisted the Town in completing the Route 113 corridor improvement project. 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.

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 worked 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. Using DLTA funding, NMCOG also began the Union Building Rehabilitation and Future Use study; the agency is managing the public participation and

engagement process with co-consultants from Spencer, Sullivan, & Vogt. Scheduled to conclude in late Winter, 2024, the project includes a feasibility study and exploration of potential rehabilitation and viable uses of the building once it is no longer needed by the Groton-Dunstable School District next summer. Under DLT, NMCOG is also studying the potential for EV charging stations at Town-owned properties.

Under the Massachusetts Department of Energy Resources (DOER)-funded Regional Energy Planning Assistance program, NMCOG assisted Dunstable in maintaining Green Communities designation by preparing and submitting annual reporting information. 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.

Geographic Information Systems (GIS) staff assisted the Town in updating parcel information with new Assessor data, as well as providing mapping services for the Housing Production Plan and Morgan's Pond. The latter was used as part of a letter of support from NMCOG for the Town's application to the Local Acquisitions for Natural Diversity (LAND) Grant Program, focusing on the planned preservation of Morgan's Pond.

In 2023, the Town received an AARP Community Challenge Grant to study walkability in Town Center. NMCOG assisted the Town in administering the grant by leading a series of walk audits to understand pedestrian conditions and identify recommendations for improvements. The Walk Dunstable final report describes the planning process, recommended improvements, and potential funding sources, including state-level grant programs, for future implementation.

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, Swallow union hill between playground and School, Shaw conservation area and Larter Family Memorial Complex. These facilities include 25 acres of mowed turf, 2 playgrounds, 3 baseball diamonds, 1 softball field, soccer fields, tennis courts, Bandstand planting beds, Larter sign planting bed, and many trees that are maintained. We also facilitate the grounds maintenance of Town Hall, Police station, Fire station and Library, however each Department pays for their own services.

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.

We operate on a tight budget considering the scope and number of properties we are responsible for. We utilize proper and effective budget management control and often must pick and choose what we can afford by prioritizing the most important items. At times Committee members put in their own time to work on projects.

The commissioners meet monthly 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 made in the past year.

Parks and Recreation accomplishments

- Irrigation Wells renovated and restored at Larter Field. Funded by CPC.
- Larter Field irrigation had significant repairs done.
- Amended previous landscape contract and secured bids for and hired new landscape contractors to maintain Town properties. 3 year contracts were secured. In addition, an Irrigation company and Well company were secured for annual start up and shut down of the Wells and Irrigation. A turf company was also hired for ball field work and turf work to be used if budget allows.
- Aeration, over seeding and Calcitic lime application on turf at Larter fields. Soil tests performed for PH etc.
- IPM program on turf implemented to promote a healthy environment and prevent fertilizer runoff. Ecological methods with Low chemical use and organic products used when possible. Costs were also lowered by reducing to two applications a year as budget allows.
- Snow removal of Larter Field walking track in winter months.
- Renovated both sheds at Larter field. New garage door installed on large shed. Funded by CPC.
- Larter softball field renovated, and pack material added to dugouts.
- Accommodated the 350-year celebrations at Larter field.
- Secured estimates to repair the large sinkhole in Larter parking lot. The Highway Dept stepped up and did the repair work. Great job. Thanks Dunstable Highway Department.

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.

Respectfully Submitted for Parks,

Jean Phelan, Chairperson
Tiffany Naughton
Dawn Theberge

Respectfully Submitted for Receptions,

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 54.06% was received in November 2023 for a total of \$172,961. This program continues to grow in popularity every year. This year 196 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 2023:

- \$60,000 from the CPA Undesignated Reserve for the purchase of 4.7 acres at the corner of Main and Mill Sts. that includes Morgan's Pond and Dam and one building lot. This purchase was made on condition of the town receiving a LAND Grant from the state. (Update: the grant was received in the amount of \$37,793 leaving a balance of \$22,207 to be taken from CPA.) Funding requested by the Conservation Commission.
- \$61,308 from the CPA Open Space/Recreation Reserve for the Phase II assessment of the Woodward's Mill Dam that will lead to design/rehabilitation alternatives. The Phase I assessment reclassified the dam from low to significant hazard potential. Funding requested by the Board of Selectmen and Parks and Recreation.
- \$3000 from the CPA Open Space/Recreation Reserve for the treatment of new invasive species in Lake Massapoag. Costs will be shared with the Towns of Tyngsborough and Groton as well as the Lake Massapoag Rod and Gun Club (LMRGC). Funding requested by the LMRGC.
- \$9640 from the CPA Open Space/Recreation Reserve for repairs and upgrades to the storage sheds at Larter Field. Funding requested by Parks and Recreation.
- \$33,600 from the CPA Open Space/Recreation Reserve for the complete overhaul of the irrigation system and replacement of all well pumps at Larter Field. Funding requested by Parks and Recreation.
- \$25,000 from the CPA Historical Reserve to fund the hiring of a planning consultant/architect to assist the Union School Rehabilitation Committee in its efforts to determine future uses and funding sources for the restoration of the historic Union School building. Requested by the Union School Rehabilitation Committee and the Historical Commission.
- \$46,332 from the Undesignated Reserve to build a handicapped accessible boardwalk from Drew Landing to the Emery Woods in an effort to connect to the trails and open space along Salmon Brook. (Note: This project was contingent on receiving a Mass. Trails Grant for \$185,328 which

we did not receive in this round. We will apply again in the spring.) Funding requested by the Conservation Commission and Parks and Recreation.

- \$182,000 previously approved for the Tennis Court Renewal Project in the center of town was re-allocated to new Tennis Courts at Larter Field. This change was necessary due to difficulties in permitting the project at the original site. Original funding requested by Parks and Recreation.

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 DUNSTABLE LIBRARY DIRECTOR

This year has been very productive at the Dunstable Public Library. Our staff continues to work hard making sure the people of Dunstable receive outstanding services. The Children's Librarian Karen Debreceni held a very successful Summer Reading Program for all ages. We were pleased to have in person programs at the DPL as well as utilizing the town commons. You can see Mrs. D every Wednesday night at the summer concert series working for the DPL handing out free books and hosting activities to keep the youngsters engaged.

Our circulation desk is successfully run by Suzanne Wall and Erin Puranananda. They bring their expertise as well as lifelong learning to the desk every day. Erin has successfully weeded our collection as well as organized our Special Collection room. She has a keen eye and an intelligence that we have benefited from for more than a year. Suzanne brings years of expertise that outdo many. Of course, Lisa Pettee has been our cataloger and computer trouble shooter and is always looking to make the library a better place.

I myself retired after 24 years as the Town of Dunstable's Library Director. It has been a privilege and an honor to work with the town on all levels. As a department head I have had the good fortune of knowing and working alongside other department heads in town and for that I will forever be grateful. I would not have had the opportunity to meet and know most of the community if not for my position at the library. I would have missed out on a lot of very kind people! You know who you are! Alas all good things must come to an end and so my Trustees John Callahan, Robyn DeAngelis and Jayne Barnes worked diligently and found my replacement Maureen Strauss. Maureen has lived in town for over 30 years and has always held the library with high regard. I look forward to seeing where she takes the library in the future.

The Board of Library Trustees for years have supported and encouraged me so that in turn I could support and encourage my staff. All of whom I will miss terribly! Jason Silva the Town Administrator has been a very big supporter of the library. He has been a wonderful addition, with an open-door policy that we have not seen in the past, the town has benefited from him as overseer to this unique community.

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.

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, known as the Finance Committee or FinCom, maintains a six-member composition with two members up for re-election annually for a three-year term. The Board's primary responsibility remains the thorough review of all articles presented at Annual or Special Town Meetings, providing recommendations aligned with the best interests of the town and its citizens. Engaging closely with the Select Board, Town Administrator Jason Silva, and other municipal bodies, the AB plays a pivotal role in formulating the town budget and evaluating new and ongoing initiatives.

Town revenue, sourced diversely, sees residential property taxes as the predominant contributor, constrained by the Proposition 2 ½, limiting annual property tax levy increases to 2 ½ percent. While additional revenues, including motor vehicle excise tax and building permits, contribute to the Operating Budget, the town grapples with challenges stemming from inflation and heightened budgetary requests from Town and Regional Boards. Unfortunately, recent years have witnessed the necessity to allocate Free Cash for day-to-day operating expenses, underscoring the imperative for meticulous financial planning. The Board is resolute in progressively reducing reliance on Free Cash until it becomes unnecessary for routine operating costs.

Anticipating the town's evolving needs and escalating costs, the Select Board and AB will propose a Proposition 2 ½ override for both municipal and school necessities. The deferral of an override in the current year was facilitated by the utilization of Free Cash, though acknowledging this approach is not sustainable. To meet ongoing school budget increases and address crucial needs in public safety and town infrastructure, the override is deemed necessary. The AB, in collaboration with pertinent boards, advocates for a multi-year override, enabling exploration of additional revenue streams within the town and affording the new school administration the opportunity to assess and modify district practices.

In response to the unprecedented challenges, the AB has proactively collaborated to expedite the budgetary process, aligning with other boards and communities to cooperatively develop budgets in the best interest of all stakeholders.

In conclusion, the Board warmly welcomed two new members appointed this year, Tim Stewart and Robert P. Rafferty, expressing gratitude for their volunteerism and dedication.

Respectfully submitted,

Jake Lewon, Chair
Harold Simmons, Vice Chair
Matthew Naughton
Clinton Keeney
Tim Stewart
Robert P. Rafferty

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. We would like to acknowledge our newest member, Robert Pontbriand.

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
Robert Pontbriand

Office Staff

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

F/Y 2024 TAX LEVY COMPUTATIONS

Total amount to be raised	\$14,256,754.58
Total receipts and other revenue	\$ 2,968,967.95
Local tax levy	\$11,287,786.63

F/Y 2024 TOTAL VALUATIONS BY CLASS

	Parcels	Value	Levy %	Tax Dollars
Residential	1339	\$ 765,193,150	94.6341	\$10,565,575.55
Commercial	5	\$ 5,255,602	.6500	\$78,048.09
Industrial	18	\$ 4,243,000	.5247	\$59,231.80
Personal Property	41	\$ 33,888,953	4.1912	\$572,509.58
Total	1,403	\$808,580,705	100.000	\$11,275.365.02

F/Y 2024 TAX RATE \$13.96 PER THOUSAND, ALL CLASSES

Levy Limit Components

F/Y 2022 Levy Limit	\$10,685,152
Amended New Growth	\$ 0
+2.5%	\$ 267,129
Allowable Growth	\$ 138,290
Subtotal	\$11,090,571
Debt Exclusion	\$ 201,188
Capital Expenditure Exclusion	\$ 0
Max Levy	\$11,291,759

TREASURER'S REPORT

To the Selectmen and Citizens of the Town of Dunstable:

The annual report of the Treasurer for the fiscal year ending June 30, 2023 is submitted as follows:

REPORT OF THE TREASURER

GENERAL ACCOUNT

Cash on Deposit July 1, 2022	\$2,392,448.05	
Receipts During the Year	\$14,741,433.90	
Interest Earned	\$21,016.08	
Expenditures During the Year	-\$14,336,445.90	
Cash on Deposit June 30, 2023		\$2,818,452.13

STABILIZATION FUND

Cash on Deposit July 1, 2022	\$336,071.38	
Receipts During the Year		
Interest Earned	\$5,295.82	
Expenditures During the Year		
Cash on Deposit June 30, 2023		\$341,367.20

CONSERVATION COMMISSION LAND FUND

Cash on Deposit July 1, 2022	\$11,531.27	
Receipts During the Year	\$0.00	
Interest Earned	\$53.48	
Expenditures During the Year	-\$5,744.00	
Cash on Deposit June 30, 2023		\$5,840.75

CONSERVATION COMMISSION TIMBER

Cash on Deposit July 1, 2022	\$581.04	
Receipts During the Year		
Interest Earned	\$2.93	
Expenditures During the Year		
Cash on Deposit June 30, 2023		\$583.97

SUBDIVISION ACCOUNTS

Cash on Deposit July 1, 2022	\$5,653.43	
Receipts During the Year		
Interest Earned	\$3.53	
Expenditures During the Year		
Cash on Deposit June 30, 2023		\$5,656.96

PERFORMANCE BONDS ACCOUNT

Cash on Deposit July 1, 2022	\$58,460.94	
Receipts During the Year		
Interest Earned	\$36.56	
Expenditures During the Year	\$0.00	
Cash on Deposit June 30, 2023		\$58,497.50

COMMUNITY PRESERVATION FUND

Cash on Deposit July 1, 2012	\$1,948,328.30	
Receipts During the Year	\$369,462.84	
Interest Earned	\$10,013.53	
Expenditures During the Year	-\$90,911.30	

TREASURER'S REPORT

To the Selectmen and Citizens of the Town of Dunstable:

The annual report of the Treasurer for the fiscal year ending June 30, 2023 is submitted as follows:

Cash on Deposit June 30, 2023	\$2,236,893.37
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CULTURAL COUNCIL FUND

Cash on Deposit July 1, 2022	\$7,735.31
Receipts During the Year	\$5,500.00
Interest Earned	\$49.94
Expenditures During the Year	-\$3,640.00
Cash on Deposit June 30, 2023	\$9,645.25

HIGHWAY STABILIZATION

Cash on Deposit July 1, 2022	\$10,732.17
Receipts During the Year	
Interest Earned	\$169.12
Expenditures During the Year	
Cash on Deposit June 30, 2023	\$10,901.29

WATER STABILIZATION

Cash on Deposit July 1, 2022	\$53,464.43
Receipts During the Year	
Interest Earned	\$649.32
Expenditures During the Year	-\$12,397.02
Cash on Deposit June 30, 2023	\$41,716.73

53G Accounts

Cash on Deposit July 1, 2022	\$24,838.69
Receipts During the Year	\$9,446.25
Interest Earned	\$13.25
Expenditures During the Year	-\$12,091.88
Cash on Deposit June 30, 2023	\$22,206.31

TOBEY SCHOLARSHIP

Cash on Deposit July 1, 2022	\$167,902.39
Receipts During the Year	
Interest Earned	\$1,630.18
Expenditures During the Year	
Cash on Deposit June 30, 2023	\$169,532.57

TAX TITLE ACCOUNT	\$0.00
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WATER DEPARTMENT STOCK

AT & T and Comcast	
Value of Stocks on June 30, 2020	\$9,147.45

REPORT OF THE TAX COLLECTOR-FY 2023

Tax Year	Levy	Refund	Payment to Treasurer	Abatements Tax Title	Uncollected
Year 2023					
Real Estate	\$10,702,856.07	\$6,565.92	\$10,561,219.80	\$17,002.15	\$131,200.04
Personal Property	\$572,509.59	\$8,444.67	\$569,695.18	\$20,256.50	-\$8,994.42
CPA	\$321,085.78		\$316,115.82	\$1,058.17	\$3,911.79
MV Excise	\$555,045.75	\$4,951.28	\$514,249.18	\$7,571.53	\$38,176.32
Year 2022					
Real Estate	\$60,723.31		\$37,297.83		\$23,425.48
Personal Property	\$48,979.49		\$48,979.49		\$0.00
CPA	\$1,971.40		\$1,337.48		\$633.92
MV Excise	\$89,145.83	\$3,403.53	\$76,290.56	\$4,199.28	\$12,059.52
Year 2021					
Real Estate	\$24,811.43		\$7,712.20		\$17,099.23
CPA	\$682.21		\$169.24		\$512.97
MV Excise	\$16,608.31		\$7,742.87	\$294.05	\$8,571.39
Year 2020					
Real Estate	\$16,658.18		\$760.06		\$15,898.12
CPA	\$479.21		\$317.56		\$161.65
MV Excise	\$3,383.76	\$21.42	\$993.49	\$21.42	\$2,390.27
Year 2019					
Real Estate	\$6,303.76		\$960.57		\$5,343.19
CPA	\$160.30		\$0.00		\$160.30
MV Excise	\$2,581.19		\$51.25		\$2,529.94
Year 2018					
Real Estate	\$3,759.63		\$2,010.17		\$1,749.46
CPA	\$79.09		\$79.09		\$0.00
MV Excise	\$4,672.81		\$105.00		\$4,567.81
Roll Back Tax	\$2,158.70		\$2,158.70		\$0.00
TOTAL TAX			\$12,148,245.54		
Interest Earned			\$20,896.55		
Demands			<u>\$5,860.00</u>		
Total Paid Town Treasurer			\$12,175,002.09		

DUNSTABLE

**Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2023
(Unaudited)**

	Governmental Fund Types		Proprietary Fund Types		Fiduciary Fund Types Trust and Agency	Account Groups		Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise		Long-term Debt		
ASSETS								
Cash and cash equivalents	1,519,899.65	2,979,629.38	13,565.00	82,986.79	1,163,253.23			5,759,334.05
Investments								0.00
Receivables:								0.00
Personal property taxes	(8,997.42)							(8,997.42)
Real estate taxes	202,850.94	6,418.31						209,269.25
Allowance for abatements and exemptions	(102,134.52)							(102,134.52)
Tax liens								0.00
Deferred taxes								0.00
Motor vehicle excise	68,295.25							68,295.25
Other excises								0.00
User fees								0.00
Utility liens added to taxes								0.00
Departmental								0.00
Special assessments								0.00
Due from other governments								0.00
Other receivables			162,917.00					162,917.00
Foreclosures/Possessions	0.00							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								0.00
Amounts to be provided - payment of bonds								0.00
Amounts to be provided - vacation/sick leave								0.00
Total Assets	1,679,913.90	2,986,047.69	176,482.00	82,986.79	1,163,253.23		2,653,002.00	8,741,685.61
LIABILITIES AND FUND EQUITY								
Liabilities:								
Warrants payable	0.00							0.00
Accounts payable								0.00
Accrued payroll								0.00
Withholdings	56,743.52							56,743.52
Accrued claims payable								0.00
Due to/from other funds	4,250.00							4,250.00
Due to other governments	2,018.75							2,018.75
Other liabilities								0.00
Deferred revenue:								
Real and personal property taxes	91,719.00	6,418.31						98,137.31
Tax liens								0.00

	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 taxes										0.00
Foreclosures/Possessions										0.00
Motor vehicle excise	68,295.25									68,295.25
Other excises										0.00
User fees										0.00
Utility liens added to taxes										0.00
Departmental										0.00
Special assessments										0.00
Due from other governments			162,917.00							162,917.00
Other receivables	0.00									0.00
Deposits receivable										0.00
Prepaid taxes/fees										0.00
Tailings	519.49									519.49
IBNR										0.00
Agency Funds						85,006.42				85,006.42
Notes payable										328,565.00
Bonds payable			328,565.00					2,653,002.00		2,653,002.00
Vacation and sick leave liability										0.00
Total Liabilities	223,546.01	6,418.31	491,482.00	0.00	0.00	85,006.42		2,653,002.00		3,459,454.74
Fund Equity:										
Reserved for encumbrances	148,189.44			235.00						148,424.44
Reserved for expenditures	574,343.00									574,343.00
Reserved for continuing appropriations	0.00									0.00
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	61,684.00									61,684.00
Reserved for premiums										0.00
Reserved for working deposit										0.00
Undesignated fund balance	672,101.45	2,979,629.38	(315,000.00)	82,751.79		1,078,246.81				4,497,729.43
Unreserved retained earnings										0.00
Investment in capital assets	1,456,367.89	2,979,629.38	(315,000.00)	82,986.79		1,078,246.81		0.00		5,282,230.87
Total Fund Equity	1,679,913.90	2,986,047.69	176,482.00	82,986.79	0.00	1,163,253.23		2,653,002.00		8,741,685.61
Total Liabilities and Fund Equity										

TOWN OF DUNSTABLE
STATEMENT OF REVENUE - ACTUAL
July 1, 2022 - June 30, 2023

GENERAL FUND	ACTUAL RECEIPTS
TAXES	
Personal Property Current	\$ 581,507.01
Personal Property Prior	48,979.49
Real Estate Current	10,526,302.62
Real Estate Prior	50,899.72
Tax Liens Redeemed	-
Motor Vehicle Excise Current	509,297.90
Motor Vehicle Excise Prior	81,758.22
	\$ 11,798,744.96
INTEREST	
Interest on Property Tax	22,552.61
Interest on Motor Vehicle	3,886.94
Interest on Investments	20,976.60
	\$ 47,416.15
LICENSES & PERMITS	
Driveway Permits	100.00
Cable T V	391.00
Firearms Licenses	1,537.50
Fire Permits	4,350.00
Building Permits	46,975.25
Gas Permits	3,320.00
Plumbing Permits	4,085.00
Electrical Permits	9,259.00
Planning Board Special Permits	840.00
Common Victullar	250.00
Camp License	10.00
BOH - License	80.00
Dog Licenses	2,370.00
	\$ 73,567.75
FINES & VIOLATIONS	
Court Fines	92.50
	\$ 92.50

GENERAL GOVERNMENT**Selectmen**

Other Miscellaneous 849.00

Tax Collector-Treasurer

Demand Fees 10,796.42

R M V Surcharge 1,097.00

Municipal Lien Certificates 1,356.09

Assessors**Town Clerk**

Certified Vitals 1,519.00

Business Certificates 340.00

Other Miscellaneous -

Planning Board

Application Fees -

Board of Appeals

Filing Fees 2,000.00

Hearings 600.00

\$ 18,557.51

PUBLIC SAFETY**Police Department**

R M V Violations 9,980.50

Sp. Duty Surcharge 25,497.04

Miscellaneous -

\$ 35,477.54

OTHER DEPARTMENTAL

Highway Miscellaneous 1,300.00

Other Miscellaneous 618.21

Sale of Fixed Asset 10,009.00

\$ 11,927.21

TRANSFER FROM FUNDS

23,614.75

23,614.75

STATE & FEDERAL RECEIPTS

State Owned Land 62,523.00

Abate. for Elderly & Veterans 8,665.00

Unrestr. General Government Aid 284,914.00

Veteran's Benefits -

Federal Gas Tax Refund 2,732.00

\$ 358,834.00

TOTAL REVENUE

\$ 12,368,232.37

**TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2022 - JUNE 30, 2023**

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
GENERAL GOVERNMENT				
TOWN ADMINISTRATOR				
Town Administrator Salary	93,636.00	115,636.00	106,557.63	9,078.37
Asst Town Administrator	64,946.00	64,946.00	42,564.54	22,381.46
	158,582.00	180,582.00	149,122.17	31,459.83
Communication	0.00	0.00	300.00	-300.00
Office Supplies	400.00	400.00	503.78	-103.78
Dues & Subscriptions	880.00	880.00	0.00	880.00
Trainings & Meetings	2,000.00	2,000.00	360.10	1,639.90
350th Celebration	20,000.00	20,000.00	5,887.60	14,112.40
	23,280.00	23,280.00	7,051.48	16,228.52
SELECTMEN				
Professional & Technical	330.00	330.00	470.00	-140.00
Professional & Technical - Special Legal	6,000.00	6,000.00	3,543.00	2,457.00
Communication	1,200.00	1,200.00	2,689.27	-1,489.27
Office Supplies	300.00	300.00	287.23	12.77
In State Travel	100.00	100.00	0.00	100.00
Dues and Memberships	900.00	5,400.00	5,591.00	-191.00
Dues and Memberships - No Midd C of G	1,144.00	1,144.00	1,143.76	0.24
	9,974.00	14,474.00	13,724.26	749.74
Stormwater Consulting Fees (ATM5/21)	0.00	3,348.48	3,348.48	0.00
	0.00	3,348.48	3,348.48	0.00
FINANCE COMMITTEE				
Dues & Memberships	150.00	150.00	138.00	12.00
	150.00	150.00	138.00	12.00
Reserve Fund	30,000.00	20,818.33	0.00	20,818.33
	30,000.00	20,818.33	0.00	20,818.33
ACCOUNTANT				
Salary	0.00	0.00	0.00	0.00
Clerical	11,618.00	12,164.00	12,163.17	0.83
	11,618.00	12,164.00	12,163.17	0.83
Professional Services-Audit	16,000.00	16,000.00	15,500.00	500.00
Professional & Technical Services	6,000.00	5,930.00	4,313.99	1,616.01
Professional & Services-Accountant	30,600.00	30,600.00	30,600.00	0.00
Office Supplies	750.00	750.00	531.41	218.59
In State Travel	850.00	850.00	0.00	850.00
Dues and Memberships	100.00	100.00	45.00	55.00
	54,300.00	54,230.00	50,990.40	3,239.60
ASSESSORS				
Associate Assessor	32,455.00	33,632.00	33,632.00	0.00
Clerical	17,870.00	18,227.00	18,185.83	41.17
	50,325.00	51,859.00	51,817.83	41.17
Professional Services	11,380.00	11,380.00	7,961.11	3,418.89
Prof Serv - Prop Review Assessment	12,000.00	12,000.00	11,410.00	590.00
Communication	125.00	125.00	159.50	-34.50
Office Supplies	900.00	900.00	868.66	31.34
In State Travel	700.00	700.00	0.00	700.00
Dues & Memberships	150.00	150.00	0.00	150.00
	25,255.00	25,255.00	20,399.27	4,855.73
TREASURER-TAX COLLECTOR				
Salary	58,754.00	73,254.00	72,743.94	510.06
Certification Stipend	2,000.00	2,000.00	0.00	2,000.00
	60,754.00	75,254.00	72,743.94	2,510.06
Professional Services	15,920.00	55,101.67	53,947.65	1,154.02
Communication	5,800.00	5,800.00	5,882.42	-82.42
Office Supplies	2,050.00	2,050.00	2,240.15	-190.15

**TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2022 - JUNE 30, 2023**

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
In State Travel	547.00	547.00	321.14	225.86
Dues & Memberships	250.00	250.00	100.00	150.00
Other Charges	490.00	490.00	0.00	490.00
	25,057.00	64,238.67	62,491.36	1,747.31
LEGAL DEPARTMENT				
Professional Services	30,000.00	50,000.00	41,841.74	8,158.26
	30,000.00	50,000.00	41,841.74	8,158.26
TOWN CLERK				
Salary	39,905.00	39,905.00	41,653.02	-1,748.02
Temp Help Wages	0.00	0.00	484.50	-484.50
Town Clerk Interim/Election Consulting	20,000.00	19,290.00	10,635.87	8,654.13
Certification Stipend	1,000.00	1,000.00	0.00	1,000.00
	60,905.00	60,195.00	52,773.39	7,421.61
Professional Services	700.00	700.00	366.35	333.65
Communication	300.00	300.00	1,103.70	-803.70
Office Supplies	500.00	500.00	248.37	251.63
In State Travel	300.00	300.00	123.38	176.62
Dues & Memberships	150.00	150.00	60.00	90.00
	1,950.00	1,950.00	1,901.80	48.20
DOG LICENSE PROGRAM				
Communication	200.00	200.00	0.00	200.00
Supplies	600.00	600.00	0.00	600.00
	800.00	800.00	0.00	800.00
ELECTION & REGISTRATION				
Election & Reg Stipends	3,000.00	3,710.00	3,710.00	0.00
	3,000.00	3,710.00	3,710.00	0.00
Registrar Salary	250.00	250.00	200.00	50.00
	250.00	250.00	200.00	50.00
Repair & Maintenance	500.00	500.00	1,142.75	-642.75
Professional Services	3,000.00	3,000.00	2,540.75	459.25
Communication	3,000.00	3,000.00	831.45	2,168.55
Other Supplies	1,500.00	1,500.00	700.48	799.52
	8,000.00	8,000.00	5,215.43	2,784.57
Elections Encumbrance	0.00	52.50	52.50	0.00
	0.00	52.50	52.50	0.00
CONSERVATION COMMISSION				
Clerical Wages	15,350.00	16,401.00	15,887.69	513.31
	15,350.00	16,401.00	15,887.69	513.31
Professional Services	280.00	280.00	605.00	-325.00
Communication	175.00	175.00	129.31	45.69
Office Supplies	225.00	225.00	84.61	140.39
Other Supplies	300.00	300.00	398.66	-98.66
In State Travel	70.00	70.00	21.15	48.85
Dues & Memberships	800.00	800.00	653.00	147.00
Other Charges	150.00	150.00	105.00	45.00
	2,000.00	2,000.00	1,996.73	3.27
PLANNING BOARD				
Clerical Wages	15,350.00	16,401.00	16,056.65	344.35
	15,350.00	16,401.00	16,056.65	344.35
Professional Services	950.00	950.00	916.47	33.53
Communication	225.00	225.00	197.47	27.53
Office Supplies	225.00	225.00	286.06	-61.06
	1,400.00	1,400.00	1,400.00	0.00
BOARD OF APPEALS				
Professional Services	816.00	816.00	1,168.74	-352.74
Office Supplies/Communication	500.00	500.00	0.00	500.00
	1,316.00	1,316.00	1,168.74	147.26

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2022 - JUNE 30, 2023

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
TOWN HALL				
Janitor/Recycler Wages	5,877.00	5,877.00	4,915.35	961.65
	5,877.00	5,877.00	4,915.35	961.65
Energy	12,000.00	22,000.00	19,936.81	2,063.19
Non-Energy Utilities	5,120.00	7,820.00	7,399.11	420.89
Repair & Maintenance	9,420.00	9,420.00	7,770.77	1,649.23
Other Property Related Services	8,000.00	10,300.00	15,203.90	-4,903.90
Professional Services	1,000.00	1,000.00	1,110.05	-110.05
Communication	5,000.00	5,000.00	4,664.91	335.09
Office Supplies	2,500.00	2,500.00	1,135.33	1,364.67
Custodial Supplies	530.00	530.00	855.61	-325.61
Repair Town Hall Furnace (Art. 10)	0.00	1,503.60	0.00	1,503.60
	43,570.00	60,073.60	58,076.49	1,997.11
TOWN REPORTS				
Communication	325.00	325.00	1,933.00	-1,608.00
Other Services	2,700.00	2,700.00	0.00	2,700.00
	3,025.00	3,025.00	1,933.00	1,092.00
TOWN PLANNING ENGINEER				
Engineer - Prof Services	10,000.00	10,000.00	0.00	10,000.00
	10,000.00	10,000.00	0.00	10,000.00
TOWN PROPERTY - SPECIAL ARTICLES				
OPEB Study (STM 11-14)	0.00	6,000.00	3,900.00	2,100.00
Demo River Street (STM 5/18 Art 26)	0.00	14,875.00	0.00	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	39,645.39	3,900.00	35,745.39
TOTAL GENERAL GOVERNMENT	652,088.00	806,749.97	655,019.87	151,730.10
PUBLIC SAFETY				
POLICE DEPARTMENT				
Chief Salary	131,335.46	131,335.46	120,395.98	10,939.48
Officer Wages	647,172.02	687,172.02	640,829.06	46,342.96
Admin Assistant Wages	43,931.52	43,931.52	43,363.20	568.32
Police Wages-Part Time	48,000.00	48,000.00	62,530.19	-14,530.19
Custodian Wages	4,500.00	4,500.00	3,962.65	537.35
Police Overtime	150,000.00	150,000.00	165,033.51	-15,033.51
Police Differentials	25,000.00	25,000.00	17,937.53	7,062.47
	1,049,939.00	1,089,939.00	1,054,052.12	35,886.88
Energy	9,000.00	9,000.00	9,442.27	-442.27
Repair & Maintenance	3,000.00	3,000.00	0.00	3,000.00
Cruiser Repairs and Maint.	10,000.00	10,000.00	11,193.01	-1,193.01
Radio Repairs and Maint.	8,250.00	8,250.00	11,259.88	-3,009.88
Other Property Related Services	5,000.00	5,000.00	5,060.49	-60.49
Professional & Technical	11,000.00	11,000.00	13,237.50	-2,237.50
Prof & Tech Tuition Reimbursement	2,700.00	2,700.00	0.00	2,700.00
Radio Communication	98,000.00	98,000.00	93,820.70	4,179.30
Station Communication	4,000.00	4,000.00	2,790.74	1,209.26
Other Services - Lock Up	3,000.00	3,000.00	550.00	2,450.00
Office Supplies	3,500.00	3,500.00	3,175.01	324.99
Vehicle Supplies	29,000.00	29,000.00	23,696.53	5,303.47
Other Supplies	24,000.00	24,000.00	33,301.72	-9,301.72
Dues & Memberships	13,500.00	13,500.00	11,739.00	1,761.00
New Cruiser Lease	48,000.00	48,000.00	49,382.23	-1,382.23
	271,950.00	271,950.00	268,649.08	3,300.92
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

**TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2022 - JUNE 30, 2023**

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
PY Bill STM 11-14-22 Art 5	0.00	908.00	908.00	0.00
Police Flooring Repair ATM 5/22	17,000.00	17,000.00	0.00	17,000.00
	17,000.00	17,908.00	908.00	17,000.00
FIRE DEPARTMENT				
Fire Chief Wages	96,512.00	90,712.00	60,276.87	30,435.13
Fire Dept Full Time Wages	104,000.00	104,000.00	101,541.76	2,458.24
Fire Dept Training Wages	12,600.00	12,600.00	10,174.43	2,425.57
Fire Dept Wages - On Call	78,694.00	78,694.00	50,349.07	28,344.93
Fire Overtime	7,000.00	0.00	0.00	0.00
	298,806.00	286,006.00	222,342.13	63,663.87
Energy	3,000.00	5,100.00	10,341.76	-5,241.76
Non-Energy Water	1,000.00	1,000.00	1,694.81	-694.81
Apparatus/Vehicle Repair & Maintenance	15,000.00	18,700.00	13,174.34	5,525.66
Professional Services	2,000.00	2,000.00	1,044.00	956.00
New Hire Physicals	1,500.00	1,500.00	1,552.34	-52.34
Communications	9,000.00	12,221.60	11,549.92	671.68
Office Supplies	1,000.00	1,000.00	1,385.67	-385.67
Computer Repair/Software License	4,400.00	4,400.00	3,147.70	1,252.30
Building Repair & Maint Supplies	5,500.00	5,500.00	4,409.94	1,090.06
Custodial and Housekeeping Supplies	500.00	500.00	361.76	138.24
Personal Protective Equipment/Supplies	1,500.00	1,500.00	1,381.50	118.50
Uniforms & Accessories	500.00	500.00	281.50	218.50
Fuel & Vehicular Supplies	5,000.00	5,778.40	9,503.55	-3,725.15
EMS Equipment & Supplies	1,000.00	2,000.00	2,253.78	-253.78
Firefighting Supplies & Equipment	6,000.00	8,000.00	6,886.11	1,113.89
Dues & Memberships Mutual Aid Fees	2,300.00	2,300.00	1,235.20	1,064.80
New Equipment	10,000.00	10,000.00	9,174.63	825.37
	69,200.00	82,000.00	79,378.51	2,621.49
Fire Encumbrance	0.00	818.54	818.54	0.00
	0.00	818.54	818.54	0.00
FY16 ATM Communications Equip	0.00	686.01	0.00	686.01
Fire Truck Funding (STM 11/22 A7)	0.00	15,000.00	0.00	15,000.00
Fire/Hwy Building Repair (ATM 7/20 A10)	0.00	3,454.11	0.00	3,454.11
Generator (ATM 5/22 A10)	12,000.00	12,000.00	10,645.92	1,354.08
	12,000.00	31,140.12	10,645.92	20,494.20
INSPECTORS				
Building Inspector Salary	26,316.00	26,316.00	26,316.00	0.00
Building Inspector Part-Time Wages	5,000.00	5,000.00	1,538.40	3,461.60
	31,316.00	31,316.00	27,854.40	3,461.60
Building Inspector Expense	1,500.00	1,500.00	11.99	1,488.01
	1,500.00	1,500.00	11.99	1,488.01
Gas Inspector Salary	4,000.00	4,000.00	4,000.00	0.00
	4,000.00	4,000.00	4,000.00	0.00
Plumbing Inspector Salary	4,000.00	4,000.00	4,000.00	0.00
	4,000.00	4,000.00	4,000.00	0.00
Electrical Inspector Salary	12,000.00	12,000.00	12,000.00	0.00
	12,000.00	12,000.00	12,000.00	0.00
EMERGENCY MANAGEMENT				
Communications	1,500.00	1,500.00	174.13	1,325.87
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
	2,900.00	2,900.00	174.13	2,725.87

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2022 - JUNE 30, 2023

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
ANIMAL CONTROL/DOG OFFICER				
Stipend	11,000.00	11,000.00	10,999.82	0.18
Supplies	2,000.00	2,000.00	0.00	2,000.00
	13,000.00	13,000.00	10,999.82	2,000.18
TREE WARDEN				
Services & Supplies	24,435.00	24,435.00	18,791.12	5,643.88
	24,435.00	24,435.00	18,791.12	5,643.88
TOTAL PUBLIC SAFETY	1,812,046.00	1,887,912.66	1,714,625.76	173,286.90
EDUCATION				
G.D.R.S. District	7,201,663.00	7,201,663.00	7,201,464.00	199.00
G.L.R.V.T.H.S.	257,099.00	257,099.00	257,099.00	0.00
G.D.R.S. Capital Assessment	64,202.00	188,974.00	188,974.00	0.00
G.D.R.S. District Debt	135,369.00	135,369.00	135,369.00	0.00
G.L.R.V.T.H.S. Distric Debt	31,514.00	31,514.00	31,514.00	0.00
	7,689,847.00	7,814,619.00	7,814,420.00	199.00
TOTAL EDUCATION	7,689,847.00	7,814,619.00	7,814,420.00	199.00
PUBLIC WORKS & FACILITIES				
HIGHWAY DEPARTMENT				
Wages Operations Staff	292,214.00	292,214.00	260,439.84	31,774.16
Part Time Wages	6,500.00	6,500.00	0.00	6,500.00
Clerical Wages	19,911.00	19,911.00	19,300.12	610.88
Overtime	8,000.00	8,000.00	3,673.00	4,327.00
	326,625.00	326,625.00	283,412.96	43,212.04
Clothing	3,800.00	3,800.00	2,147.71	1,652.29
Energy	7,174.00	7,174.00	8,294.86	-1,120.86
Repair & Maintenance Service	44,947.00	44,947.00	47,129.35	-2,182.35
Paving Service	67,000.00	67,000.00	31,265.76	35,734.24
Brush Signs & Line Paint	35,000.00	35,000.00	20,783.88	14,216.12
Repair & Maintain Building	10,000.00	10,000.00	2,664.87	7,335.13
Leases & Rentals	10,000.00	10,000.00	0.00	10,000.00
Professional and Tech	3,200.00	3,200.00	3,812.20	-612.20
Basin Cleaning Sweeping	5,000.00	5,000.00	4,227.52	772.48
Communication	6,000.00	6,000.00	2,719.35	3,280.65
Office Supplies	902.00	902.00	902.00	0.00
Vehicular Supplies	37,500.00	37,500.00	24,766.71	12,733.29
Public Works Supplies	8,973.00	8,973.00	6,201.68	2,771.32
Dues and Memberships	1,000.00	1,000.00	250.00	750.00
	240,496.00	240,496.00	155,165.89	85,330.11
Hwy Encumbrance	0.00	37,278.93	37,278.93	0.00
	0.00	37,278.93	37,278.93	0.00
Snow Removal				
Wages	0.00	12,500.00	43,907.65	-31,407.65
Wages Part Time	56,175.00	56,175.00	12,852.00	43,323.00
Overtime	0.00	0.00	11,828.56	-11,828.56
Snow Removal Repair & Maintain	5,583.00	5,583.00	3,039.64	2,543.36
Snow Removal Outside Plow Companies	25,583.00	25,583.00	53,156.25	-27,573.25
Snow Removal Prof/Technical	0.00	0.00	1,695.00	-1,695.00
Snow Removal Vehicular Supplies	6,090.00	6,090.00	8,982.78	-2,892.78
Snow Removal Salt	192,454.00	179,954.00	117,314.27	62,639.73
	285,885.00	285,885.00	252,776.15	33,108.85
Street Lights	10,000.00	12,600.00	12,502.91	97.09
	10,000.00	12,600.00	12,502.91	97.09
TRANSFER STATION / LANDFILL				
Landfill Expense	12,000.00	12,000.00	8,048.35	3,951.65
Transfer Station Professional and Tech	5,500.00	5,500.00	4,460.12	1,039.88

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2022 - JUNE 30, 2023

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
Transfer Station Other Purchases	2,000.00	2,000.00	0.00	2,000.00
	19,500.00	19,500.00	12,508.47	6,991.53
CEMETERY DEPARTMENT				
Wages	12,450.00	13,233.00	11,647.82	1,585.18
Water	1,250.00	1,250.00	2,859.93	-1,609.93
Repair & Maintenance Service	3,000.00	3,000.00	2,590.23	409.77
Other Property Related Services	600.00	600.00	871.15	-271.15
Building & Equipment Repair	1,000.00	1,000.00	683.32	316.68
Groundskeeping Supplies	1,500.00	1,500.00	549.99	950.01
Other Supplies	1,100.00	1,100.00	623.85	476.15
	20,900.00	21,683.00	19,826.29	1,856.71
TOTAL PUBLIC WORKS	903,406.00	944,067.93	773,471.60	170,596.33
HUMAN SERVICES				
BOARD OF HEALTH				
Clerical Wages	13,552.00	14,147.00	10,433.50	3,713.50
	13,552.00	14,147.00	10,433.50	3,713.50
BOH - Rentals and Leases	1,700.00	1,700.00	0.00	1,700.00
Board of Health - Communication	400.00	400.00	544.00	-144.00
Nashoba Bd of Health Assm	10,477.00	10,477.00	10,476.96	0.04
Board of Health Office Supply	400.00	400.00	11.99	388.01
Board of Health Dues and Memberships	400.00	400.00	0.00	400.00
Town Nurse Assessment	4,872.00	4,872.00	4,801.96	70.04
TADS Program	2,000.00	2,000.00	0.00	2,000.00
	20,249.00	20,249.00	15,834.91	4,414.09
COUNCIL ON AGING				
Wages	9,363.00	9,512.00	9,512.00	0.00
	9,363.00	9,512.00	9,512.00	0.00
COA Bus	5,000.00	5,000.00	2,684.10	2,315.90
Office Supplies	250.00	250.00	286.58	-36.58
Food Service Supplies	4,500.00	4,500.00	1,942.10	2,557.90
In State Travel	1,250.00	1,250.00	25.86	1,224.14
Dues and Memberships	500.00	500.00	310.00	190.00
	11,500.00	11,500.00	5,248.64	6,251.36
VETERANS SERVICES				
Salary	5,922.00	5,922.00	5,922.00	0.00
	5,922.00	5,922.00	5,922.00	0.00
Communication	2,512.00	2,512.00	1,799.62	712.38
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	350.00	150.00
In State Travel	100.00	100.00	0.00	100.00
Dues & Memberships	60.00	60.00	0.00	60.00
Veteran's Benefits	15,000.00	15,000.00	475.43	14,524.57
	19,472.00	19,472.00	2,625.05	16,846.95
TOTAL HUMAN SERVICES	80,058.00	80,802.00	49,576.10	31,225.90
CULTURE & RECREATION				
LIBRARY				
Wages	120,214.00	123,737.00	123,737.00	0.00
	120,214.00	123,737.00	123,737.00	0.00
Energy	15,000.00	15,000.00	18,733.35	-3,733.35
Water	1,713.00	1,713.00	1,363.34	349.66
Repair & Maintenance	4,000.00	4,000.00	685.00	3,315.00
Other Property Related Services	2,200.00	2,200.00	3,712.26	-1,512.26
Communication	250.00	250.00	527.76	-277.76

**TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2022 - JUNE 30, 2023**

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
Office Supplies	1,200.00	1,200.00	1,784.44	-584.44
Other Supplies Collection Materials	39,423.00	39,423.00	36,973.06	2,449.94
	63,786.00	63,786.00	63,779.21	6.79
Library Art 8 FY16 STM Design/Rep Egress	0.00	992.98	0.00	992.98
	0.00	992.98	0.00	992.98
MVL Consortium Dues	13,500.00	13,500.00	13,500.00	0.00
	13,500.00	13,500.00	13,500.00	0.00
TECHNOLOGY	30,250.00	30,250.00	29,587.59	662.41
	30,250.00	30,250.00	29,587.59	662.41
RECREATION COMMISSION				
Other Purchased Services	11,400.00	11,400.00	11,400.00	0.00
	11,400.00	11,400.00	11,400.00	0.00
PARKS DEPARTMENT				
Energy	3,000.00	3,000.00	1,544.23	1,455.77
Other Property Related Services	45,000.00	45,000.00	54,494.01	-9,494.01
Other Services	9,000.00	9,000.00	953.95	8,046.05
	57,000.00	57,000.00	56,992.19	7.81
Parks Encumbrance	0.00	13.97	13.97	0.00
	0.00	13.97	13.97	0.00
MEMORIAL DAY	700.00	700.00	650.00	50.00
	700.00	700.00	650.00	50.00
TOTAL CULTURE & RECREATION	296,850.00	301,379.95	299,659.96	1,719.99
DEBT SERVICE				
Long Term Debt	235,407.00	235,407.00	171,884.50	63,522.50
Long Term Interest	30,856.00	30,856.00	30,299.60	556.40
Temporary Loan Interest	3,300.00	3,300.00	1,808.42	1,491.58
	269,563.00	269,563.00	203,992.52	65,570.48
TOTAL DEBT SERVICE	269,563.00	269,563.00	203,992.52	65,570.48
TOTAL TRANSFERS-OTHER	0.00	26,959.19	26,959.19	0.00
INSURANCE & BENEFITS				
County Retirement	389,434.00	389,434.00	389,434.00	0.00
Insurances:				
Group Health Insurance	379,000.00	285,900.00	215,510.34	70,389.66
Medicare Town Share	36,000.00	36,000.00	34,722.74	1,277.26
Liability (Buildings, Vehicles, Workers)	137,000.00	137,000.00	130,045.00	6,955.00
	941,434.00	848,334.00	769,712.08	78,621.92
TOTAL INSURANCE & BENEFITS	941,434.00	848,334.00	769,712.08	78,621.92
State Assessment	0.00	3,848.00	2,268.00	1,580.00
	0.00	3,848.00	2,268.00	1,580.00
TOTAL STATE ASSESSMENTS	0.00	3,848.00	2,268.00	1,580.00
TOTAL GENERAL FUND DEPARTMENTAL PAYMENTS	12,645,292.00	12,984,235.70	12,309,705.08	674,530.62
	12,645,292.00	12,984,235.70	12,309,705.08	674,530.62
	0.00	0.00	0.00	0.00
	OK	OK	OK	OK

TOWN OF DUNSTABLE
STATEMENT OF CHANGE IN FUND BALANCE - SPECIAL REVENUE FUNDS
JULY 1, 2022 - JUNE 30, 2023

ACCOUNT NUMBER	BEGINNING BALANCE 6/30/2022	REVENUE	TRANSFER	EXPENDED PAYROLL	EXPENDED OTHER	ENDING BALANCE 6/30/2023
2010-13-192-3560-0000-000	1,448.09					1,448.09
2020-00-000-3590-0000-000	4,878.25					4,878.25
2022-01-161-3280-0000-000	10,332.84	3,908.52		918.43		13,322.93
2023-01-122-3590-2021-000	(30,147.90)	32,652.50			2,504.60	(0.00)
2026-05-541-3590-2023-000	-	2,500.00				2,500.00
2120-10-220-3560-0000-000	(1,144.00)	1,144.00				-
2150-10-210-3560-0000-000	(40,052.84)	322,983.20		289,377.20		(6,446.84)
2240-04-430-3560-0000-000	60,364.11	159,173.42			126,409.77	93,127.76
2260-00-000-3590-0000-000	(630.00)	3,715.00			3,810.00	(725.00)
2265-10-175-3590-0000-000	1,029.41	2,225.00			1,935.75	1,318.66
2280-10-171-3560-0000-000	175.00	50.00				225.00
2310-04-422-3590-0000-000	113.70	85.70				199.40
2320-00-000-3590-0000-000	170,000.00					170,000.00
2390-12-422-3520-0000-000	4,745.27	60,961.12			69,018.12	(3,311.73)
2391-12-422-3520-2023-000	-	139,000.06			126,877.34	12,122.72
2440-10-491-3280-0000-000	4,067.49	6,700.00		837.42	4,646.69	5,283.38
2460-30-194-3590-0000-000	1,910,316.84	626,042.99			286,372.30	2,249,987.53
2470-10-631-3560-0000-000	19,884.95	2,500.00			214.44	22,170.51
2475-10-210-3560-0000-000	2,078.77				314.81	1,763.96
2480-10-541-3560-0000-000	4,328.10	400.00			475.00	4,253.10
2600-13-122-3560-0000-000	14,440.64	746.59				15,187.23
2602-13-491-3560-0000-003	23,658.08	1,493.30				25,151.38
2603-13-491-3560-0000-004	480.00					480.00
2604-13-491-3560-0000-005	645.00					645.00
2605-13-541-3560-0000-002	12,326.20	1,681.00			647.54	13,359.66
2607-13-541-3560-0000-003	29,346.75	95.00				29,441.75
2610-13-610-3560-0000-007	79.04					79.04
2611-13-610-3560-0000-008	531.84				359.41	172.43
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	7,735.29	5,549.94			7,064.53	6,220.70
2616-13-699-3560-0000-001	133.20					133.20
2617-13-693-3560-0000-000	19,949.47	4,670.00			6,100.23	18,519.24
2618-13-610-3560-0000-003	5,982.09	1,044.11			1,556.44	5,469.76
2623-13-610-3560-0000-028	15,892.27				12,983.39	2,908.88
2624-13-610-3560-0000-000	731.18				288.47	442.71
2625-13-610-3560-0000-000	520.00					520.00
2626-13-000-3280-0000-000	95.00					95.00

TOWN OF DUNSTABLE
STATEMENT OF CHANGE IN FUND BALANCE - SPECIAL REVENUE FUNDS
JULY 1, 2022 - JUNE 30, 2023

ACCOUNT NUMBER	BEGINNING BALANCE 6/30/2022	REVENUE	TRANSFER	EXPENDED PAYROLL	EXPENDED OTHER	ENDING BALANCE 6/30/2023
2629-13-692-3560-0000-000	1,140.22	100.00				1,240.22
2630-13-000-3280-0000-000	17.67					17.67
2631-13-000-3280-0000-000	714.74	1,683.00				2,397.74
2637-13-220-3590-0000-000	2,500.00	2,298.30			574.61	4,223.69
2638-13-122-3590-0000-000	6,740.03	21,122.87			17,312.87	10,550.03
2661-10-171-3560-0000-000	19,587.63	1,592.50			20,500.00	680.13
2662-20-171-3300-0000-000	10.00					10.00
2667-04-422-3590-0000-000	23,614.75				23,614.75	-
2668-12-422-3590-2022-000	(25,000.00)	25,000.00				-
2776-11-210-3590-2023-000	-	50,000.00				50,000.00
2777-11-233-3590-2021-000	464,378.51	508,589.98		55,068.05	626,808.79	291,091.65
2779-11-233-3590-0000-000	(19,622.19)		19,622.19			-
2787-12-220-3510-0000-000	(15,924.00)	25,067.00	6,930.00		16,073.00	-
2800-12-541-3520-0000-000	6,976.11	10,032.00		7,091.55		9,916.56
2802-12-610-3520-0000-001	6,408.15	4,163.47			9,204.80	1,366.82
2803-12-610-3520-0000-002	2,423.68	2,204.91			2,529.64	2,098.95
2804-12-610-3520-0000-000	1,355.45	186.04				1,541.49
2806-00-000-3520-0000-000		37,000.00				37,000.00
2811-01-120-3520-2023-000	3,279.96	5,200.00			5,200.00	-
2815-00-000-3590-0000-000		3,000.00				3,279.96
2823-02-210-3590-0000-000		1,640.00				3,000.00
2830-12-220-3520-0000-000		10,329.52				1,640.00
2831-12-220-3590-0000-000	(10,329.52)	2,881.00				-
2832-12-220-3280-0000-000	5,141.69	1,777.00			1,732.41	6,290.28
2833-12-220-3280-0000-000	2,144.36				1,032.46	2,888.90
2834-12-220-3590-2023-000					9,496.25	(9,496.25)
2840-12-291-3520-2009-000	2,283.90					2,283.90
2870-12-433-3590-0000-000	4,198.49				(3,500.00)	7,698.49
2900-02-220-3590-2023-000	-				3,089.09	(3,089.09)
	2,736,830.88	2,093,189.04	26,552.19	353,292.65	1,385,247.50	3,118,031.96

**TOWN OF DUNSTABLE
CAPITAL PROJECTS
STATEMENT OF CHANGE IN FUND BALANCE
and BALANCE SHEET
JULY 1, 2022 - JUNE 30, 2023**

	3010	3015	3016	3018	3021	3022	6/30/2023
	Highway Truck	Salt Shed	Water System Engineering	Water Systems Improv Proj	Front End Loader	Rescue Vehicle	TOTAL CAPITAL PROJECTS
Revenue	33,000.00	18,000.00	38,000.00	-	-	-	89,000.00
Expenditures							
Surplus/Deficit	33,000.00	18,000.00	38,000.00	-	-	180,000.00	180,000.00
						(180,000.00)	(91,000.00)
Transfers In			7,792.88	4,604.14	51,500.00		63,897.02
Transfers Out							
Change in Fund Balance	33,000.00	18,000.00	45,792.88	4,604.14	51,500.00	(180,000.00)	(27,102.98)
Beginning Fund Balance	(32,000.00)	(53,000.00)	(45,792.88)	(4,604.14)	(152,500.00)	-	(287,897.02)
Change in Fund Balance	33,000.00	18,000.00	45,792.88	4,604.14	51,500.00	(180,000.00)	(27,102.98)
Ending Fund Balance	1,000.00	(35,000.00)	-	-	(101,000.00)	(180,000.00)	(315,000.00)
BALANCE SHEET							
Cash	1,000.00	-	-	-	2,000.00	10,565.00	13,565.00
TOTAL ASSETS	1,000.00	-	-	-	2,000.00	10,565.00	13,565.00
Bond Anticipation Note		35,000.00	-	-	103,000.00	190,565.00	328,565.00
TOTAL LIABILITIES	-	35,000.00	-	-	103,000.00	190,565.00	328,565.00
Undesignated Fund Balance	1,000.00	(35,000.00)	-	-	(101,000.00)	(180,000.00)	(315,000.00)
TOTAL FUND BALANCE	1,000.00	(35,000.00)	-	-	(101,000.00)	(180,000.00)	(315,000.00)
TOTAL LIABILITIES & FUND EQUITY	1,000.00	-	-	-	2,000.00	10,565.00	13,565.00

**TOWN OF DUNSTABLE
WATER ENTERPRISE FUND
JULY 1, 2022 - JUNE 30, 2023**

	Budget	Actual
Fund Balance as of July 1, 2022		
Reserve for Encumbrances		750.00
Reserve for Continuing Appropriations		-
Unreserved Retained Earnings/(Deficit)		29,427.81
Revenue:		
User Charges		239,258.42
Penalties/Interest		
Connection Fees		6,516.64
Interest on Investment		183.92
Miscellaneous		1,875.00
Intergovernmental (Budgeted Transfer)		407.00
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Total Revenue		248,240.98
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Expended:		
Wages	10,407.00	17,455.12
Energy	9,800.00	12,227.00
Repair & Maintenance	6,000.00	5,384.03
Training	-	-
Technical Services	101,000.00	91,449.11
Communication	200.00	371.77
Office Supplies	100.00	118.48
Public Works Supplies	11,000.00	4,862.40
Intergovernmental(Transfer)	-	-
Dues & Memberships	415.00	380.00
Debt Service	61,684.09	61,684.09
Other	1,500.00	1,500.00
Total Expended	202,106.09	195,432.00
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Other Financing Uses-Intergovernmental		
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Change in Fund Balance		52,808.98
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Fund Balances as of June 30, 2023:		
Reserve for Encumbrances		235.00
Reserve for Continuing Appropriations		-
Unreserved Retained Earnings/(Deficit)		82,751.79

**COMBINED BALANCE SHEET
WATER ENTERPRISE FUND
as of June 30, 2023
(Unaudited)**

ASSETS

Cash and cash equivalents	82,986.79
Investments	
Receivables:	
User Fees	65,338.21
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	148,325.00

LIABILITIES AND FUND EQUITY

Liabilities:	
Accounts payable	
Warrants payable	
Accrued payroll and withholdings	
Other liabilities	
Deferred revenue:	
User Charges	65,338.21
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	65,338.21
Fund Equity:	
Reserved for encumbrances	235.00
Reserved for expenditures	
Reserved for continuing appropriations	
Reserved for petty cash	
Reserved for appropriation deficit	
Reserved for debt service	
Unreserved retained earnings	82,751.79
Investment in capital assets	
Total Fund Equity	82,986.79
Total Liabilities and Fund Equity	148,325.00

TOWN OF DUNSTABLE
EXPENDABLE TRUST FUNDS - CHANGES IN FUND BALANCE
 June 30, 2023

Account #	BEGINNING BALANCE 6/30/2022	REVENUE	GAIN (LOSS)	EXPENDED	ENDING BALANCE 6/30/2023
2500-40-000-3300-0000-021	334,100.85	5,295.82			339,396.67
2501-40-422-3300-0000-000	10,669.24	169.12			10,838.36
2502-40-450-3590-0000-000	53,150.95	649.32		12,397.02	41,403.25
	397,921.04	6,114.26	-	12,397.02	391,638.28
2619-13-171-3560-0000-019	581.04	2.93			583.97
2620-13-171-3560-0000-019	11,531.27	178.48		5,744.00	5,965.75
2621-13-610-3560-0000-022	3,570.45	56.67			3,627.12
2622-13-610-3560-0000-026	7,196.61	114.07			7,310.68
	22,879.37	352.15	-	5,744.00	17,487.52
5300-04-491-3590-0000-000	33,510.09	1,559.16			35,069.25
5301-04-491-3590-0000-001	28,591.79	453.21			29,045.00
5302-06-610-3590-0000-000	294.74	340.85			635.59
5304-04-491-3590-0000-006	1,060.72	32.74			1,093.46
5305-06-610-3590-0000-007	3.56	0.83			4.39
5306-06-610-3590-0000-008	971.76	23.36			995.12
5307-04-491-3590-0000-009	222.67	44.40			267.07
5308-04-491-3590-0000-011	2,726.15	65.56			2,791.71
5309-06-610-3590-0000-012	164.77	18.46			183.23
5310-04-491-3590-0000-013	778.79	18.52			797.31
5311-01-192-3590-0000-014	130.16	33.78			163.94
5312-04-420-3590-0000-015	5,100.59	96.71			5,197.30
5313-06-610-3590-0000-017	2,163.00	113.55		500.00	1,776.55
5314-06-610-3590-0000-018	444.67	165.58			610.25
	76,163.46	2,966.71	-	500.00	78,630.17
8200-00-000-3590-0000-000	13,490.95	195.56		952.00	12,734.51

TOWN OF DUNSTABLE
EXPENDABLE TRUST FUNDS - CHANGES IN FUND BALANCE
June 30, 2023

	BEGINNING BALANCE 6/30/2022	REVENUE	GAIN (LOSS)	EXPENDED	ENDING BALANCE 6/30/2023
8509-00-000-3291-0000-000	166,917.91	2,630.18			168,548.09
8510-00-000-3010-0000-023	0.75			1,000.00	0.75
8511-00-000-3010-0000-024	1,081.71	17.14			1,098.85
8512-00-000-3010-0000-025	-	39.13			39.13
8513-00-000-3590-0000-016	2,980.23	87.38		501.00	2,566.61
8514-00-000-3590-0000-010	1,527.64	98.74			1,626.38
8515-00-000-3590-0000-010	-	150,000.00		9,500.00	140,500.00
	185,999.19	153,068.13	-	11,953.00	327,114.32
TOTAL EXPENDABLE	682,963.06	162,501.25	-	30,594.02	814,870.29

TOWN OF DUNSTABLE
BALANCE SHEET - TRUST FUNDS
 June 30, 2023

ASSETS	NON-EXPENDABLE	EXPENDABLE	TOTAL
Cash	118,539.54	814,870.29	933,409.83
Investment - Stock	500.00		500.00
Investment - Gain/(Loss)	5,934.40	-	5,934.40
TOTAL ASSETS	<u>124,973.94</u>	<u>814,870.29</u>	<u>939,844.23</u>
 LIABILITIES			
Warrants Payable	-	-	-
TOTAL LIABILITIES	<u>-</u>	<u>-</u>	<u>-</u>
 FUND BALANCES			
Cemetery Perpetual Care	62,456.00	35,069.25	97,525.25
Harriett C Proctor Chapel		29,045.00	29,045.00
Asa T. Butterfield Library	21,200.00	635.59	21,835.59
E D & May Swallow Cemetery	1,000.00	1,093.46	2,093.46
Ellen Kendall Library Fund	50.00	4.39	54.39
E R Bennett Public Grounds	500.00	995.12	1,495.12
Fred Fletcher Cemetery Fund	2,532.54	267.07	2,799.61
Meeting House Hill Cemetery	1,400.00	2,791.71	4,191.71
Owen Parkhurst Library Fund	1,000.00	183.23	1,183.23
Rideout Cemetery PC	401.00	797.31	1,198.31
Sarah Parkhurst Roby Bldg.	2,000.00	163.94	2,163.94
Sarah Roby Highway Fund	1,000.00	5,197.30	6,197.30
Sarah Parkhurst Free Lecture	5,000.00	1,776.55	6,776.55
Charles & Hazel Grasse Trust	10,000.00	610.25	10,610.25
Marietta Parkhurst Water	500.00		500.00
Marietta Parkhurst Water - Gain	5,934.40		5,934.40

BALANCE SHEET - TRUST FUNDS
June 30, 2023

ASSETS	NON-EXPENDABLE	EXPENDABLE	TOTAL
Conservation Timber Fund		583.97	583.97
Conservation Land Fund		5,965.75	5,965.75
James McKenna Memorial		3,627.12	3,627.12
Majorie Olney Library		7,310.68	7,310.68
Stabilization Fund		339,396.67	339,396.67
Stabilization Fund - Highway		10,838.36	10,838.36
Stabilization Fund - Water		41,403.25	41,403.25
Unemployment Comp Fund		12,734.51	12,734.51
Toby Scholarship Donation		168,548.09	168,548.09
Scholarship Fund		0.75	0.75
Educational Fund		1,098.85	1,098.85
Senior Donations		39.13	39.13
Sarah Parkhurst Charity	5,000.00	2,566.61	7,566.61
Harriet C Proctor Charity	5,000.00	1,626.38	6,626.38
Affordable Housing Trust		140,500.00	140,500.00
TOTAL FUND BALANCE	124,973.94	814,870.29	939,844.23
TOTAL LIABILITIES & FUND BALANCE	124,973.94	814,870.29	939,844.23

TOWN OF DUNSTABLE
STATEMENT OF LONG TERM DEBT GROUP OF ACCOUNTS
June 30, 2023

	Original Loan	Balance 07/01/22	Retirements	Balance 06/30/23
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	380,000.00	(80,000.00)	300,000.00
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	2,578,688.00 2,353,002.00	(2,578,688.00) -	- 2,353,002.00
TOTAL:		5,311,690.00	(2,658,688.00)	2,653,002.00

REPORT OF THE UNION BUILDING REHABILITATION COMMITTEE

The Select Board created a Union Building Rehabilitation Committee responsible for making recommendations on the rehabilitation and restoration of the Union Building, including establishing a long-term plan for restoration, rehabilitation, estimating costs and developing an approach for the restoration, and creating a plan to advance the restoration and rehabilitation of the building taking into consideration both the future use of the building and availability of funding.

The Union Building is owned by the Town of Dunstable and currently occupied by the Groton-Dunstable School District. Once the School District completes the construction of the new Florence Roche Elementary School, the District intends to vacate the building and turn it over to the Town.

The Committee is comprised of a total of seven members: one member of the Board of Selectmen, one representative from the GDRSD, one individual who has experience in residential or commercial development, one member with a background in banking and/or finance, and three members of the community at-large.

Over the course of 2023, the Committee has held numerous meetings and developed a process to identify reuse options for the Union Building. Using Community Preservation Act funds, the Committee selected an architectural firm, Spencer Preservation Group, through a Request for Proposals process, and is also working with the Northern Middlesex Council of Governments (NMCOG) to help manage and facilitate the process.

The Committee's work has included extensive public participation opportunities including public meetings, site visits, and a resident survey. The work of the Committee, Spencer Preservation Group, NMCOG, and input from the community will result in the development of an Adaptive Reuse Feasibility Study and Restoration Plan for the Union Building.