

## **Town Administrator Report**

### **April 23, 2024**

#### **Town Hall Boilers**

As you know, the pipe that carries the condensation from the boilers has corroded and caused a leak into the upstairs office space. For this reason, the boilers have been shut down so there is currently no heat in the building. I have reached out to several companies and am waiting for responses.

#### **Joint Grass Brook Culvert Replacement Kickoff**

I met with Hoyle Tanner last week to discuss the kickoff to this project. To start, we plan to coordinate an internal kickoff meeting with staff and boards and committees involved in the project. We hope to have this meeting at the beginning of May.

#### **Community Preservation Committee projects approval**

I met with the Community Preservation Committee last week to review project submissions. As you know, we submitted three projects for consideration – exterior restoration of the Union Building (\$1,132,750), restoration of the chimney and roof at Town Hall (\$20,000), and the Town Center Trail Loop feasibility study (\$20,000). All three were approved and are included in the draft Town Meeting Warrant. Other projects approved are securing a conservation restriction on a property on High Street initiated by the Conservation Commission, renovation of Larter Field Wells and additional funds for the tennis courts at Larter Field initiated by the Parks and Recreation Committees, and removal of invasive weeds at Lake Massapoag.

#### **Fire Chief's vehicle**

As an update, the Town is now waiting for the new vehicle for the Fire Chief to get outfitted before we take ownership. As you recall, because the state earmark received by the Town was reduced by 50% (\$50,000 to \$25,000), the Town is using another state funded earmark for “public safety improvements” to cover the remaining balance of the vehicle. We expect to have the vehicle within 1-2 months time.

#### **Select Board newsletter**

A draft Spring newsletter has been circulated and I think is close to final. Please let me know if you would like to mail the newsletter to residents once again. We will make it available on the website and over social media.

#### **Tennis Courts at Larter Field Bid Results**

As you know, Parks and Recreation issued an Invitation for Bids for new tennis courts at Larter Field. The low bidder was Longo Landscaping in the amount of \$300,875 which is more than what is currently allocated for the project. They plan to request additional CPA funds for the balance of the project.

### **EV Charging Stations RFP and Site Visit**

With the help of Northern Middlesex Council of Governments, the Towns of Dunstable and Pepperell have issued an RFP for the purchase and installation of EV Charging Stations at Dunstable Town Hall and two locations in Pepperell. We hosted a site visit earlier this month which was very well attended. Proposals are due on May 9.

### **Police Station Floor complete**

Work to replace the police station floor has been completed. Fortunately, the project was well below our anticipated cost and was completed on schedule.

### **Growth Mindset Training**

Last week, we hosted a Growth Mindset training offered free of charge through our insurer, MIIA. We had a total of 12 employees and volunteers participate.

### **Division of Local Services – regional Treasurer/Collector**

At the beginning of this month, officials from Dunstable and Pepperell met with representatives from the Division of Local Services to discuss the regional Treasurer/Collector operational model. As you know, DLS has a wealth of resources and knowledge and is an important partner for cities and towns. They have agreed to work with Andrew Wall, our Treasurer/Collector to assist in building the model and structure needed to ensure operational success in both Towns. Andrew is currently working with them, and we are grateful for their assistance.

### **Massachusetts Cultural Council Grant Opportunity**

Massachusetts Cultural Council offers a Festivals & Projects grant opportunity for communities of up to \$2,500 to fund activities that provide public benefit using the arts, humanities, or sciences, taking place between July 1, 2024 and June 30, 2025. Sue Fayne submitted a grant application on behalf of the Town of Dunstable to support a block party type of event, details to be sorted out, that includes music, art, food, and drink.

### **Annual Town Meeting**

We are currently coordinating a walk-through for Town Meeting on May 13. We are working with the School District and Town Moderator and considering the use of the cafeteria rather than the gym for this year's meeting. The technological capabilities are superior in that room, it's easier to set up, and it can hold a crowd of a size we typically host for Town Meeting.