Town Administrator's Report
November 17, 2026

Union Building Update
Keen Independent Research is assisting the Town on finalizing the re-use of the Union Building and developing a business plan to ensure long-term success and financial sustainability. They have planned a trip to Dunstable on Thursday, December 3 and Friday, December 4. During their visit, they are planning on meeting with stakeholders and learning more about the Town. They are meeting with the Town Center Working Group and Union Building Rehabilitation Committee Thursday, and several non-profits in the region on Friday.

Community Preservation Committee Hearing
The Community Preservation Committee held its annual hearing on November 4 where they reviewed prior projects funded, projects in-progress, available funding, and possible upcoming project need.

FY28 Operating Budget
I continue work to refine FY28 budget numbers. As you know, the Town has certified new growth for FY27 in the amount of approximately $260,000, which is more than the $140,000 included in the Town's FY27 budget plan. This amount will carry over in FY28 and improve our financial position.

The Town of Groton is proposing a balanced budget with a $875,000 increase for the Groton Dunstable Regional School District without an override. For Dunstable, I have a placeholder corresponding increase of $275,000. With this increase, Dunstable currently has a budget surplus of approximately $150,000.

In addition, I have started modeling certain budget investments based on the 2-levels of operating override requests – level-service and investment levels. I have shared the details in a separate email. If you have any questions or concerns, please let me know.

2026 Resident Survey
I have drafted the 2026 resident survey which looks a lot like prior years' surveys. I removed several questions and also added 3 questions regarding the Town's planned override requests. I am hoping to public the survey for residents to complete this week.

New Website
The new Town website is up and running! Great job to Sue Fayne for leading this project and making it happen. There are still things we're updating, links we are fixing, and information we're adding as we go so if you see anything that you think needs a second review, don't hesitate to let us know.

Central Cemetery Fence
The paint and repair work on the Central Cemetery fence has begun. The contract calls for a completion date of November 30, 2026 as long as the weather cooperates. If needed, we have a contract clause that allows for an extension at the mutual agreement of the parties. Thus far, the project is making good progress.

First Aid and CPR Training
The Dunstable Fire Department is offering First Aid and CPR Training on Saturday, November 21, from 8 AM to 12 PM in the Dunstable Public Library Community Room. Thanks to the Fire Department for providing an opportunity for residents to learn essential first aid and CPR skills that can help them respond confidently in an emergency at home, at work, or in the community.

Public Library Open House
Great job to Library staff and the Library Board of Trustees for organizing a very successful Open House to thank the community and show residents the results of their support. Great turnout and great work being done!

ZBA Staff Support
Carol Rock is now providing staff support to the Zoning Board of Appeals, adding to her portfolio of land use boards/committees she provides support.

Town Center/Town Center Trail Loop
We have a meeting planned with Nitsch Engineering at the end of this month to review a draft feasibility report based on the work to-date. Once completed, we will provide a presentation to the Select Board and seek feedback/direction on how to proceed.

MIIA 2-Year Guarantee Proposal
MIIA has offered the Town a rate change of 0% for FY28 and up to 2.5% for FY29 due to their program success and our favorable loss history. This offer is for our property, liability, and workers compensation coverage. The offer is contingent on maintaining a favorable loss ratio for all lines of coverage below 60% through FY29.