



OFFICE OF THE
Advisory Board
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December 21, 2022

Present: Clint Keeney, Jim Frey, Jake Lewon, Harold Simmons, Leo Tometich; Town Administrator David DeManche, Treasurer Erin Caton, Town Administrator Jason Silva

Meeting called to order 6:34 p.m. at Dunstable Town Hall

ITEM 1 - Funds Transfer for Tax Collector Software Upgrade

The current system software used by our Treasurer/Tax Collector is named Point. Point will go out of support at the end this year (i.e. 10 days from today). A major drawback of the current system (including Point's proposed upgrade) is that it does not include support for tax title tracking or online payments.

Recommendation is to transition to VADAR, which is currently being used for our internal cost accounting, includes tax title support, and also supports online payments. Request is to buy access to VADAR for the balance of FY23, and run the two systems in parallel for the balance of FY23, then switch fully to VADAR in FY24. VADAR will be much less expensive per year than Point, so this will save the town money from FY24 forward.

Motion: JFrey moved to transfer \$6181.67 from Reserve Funds to the Treasurer Professional & Technical account start the VADAR licensing and onboarding on Jan. 1.

2nd: C Keeney

Vote: Unanimous in favor.

Review/Approve Minutes

Minutes from Nov 1, 2022 were presented for review and approval.

Motion: H Simmons moved to accept the minutes

2nd: Leo

Vote: Unanimous in favor.

Meeting adjourned at 7:16 p.m.