



**OFFICE OF THE
Advisory Board
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January 14, 2019

Present: Adria Fischer, Eric McKenzie, Kieran Meehan, Bob Nelson, Harold Simmons, Leo Tometich
Also attending: Select Board, Water Commissioners, Town Administrator, Town Accountant

Meeting called to order at 6:01 p.m.

Dunstable Water Infrastructure Project Update

Karl Huber, Chair of the Dunstable Water Commission, and Jim Cray from Wright-Pierce, the Engineering Firm designing the Dunstable water system upgrade, presented the current status of the project. Follow up discussion and Q & A. Currently waiting for MassDEP technical review and approval of the WS 33 Permit. Concurrently working to get MassDEP SRF front end specifications approval. See the H2O Project Update and Items for Discussion 1-14-19.pdf file presented at this meeting for more details and current cost estimate. After any MassDEP review changes are incorporated and approved, we will be able to generate final costs and put out for bid.

Additional details:

1. Current water usage is approximately 32,000 gallons/day. Water storage tank should be able to provide two days of storage, thus the 75,000 gallon steel tank.
2. Dunstable is MassDEP permitted for 100,000 gallons/day.
3. Steel tank lifespan is approximately 50 years. Painting required approximately every 20 years.
4. No fire protection capacity built into the Dunstable water system.
5. No "Complete Streets" compliance in the Pleasant street water main upgrade design.
6. The well station has two 15 horsepower pumps powered by a 3-phase 208V 100A electrical service. Well station designed so only one pump operates at any given time. Utility electrical power is stepped down to 208V on Main street and delivered to the well station via approximately 1000 feet of direct burial cable. The location of the buried electrical cable is not well known, so some concerns about potential damage during any well station road upgrades.
7. This Dunstable water system upgrade will be structured as three separate contracts administered and managed throughout construction by Wright-Pierce.

Next steps:

1. To minimize any WS 33 Permit delay, Dunstable Water Commission and Wright-Pierce will continue to monitor MassDEP review.
2. Wright-Pierce will add an electrical upgrade to the well station and access road upgrades design.
3. Review contract with Wright-Pierce to understand and fill any funding gaps for bidding process.
4. Once MassDEP and SRF approved, finalize cost estimate and send out for bids.
5. Plan Dunstable funding approval at town meeting and town wide vote.

FY20 Budget

Some overall FY2020 budget discussion and use of "free-cash" to balance the operating budget.

1. Since free-cash is unknown year-to-year and not part of an on-going revenue stream, it should not be used for on-going expenses such as the operating budget.
2. More appropriate use of free-cash, when it exists, would be to help fund one-time capital expenditures.
3. One option to help reduce the amount of free-cash needed to balance the FY20 budget is to try to reduce the school budget a little. We need to discuss this with the school committee.
4. Given existing budget funding constraints, any new personnel would likely require a funding override.
5. We should have a multiyear budget plan to anticipate future appropriations.

Town Projects Timeline

Some discussion about whether to propose a special town meeting for time critical projects like the water upgrade project and MUD MassWorks grant, or combine them with the regular annual town meeting. We will have to see how quickly each project moves forward to see if it is practical to have a special town meeting.

Motion to adjourn at 8:25 p.m. - Harold, - 2nd Eric. Vote: Unanimous
Meeting adjourned at 8:25 p.m.