



**OFFICE OF THE  
Advisory Board  
TOWN HALL  
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July 10, 2018

Present: Adria Fischer, Eric McKenzie, Kieran Meehan, Bob Nelson, Harold Simmons, Leo Tometich  
Also attending: Leah Basbanes, Lorraine Leonard

Advisory Board Representative for GDRSD Building Committee

Adria and Eric expressed interest in being the Advisory Board representative on the GDRSD building committee to assess current and future elementary needs relating to the replacement of Florence Roche Elementary. Both Eric and Adria have children in the school district and would be excellent choices. Also note that the building committee structure is defined by MSBA guidelines.

- Motion to appoint Adria Fischer as Advisory Board GDRSD building committee representative - Kieran - 2<sup>nd</sup> Leo. Vote: Unanimous to approve.

Approval of Minutes

Discussion and review of the June 25<sup>th</sup> Advisory Board meeting minutes.

- Motion to approve the June 25<sup>th</sup> meeting minutes - Kieran - 2<sup>nd</sup> Harold. Vote: Unanimous to approve.

End of Fiscal Year Transfer Requests

After some discussion and review of the pending transfer requests, the board noted that all of the transfer requests except \$1323.27 Recreation, Other Services, are interdepartmental transfers not requiring any Reserve Fund monies, and could be approved in aggregate.

- Motion to approve, in aggregate, all of the June 30 Inter-Departmental Transfers exclusive of the \$1323.27 for Recreation, Other Services, Account 0001-06-631-5380-0000-005 - Harold - 2<sup>nd</sup> Kieran. Vote: Unanimous to approve.

Since the Parks & Recreation Department does not have enough money in other departmental accounts to cover their \$1323.27 transfer request, it will be paid out of the Reserve Fund. This \$1323.27 expense was incurred to maintain portable toilets or Port-a-Potties at town recreation facilities.

- Motion to approve the transfer of \$1323.27 from the Reserve Fund to Recreation, Other Services as listed on the June 30 Inter-Departmental Transfers list - Harold - 2<sup>nd</sup> Adria. Vote: Unanimous to approve.
- Motion to approve an interdepartmental transfer of \$9862.21 from three Water Department accounts to Technical Services account - Kieran - 2<sup>nd</sup> Harold. Vote: Unanimous to approve.

Police Chief Dow requested the transfer of \$3500.00 be transferred from Police Department wages to purchase accreditation management software. This software, Regal Support, is used by multiple Police departments to facilitate the accreditation process.

- Motion to approve an interdepartmental transfer of \$3500.00 from Police Department wages account to purchase police department accreditation management software - Harold - 2<sup>nd</sup> Kieran. Vote: Unanimous to approve.

Miscellaneous

Groton Town Manager, Mark Haddad, may be able to help with some Dunstable Town Administrator duties when he is not working in Groton, i.e. vacation etc.

New Dunstable Electrical Inspector is Peter Martin from Townsend.

Since the outcome of ongoing Police Department personnel arbitration is unknown, encumbrance funding equivalent to salary and benefits may be appropriate.

Joined Selectmen's Meeting at 6:30 P.M. - Reference Selectmen meeting minutes.

Motion to adjourn at 8:45 p.m. - Leo - 2<sup>nd</sup> Adria. Vote: Unanimous  
Meeting adjourned at 8:45 p.m.