



**OFFICE OF THE
Advisory Board
TOWN HALL
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June 5, 2019

Present: Adria Fischer, Bob Nelson, Harold Simmons, Leo Tometich
Also attending: Town Administrator Brian Palaia, Police Chief Dow, Public

Meeting called to order at 6:10 p.m.

Advisory Board Organization

Typically, the AB will assess its organization and elect officers as needed during its first meeting after an election. The AB elected its officers as outlined below.

1. Chair: Bob Nelson
2. Vice Chair: Harold Simmons
3. Secretary: Leo Tometich

FY 2019 Year End Transfers

A few year-end transfers were reviewed and approved.

Some fund transfers are common near the end of the fiscal year to move funds from accounts with an unspent balance into accounts that spent more than expected.

ATM Recap

Review of the May 13th, 2019 annual town meeting. Overall pretty smooth, no significant issues or concerns.

Water Infrastructure Bond Payment Ratio Memorandum of Understanding

While not expected, any changes to the water system improvement project bond payment ratio memorandum of understanding (MOU) between the Select Board, Water Commissioners and Advisory Board will require a town meeting vote.

Motion to accept the water department MOU - Adria, - 2nd Leo. Vote: Unanimous to accept

GDRSD School Building Committee Update

Adria noted that the OPM is currently leading the Florence Roche rebuild meetings. Also that the MSBA will review the overall district needs even though only funding building money for Florence Roche.

Miscellaneous Topics

1. Police Chief Dow reviewed the police officer re-instatement and arbitration outcome. Between encumbered money and police department budget adjustments, no additional funding needed at this time. Likely to need some future transfers for legal fees
2. We need to have some more due diligence discussions with the highway department to support additional employees and equipment.
3. Discussed developing a five-year financial plan.
 - 3.1. One goal would be to stop using free cash, or one-time money, in the operating budget.
 - 3.2. An override would likely provide some capital funds for the first few years after the override.
 - 3.3. The current town debt schedule will help develop a five-year plan.
4. Dunstable currently has a three-year water system monitoring contract with Small Water Systems for approximately \$70,000 per year.

Motion to adjourn - Adria, - 2nd Harold. Vote: Unanimous to adjourn

Meeting adjourned at 7:12 p.m.