



**OFFICE OF THE
Advisory Board
TOWN HALL
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June 24, 2020

Present: Marie Gamache, Jake Lewon, Harold Simmons, Leo Tometich; Town Administrator Brian Palaia; Public: Joan Simmons

This virtual meeting was called to order at 6:07 p.m. via Zoom Meeting ID: 698 381 3097.

Advisory Board Reorganization

The AB typically selects officers for the coming year during its first meeting after the annual town election. This year the town election was held on June 16th, so after some discussion the AB will be organized as follows. Motion to appoint Harold the Advisory Board Chair.

Motion made - Leo, - 2nd Jake. Vote: FOR: Jake, Leo, Marie OPPOSE: ABSTAIN: Harold

Motion to appoint Marie the Advisory Board Vice Chair.

Motion made - Harold, - 2nd Leo. Vote: FOR: Harold, Jake, Leo OPPOSE: ABSTAIN: Marie

Motion to appoint Leo the Advisory Board Secretary.

Motion made - Harold, - 2nd Marie. Vote: FOR: Harold, Jake, Marie OPPOSE: ABSTAIN: Leo
Leo will send this reorganization to the Town Clerk.

FY2021 Budget Town Administrator Update and Discussion

Brian provided a summary of the proposed Dunstable FY21 budget changes from the previous version that had an approximately \$150,000 deficit, followed by discussion with some highlights outlined here.

1. The GDRSD Dunstable assessment is reduced by an additional \$75,000.
2. Postponed capital projects for reduced FY21 capital expenditures.
3. Revised the "New Growth" estimate down due to the impact of COVID-19.
4. Two solar project PILOTs are still under negotiation.
5. State Aid unknown with the expectation that the state will operate on a 1/12th budget for the first couple months of FY21.
6. Plan to move the town health insurance premium savings to the Town Administrator's salary so Brian can be paid for 30 hours per week for the last six months of FY21.
7. Town Engineer budget line reduced to save free cash.
8. Some highway salary changes and FY21 paving reduction.
9. The GLTHS assessment has been confirmed and is not expected to change.

Discussion to Fill the Two Advisory Board Vacancies

An affirmative vote by the AB and select board is needed to appoint new AB members between elections.

1. Harold proposed, and other members agreed, that the AB join the select board meeting at 10:00 a.m. on Wednesday July 1st, 2020 to meet the AB candidates.
2. Brian will invite the AB candidates.

Finances

Brian described six FY20 "End of Year" transfers between different departments that need AB approval.

Motion to approve the six "End of Year" transfers as recommended by the Town Administrator presented in the Excel worksheet dated June 16, 2020.

Motion made - Leo, - 2nd Marie. Vote: Unanimous to approve

Annual Town Meeting Planning Update

1. The select board is tentatively planning to hold the Dunstable annual town meeting on Thursday July 30th, 2020.
2. Setting is likely outdoors under a tent to provide room for adequate social distancing.
3. Location will probably be at either Larter Field or Swallow Union.
4. It is expected that most of the additional expenditures required to hold the ATM with proper social distancing will be reimbursed as COVID-19 expenses.
5. The AB will need to hold a public hearing for town meeting warrant discussion before the ATM.

Miscellaneous Topics

Jake provided an informative update on the Florence Roche Elementary building project and some public feedback at the committee meeting last evening. For more details, please reference the Florence Roche Building Committee information.

Motion to adjourn - Marie, - 2nd Jake. Vote: Unanimous to adjourn
Meeting adjourned at 7:19 p.m.