



OFFICE OF THE  
Advisory Board  
TOWN HALL  
511 MAIN STREET  
DUNSTABLE, MA 01827-1313  
(978) 649-4514 x222 FAX (978) 649-4371  
advisory@dunstable-ma.gov

July 13, 2022

Present: Jake Lewon, Harold Simmons, Leo Tometich, Matt Naughton, Clint Keeney; Town Administrator David DeManche.

Meeting called to order 6:30 p.m. at Dunstable Town Hall

**Review/Approve Meeting Minutes**

The Advisory Board meeting minutes from June 29, 2022, were presented for review and approval.

Motion: To accept the minutes as presented - Harold

2<sup>nd</sup>: Leo

Vote: Unanimous in favor

**End of Year Transfers (FY22)**

Reference each specific "Request for Transfer of Appropriations" form for more details of each EOY transfer.

The Fire Department has a \$1151 deficit in its FY22 on call wages account. There is a FY22 balance in the Veteran's Benefit account, so the Fire Department is requesting a funds transfer from the Veteran's Benefits account to cover this deficit.

Motion: To approve the transfer of \$1151 from the Veteran's Benefits account to the Fire Department on call wages account for covering final FY22 expenses - Leo

2<sup>nd</sup>: Harold

Vote: Unanimous in favor

The Fire Department has a \$1500 deficit in its FY22 professional services account. The Fire Department is requesting a funds transfer from Veteran's Benefits to cover this deficit.

Motion: To approve the transfer of \$1500 from the Veteran's Benefits account to the Fire Department Professional Services account for covering final FY22 expenses - Leo

2<sup>nd</sup>: Harold

Vote: Unanimous in favor

Town Hall accounts have a \$15,500 FY22 deficit for various building repairs, landscaping, personnel advertisements and utility payments. To cover this deficit, the town hall is requesting a funds transfer from the Snow Removal account.

Motion: To approve the transfer of \$15,500 from the Snow Removal account to town hall accounts for covering FY22 expenses - Leo

2<sup>nd</sup>: Harold

Vote: Unanimous in favor

**Additional Discussion Topics**

1. The state voting requirements implemented during the COVID-19 pandemic have been extended, so Dunstable will likely incur some additional FY23 costs for mailings, in-person early voting hours, etc.

2. Some discussion about the town hall cleaning contract.
3. The Advisory Board requests that the Fire Department try to minimize the cost overrides that resulted in the need for end of year transfers. Dunstable is working to hire a permanent Fire Chief which may help with budget oversight.
4. A new set of donation bins are located on the MUD district property near the post office, so please donate relevant items.

**Next Meeting**

Next meeting is not scheduled at this time.

Motion to adjourn - Harold, 2<sup>nd</sup> - Leo. Vote: Unanimous to adjourn

Meeting adjourned at 6:52 p.m.