

Resident Guide ANNUAL TOWN MEETING

Monday, May 12, 2025

7:00 PM: Swallow-Union School
522 Main Street | Dunstable, MA



dunstable-ma.gov/atm2025



Documents Included:

Open Letter from Advisory Chair Jake Lewon

Warrant Article Guide

Annual Town Meeting Warrant

FY26 Budget Spreadsheet

Open Letter to the Townspeople of Dunstable, Massachusetts



Good Evening,

Thank you for taking the time to read this letter tonight.

My name is Jake Lewon, and I proudly serve as the Chair of the Advisory Board. I've been on the board since 2019, and each year, alongside the Town Administrator and the Select Board, we work diligently to develop a responsible budget that reflects the needs and values of our community.

For at least the past two years, we have proposed a Proposition 2 ½ override—not to expand government, but simply to sustain a functional, effective town government. This includes a properly staffed Town Hall, Police and Fire Departments, Highway Department, and a school system that delivers the quality education our children deserve.

Unfortunately, those override requests have not passed. As a result, we have not been able to provide even the basic services that most communities take for granted.

Our police department is not fully staffed, leaving just one officer on duty during overnight shifts. Our fire department operates below ideal staffing levels and relies heavily on grants just to meet basic safety standards, including equipment and vehicles. And last year, due to the failed override, we faced the loss of 24 full-time educators.

While staffing decisions ultimately rest with the School District, I can say with confidence that our entire regional team is united in the goal of providing the best education possible for our children. The failure of last year's override wasn't just a budget issue—it was a loss of valued team members and momentum. Before those cuts, one of our elementary schools, the very building we are in tonight, ranked third in the entire state. That kind of excellence is possible when we invest in our schools. Without investment, that excellence fades.

Tonight, the Town Administrator, the Select Board, and the Advisory Board are once again asking for your support of a Proposition 2 ½ override. This request is not about expanding services—it's about preserving what we still have. Without it, we face further cuts, including the loss of another 14 school staff members and additional reductions to town programs and facilities.

Throughout this meeting, you'll hear details about what will happen if we fail to pass the Level Services Override Budget—both tonight and at the ballot box. Let me be clear: this budget doesn't restore anything we've lost. It doesn't fill the vacancies in our police, fire, or highway departments. It doesn't bring back all the staff we've had to cut. It simply holds the line of where we are today, it preserves what's left.

We understand there may be a perception that your elected officials are asking for too much or we will find another way. I assure you, we are not, and we won't. This is not a wish list, it's a lifeline. And even if the override passes, our work doesn't end there.

We've already taken steps to address the larger funding challenges. We've brought our concerns to both State and Local officials. We've sent letters, held meetings, and even offered to take time off from work to travel to Beacon Hill and advocate in person for more equitable funding.

Locally, our partnership with Groton and the School District has never been stronger. Together, we've reopened the regional agreement to explore improvements to the assessment process. We've also brought in independent auditors to conduct an operational audit, ensuring we are doing everything we can to use our resources efficiently and wisely.

We are fully committed to building the kind of town we all want and deserve—a safe, well-educated, and vibrant community. We have scrutinized every dollar to arrive at this Level Services Override, and we present it to you with humility and transparency. This proposal reflects the hard work of a diverse group of your neighbors—working professionals, retirees, longtime residents, and new members of the community—who are all in agreement: this step is necessary to keep our town moving forward.

Please trust in the work that's been done. Please vote yes tonight and again at the ballot for the Level Services Budget.

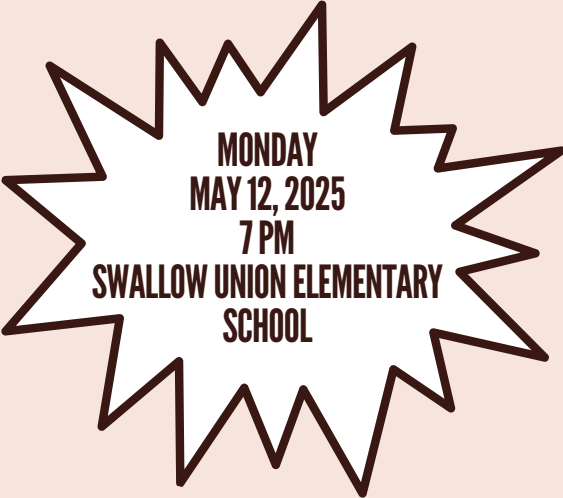
Thank you,

A handwritten signature in blue ink, appearing to read 'Jake Lewon', with a stylized flourish extending from the end.

Jake Lewon
Chair, Dunstable Advisory Board



ANNUAL TOWN MEETING



MONDAY
MAY 12, 2025
7 PM
SWALLOW UNION ELEMENTARY
SCHOOL

WARRANT ARTICLE GUIDE

ARTICLE 1 REPORTS

This article is a standard article that requests Annual Town Meeting to accept the Town's Annual Town Report and also allows boards, committees, and town officials to update Town Meeting which could include project updates, upcoming initiatives, or other relevant information for residents and answer any questions Town Meeting attendees may have.

ARTICLE 3 TRANSFER TO WATER ENTERPRISE FUND

This is a standard article to consider transferring additional funding to support the Water Enterprise Fund, which supports the operations and maintenance of the water system. This article is included as a precaution in case the enterprise fund needs supplemental support. This year, the Water Enterprise Fund is balanced through user fees and its own revenue so the Town expects to recommend no action on this article.

ARTICLE 2 UNPAID BILLS

This article is a standard article requesting approval for payment of unpaid bills from a prior fiscal year. This is typically necessary when the Town receives an invoice after the books have closed for the previous fiscal year. When this happens, under MGL Chapter 44, Section 64, the Town can't pay it without Town Meeting approval. This year, the Town has 5 prior year bills requiring payment for a total of \$1,488.48. This article requires a 4/5ths vote for approval.

ARTICLE 4 TRANSFER TO GENERAL STABILIZATION

This article seeks to transfer \$50,000 of Free Cash to the Town's General Stabilization Fund to strengthen the Town's financial reserves, support long-term financial planning, and improve fiscal stability. This request is consistent with the Town's newly adopted financial policies and Department of Revenue's recommended best practices.

ARTICLE 5

TRANSFER TO THE CAPITAL IMPROVEMENT PROGRAM STABILIZATION FUND

This article requests approval to allocate \$50,000 of Free Cash to the Capital Improvement Program Stabilization Fund to support future capital projects, such as anticipated repairs/renovations to municipal buildings, and major vehicle and equipment purchases. This fund helps the Town prepare, plan for and manage significant capital expenditures.

ARTICLE 6

OPERATING BUDGET



This article requests the approval of the Town's FY26 Operating Budget. This year, Town Meeting will be presented two budgets, both contingent on override votes. The FY26 Recommended Budget is a level services budget for both municipal and regional school districts contingent on a \$480,841 general override.

ARTICLE 7

REVOLVING FUND EXPENDITURE LIMITS



Article 7 is necessary to establish expenditure limits on Town Revolving Funds, of which there are six. Under MGL Section 44, Section 53E ½, municipalities are annually required to set spending limits for the Town's revolving funds. These revolving funds are already established in the Town bylaw, and they are established to use fees collected for specific services to pay for related expenses, without requiring separate appropriations from the general fund.

ARTICLE 8

CAPITAL IMPROVEMENTS FOR MUNICIPAL DEPARTMENTS



Article 8 is necessary to appropriate \$120,000 for capital purchases for municipal departments. These purchases include, but are not limited to, a new police cruiser, mobile radios for Fire, spreader/sander for a Highway truck, new tasers for Police, and lighting improvements at the library.

ARTICLE 9

WATER SYSTEM INFRASTRUCTURE IMPROVEMENTS

This article requests \$35,000 from Water Enterprise Retained Earnings to fund general water infrastructure improvements. The Department of Revenue certified retained earnings at \$68,532. This funding will be used by the Water Department to repair and improve the Town's water infrastructure.

ARTICLE 10

COMMUNITY PRESERVATION COMMITTEE RECOMMENDATIONS

Article 10 is a standard article to appropriate or reserve from the Community Preservation Act annual revenues in the amounts recommended by the Community Preservation Committee for debt service, community preservation projects, and potential administrative expenses. In accordance with MGL Chapter 44B, Section 6 this article is necessary to transfer no less than 10% of the annual revenues of the Community Preservation Fund for each of the following categories: open space, historic resources, and community housing. No more than 5% can be used for administrative and operating expenses. This article also includes the debt service payments due for the Ferrari Farm property and the exterior restoration of the Union Building.

ARTICLE 11

REMOVAL OF INVASIVE WEEDS AT LAKE MASSAPOAG

This article requests \$3,500 of CPA funds to remove invasive weeds at Lake Massapoag.

ARTICLE 12

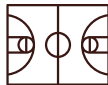
LARTER FIELD IMPROVEMENTS



Larter Field has experienced multiple sinkholes with some areas of the field settling significantly. \$80,000 of CPA funds are being requested for professional services to conduct a field assessment, evaluation, and to design improvements to stabilize the field. This will assist the Town in determining a permanent solution to this chronic problem that is becoming more severe each year.

ARTICLE 13

LARTER FIELD MASTER PLAN



Building off the field assessment work, the Recreation Commission is requesting \$40,000 to support the creation of a Master Plan for Larter Field to seek community input on its future and to help guide future investments.

ANNUAL TOWN MEETING

MONDAY, MAY 12, 2025

7 PM

SWALLOW UNION ELEMENTARY SCHOOL

MORE INFORMATION

You can find more information about Annual Town Meeting at dunstable-ma.gov/atm2025

ARTICLE 14

WOODWARD'S MILL DAM IMPROVEMENTS

This article requests \$25,000 of CPA funds to make repairs to Woodward's Mill Dam. This work follows a comprehensive Phase II Assessment of the Dam. Now that the assessment is complete, the Town better understands the condition of the dam and required repairs. As part of the assessment, a large void in the top of the raceway was identified, which jeopardizes support for the Dam crest and road, creating a potential safety hazard for vehicles if not repaired soon. This funding request will support these necessary improvements from design to repair.

ARTICLE 15

TENNIS AND PICKLEBALL COURTS AT LARTER FIELD



To complete the construction of the tennis and pickleball courts at Larter Field there may be a need for a supplemental appropriation of \$11,240 for additional work required that was not included in the original scope of work. This article is a placeholder for that appropriation from CPA funds if it is required.

ARTICLE 16

ESTABLISHMENT OF DUNSTABLE COMMISSION ON ACCESSIBILITY



This article proposes the creation of a local Commission on Disabilities, named the Commission on Accessibility, to help ensure that residents with disabilities are included in Town affairs, and that Dunstable is proactive in improving accessibility, compliance, and equal participation in programs and services.

ARTICLE 17

LEASE PURCHASE AGREEMENT



Article 17 authorizes the Town to acquire a new truck for the Highway Department through a lease-purchase agreement, which allows the Town to finance the cost over multiple years while maintaining ownership at the end of the lease term.

ARTICLE 18

CHAPTER 90 FUNDS

Article 18 authorizes the appropriation of Chapter 90 funds allocated by the Commonwealth to the Town of Dunstable for roadway and infrastructure improvements. Chapter 90 funds are provided by the state annually to towns to reimburse the cost of improving public roads and related infrastructure. These funds are allocated by formula and must be authorized by Town Meeting before being spent. In FY25, Dunstable's Chapter 90 allocation was \$184,722.46.

ARTICLE 19

VETERANS TAX EXEMPTION ANNUAL COST OF LIVING INCREASE



The HERO Act, signed into law in 2022, allows municipalities to adjust the veterans property tax exemptions annually based on the Consumer Price Index (CPI). Article 19 requests the adoption of this adjustment to ensure that the exemption keeps pace with inflation, providing continued tax relief to eligible veterans and their families.

ARTICLE 20

MUNICIPAL LIEN CHARGES

Article 20 seeks to accept MGL Chapter 40, Section 58 to allow the Town to secure payment for unpaid municipal charges or fees by placing a lien on the property and collecting the charge as part of the property tax bill. The Town is requesting the ability to lien unpaid fees required as a condition of any special permit, variance, license, site assignment, site plan review, or other land use approval that is issued by any board, commission, committee, or officer of the Town, including but not limited to unpaid peer review charges.

ARTICLE 21



AMENDMENT TO AMEND SECTION 15.2: FLOODPLAIN DISTRICT OF THE TOWN'S ZONING BYLAW

Article 21 requests an update to Dunstable's Floodplain District Bylaw to align with FEMA's latest requirements and flood maps, ensuring compliance and better flood risk management. This is a result of FEMA recently updating its flood maps. The new maps will become effective on July 8, 2025. In order for residents to qualify for the National Flood Insurance Program, all municipalities must adopt the new maps and pass a new bylaw that contains all definitions and provisions contained in FEMA's model bylaw. To amend the Town's zoning bylaw requires a 2/3rds vote of Town Meeting.

MORE INFORMATION

You can find more information about Annual Town Meeting at dunstable-ma.gov/atm2025



ANNUAL TOWN MEETING CHEAT SHEET



TOWN MEETING KEY TERMS

Town Meeting: A gathering of a town's eligible voters and legislative body for towns in Massachusetts.

Majority Vote: Requirement that more than half of Town Meeting vote to approve an article.

Quorum: The minimum number of voters present in order to conduct business at Town Meeting. In Dunstable, the quorum for Town Meeting is 50 voters.

Warrant: The warrant lists a meeting's time, place, and agenda. A Town Meeting's action is not valid unless the subject is listed on the warrant.

Article: Articles are items on the warrant.



FUNDING TYPES

CPA Funds: Dunstable voted to adopt the Community Preservation Act (CPA) in 2006 allowing the addition of a 3% surcharge on local property taxes matched by the state annually.

Chapter 90: Funding the state provides for improvements to and investments in local transportation infrastructure.

Free Cash: Unappropriated surplus revenue from the prior fiscal year certified by the Department of Revenue for use by the Town.

Revolving Fund: Accounts established for specific purposes that fall outside of the Operating Budget and funded by user fees.

Retained Earnings: Unappropriated, surplus revenue collected by Enterprise Funds.



KEY TERMS

Capital Projects: One-time expenses to either construct new facilities, make significant, long-term improvements to existing facilities, or to improve the operation of Town Departments.

Fiscal Year: Abbreviated as "FY." The year on which the Town budget is based, running from July 1 to June 30.

Operational Budget: The annual budget that funds the operation of all Town services.

Enterprise Fund: An enterprise fund establishes a separate accounting and financial reporting mechanism for a municipal service for which a fee is charged in exchange for goods or services.

**THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF DUNSTABLE
WARRANT
ANNUAL TOWN MEETING - May 12, 2025**



Middlesex, ss.

To either of the Constables of the Town of Dunstable in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at Swallow Union Elementary School, 522 Main Street in said Dunstable on Monday, May 12, 2025, at 7:00 PM, and thereafter continuing from day to day until completed, with a back-up date of May 19, 2025, at 7:00 PM in the event that inclement weather or other circumstances require a postponement, then and there to act on the following articles:

ARTICLE 1 - Reports: To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or take any action in relation thereto.

Sponsored by the Select Board

ARTICLE 2 - Unpaid Bills: To see if the Town will vote to appropriate from Free Cash a sum of money for the purpose of paying unpaid bills of FY2024 or other prior fiscal years, as needed, or take any action in relation thereto.

Sponsored by the Select Board

ARTICLE 3 – Transfer to Water Enterprise Fund: To see if the Town will vote to appropriate or transfer from available funds to the Water Enterprise Fund a sum of money for the purpose of funding operating expenses as deemed necessary by the Board of Water Commissioners for FY2025, or take any action in relation thereto.

Sponsored by the Select Board, Board of Water Commissioners and Advisory Board

ARTICLE 4 – Transfer to the General Stabilization Fund: To see if the Town will vote to transfer from Free Cash the sum of \$50,000 to the Town’s General Stabilization Fund, pursuant to Massachusetts General Laws Chapter 40, Section 5B, or take any action in relation thereto.

Sponsored by the Select Board and Advisory Board

Article 5 – Transfer to the Capital Improvement Program Stabilization Fund: To see if the Town will vote to transfer from Free Cash the sum of \$50,000 to the Town’s Capital Improvement Program Stabilization Fund, pursuant to Massachusetts General Laws Chapter 40, Section 5B, or take any action in relation thereto.

Sponsored by the Select Board and Advisory Board

ARTICLE 6 - Operating Budget: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, or any combination thereof, to fund the various departments, boards, committees, commissions, and other operating expenses of the Town for Fiscal Year 2026, beginning July 1, 2025, or take any action in relation thereto.

Sponsored by the Select Board and Advisory Board

ARTICLE 7 - Revolving Fund Expenditure Limits: To see if the Town will vote pursuant to Massachusetts General Laws Chapter 44, Section 53E½, to set the annual expenditure limits for Fiscal Year 2026 for all revolving funds established by the General Bylaws, as follows, or take any action in relation thereto:

Cemetery	\$10,000
Recreation	\$15,000
COA Transport	\$3,500
Permit Application Fees	\$5,000
Approval Not Required Plans	\$15,000
Transfer Station	\$190,000

Sponsored by the Select Board and Advisory Board

Article 8 - Capital Improvements for Municipal Departments: To see if the Town will vote to raise and appropriate a sum of money for remodeling, reconstructing, and making repairs to existing Town buildings, infrastructure, and the purchase of necessary equipment, including all incidental and related costs, or take any action in relation thereto.

Sponsored by the Select Board

ARTICLE 9 – Water System Infrastructure Improvements: To see if the Town will vote to transfer from Water Retained Earnings a sum of money for design, repair, replacement, construction, and installation of various water infrastructure and associated work, including all incidental and related costs, or take any action in relation thereto.

Sponsored by the Select Board and Board of Water Commissioners

ARTICLE 10 - Community Preservation Committee Recommendations: To see what transfers or other actions the Town may vote with respect to any recommended action of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Select Board and Community Preservation Committee

ARTICLE 11 – Removal of Invasive Weeds at Lake Massapoag: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for the continued removal of invasive weeds in Lake Massapoag, including all incidental and related costs, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Select Board and Community Preservation Committee

ARTICLE 12 – Larter Field Improvements: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for professional services to develop a field assessment, evaluation, and design improvements to Larter Field including all incidental and related costs, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Select Board and Community Preservation Committee

ARTICLE 13 – Larter Field Master Plan: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for the development of a Capital and Master Plan for Larter Field including all incidental and related costs, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Select Board and Community Preservation Committee

ARTICLE 14 – Woodward’s Mill Dam Improvements: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for repairs to Woodward’s Mill Dam, including all incidental and related costs, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Select Board and Community Preservation Committee

ARTICLE 15 – Tennis and Pickleball Courts at Larter Field: To see if the Town will vote to transfer from available funds, including CPA funds, a sum of money for additional

expenses associated with the construction of the new tennis and pickleball courts at Larter Field including all incidental and related costs, based upon the recommendation of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Select Board and Community Preservation Committee

Article 16 - Establishment of Dunstable Commission on Accessibility: To see if the Town will accept the provisions of Massachusetts General Laws Chapter 40, Section 8J relative to the establishment of a municipal commission on disability, to be called the Dunstable Commission on Accessibility, or take any action in relation thereto.

Sponsored by the Select Board and Economic Development Committee

Article 17 – Lease Purchase Agreement: To see if the Town will vote pursuant to Massachusetts General Laws Chapter 44, Section 21C, to authorize the Select Board to enter into lease purchase agreements for the lease and purchase of vehicles and certain capital for a period of time not in excess of the useful life of the property to be procured on such terms and conditions as the Select Board deem in the best interest of the Town; and to authorize the Select Board to take all actions necessary to administer and implement such agreement and to fund said lease purchase through an annual appropriation, or take any action in relation thereto.

Sponsored by the Select Board

ARTICLE 18 - Chapter 90 Funds: To see if the Town will vote to appropriate any sums of money received by the Town under provisions of Massachusetts General Laws Chapter 90 for the purposes authorized by Chapter 90, or take any action in relation thereto.

Sponsored by the Select Board

ARTICLE 19 – Veterans Tax Exemption Annual Cost of Living Increase: To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, Section 5, Clause Seventeenth F, which will allow the Town to provide for an increase in property tax exemptions for veterans equal to the cost of living as determined by the most recent Consumer Price Index for such year as determined by the Massachusetts Department of Revenue, or take any action in relation thereto.

Sponsored by the Select Board and Board of Assessors

ARTICLE 20 – Municipal Charges Lien: To see if the Town will vote to adopt the provisions of Massachusetts General Laws Chapter 40 Section 58, which authorizes the Town to place a lien on real property located within the Town for unpaid municipal charges and fees; and to authorize the Town to place such a municipal charges lien on real property for the following unpaid charges and fees: payments required as a condition of any special

permit, variance, license, site assignment, site plan review, or other land use approval that is issued by any board, commission, committee, or officer of the Town, including but not limited to unpaid peer review charges, or take any action in relation thereto.

Sponsored by the Select Board

Article 21 – Amendment to Amend Section 15.2: Floodplain District of the Town’s

Zoning Bylaw: To see if the town will vote to delete Section 15.2 Floodplain District of the Town’s Zoning Bylaw in its entirety and replace the language as follows, or take any action in relation thereto:

15.2. Floodplain District

15.2.1. Purpose. The purpose of the Floodplain Overlay District is to:

- (a) Ensure public safety through reducing the threats to life and personal injury
- (b) Eliminate new hazards to emergency response officials
- (c) Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding
- (d) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding
- (e) Eliminate costs associated with the response and cleanup of flooding conditions
- (f) Reduce damage to public and private property resulting from flooding waters.

The Floodplain District is herein established as an overlay district effective in all districts. The uses permitted in the underlying district are allowed provided that they meet the following additional requirements.

15.2.2. District Boundaries. The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within Dunstable designated as Zone A and AE on the Middlesex County Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, and Building Inspector.

15.2.3 Designation of community Floodplain Administrator. The Town of Dunstable hereby designates the position of Building Inspector to be the official floodplain administrator for the Town.

15.2.4. Development Regulations. The following requirements apply in the Floodplain District:

- (a) All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws ("The Wetlands Protection Act") and with the following:
 - (i) Sections of the Massachusetts State Building Code which address floodplain and coastal high hazard areas (as of the effective date of this section, 780
 - (ii) CMR 120.G, "Flood Resistant Construction and Construction in Coastal Dunes");
 - (iii) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (as of the effective date of this section, 310 CMR 10.00);
 - (iv) Inland Wetlands Restriction, DEP (as of the effective date of this section, 310 CMR 13.00);
 - (v) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (as of the effective date of this section, 310 CMR 15, Title
 - (vi) The Dunstable Wetlands Protection Bylaw.
- (b) **Permits Required.** The Town of Dunstable requires a special permit issued by the Planning Board for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.

The town's permit review process includes the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district, prior to the commencement of work. The proponent must acquire all necessary permits, and must demonstrate that all necessary permits have been acquired.

- (c) **Floodway encroachment.** In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

In Zone AE, along watercourses that have a regulatory floodway designated on

the Middlesex County FIRMs, encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it had been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

- (d) Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.
- (e) Subdivision proposals. All subdivision proposals and development proposals in the floodplain overlay district shall be reviewed to assure that:
 - (i) Such proposals minimize flood damage.
 - (ii) Public utilities and facilities are located and constructed so as to minimize flood damage.
 - (iii) Adequate drainage is provided.

When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.

- (f) Construction of ways. Construction of ways, public or private, and whether or not subject to Subdivision Control, shall be reviewed to determine whether such development will be reasonably safe from flooding. If any part of a subdivision proposal or other new development involving a way is located within the Floodplain District established under this Section, it shall be designed to assure that:
 - (i) the proposal is designed consistent with the need to minimize flood damage; and
 - (ii) all public utilities and facilities, such as sewer, gas, electrical, and water systems shall be located and constructed to minimize or eliminate flood damage; and
 - (iii) adequate drainage systems shall be provided to reduce exposure to flood hazards; and

- (iv) all other requirements of this Section 15.2. are met.

The requirements of this subsection shall be enforced by the Planning Board in collaboration with the Building Inspector, as to subdivisions, or by the Building Inspector, as to other development.

- (g) Water and sewer facilities. All proposed water and sewer facilities to be located in the Floodplain District established under this Section shall be reviewed by the Board of Health for the following determination and certification:
- (i) New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system; and
 - (ii) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.
- (h) Recreational vehicles. In A and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.
- (i) Watercourse alterations or relocations in riverine areas. In a riverine situation, the Building Inspector shall notify the following of any alteration or relocation of a watercourse:
- Adjacent Communities, especially upstream and downstream
 - Bordering States, if affected
 - NFIP State Coordinator (Massachusetts Department of Conservation and Recreation,
 - NFIP Program Specialist, Federal Emergency Management Agency, Region I
- (j) Requirement to submit new technical data. If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:
- NFIP State Coordinator, Massachusetts Department of Conservation and Recreation
 - NFIP Program Specialist, Federal Emergency Management Agency, Region I
- (k) Variances. Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the

following variance procedures:

(i) Variances to State Building Code:

- The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance and will maintain this record in the community's files.
- The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

(ii) Variances to the Floodplain District:

- A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted if: 1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief.

- (l) Abrogation and greater restriction. The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.
- (m) Disclaimer of liability. The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.
- (n) Severability. If any section, provision or portion of this bylaw [ordinance] is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

15.2.5. Definitions. Definitions included in this Floodplain Bylaw shall not apply to any other section of the Zoning Bylaw.

- (a) Development. Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]
- (b) Floodway. The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]
- (c) Functionally Dependent Use. A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]
- (d) Highest Adjacent Grade. The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]
- (e) Historic Structure. Any structure that is:
 - (i) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
 - (ii) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
 - (iii) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
 - (iv) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior or
 - b. Directly by the Secretary of the Interior in states without approved programs.[US Code of Federal Regulations, Title 44, Part 59]
- (f) New Construction. Structures for which the start of construction commenced on or

after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement. [Referenced Standard ASCE 24-14]

(g) Recreational Vehicle. A vehicle which is:

- (i) Built on a single chassis;
- (ii) 400 square feet or less when measured at the largest horizontal projection;
- (iii) Designed to be self-propelled or permanently towable by a light duty truck; and
- (iv) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. [US Code of Federal Regulations, Title 44, Part 59]

(h) Regulatory Floodway. See Floodway.

(i) Special Flood Hazard Area. The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, or AH. [Base Code, Chapter 2, Section 202]

(j) Start of Construction. The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns. Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

(k) Structure. Anything constructed or erected with a fixed location on the ground or attached to something having a fixed location on the ground. Among other things, structures include buildings, walls, fences, athletic courts, tents, antennae of all types, artificial pools. The term structure shall be construed to include the words “or portion thereof”. For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

- (l) Substantial Repair of a Foundation. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]
- (m) Variance. A grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]
- (n) Violation. The failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

Sponsored by the Select Board

And furthermore, in the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of Dunstable who are qualified to vote in Town affairs, to meet at the Dunstable Public Library on Tuesday, May 20, 2025 between the hours of 12:00 o'clock noon to 8:00 PM, to cast their ballots for the following officers:

Select Board, one position for three years; Board of Assessors, one position for three years; Board of Health, one position for three years; Board of Road Commissioners, one position for three years; Constables, two positions for one year; Cemetery Commissioners, one position for three years; Board of Water Commissioners, one position for three years; Planning Board, one position for five years; Commissioners of Trust Funds, one position for three years; Advisory Board, two positions for three years; Library Trustees, one position for three years.

Question 1:

Shall the town of Dunstable be allowed to assess an additional \$480,841 in real estate and personal property taxes for the purposes of supplementing the Town's General Government operating budget and Regional School Districts Assessments for the fiscal year beginning July first 2025?

Yes _____ No _____

And you are hereby directed to serve this warrant, by posting attested copies thereof, one at the Post Office and one at the Town Hall in said Dunstable seven days at least before the time of holding such Town Meeting.

Hereof fail not, and make due return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting as aforesaid.

Given under our hands this _____ day of _____, two thousand and twenty-five.

DUNSTABLE SELECT BOARD

Kieran Meehan

Leah D. Basbanes

Ron Mikol

A true copy.

Attest:

Brynn Durno, Town Clerk

DATE: _____, 2025

I have served this warrant by posting attested copies thereof, one at the Post Office and one at the Town Hall ____ days before said meeting.

Date

Constable

	Department/Account	Budget FY25	Groton Assessment FY26 Override	Level Services Request FY26 Override	% Change Level Services		Annual Town Meeting FY26	% Change
55	Council on Aging	SALARIES	9,557	9,754	9,754	2.06%		
56		EXPENSES	7,000	8,000	8,000	14.29%		
		Total	16,557	17,754	17,754	7.23%		
57	Veterans Affairs	SALARIES	6,162	6,286	6,286	2.01%		
58		EXPENSES	19,472	13,700	13,700	-29.64%		
		Total	25,634	19,986	19,986	-22.03%		
		TOTAL HUMAN SERVICES	79,328	76,923	76,923	-3.03%		
		SALARIES	30,436	31,051	31,051	2.02%		
		EXPENSES	48,892	45,872	45,872	-6.18%		
LIBRARY, PARKS & RECREATION								
59	Library Operations	SALARIES	116,664	119,388	119,388	2.33%		
60		EXPENSES	68,184	71,447	71,447	4.79%		
		Total	184,848	190,835	190,835	3.24%		
61	Library Consortium	M.V.L. Consortium Dues	13,500	14,100	14,100	4.44%		
62	Technical Expenses	Total	37,546	40,046	40,046	6.66%		
63	Recreation Department	Rec. Other Purchased Service	11,400	11,400	11,400	0.00%		
64	Parks Department	Total	62,500	62,500	62,500	0.00%		
65	Memorial Day Committee	EXPENSES	700	1,000	1,000	42.86%		
		TOTAL LIBRARY & RECREATION	310,494	319,881	319,881	3.02%		
		SALARIES	116,664	119,388	119,388	2.33%		
		EXPENSES	193,830	200,493	200,493	3.44%		
DEBT & INTEREST								
66	Long Term Principal	Long Term Principal	137,878	69,610	69,610	-49.51%		
67	Long Term Interest	Long Term Interest	37,975	31,878	31,878	-16.05%		
68	Temporary Loan Interest	Temporary Loan Interest	3,774	3,774	3,774	0.00%		
		TOTAL DEBT & INTEREST	179,627	105,262	105,262	-41.40%		

Department/Account

Budget
FY25

Groton Assessment
FY26
Override

Level Services Request
FY26
Override

%
Change
Level Services

Annual Town Meeting
FY26

%
Change

INSURANCE & ASSESSMENTS

69	County Retirement					
	County Retirement System	386,855	479,749	479,749	24.01%	
70	Group Health Insurance - 914					
	Group Health Insurance	394,929	402,828	402,828	2.00%	
71	FICA Town Share					
	Medicare Town Share	37,638	37,638	37,638	0.00%	
72	Bldg./Vehicle Liab. Ins./Workers Compensation, Etc					
	Bldg./Vehicle Liab. Ins.	148,152	153,000	153,000	3.27%	

TOTAL INSURANCE & ASSESSMENTS

967,574

1,073,215

1,073,215

10.92%

Total Budget

13,107,748

13,769,755

13,971,765

6.59%

Municipal Salaries	Municipal Salaries	2,296,166	2,409,362	2,409,362	4.93%	
	Municipal Operations Insurance & Assessments	1,308,229	1,362,958	1,362,958	4.18%	
Municipal Operations - TOTAL	Municipal Operations - TOTAL	967,574	1,073,215	1,073,215	10.92%	
	Municipal Debt & Interest	4,571,969	4,845,535	4,845,535	5.98%	
Town Operations & Debt - TOTAL	Municipal Debt & Interest	179,627	105,262	105,262	-41.40%	
	Town Operations & Debt - TOTAL	4,751,596	4,950,797	4,950,797	4.19%	
Schools - Debt & Interest	Schools - Operations	8,198,426	8,752,593	8,954,603	9.22%	
	Schools - Debt & Interest	157,726	66,365	66,365	-57.92%	
Schools Operations & Debt - TOTAL	Schools Operations & Debt - TOTAL	8,356,152	8,818,958	9,020,968	7.96%	
	Total Budget for the Fiscal Year	13,107,748	13,769,755	13,971,765	6.59%	

Department/Account	Budget FY25	Groton Assessment		Level Services Request		Annual Town Meeting	
		FY26 Override	FY26 Override	FY26 Override	% Change Level Services	FY26	% Change

Water Enterprise

Water Department							
SALARIES	\$ 12,147	\$ 12,433	\$ 12,433	12,433	2.35%		
EXPENSES	\$ 198,608	\$ 198,608	\$ 198,608	198,608	0.00%		
Total	\$ 210,755	\$ 211,041	\$ 211,041	211,041	0.14%		

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