

## **Town Administrator Report December 30, 2025**

### **Commission on Accessibility**

The Commission on Accessibility held its first meeting on December 17. They discussed their role, upcoming town projects, and work they'd like to initially focus on. They plan to meet on a quarterly basis.

### **Rapid Flashing Beacon Crosswalk Sign**

The Commission on Accessibility voted to recommend the installation of a rapid flashing beacon sign at the crosswalk at Main Street and High Street near the school entrance. They felt that the sign would make the crosswalk safer.

### **Library Comprehensive Building Assessment**

Through National Grid's Mass Saves Program, Michaels Energy conducted a Comprehensive Building Assessment at the public library. I met with representatives from Michaels Energy and the Green Communities Program to review the CBA's findings and recommendations. In the few weeks, we have a follow-up discussion planned with the Library Director to discuss potential options and next steps.

### **Annual Town Report**

Submittals for this year's Town Report are due Friday, January 9. I've drafted the Select Board's Annual Town Report submittal for your review and approval. A big thank you to Sue for once again spearheading this major project for the Town.

### **Fire Department afternoon shift**

The Fire Department has put out the call for the new 4 PM to 8 PM per diem afternoon shift at the station. All shifts for January are covered.

### **Larter Field Progress Meeting Date**

The Parks Commission had a productive meeting with Bobrek Engineering and NMCOG officials to discuss the Larter Field project and receive updates on project progress. Bobrek is planning to work with NMCOG to develop a survey draft to be issued in the 3<sup>rd</sup> week of January and tentatively planning to host a public meeting on the project Tuesday, February 10.

### **MMA Navigating the Storm Report**

I was asked to sign onto a letter drafted by NMCOG to support and advocate for the recommendations of the MMA's recently released Navigating the Storm Report. This report follows the initial Perfect Storm Report outlining the fiscal crisis facing municipalities in Massachusetts. I've also drafted a letter for the Board's consideration.

### **Union Building Update**

The Union Building Rehabilitation Committee recently held a kickoff meeting with Gienapp Architects on the interior design work. We discussed their work to-date and also decided to apply for a Mass Cultural Council Feasibility and Technical Assistance Grant to assist the Town in finalizing a re-use for the building, developing a management and operational model, and business plan. This work will be in parallel with the interior design.

### **LEAP Grant**

The Town was awarded funds to support the redesign of the Main Street and Oak Street intersection. They have scheduled an initial kickoff meeting with them on Monday, January 5.

### **CIP Draft**

I have finalized a draft Capital Improvement Plan and have shared it with the Chair of the Capital Planning Committee. We will soon be meeting to discuss the plan and the projects contained in the plan. Before we schedule the meeting, we are trying to fill the vacancy on the committee so if you know anyone who may be interested in serving, please let us know.

### **Senator Elizabeth Warren Staff Visit Dunstable**

Earlier this month, staff members from Senator Elizabeth Warren's office visited Dunstable's Fire Station. The Chief and I gave them a tour of the station so that they could observe the deficiencies of the facility and requested their support with identifying funding sources to invest in a new facility. They expressed their willingness to work with the Town and we both plan to stay in touch as opportunities to partner present themselves.

### **Complete Streets Grant**

The Town submitted a Complete Streets Grant application to support the design of a new sidewalk on Main Street from Town Center to the library. As you know, some time ago, the Safe Pathways Committee advocated for this project, and even had conceptual design plans developed, but the project hasn't moved since then. Fortunately, MassDOT has opened up these grant projects for design support, not just construction, which could help the Town move this project forward once again.

### **Town Center Trail Loop RFP**

I am working with NMCOCG to finalize a Request for Proposals for the next phase of the Town Center Trail Loop project. I anticipate the RFP to be finalized soon and issued within the next few weeks after the New Year.

### **Speed Limit Radar Sign**

The Town recently applied for a grant to fund the purchase of a speed limit variable sign to be located on Pleasant Street near the General Store when the speed limit changes from 35 mph to 45 mph. This is an area where we've received speeding complaints in the past and was selected after reviewing with the Police Chief.

### **T-Mobile Telecommunications Equipment at Water Tank**

T-Mobile has mobilized their crew at the water tank to begin the site work to support the installation of their telecommunications equipment. Their work to begin will be excavating near the tank and preparing to get the new concrete pad poured, underground conduit installed, etc.