

Town Administrator Report
June 6, 2023

Year-End Transfers and Appointments/Re-appointments

Year-end transfer requests and board/committee appointments/re-appointments are close to being finalized and will be ready for the Select Board's next meeting agenda. We expect transfers to be necessary for the following budgets:

Treasurer/Collector	Selectmen
Town Counsel	Elections
Town Hall	Fire
Snow	Technology
Water	Street Lights

PFAS Permitting Schedule/Timeline Meeting

As a follow-up to our last meeting on PFAS, there is a meeting scheduled with MassDEP and DCR this Friday, June 9, 2023, where I hope to attend and our engineers from Hoyle Tanner will be attending. The goal of this meeting is to better understand the timeline and schedule to permit both options to address the PFAS issue at the high school.

Liquor Licenses

We have received 1 complete application for a package store license at the General Store. We expect to be ready soon to advertise and hold a public hearing on the request. We have one other application in process.

Communications Plan/Social Media

We have developed a simple communications plan for the Select Board's Office. We'll be sure to share it with the Select Board. While it is very much a living, breathing document, now that we have this in place, we are close to being ready to launch our Facebook Page.

Goals/Objectives for FY24

I'm hoping to review the DRAFT goals and objectives developed for FY24 with the Board at the first meeting in July. If you have any feedback or comments in the meantime, please let me know.

Fire Department Donation

Resident Jim Tully reached out to me over the weekend and expressed his and Matt McGovern's interest in donating approximately \$53,000 to allow the Town to maintain existing staffing levels in the Fire Department for the coming year. As you know, Mr. Tully's garage at the Dumont Property on Lowell Street suffered damage from a two-alarm fire several weeks ago. Through that experience and observing the response of the Fire Department, and after a

discussion with the Fire Chief about the reductions in the Fire Department budget, Mr. Tully and Mr. McGovern would like to make this donation.

Firefighters Memorial

Charlie Rich from the Richard Bacon Memorial Trust would like to construct a Firefighters Memorial in Dunstable funded through the Trust. The Fire Chief and I have met with Mr. Rich on several occasions, and he is working to secure funding for the project. Before advancing the project's design and spending money on it, he would like to appear before the Board to ensure there is support for the concept.

Senator Kennedy Earmark

Senator Kennedy was able to secure a \$250,000 earmark to support the replacement of the Joint Grass Brook Culvert. This now will need to survive conference committee and will need to be signed by the Governor. As you know, Representative Scarsdale also secured \$50,000 to support the purchase of an emergency vehicle for the Fire Chief.

One Stop for Growth Grant Application

Last Friday, the Town submitted a one stop for growth grant application to fund the Joint Grass Brook Culvert Project. Depending on the success of the Kennedy earmark, the funding needed to complete the project through this program will change but we will need to provide at least a 10% match.

NMCOG Meeting – Green Communities and Municipal Facilities and Operations Decarbonization Planning

Like last year, NMCOG will be assisting us in the reporting requirements for the Green Communities grant. We plan on submitting a grant application through the project in the Fall. In addition, as long as there's interest from the Select Board, another option through the DOER Grant - Technical Assistance is for NMCOG to assist the Town by leading a process to develop a decarbonization plan for municipal facilities and operations.

OPEB Actuarial Study

The Town is in possession of a draft OPEB Actuarial Study. I have a meeting with the consultant, Odyssey Advisors, to review the draft this week. Following the meeting, and any necessary modifications, it will be shared with the Select Board.