

## **Town Administrator's Report**

### **January 8, 2025**

#### **Inspector General Visit**

The Massachusetts Inspector General, Jeffrey Shapiro and staff visited the Town of Dunstable today. I met with him and staff to review his role, resources, and had a productive and positive discussion about how we could work together in the future.

#### **Police Station Window/Door Replacement Bids**

Bids in response to the Invitation for Bids the Town issued for window and door replacements at the Police Station were due yesterday and we received 4 responses. The low-bidder was FRG Contractor Corp. in the amount of \$44,235. At the Board's next meeting, we'll plan to have the contract prepared for your consideration.

#### **Union Building**

As you know, Gienapp Architects is on board and has begun their work to design the exterior restoration of the building. They have already made one site visit and another visit to take samples for testing of the exterior paint. We are currently working to coordinate a meeting with the Union Building Rehabilitation Committee to update the members on the progress made, project schedule and tasks.

#### **Survey Results**

The 2024 Resident Survey results have been posted on the Town's website and on social media. In all, there were 125 respondents to the survey. The results offer insights into the community's priorities, satisfaction levels, and aspirations for the future. Residents voiced strong support for maintaining essential services like public safety and infrastructure while expressing concerns about pressing issues such as school funding and the town budget. Residents expressed overwhelmingly that they believe the Town is a great place to live expressing satisfaction with its rural character, quality of life, and sense of community.

#### **FY25-FY30 CIP**

The draft FY25-FY30 Capital Improvement Plan is close to complete. Once ready, likely later this week or early next week, I will share it with the Board, and the Advisory Board and Capital Planning Committee.

#### **FY26 Budget**

The GDRSD School Superintendent is presenting his FY26 proposed budget tonight at the School Committee meeting. Later this week or early next week, I'll be evaluating the impacts of his proposal on the Town of Dunstable. As soon as this is prepared and ready, I will share it with all of you.

#### **Open Space and Recreation Plan Update**

As you know, the Town's Open Space and Recreation Plan is set to expire in March 2025. Updating this plan is critical and requires establishing a process and soliciting input from key stakeholders. Having a current Open Space and Recreation Plan ensures the Town is eligible to apply for certain state grant funding including LAND grants which we often leverage to protect open space conservation areas. To ensure we are able to accomplish the work needed to update the plan in a timely manner, I have formed a working group comprised of the Chairs of the Select Board,

Recreation Commission, and Conservation Commission. The group is currently working to issue a survey to begin the public engagement portion of the process.

### **Annual Town Report**

We are looking at ways to revamp and refresh the Town's Annual Report. We have looked at other examples and are seeking additional information and data to include in the report. We are also looking to redesign the report. We would like to have a photo contest for the front cover of the report to involve the community in the preparation of the report and increase interest in the report. If you have any concerns or feedback, please let us know.

### **Bandstand Renovation**

As you know, we still have funding to make improvements to the bandstand through FY26. We also have experienced some issues with the roof replacement work that was performed about a year ago. I have been in touch with the contract and have followed-up with them, and I'm now awaiting a response to schedule a site visit. I will continue to keep you informed as progress is made.

### **Brattle Farm LIP – Site Visit**

The Executive Office of Housing and Livable Communities is conducting a site visit of the 41 Lowell Street site next week. If I'm available, I plan to join them.

### **Police Contract Negotiations**

Negotiations with the police union have begun. We've had 2 sessions and have a third one planned at the end of the month.

### **Woodward's Mill Dam**

We had a meeting with David Langlais from Hoyle Tanner about the Phase II Assessment Report on the Woodward's Mill Dam. The report provides options and recommendations on repair and renovation of the dam. The raceway has a hole at the crown of Pleasant Street which is the first priority for repair. Then, there is substantial work that is needed mid- to long-term to stabilize the dam including renovation to the concrete and stone walls. We are currently awaiting a proposal from Hoyle Tanner on advancing the immediate work, as well as the repair to the dam itself, which is estimated to cost approximately just shy of \$400,000. The rehabilitation or replacement of the downstream concrete walls will come at a later date.

### **Annual Audit**

We have received audit for 2024 and it will be shared shortly.