



**TOWN OF
DUNSTABLE**

TOWN ADMINISTRATOR'S REPORT

SUMMARY

FEBRUARY 20, 2024

FY25 BUDGET OUTREACH

Leading up to the Special Town Meeting on March 26 and Special Town Election on April 2, as we do with most important issues, we have developed a communication plan.

Budget Forums

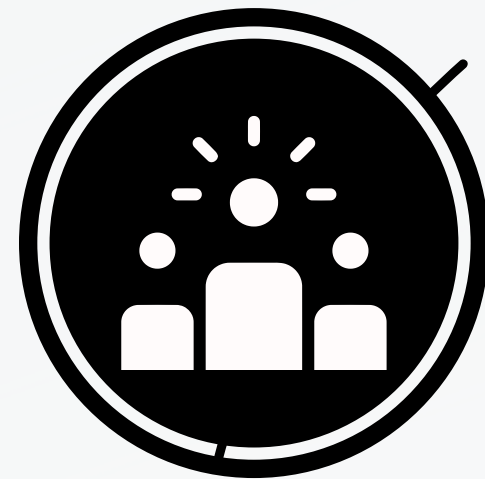
There are two FY25 budget forums planned – the first is on Tuesday, February 27 at 7 PM at the Swallow Union Elementary School in Dunstable and the second is planned for March 6 at 7 PM at the Groton Center.

Website and Social Media

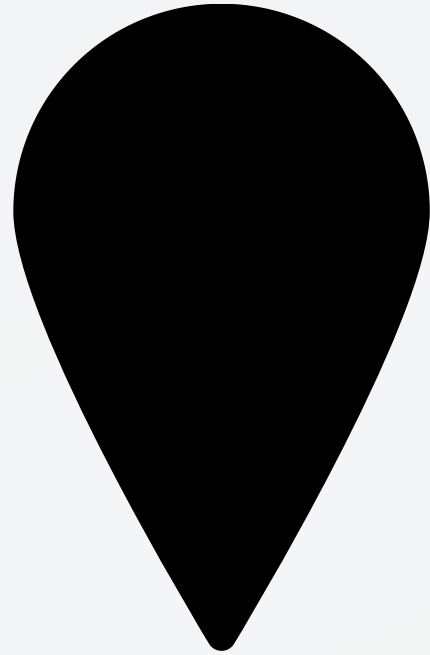
The Town has started sharing budget information through the website and social media which will continue for the next several weeks.

Town Administrator's Coffee Hour

This month's Town Administrator's Coffee Hour is planned for Thursday, February 29 at 10 AM at Farmhouse Cafe – the Select Board Chair and School Committee Member, Lacey McCabe are attending, providing residents an opportunity to discuss the FY25 budget.



PRESIDENTIAL PRIMARY



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EARLY VOTING

Saturday, February 24: 9 AM – 5 PM
Monday, February 26: 9 AM – 5 PM
Tuesday, February 27: 9 AM – 5 PM
Wednesday, February 28: 9 AM – 5 PM
Thursday, February 29: 9 AM – 5 PM

MAIL-IN VOTING

The Town received an email from the Secretary of the Commonwealth's Office regarding mail-in ballot requests on Wednesday, February 14. At that point, the Town had processed 383 requests for ballots and the Clerk's office mailed out 383, being fully up-to-date. Of those, 199 are Democratic ballots, 179 are Republican ballots and 5 are Libertarians.

SUPER TUESDAY

March 5, 2024

Thank you, Brynn Durno and Sue Fayne, in the Town Clerk's office for managing the election calendar and related work so efficiently and effectively.

CAPITAL PLANNING

The Capital Planning Committee held its first meeting to discuss the FY25 capital requests planned to be funded through the general fund. The FY25 budget allocates slightly under \$120,000 for capital needs.



These are not the only capital projects planned for FY25, just those that are being funded through the FY25 appropriation. All projects planned can be found in the complete Capital Improvement Plan. Bandstand repairs, roof and chimney repairs at Town Hall, Fire Station building repairs, and others are also planned using alternative funding sources.

GRANTS

The Town worked with NMCOCG to develop a MassTrails grant application to support a feasibility study and concept design to advance the development of a 1.5 mile off-road shared use path throughout Dunstable Town Center.

The proposed trail connects key local destinations—historic, municipal, educational, recreational, and commercial—through a single loop over publicly-owned land with minimal roadway crossings. The goal of this project is to advance past planning initiatives and recommendations, most recently the Walk Dunstable project, with an accessible, safe, and enjoyable asset to encourage active transportation and recreation by residents and visitors of all ages and abilities. There is a local match required.

There are 3 CPC applications being considered: the match for the MassTrails Grant in the amount of \$20,000 (submitted), one to repair the Town Hall roof and chimney (work still being done by the Historical Commission), and one to make the exterior repairs to the Union Building (Union Building Rehabilitation Committee working on this).

MASSTRAILS GRANT APPLICATION



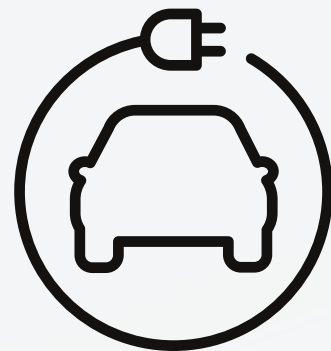
The Town was awarded a \$5,000 Green Communities Grant to support the purchase of a new hybrid police cruiser in FY25.

GREEN COMMUNITIES GRANT



COMMUNITY PRESERVATION COMMITTEE APPLICATIONS

OTHER CAPITAL PROJECTS



Electric Vehicle Charging Stations

The Town received an earmark in the amount of \$42,000 intended to support transportation improvements regionally between the Towns of Dunstable, Groton, and Pepperell. We have been working with NMCOG, and the Town of Pepperell, to site electric vehicle charging stations. After reviewing potential locations, it was determined that Town Hall is the most viable location, and we received preliminary estimates of approximately \$16,000 to locate 2 charging stations. NMCOG is now working to develop a Request for Proposals solicitation to seek proposals.



Tennis Courts at Larter Field

The Parks and Recreation Commission has provided draft specifications to construct new tennis courts at Larter Field. They plan to build 3 tennis/6 pickleball courts. I'll be working on incorporating their scope of work into an Invitation for Bids and bidding the project within the next few weeks.



FY25 State Budget Earmarks

Representative Scarsdale sent an email requesting potential projects to consider for FY25 District earmarks. Projects must be between \$20,000 and \$50,000. Projects that fit within that category and are contained in our CIP are as follows, which have been shared with her:

- Firefighter Personal Protective Equipment (PPE): \$30,000
- Police Station Window Replacement: \$20,000
- Police Station Vinyl Siding Replacement: \$45,000
- Police or Fire Station Repaving Parking Lot: 45,000
- Library window and frame replacement: \$45,000

GENERAL UPDATES

Economic Development and Land Use Committees

Both the Economic Development and Land Use Committees have their first meetings scheduled:

Economic Development Committee:
Wednesday, February 28 at 6:30 PM

Land Use Committee:
Monday, March 4 at 5:30 PM

The Town received a draft MOU from the Chair of the Groton Dunstable Regional School Committee regarding two main issues: the use of E&D to balance the School District's Budget and the removal of the kindergarten fee.

Groton Dunstable Regional School District MOU Proposal