

Town Administrator Updates

January 3, 2023

Introductory Meetings

I've had several introductory meetings with department heads and others over the last couple of weeks with more to come. I'm thinking about other ways to introduce myself to the community, if you have any suggestions or ideas please let me know.

VADAR Systems tax software implementation

The transfer of funds to support the transition from POINT to VADAR Systems tax software has been approved by the Advisory Board. The Treasurer/Collector is now in contact with VADAR and is coordinating its implementation so that it's as seamless as possible. We expect VADAR systems to improve operational efficiency and save money over the long-term.

Insurance Advisory Committee

I've had a meeting with Kevin Paicos from NFP Corporate Services regarding health insurance and the need to schedule an Insurance Advisory Committee meeting. I am working with the Treasurer/Collector to coordinate a meeting time and date to review health insurance options and procurement with the IAC.

FY23 Municipal Vulnerability Preparedness Program's Planning Grant

Today we submitted an MVP Planning Grant application to MassDEP. If awarded, the grant will support the creation of a Municipal Vulnerability Preparedness Plan and also the update to our Hazard Mitigation Plan which has expired. Dunstable is one of 10 communities in the Commonwealth that doesn't have an MVP in place and, once completed, it will open the door to additional grant funding opportunities in connection with the plan's priorities.

Union Building Rehabilitation Committee

Under News and Announcements, the website has been updated with a call for volunteers to serve on the newly created Union Building Rehabilitation Committee.

Municipal Separate Storm Sewer System (MS4) Permit

In accordance with the Town's MS4 Stormwater Permit, an annual report must be filed with the EPA which was due in September. The Town has engaged the Town Engineer to assist in compiling the information necessary to complete the report as soon as possible. Currently, Kristina is helping to coordinate a meeting between the Town Engineer, me, Mike Martin, and Dave Tully to discuss and gather as much information as is available. I've included the list of questions/information sent to me by the Town Engineer, for your information.

Budget/Capital Submittals

I am hopeful for budget/capital requests to be sent out to departments this week. I have drafted a budget message, a capital worksheet, and Susan has prepared the budget worksheets for distribution.

Banners

I've included an email I received from Matt Ferriola from Groton-Dunstable Youth Softball League for the Board to discuss requesting to hang a banner over Main Street.