

TOWN OF DUNSTABLE



ANNUAL REPORT 2018

PLEASE BRING THIS REPORT WITH YOU
TO THE
ANNUAL TOWN MEETING
7:00 P.M.
MAY 13, 2019

This Annual Report is Dedicated to



Margaret Abeyta

Margaret Abeyta, a longtime resident of Dunstable, passed away on November 14th, 2018 at the age of 79. Margaret was born in Auburn, NY, and met her husband in Syracuse. They married in 1960. Margaret and her husband moved to Dunstable in 1973 where she quickly became an integral part of the community. First as a mail carrier for the US Postal Service, and later starting in 1979 she worked at the Dunstable Free Public Library where she became the Library Director in 1989. As Library Director she was instrumental in securing grant funding to build the current library building. A project she saw through despite the loss of her dear husband in 1998. Margaret retired as Library Director in 1999 after 20 years of service to her community. She will be missed by her family, and remembered by a grateful community.

**BOARD OF
SELECTMEN**

Leah D. Basbanes
Ronald J. Mikol
James E. Tully

**Recognition of FY2018 Town Employees for
Years of Meritorious Service**

30 years or more of service

**BONNIE RICARDELLI
DANA BARNES
JOAN FERRARI
BRIAN RICH
JAMES W. DOW**

**JAMES L. DOW
RUTH L. TULLY
CHARLES H. RICH
HAROLD SIMMONS**

20 years or more of service but less than 30 years

**JOHN KOYUTIS
SUSAN J. TULLY
THERESA ATWOOD
MARY BETH PALLIS**

**THERESA WISCARVA
DAVID BARKER
MARK QUIRBACH
CAROL SKERRETT**

10 years or more of service but less than 20 years

**ERIK HOAR
NICHOLAS PAPAGEORGIOU
ALAN CHANEY
JEFF LABRIE
VINCENT HOLLINS
CHERYL MANN
SUZANNE WALL
GAIL SILVERIA**

**SEAN READY
GREGG SANBORN
GREG RICH
RONALD J. MIKOL
BENJAMIN H. SIMMONS
BARBARA ST. JEAN
DAVID E. TULLY
SUSAN WALSH
FRANK WRIGHT**

**Recognition of FY2018 Board, Committee, & Commission Members for
Years of Meritorious Service**

30 years or more of service

**DANA METZLER
ALAN CHANEY
MARILYN PIKE
JEFF HAIGHT
DAVID HARDMAN**

**GEORGE BASBANES
BILL MOELLER
ROBERT KENNEDY
ROBERT RICARDELLI
SUSAN PSALEDAKIS**

20 years or more of service but less than 30 years

**CAROL BACON
ROBERT PARKIN
BRETT ROCK
CATHERINE BENCE
PETER GOVE**

**ROBERT NELSON
MARY A. DOW
HAROLD SIMMONS
BRIAN LOCAPO
LEAH D. BASBANES**

10 years or more of service but less than 20 years

**JOAN SIMMONS
RONALD PATENAULD
JEAN O'BRIEN
KARL HUBER
JOHN CALLAHAN
MARIA AMODEI
ROBERT BUSSE
DONALD POTTLE**

**MARJORIE E. KIMPTON
JOSEPH P. DEAN
AMY SCHEMBECHLER
PHILIPPE R. JUSSAUME
JUAN AMODEI
MICHAEL MARTIN
ANNE DAVIS
SUSAN J. TULLY**

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ELECTED OFFICERS OF THE TOWN OF DUNSTABLE - 2018

Selectmen

**LEAH D. BASBANES
RONALD J. MIKOL
JAMES E. TULLY**

**Term Expires 2019
Term Expires 2020
Term Expires 2021**

Assessors

**BRETT A. ROCK
DANIEL R. KENNEDY
ROBERT RICARDELLI**

**Term Expires 2019
Term Expires 2020
Term Expires 2021**

Board of Health

**ANITA MOELLER
MARIA AMODEI
ROBERT E. PARKIN**

**Term Expires 2019
Term Expires 2020
Term Expires 2021**

Town Clerk

CAROL A. SKERRETT

Term Expires 2019

Board of Road Commissioners

**PAUL DALIDA
PETER M. GOVE
MICHAEL MARTIN**

**Term Expires 2019
Term Expires 2020
Term Expires 2021**

Town Moderator

DANA E. METZLER

Term Expires 2021

Tree Warden

MICHAEL L. MARTIN

Term Expires 2020

Constables

**JON N. CRANDALL, JR.
CHRISTOPHER LEE**

**Term Expires 2019
Term Expires 2019**

Greater Lowell Reg. Voc. Tech. School

KEMPTON P. GIGGEY

Term Expires 2022

Groton-Dunstable Reg. School Dist.

**RYAN MCLANE
JENNIFER H. MCKENZIE**

**Term Expires 2020
Term Expires 2021**

Trustees Public Library

**JOHN CALLAHAN
JOANNE L. MIKOL**

**Term Expires 2019
Term Expires 2020**

ROBYN DEANGELIS

Term Expires 2021

Cemetery Commissioners

RYAN MCLANE

Term Expires 2019

TOM BACON

Term Expires 2020

DAVID R. HARDMAN

Term Expires 2021

Water Commissioners

KARL J. HUBER

Term Expires 2019

JOHN O'BRIEN

Term Expires 2020

SCOTT WILKINS

Term Expires 2021

Park Commissioners

DAVID GREENWOOD

Term Expires 2019

PHILIP DENYSE

Term Expires 2020

TIFFANY NAUGHTON

Term Expires 2021

Planning Board

JOSHUA KELLY

Term Expires 2019

JOAN SIMMONS

Term Expires 2020

JOSEPH VLCEK

Term Expires 2021

GEORGE J. BASBANES

Term Expires 2022

HENRY FONTAINE

Term Expires 2023

Commissioners of Trust Funds

SUSAN TULLY (appt. 8/7/18)

Term Expires 2019

ALAN E. CHANEY

Term Expires 2019

DEREK MADDEN

Term Expires 2020

Advisory Committee

HAROLD SIMMONS

Term Expires 2019

KIERAN MEEHAN

Term Expires 2019

ROBERT F. NELSON

Term Expires 2020

ADRIA FISCHER

Term Expires 2020

LEO TOMETICH

Term Expires 2021

ERIC MCKENZIE

Term Expires 2021

APPOINTED OFFICERS & STAFF 2018

Town Administrator
BRIAN M. PALAIA

Assistant Town Administrator
JAKOB K. VOELKER

Town Accountant

LORRAINE LEONARD
SUSAN BRESNICK, Assistant Town Accountant

Term Expires 2020
Term Expires 2020

Tax Collector & Treasurer

BONNIE RICARDELLI
JAKOB K. VOELKER, Assistant Treasurer/Collector

Term Expires 2020
Term Expires 2019

Town Forest Committee

RONALD PATENAUDE
ALAN CHANEY
JEFFERY HAIGHT

Term Expires 2019
Term Expires 2020
Term Expires 2021

Zoning Officer

DANA E. BARNES
HENRY FONTAINE, Alternate

Term Expires 2019
Term Expires 2019

Zoning Board of Appeals

MATTHEW RAYMOND
RONALD LAMARRE
BRUCE EBERSMAN
LEO TOMETICH
STANLEY NORKUNUS

Term Expires 2019
Term Expires 2020
Term Expires 2021
Term Expires 2022
Term Expires 2023

& Associate Members

BRAD WALMSLEY
DAWN THEBERGE
DANA KINNE

Term Expires 2019
Term Expires 2020
Term Expires 2021

Board of Registrars

BARBARA MARTIN
AMY SCHEMBECHLER
RAFAEL GLOD

Term Expires 2019
Term Expires 2020
Term Expires 2021

Council on Aging

T. BRIAN O'DONNELL
MARY DONOVAN MOELLER
VINCENT HOLLINS
VACANCY
BARBARA MARTIN
DONALD J. POTTLE
MARY DOW
ANNE FENOCHETTI, Elder Director

Term Expires 2019
Term Expires 2019
Term Expires 2020
Term Expires 2020
Term Expires 2021
Term Expires 2021
Term Expires 2021

| | | |
|--|-----------------------|---------------------|
| Conservation Commission | | |
| MARILYN L. PIKE* | | Term Ended 09-05-18 |
| JAUN AMODEI | | Term Expires 2019 |
| ALAN CHANEY | | Term Expires 2020 |
| KIERAN MEEHAN | | Term Expires 2021 |
| LEAH D. BASBANES | | Term Expires 2022 |
| JEFFERY HAIGHT | | Term Expires 2022 |
| TARA ALCORN | | Term Expires 2023 |
| Recreation Commission | | |
| DEREK BERNARD | | Term Expires 2019 |
| JAMES E. TULLY | | Term Expires 2021 |
| BRIAN LOCAPO | | Term Expires 2021 |
| TIFFANY NAUGHTON | | Term Expires 2022 |
| JEFF HASTINGS | | Term Expires 2023 |
| Town Counsel | | |
| BRIAN FALK | | Term Expires 2019 |
| Town Engineer | | |
| JEFFREY S. RIDER | | Term Expires 2019 |
| Surveyors of Lumber | | |
| FRANK COVER | CHARLES W. TULLY, JR. | |
| Veterans' Grave Agent | | |
| VACANT | | Term Expires 2019 |
| Veterans' Agent | | |
| JOSEPH DEAN | | Term Expires 2019 |
| Gas & Plumbing Inspector | | |
| JAMES L. DOW | | Term Expires 2019 |
| JOHN CRYAN, Alternate Inspector | | Term Expires 2019 |
| Electrical Inspector | | |
| PETER M. MARTIN | | Term Expires 2019 |
| DAVID G. SWEET II, Alternate Inspector | | Term Expires 2019 |
| Building Inspector | | |
| DANA E. BARNES | | Term Expires 2019 |
| HENRY FONTAINE, Alternate Inspector | | Term Expires 2019 |
| Animal Control Officer & Animal Inspector | | |
| JOHN GREENHALGH | | Term Expires 2019 |
| Fire Chief | | |
| BRIAN C. RICH | | Term Expires 2019 |
| Historical Commission | | |
| ANNE L. DAVIS | | Term Expires 2019 |
| CATHERINE O. IRZYK | | Term Expires 2019 |
| TIMOTHY JOYCE | | Term Expires 2019 |
| RAYMOND SULLIVAN | | Term Expires 2020 |
| GERALD J. DURKIN | | Term Expires 2021 |
| CAROL E. BACON | | Term Expires 2021 |

| | | |
|--|--|--|
| ROBERT E. KENNEDY | Fence Viewers & Field Drivers | Term Expires 2019 |
| PATRICK MURPHY VACANCY JEAN O'BRIEN KENNETH LEVA VACANCY | Personnel Board | Term Expires 2019 Term Expires 2019 Term Expires 2020 Term Expires 2021 Term Expires 2021 |
| JAMES E. TULLY | Northern Middlesex Council of Governments | Selectmen's Delegate |
| JAMES W. DOW MARY BETH PALLIS RYAN MCLANE ROBERT NELSON MICHAEL MARTIN LEAH D. BASBANES | Town Governance Committee | Term Expires 2020 Term Expires 2020 Term Expires 2020 Term Expires 2020 Term Expires 2020 Term Expires 2020 |
| BETTE F. AMODEI AMY SCHEMBECHLER LORRAINE WEST SUSAN TANTILLO ELECTION WARDEN, ROBERT GUERNSEY | Election Officers | MARILYN SHERIDAN ANN-MARIE WRIGHT ALEXANDRA WRIGHT WILLIAM MURPHY Terms Expire 2019 |
| JAMES W. DOW | Police Chief | Term Expires 2019 |
| ERIK HOAR NICHOLAS PAPAGEORGIOU | Police Sergeants | Term Expires 2019 Term Expires 2019 |
| CHARLES A. CHAPRALES | Master Patrolmen | Term Expires 2019 |
| MATTHEW K. TULLY TIMOTHY IALEGGIO | Patrol Officers | SHAWN R. DRINKWINE Terms Expire 2019 |
| JOHN KOYUTIS JEFFREY D. SWIFT PHILIP SEPE MATTHEW J. SECH* MICHAEL PIETROFORTE | Reserve Police Officers | SEAN G. READY GREGG SANBORN STEVEN BUGLER JOSEPH GENNARO Terms Expire 2019 |

**Special Police Officers
Groton**

**CHIEF DONALD L. PALMA, JR.
DEPUTY CHIEF JAMES A. CULLEN III
Sgt. DERRICK J. GEMOS
Sgt. EDWARD P. SHERIDAN SR.
Sgt. JASON M. GOODWIN
Det. RACHEL E. MEAD
Det. MICHAEL A. LYNN
NICHOLAS C. BELTZ
ROBERT BREAUULT
PETER S. BRESLIN
GORDON CANDOW
PAUL CONNELL
OMAR A. CONNOR
KEVIN T. HENEHAN**

**DALE P. ROSE
VICTOR SAWYER
GREGORY STEWARD
PATRICK TIMMINS
EDWARD BUSHNOE
KATHLEEN NEWELL
MICHAEL RATTE
RICHARD L. RENE
JONATHAN C. SHATTUCK
MATTHEW BOIVIN
CODY L. CHICK
MATTHEW C. BEAL**

Terms Expire 2019

Pepperell

**CHIEF DAVID J. SCOTT
LT. TODD BLAIN
Sgt. ALAN LESSIEUR
Sgt. NICK PARKER
Sgt. THOMAS MASKALENKO
Sgt. JEREMIAH FRIEND
STEVEN BURKE
BRUCE HASKINS
JARED CARRUBBA
FABRIZIO VESTRI
STEPHEN MULKERIN
DANIEL D'EON**

**DANIEL ADAMS
MICHAEL KENNEY
JOHN COBURN
JUSTIN ZINK
GLENN CASWELL
WILLIAM GREATHEAD
DAVID QUERZE
JEFF NOBLE
MICHAEL PIETROFORTE
MICHAEL LUIBIL
STEVE BEZANSON
SCOTT WOODWARD
Terms Expire 2019**

Tyngsborough

**CHIEF RICHARD D. HOWE
DEPUTY CHIEF SHAUN M. WOODS
Lt. SHAUN WAGNER
Lt. BRYAN NASWORTHY
Sgt. MICHAEL CASELLA
Sgt. JOHN MANNING
Sgt. MARK BOURQUE
Sgt. CYNTHIA SHAY
Sgt. CHARLES MELANSON
Sgt. KENNETH HEALEY
Sgt. ROBERT COTE
THOMAS WALSH
CHRISTOPHER RIDER
CHARLES RUBINO
PETER KULISICH**

**STEPHEN DESILETS
DANIEL WHITMAN
NATHAN ADBULLAH
EDWARD CAISSIE
EVAN DONNELLY
DENNIS LEACH
JASON KUSHMEREK
TIMOTHY SULLIVAN
DANIEL CAMPBELL
MATT KOZIOL
PAUL PATALANO
SEAN CARON
CHRISTOPHER GUSTAFSON**

Terms Expire 2019

| | | |
|---------------------|-------------------------|-------------------|
| | Cultural Council | |
| DONNA STRAM | | Term Expires 2019 |
| LAURA TULLY-ROTHMAN | | Term Expires 2019 |
| CLAUDIA NOVAK | | Term Expires 2020 |
| LORI PESTANA | | Term Expires 2020 |
| LISA ANN WRIGHT | | Term Expires 2020 |
| NANCY CURRAN | | Term Expires 2021 |
| CONSUELO F. WALKER | | Term Expires 2021 |

| | | |
|-----------------|------------------------|-------------------|
| | ADA Coordinator | |
| BRIAN M. PALAIA | | Term Expires 2020 |

| | | |
|----------------------|--------------------------------------|-------------------|
| | Emergency Management Director | |
| JON N. CRANDALL, JR. | | Term Expires 2019 |

| | | |
|----------------|-------------------------------------|-------------------|
| | Affordable Housing Committee | |
| ALAN CHANEY | | Term Expires 2019 |
| CAROL E. BACON | | Term Expires 2019 |
| DANA METZLER | | Term Expires 2019 |
| JON HUGHES | | Term Expires 2019 |
| ROBERT NELSON | | Term Expires 2019 |

| | | |
|-----------------------|--------------------------------|-------------------|
| | Agricultural Commission | |
| MARIA AMODEI | | Term Expires 2019 |
| JOAN SIMMONS | | Term Expires 2019 |
| CHARLES W. TULLY, JR. | | Term Expires 2020 |
| CARL B. FLOWERS | | Term Expires 2021 |
| VACANCY | | Term Expires 2021 |

| | | |
|--|---|-------------------|
| | Community Preservation Committee | |
| KIERAN MEEHAN, designated by Conservation | | Term Expires 2019 |
| CAROL BACON, designated by Historical Commission | | Term Expires 2019 |
| GEORGE J. BASBANES, designated by Planning Board | | Term Expires 2019 |
| TIFFANY NAUGHTON, designated by Park Commission | | Term Expires 2019 |
| ALAN CHANEY, designated by Affordable Housing | | Term Expires 2019 |
| LEAH D. BASBANES, Selectmen's delegate | | Term Expires 2019 |
| CATHERINE IRZYK, Member at Large | | Term Expires 2019 |
| JOAN M. SIMMONS, Member at Large | | Term Expires 2020 |
| SUSAN PSALEDAKIS, Member at Large | | Term Expires 2021 |

| | | |
|-----------------|-----------------------------------|-------------------|
| | Capital Planning Committee | |
| ROBERT JACOBSON | | Term Expires 2019 |
| DAVID GREENWOOD | | Term Expires 2020 |
| HAROLD WEST | | Term Expires 2021 |

| | | |
|-----------------|--|-------------------|
| | Memorials & Monuments Committee | |
| PHILIP DENYSE | | Term Expires 2019 |
| DANA E. METZLER | | Term Expires 2019 |
| ALAN E. CHANEY | | Term Expires 2019 |
| JOSEPH P. DEAN | | Term Expires 2019 |

REPORT OF THE BOARD OF SELECTMEN & TOWN ADMINISTRATOR 2018

The Board of Selectmen usually meets at the Town Hall on alternating Tuesday evenings at 6:30 P.M. with meetings and any variations posted on the town website and Clerk's bulletin board. The Board of Selectmen, as always, would like to extend its thanks to all the individuals who serve on town boards and committees and who continue to donate their time and energy to maintain Dunstable and the values we cherish in the town we live in.

The Board of Selectmen and Town Administrator continue to welcome citizen participation and attempt to work with individuals and the many boards, officers, and committees, in an effort to keep up with the many changes that effect Dunstable. Members of the Board of Selectmen and the Town Administrator have been actively working with the Police and Fire Departments, Road Commission, Planning Board, Advisory Board, GDRSD School Committee, and Water Commission, just to name a few.

Some of the projects that have been worked on this year have included the engineering for the Water Infrastructure Project, continuation of the towns' work on Stormwater Management, the Public Safety Building project, and the new town website. The Town's efforts on the Master Plan have come to fruition thanks to the monumental help of NMCOG as well as many volunteers and the contributions of the public every step of the way. With the Master Plan completed next will be implementation of the plan and how to address the change that might entail while maintaining the traditions and character of our community.

As the year has progressed, the Board of Selectmen and Town Administrator have continued to work with multiple boards, officials, and committees to address issues as they arise and endeavor to continue to work with these parties to insure all residents are familiar with proposed projects and are able to share ideas and concerns.

The Board of Selectmen and Town Administrator welcome suggestions and input from the public in whatever manner individuals feel most comfortable. To that end, you may contact the Town Administrator at his office in Town Hall, by e-mail at bpalaia@dunstable-ma.gov, or by phone at (978) 649-4514 ext. 242.

Board of Selectmen

Leah D. Basbanes, Chair
Ronald J. Mikol, Vice Chair
James E. Tully

Town Administrator

Brian M. Palaia

Assistant Town Administrator

Jakob K. Voelker

REPORT OF THE TOWN CLERK 2018

In May at the Annual Town Meeting, voters approved an amendment to the Zoning Bylaw by adopting a new section to Regulate Recreational Marijuana Establishments, verbatim as printed under Article 16 of the warrant for this meeting, provided that the amendments to Section 28 of the Zoning Bylaws shall not take effect unless the new Section 30 of the Zoning Bylaws governing recreational marijuana establishments takes effect (contingent on an affirmative vote at a special election – passed at the ballot); voters also approved \$2,600,000 to purchase the Dumont Property (contingent on an affirmative vote at a special election – defeated at the ballot); and \$365,000 for a new fire truck (contingent on an affirmative vote at a special election – defeated at the ballot). Also, in May, voters approved a new Business Registration General Bylaw, an amendment to the Town Meeting, Town Election and Records Bylaw authorizing the Town Clerk to make non-substantive, editorial revisions to the Bylaw. Voters approved an increase for the Fire Chief amounting to \$132,167 and that the Town abolish the Commissioners to Expend Proctor and Parkhurst Trust Funds and assign their duties to the Commissioners of Trust Funds.

Voters approved a motion to accept Alexander Way as a public way. Voters rejected the proposed Town Administrator salary of \$97,245 and voted a 3% increase amounting to \$79,825. Voters rejected a new Memorials and Monument Bylaw asking the committee to review a certain section and bring back at the next town meeting. Voters also rejected an amendment to the Zoning Bylaws creating a new Town Center District, rejected a motion authorize the Board of Selectmen to petition the General Court for the enactment of special legislation that would allow for the issuance of not more than one alcoholic beverage license for on-premises consumption (pouring) under Massachusetts General Laws Chapter 138, Section 12, in the Town of Dunstable, provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition. Voters rejected a motion that the Town convert the position of Constable from elected to appointed, in accordance with Massachusetts General Laws Chapter 41, Section 1.

In September, a district-wide recount for the 3rd Congressional District was ordered by Secretary Galvin, I am pleased to say our numbers did not change from the Election results. A recount is costly to the taxpayers; fortunately, they are not common here.

In November, following certification of the State Election, Green Rainbow once again gained political party status after obtaining at least 3% of the vote, making Massachusetts a four-party state.

In 2018, the Town Clerk's office posted 454 board and committee meetings and collected \$6,664.25 in fees to the Town of Dunstable. I hereby submit the annual report of the Town Clerk's Office for the year ending 2018 to the Board of Selectmen and Citizens of Dunstable, Massachusetts.

Respectfully submitted,
Carol A. Skerrett, Town Clerk CMMC

REPORT OF THE TOWN CLERK 2017

| | |
|---------------------------------------|-------|
| Population (calendar year to Dec. 31) | 3,307 |
| Registered Voters | 2,513 |
| Democrats | 506 |
| Republicans | 386 |
| Libertarians (Party) | 13 |
| Conservative (Designation) | 1 |
| United Independent | 9 |
| Green-Rainbow (Party) | 1 |
| MA Independent Party | 2 |
| American Independent (Designation) | 2 |
| Inter 3rd Party (Designation) | 2 |
| Unenrolled (No Party) | 1,591 |

VITAL STATISTICS

The Town Clerk's office recorded births, deaths and marriages as follows:

| | |
|-----------------------|----|
| Births | |
| Males | 12 |
| Females | 8 |
| Total Births Recorded | 20 |

| | |
|-----------------------|----|
| Deaths | |
| Males | 11 |
| Females | 5 |
| Total Deaths Recorded | 16 |

| | |
|-----------|---|
| Marriages | 1 |
|-----------|---|

DOG LICENSES

| | |
|-------------------------|------------|
| Total Town of Dunstable | \$3,183.00 |
|-------------------------|------------|

NON-CRIMINAL CITATIONS

| | |
|-------------------------|------------|
| Total Town of Dunstable | \$2,100.00 |
|-------------------------|------------|

BUSINESS CERTIFICATES/RAFFLE PERMITS/VOTER AND STREET LISTINGS

| | |
|------------------------------------|----------|
| Total Business Certificates – | \$520.00 |
| Total Raffle Permits Issued - | 20.00 |
| Total Voter Lists and Street Lists | 32.35 |
| Underground Tank/Pole Recording | 30.00 |
| Total Town of Dunstable | \$602.35 |

COPIES OF CERTIFIED RECORDS

| | |
|-----------------------------|----------|
| Certified Copies of Records | \$770.00 |
| Notary Services | 9.00 |
| Total Town of Dunstable | \$779.00 |

ANNUAL TOWN MEETING

May 14, 2018

After determining that a quorum was present, the Annual Town Meeting was called to order at 7:11 pm by Town Moderator, Dana Metzler. The Tellers - John Callahan, Lori Pestana, Brian Reynolds, Rosario Fell, Holly Sipek, Carlton Chin, Jon Swift and Geoff Neiley were sworn in by Town Clerk. The check-in table was staffed by Ann-Marie Wright and Mary Dow. The Pledge of Allegiance was admirably led by members of the Boy Scouts, Cub Scouts and Girl Scouts. Joshua Booth and Cecilia Cronin were excellent as pagers who ran from end to end with microphones helping to keep the meeting in order.

Town Clerk Carol Skerrett read the greetings; a motion was made and seconded to dispense with the reading of the articles (voted in the affirmative), ending with the closing of the warrant and return of service.

Town Moderator stated he would be moving Article 16 (Marijuana bylaw), 34 (Dumont Property), 35 (fire truck) out of order because the wording for the ballot would be dependent on these votes passing or failing. He also plans to move Article 32 (Operating Budget) to the front since it did not seem likely we would conclude business in one night.

Town Moderator then read the following: "As the first item of business, I request that Town Meeting adopt a rule of this Town Meeting to provide that any motion requiring a two-thirds favorable vote, by statute or otherwise, shall be determined and declared by the Town Moderator and a count shall not be taken unless requested by the Town Moderator or requested by seven or more voters in attendance."

Majority Vote Required
Voted in the Affirmative

Article 1. Motion made and seconded to accept the 2017 Annual Town Report as printed. Reports were then made by Karl Huber, Chair of the Water Commissioners; Paul Dalida, Road Commissioner and Joseph Vlcek, Chair of the Master Plan Committee.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

FISCAL YEAR 2018

Article 2. Motion made and seconded that the Town transfer \$24,000.00 among the accounts set forth under Article 2 of the warrant for this meeting for the purpose of funding operating expenses or other purposes as deemed necessary by the Board of Water Commissioners for FY2018.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 3. Motion made and seconded that the Town transfer \$200.00 among the accounts set forth under Article 3 of the warrant for this meeting for the purpose of tuition reimbursement.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 4. Motion made and seconded that the Town transfer from Free Cash \$65,000 for the purpose of purchasing a Highway Truck.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 5. Motion made and seconded that the Town transfer from Free Cash \$35,000 for the purpose of purchasing a hot box for the Highway Department.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 6. Motion made and seconded that the Town transfer from Free Cash \$34,000 for the purpose of purchasing a Police Department utility vehicle.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 7. Motion made and seconded that the Town transfer from Free Cash \$10,500 for the purpose of purchasing Police Department Toughbooks.

Advisory Board and Board of Selectmen recommend support of this article

Following discussion, motion made and seconded to amend the dollar amount to \$21,000.

Majority Vote Required
Voted in the Affirmative

Motion made and seconded that the Town transfer from Free Cash \$21,000 for the purpose of purchasing Police Department Toughbooks.

Majority Vote Required
Voted in the Affirmative

Article 8. Motion made and seconded that the Town transfer from Free Cash \$25,000 for the purpose of purchasing an all-terrain vehicle (ATV) and associated equipment for the Fire Department.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 9. Motion made and seconded that the Town transfer from Free Cash \$50,000 to the Stabilization Fund.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 16. Motion made and seconded that the Town amend the Zoning Bylaw by adopting a new section to Regulate Recreational Marijuana Establishments, verbatim as printed under Article 16 of the warrant for this meeting, provided that the amendments to Section 28 of the Zoning Bylaws shall not take effect unless the new Section 30 of the Zoning Bylaws governing recreational marijuana establishments takes effect.

Advisory Board and Board of Selectmen recommend support of this article. Following a very lengthy discussion, it was called to move the question. Motion made and seconded to move the question.

Majority Vote Required to Move the Question
Voted in the Affirmative

Voting on the main motion; Planning Board recommend support of this article:

2/3 Vote Required
Yes: 207 No: 25
Voted in the Affirmative

Article 34. Motion made and seconded that the Town appropriate \$2,600,000 to be expended by the Board of Selectmen for the purchase of the premises described on the “Existing Conditions Plan” prepared for Cornerstone Properties and dated March 23, 2017 , containing 73.83 acres, more or less, and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for said purpose, provided that this appropriation and debt authorization shall be contingent, upon an affirmative vote on a Proposition 2 ½ debt exclusion referendum.

Advisory Board and Board of Selectmen recommend support of this article. Following a very lengthy discussion, it was called to move the question. Motion made and seconded to move the question.

Majority Vote Required to Move the Question
Voted in the Affirmative

Voting on the main motion:

2/3 Vote Required
Yes: 169 No: 47
Voted in the Affirmative

Article 35. Motion made and seconded that the Town appropriate \$365,000 to be expended by the Board of Selectmen for the purchase of a new Engine 2 for the Fire Department, and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue any bonds or notes that may be necessary for said purpose, provided that this appropriation and debt authorization shall be contingent, upon an affirmative vote on a Proposition 2 ½ debt exclusion referendum.

Advisory Board and Board of Selectmen recommend support of this article

2/3 Vote Required
2/3 Vote Declared by the Moderator

Article 32. Motion made and seconded that the Town raise and appropriate \$10,760,654 to fund the various departments, boards, committees, commissions, and other operating expenses of the Town for Fiscal Year 2019, beginning July 1, 2018, in the sums listed at lines 1 through 81 in the printed budget handout made available at this meeting, except that Line 55 shall be \$5,400 and Line 56 shall be \$95,274;

And further, I move that the Town appropriate the sum of \$128,400 from Water Enterprise revenues to operate the Water Department, in the sums listed in the requested budget shown on the cover of the printed budget handout available at this meeting for Fiscal Year 2019, beginning July 1, 2018.

Advisory Board and Board of Selectmen recommend support of this article

A statement was read into the record by Ryan McLane, Groton-Dunstable Regional School Committee member as follows: "Within the FY19 School Budget is the town of Dunstable's share \$172,627 of the appropriation of \$750,000 from Certified Excess and Deficiency funds of the Groton-Dunstable Regional School District, for the purpose of paying the costs of a feasibility study and schematic design relating to the Florence Roche Elementary School statement of Interest, including all costs incidental or related thereto (the "Study"), and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the District's School Building Committee, with the understanding that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities, and that any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and MSBA."

Questioned line items:

| | |
|---|---------|
| Line 1 – Town Administrator Salaries..... | 97,245 |
| Line 32 – Fire Department Salaries..... | 132,167 |
| Line 40 – Emergency Management..... | 6,000 |
| Line 52 – Snow Removal Salaries..... | 54,539 |
| Line 64 – Council on Aging Salaries..... | 10,500 |
| Line 79 – Group Health Insurance..... | 286,291 |
| Line 80 – FICA Town Share..... | 26,783 |

Motion made and seconded to approve the budget as presented minus those items in the line items questioned, listed.

Majority Vote Required
Voted in the Affirmative

Line 1 – Town Administrator Salaries. Following lengthy discussion, a motion was made and seconded to amend the proposed amount of \$97,245 to \$79,825, reflecting a 3% increase from the amount approved for FY18 (\$77,500).

Majority Vote Required
Voted in the Affirmative

Line 32 – Fire Department Salaries. Following lengthy discussion on the Fire Chief's hours, etc., a motion was made and seconded to approve the line item of \$132,167.

Majority Vote Required
Voted in the Affirmative

Line 40 – Emergency Management. Motion made and seconded to approve the line item of \$6,000.

Majority Vote Required
Voted in the Affirmative

Line 52 – Snow Removal Salaries. Motion made and seconded to amend the \$54,539 to \$56,175 to include a 3% increase.

Majority Vote Required

Yes: 70 No: 49

Voted in the Affirmative

Line 64 – Council on Aging Salaries. Motion made and seconded to approve the line item of \$10,500.

Majority Vote Required
Voted in the Affirmative

Line 79 – Group Health Insurance. Motion made and seconded to approve the line item of \$286,291.

Majority Vote Required
Voted in the Affirmative

Line 80 – FICA Town Share. Motion made and seconded to amend the line item to \$26,605.

Majority Vote Required
Voted in the Affirmative

| | |
|-------------------------------|--------|
| General Government | |
| Town Administrator - 120 | |
| Salaries | 79,825 |
| Operations | 2,800 |
| | |
| Selectmen – 122 | |
| Salaries | 1,800 |
| Operations | 16,300 |
| | |
| Fincom – 131 | 150 |
| | |
| Reserve Account – 132 | 25,000 |
| | |
| Accountant - 135 | |
| Salaries | 33,984 |
| Operations | 20,000 |
| | |
| Assessors - 141 | |
| Salaries | 44,950 |
| Operations | 12,175 |
| | |
| Treasurer - 145 | |
| Salaries | 68,871 |
| Operations | 23,417 |
| | |
| Town Legal Professional - 151 | 30,000 |
| | |
| Dog Program – 160 | 650 |
| | |
| Town Clerk - 161 | |

| | |
|---------------------------------|----------------|
| Salaries | 34,831 |
| Operations | 1,950 |
| | |
| Elections – 162 | |
| Salaries | 4,000 |
| Operations | 15,500 |
| | |
| Registrar - 163 | 225 |
| | |
| Conservation - 171 | |
| Salaries | 18,612 |
| Operations | 1,645 |
| | |
| Planning Board - 175 | |
| Salaries | 18,612 |
| Operations | 1,250 |
| | |
| Zoning Board - 176 | |
| Salaries | 0 |
| Operations | 1,500 |
| | |
| Town Hall - 192 | |
| Salaries | 53,148 |
| Operations | 43,000 |
| | |
| Town Reports – 195 | 3,100 |
| | |
| Town Engineer – 199 | 12,000 |
| | |
| TOTAL GENERAL GOVERNMENT | |
| Salaries | 359,858 |
| Operations | 210,437 |
| Public Safety | |
| Police Department - 210 | |
| Salaries | 857,958 |
| Operations | 239,900 |
| | |
| Fire Department - 220 | |
| Salaries | 132,167 |
| Operations | 70,000 |
| | |
| Building Inspector - 241 | |
| Salaries | 58,910 |
| Operations | 3,500 |
| | |
| Gas Inspector - 242 | 0 |
| | |

| | |
|--|------------------|
| Plumbing Inspector - 243 | 0 |
| | |
| Electrical Inspector – 245 | 0 |
| | |
| Animal Inspector – 249 | 0 |
| | |
| Emergency Management – 291 | 6,000 |
| | |
| Dog Officer - 292 | 0 |
| | |
| Forestry Public Works – 294 | 19,150 |
| | |
| TOTAL PUBLIC SAFETY | |
| Salaries | 1,049,035 |
| Operations | 338,550 |
| | |
| Schools | |
| GDRSD – 300 | |
| District | 6,111,526 |
| Debt | 268,857 |
| | |
| GLRVTS - 300 | |
| High School | 222,452 |
| Debt | 35,366 |
| | |
| Essex - 300 | |
| Tuition | 0 |
| Transportation | 0 |
| | |
| TOTAL REGIONAL & VOCATIONAL | 6,638,201 |
| | |
| Public Works | |
| Highway Department - 422 | |
| Salaries | 202,174 |
| Operations | 208,203 |
| | |
| Snow Removal - 423 | |
| Salaries | 56,175 |
| Operations | 229,710 |
| | |
| Street Lights – 424 | 10,000 |
| | |
| Transfer Station – 433 | |
| Salaries | 5,400 |
| Operations | 95,274 |
| | |
| Cemetery - 491 | |

| | |
|--------------------------------------|----------------|
| Salaries | 11,500 |
| Operations | 6,800 |
| | |
| TOTAL PUBLIC WORKS | |
| Salaries | 275,249 |
| Operations | 549,987 |
| | |
| Human Services | |
| Board of Health - 510 | |
| Salaries | 12,642 |
| Operations | 11,100 |
| | |
| Town Nurse Assessment - 522 | 3,800 |
| | |
| Mental Health Assessment - 523 | 2,400 |
| | |
| Council on Aging - 541 | |
| Salaries | 10,500 |
| Operations | 12,500 |
| | |
| Veterans Affairs - 543 | |
| Salaries | 5,579 |
| Operations | 34,092 |
| | |
| TOTAL HUMAN SERVICES | |
| Salaries | 28,721 |
| Operations | 63,892 |
| | |
| | |
| | |
| | |
| Library, Parks and Recreation | |
| Library Operations - 610 | |
| Salaries | 106,205 |
| Operations | 57,967 |
| | |
| Library Consortium and Other - 611 | 13,300 |
| | |
| Technical Expense and Other - 620 | 27,200 |
| | |
| Recreation Department - 631 | 6,400 |
| | |
| Parks Department – 650 | 54,000 |
| | |
| Memorial Day Committee – 692 | 700 |
| | |
| TOTAL LIBRARY AND RECREATION | |

| | |
|--|-------------------|
| Salaries | 106,205 |
| Operations | 159,567 |
| | |
| Debt and Interest | |
| Long Term Debt – 710 | 299,000 |
| Long Term Interest – 715 | 21,120 |
| Temporary Loan Interest – 725 | 7,560 |
| TOTAL DEBT AND INTEREST | 327,680 |
| | |
| Insurance and Assessments | |
| County Retirement System – 911 | 219,591 |
| | |
| Group Health Insurance – 914 | 286,291 |
| | |
| FICA Town Share – 919 | 26,605 |
| | |
| Bldg./Vehicle Liab. Ins. – 945 | 105,000 |
| | |
| TOTAL INSURANCE & ASSESSMENTS | 637,487 |
| | |
| TOTAL BUDGET FOR THE FISCAL YEAR | 10,744,869 |

Motion to move that when the meeting concludes the business which is pending at 11:00 pm, that it be continued to Thursday, May 17 at 7:00 pm. Meeting concluded at 11:15 pm.

Majority Vote Required
Voted in the Affirmative

Quorum Certificate

In accordance with The Town of Dunstable's Town Meetings, Town Elections & Records Bylaw, I hereby certify that the quorum for an Annual or Special Town Meeting is 50 registered voters of the Town of Dunstable.

Total number of voters checked in at the Annual Town Meeting of May 14, 2018: 281

Respectfully submitted,

Carol A. Skerrett
Town Clerk CMMC

ANNUAL TOWN MEETING CONTINUED
May 17, 2018

The Annual Town Meeting opened at 7:06 pm and a statement was read by the Moderator from newly elected Jim Tully who expressed regrets at not being able to attend due to a previously scheduled commitment but who looked forward to serving the community. Selectmen Leah Basbanes read a statement thanking Walter Alterisio for his 30 years of service to the Town.

Article 10. Motion made and seconded that the Town transfer from Free Cash \$418,297 to meet the appropriations of Fiscal Year 2019, beginning July 1, 2018.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 11. Motion made and seconded that the Town transfer from Free Cash \$21,875 for the survey of and removal of asbestos from 91 River Street.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 12. Motion made and seconded that the Town transfer from Free Cash \$36.91 for the purpose of paying Gulf for an unpaid bill of FY2017.

Advisory Board and Board of Selectmen recommend support of this article

4/5 Vote Required
Voted in the Affirmative

Article 13. Motion made and seconded that the Town amend the General Bylaws by adopting a new Business Registration Bylaw, verbatim as printed under Article 13 of the warrant for this meeting.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative Unanimously

Article 14. Motion made and seconded that the Town amend the General Bylaws by revising the Town Meeting, Town Elections & Records Bylaw, verbatim as printed under Article 14 of the warrant for this meeting. (*Authorizing the Town Clerk to make non-substantive, editorial revisions to the Bylaws*).

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative Unanimously

Article 15. Motion made and seconded that the Town amend the General Bylaws by adopting a new Memorials and Monuments Bylaw, verbatim as printed under Article 15 of the warrant for this meeting.

Advisory Board and Board of Selectmen recommend support of this article

A motion was offered to Amend Section 8, adding Section C to have town meeting approve memorial and monuments relocation. That motion was withdrawn. Discussion followed to review the proposed motion content and bring the bylaw back in the Fall. A motion was made and seconded to take no action on this amendment to the General bylaws.

Majority Vote Required
Voted in the Affirmative

Article 17. Motion made and seconded that the Town amend the Zoning Bylaw by adopting a new section for the Town Center District, verbatim as printed in the warrant for this meeting, and amend the parking requirements of the Zoning Bylaws verbatim as printed under Article 17 of the warrant for this meeting.

*Advisory Board and Board of Selectmen recommend support of this article
Planning Board recommends support of this article*

Following lengthy discussion, a motion was made and seconded to move the question.

Majority Vote Required to Move the Question
Voted in the Affirmative

Voting on the main motion:

2/3 Vote Required
Yes: 75 No: 53
Motion Fails

Article 18. Motion made and seconded to take no action (*General Bylaws adopting a new Noise Bylaw*).

Majority Vote Required
Voted in the Affirmative

Article 19. Motion made and seconded that the Town authorize the Board of Selectmen to petition the General Court for the enactment of special legislation that would allow for the issuance of not more than one alcoholic beverage license for on-premises consumption (pouring) under Massachusetts General Laws Chapter 138, Section 12, in the Town of Dunstable, provided that the General Court may make clerical or editorial changes of form only to the bill, unless the

Board of Selectmen approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition.

Following lengthy discussion, a motion was made to table the question pending additional information on adult entertainment zoning, number of licenses that could be issued, etc.; motion then withdrawn.

Majority Vote Required
Motion Fails Declared by Moderator

Article 20. Motion made and seconded that the Town convert the position of Constable from elected to appointed, in accordance with Massachusetts General Laws Chapter 41, Section 1.

Majority Vote Required
Motion Fails Declared by Moderator

Article 21. Motion made and seconded that the Town abolish the Commissioners to Expend Proctor and Parkhurst Trust Funds and assign their duties to the Commissioners of Trust Funds.

Majority Vote Required
Voted in the Affirmative Unanimously

Article 22. Motion made and seconded that the Town appropriate from the Community Preservation revenue the following sums for the following purposes:

- Principal payment on Ferrari Farm Note, the sum of \$80,000.
- Interest on Ferrari Farm Note, the sum of \$27,360.
- Administrative Expense, the sum of \$9,000.
- Open Space Reserve, the sum of \$30,000.
- Historic Reserve, the sum of \$30,000.
- Community Housing Reserve, the sum of \$30,000.
- Balance to Undesignated, \$93,640.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 23. Motion made and seconded that the Town appropriate from the Community Preservation Historic Preservation Reserve account the amount of \$25,000 for the preservation of Town Hall records.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative Unanimously

Article 24. Motion made and seconded that the Town appropriate from the Undesignated Reserve account the amount of \$45,000 to assist the Lake Massapoag Rod and Gun Club with the exotic, invasive weed management on Lake Massapoag.

Advisory Board and Board of Selectmen recommend support of this article

Following lengthy discussion, a motion was made and seconded to move the article.

Majority Vote Required to Move the Question
Voted in the Affirmative

Voting on the main motion,

Majority Vote Required
Voted in the Affirmative

Article 25. Motion made and seconded that the Town appropriate from the Community Preservation Historic Preservation Reserve account the amount of \$2,500 to perform upper wall tomb repair at Central Cemetery.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 26. Motion made and seconded that the Town will vote as follows, or take any action in relation thereto:

- a. Transfer the care, custody, and control of a portion of certain real property together with any improvements thereon known as the 91 River Street , as described under Article 26 of the warrant for this meeting, to the Board of Selectmen for the purpose of disposing of said portion; and
- b. Authorize the Board of Selectmen to make available and to dispose of by sale said portion of real property on such terms and conditions as the Board of Selectmen determines to be in the best interests of the Town for the minimum amount of \$200,000; and
- c. Appropriate from the proceeds of the sale \$30,000 to demolish the residential building located at 91 River Street; and
- d. Establish a Special Receipts Revenue funds for the remaining proceeds of the sale.

Motion made and seconded to move the question.

Majority Vote Required
Voted in the Affirmative

Voting on the main motion,

2/3 Vote Required
2/3 Vote Declared by the Moderator

Article 27. Motion made and seconded that the Town authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, for conservation and passive recreation purposes (administered by the Conservation Commission), a Conservation Restriction over certain real property together with any improvements thereon known as the Frye Field, as described under Article 27 of the warrant for this meeting; and to fund the costs of such acquisition of said property, to appropriate the sum of \$120,000, and to meet said appropriation:

1. Transfer from the Community Preservation Act Fund the sum of \$35,000 as was voted by the Community Preservation Committee on March 14, 2018, from the Open Space fund to be applied to the purchase; and
2. Transfer from the Community Preservation Act Fund the sum of \$85,000 as was voted by the Community Preservation Committee on March 14, 2018, from the Unreserved fund to be applied to the purchase; and
3. Transfer from the Conservation Commission Conservation Fund the sum of \$25,000 as was voted by the Conservation Commission on February 26, 2018, to be applied to the purchase; and
4. Transfer from the Timber Fund (Pierce Forest) the sum of \$25,000 as was voted by the Conservation Commission on February 26, 2018, to be applied to the purchase; and
5. Authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow pursuant to Chapter 44, Section 8C of the Massachusetts General Laws or any other law, the sum of \$255,000.00 in anticipation of a reimbursement under a grant of the Massachusetts LAND Grant program (Massachusetts General Laws Chapter 132A, Section 11), also known as the Self-Help program;

provided, however, that the authorization, appropriation, and transfers approved by this article shall only take effect if the Town obtains said grant from the Massachusetts LAND Grant program, also known as the Self-Help program.

2/3 Vote Required
2/3 Vote Declared by the Moderator

Article 28. Motion made and seconded that the Town fix the salaries of the elected officers of the Town pursuant to Massachusetts General Laws Chapter 41, Section 108 for Fiscal Year 2019 as set forth under Article 28 of the warrant for this meeting.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative

Article 29. Motion made and seconded that the Town appropriate \$184,599 from the proceeds due to the Town under the provisions of Massachusetts General Laws Chapter 90 for the purposes relative to such funds under applicable law.

Advisory Board and Board of Selectmen recommend support of this article

Majority Vote Required
Voted in the Affirmative Unanimously

Article 30. Motion made and seconded that the Town rescind the unused borrowing authority for the Miller Conservation Restriction, voted under Article 19 of the May 11, 2015 Annual Town Meeting Warrant.

Majority Vote Required
Voted in the Affirmative

Article 31. Motion made and seconded that the Town accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation.

Majority Vote Required
Voted in the Affirmative Unanimously

Article 33. Motion made and seconded that the Town set the annual expenditure limits for fiscal year 2019 for all revolving funds established by the General Bylaws as set forth under Article 33 of the warrant for this meeting.

Advisory Board and Board of Selectmen recommend support of this article

| | |
|-------------------------|----------|
| Cemetery - | \$8,500 |
| Recreation - | \$7,000 |
| COA Transport | \$1,000 |
| Permit Application Fees | \$5,000 |
| ANR Filings | \$15,000 |

Motion made and seconded to amend Recreation to \$15,000.

Majority Vote Required
Voted in the Affirmative

Motion made and seconded to approve all other line items.

Majority Vote Required

Voted in the Affirmative

Motion made and seconded to approve Recreation \$15,000 as amended.

Majority Vote Required
Voted in the Affirmative

Article 36. Motion made and seconded that the Town accept Alexander Way, as described under Article 36 of the warrant for this meeting, as a public way, and authorize the Board of Selectmen to accept on behalf of the Town and the Board of Road Commissioners any deeds or releases of interests in real property from any parties necessary or sufficient for such roadway.

Majority Vote Required
Voted in the Affirmative

Motion made and seconded to dispense with the reading of the minutes.

Majority Vote Required
Voted in the Affirmative

Motion made and seconded to adjourn the Annual Town Meeting at 9:52 pm.

Majority Vote Required
Voted in the Affirmative

Quorum Certificate

In accordance with The Town of Dunstable's Town Meetings, Town Elections & Records Bylaw, I hereby certify that the quorum for an Annual or Special Town Meeting is 50 registered voters of the Town of Dunstable.

Total number of voters checked in at the Annual Town Meeting continued to May 17, 2018: 150

Respectfully submitted,

Carol A. Skerrett
Town Clerk CMMC

**TOWN OF DUNSTABLE
ANNUAL TOWN ELECTION – May 15, 2018**

Summary:

| | |
|---------------------------|-------------------------|
| Total Votes Cast: | 576 Ballots Cast |
| Registered Voters: | 2,426 |
| Voter Turnout: | 24 % |

Office/Candidate

Board of Selectmen

Vote for One – Three Year Term

| | |
|---------------------|-----|
| Walter F. Alterisio | 59 |
| Michael Manahan | 26 |
| Kieran Meehan | 163 |
| James E. Tully | 323 |
| All Others | 0 |
| Blanks | 5 |

Board of Assessors

Vote for One – Three Year Term

| | |
|----------------------|-----|
| Robert J. Ricardelli | 456 |
| All Others | 0 |
| Blanks | 120 |

Board of Health

Vote for One – Three Year Term

| | |
|------------------|-----|
| Robert E. Parkin | 442 |
| All Others | 0 |
| Blanks | 134 |

Board of Health

Vote for One – One Year Term

| | |
|------------------|-----|
| Anita M. Moeller | 441 |
| All Others | 0 |
| Blanks | 135 |

Road Commissioner

Vote for One – Three Year Term

| | |
|-------------------|-----|
| Michael L. Martin | 465 |
| All Others | 7 |
| Blanks | 104 |

Library Trustee

Vote for One – Three Year Term

| | |
|-----------------|-----|
| Robyn DeAngelis | 436 |
| All Others | 0 |
| Blanks | 140 |

Groton-Dunstable Regional School Committee

Vote for One – Three Year Term

| | |
|----------------------|-----|
| Jennifer H. McKenzie | 464 |
| All Others | 4 |

| | |
|--------|-----|
| Blanks | 108 |
|--------|-----|

| | |
|---------------------------|---------------------------------------|
| Water Commissioner | Vote for One – Three Year Term |
| Scott Wilkins (write in) | 110 |
| Ken Leva (write in) | 10 |
| All Others | 22 |
| Blanks | 434 |

| | |
|---------------------------|-------------------------------------|
| Water Commissioner | Vote for One – Two Year Term |
| John Obrien | 404 |
| Scott Wilkins (write in) | 26 |
| Ken Leva (write in) | 7 |
| All Others | 3 |
| Blanks | 136 |

| | |
|-----------------------|---------------------------------------|
| Advisory Board | Vote for Two – Three Year Term |
| Eric E. McKenzie | 401 |
| Leo J. Tometich | 364 |
| All Others | 2 |
| Blanks | 385 |

| | |
|-----------------------|-------------------------------------|
| Advisory Board | Vote for One – Two Year Term |
| Adria S. H. Fischer | 421 |
| All Others | 1 |
| Blanks | 154 |

| | |
|-----------------------|-------------------------------------|
| Advisory Board | Vote for One – One Year Term |
| Kieran Meehan | 440 |
| All Others | 3 |
| Blanks | 133 |

| | |
|------------------------------|---------------------------------------|
| Cemetery Commissioner | Vote for One – Three Year Term |
| David R. Hardman | 458 |
| All Others | 0 |
| Blanks | 118 |

| | |
|------------------------------|-------------------------------------|
| Cemetery Commissioner | Vote for One – Two Year Term |
| Thomas A. Bacon | 471 |
| All Others | 0 |
| Blanks | 105 |

| | |
|-----------------------|--------------------------------------|
| Planning Board | Vote for One – Five Year Term |
| Henry L. Fontaine | 442 |
| All Others | 3 |
| Blanks | 131 |

| | |
|--------------------------|---------------------------------------|
| Park Commissioner | Vote for One – Three Year Term |
| Tiffany Naughton | 56 |
| All Others | 24 |

| | |
|--------|-----|
| Blanks | 496 |
|--------|-----|

| | |
|----------------------------|-------------------------------------|
| Constable | Vote for Two – One Year Term |
| Jon N. Crandall, Jr. | 482 |
| Christopher Lee (write in) | 2 |
| All Others | 9 |
| Blanks | 659 |

| | |
|-----------------------|---------------------------------------|
| Town Moderator | Vote for One – Three Year Term |
| Dana E. Metzler | 453 |
| All Others | 1 |
| Blanks | 122 |

| | |
|------------------------------------|---------------------------------------|
| Commissioner of Trust Funds | Vote for One – Three Year Term |
| Failure to Elect | |
| All Others | 13 |
| Blanks | 563 |

| | |
|------------------------------------|-------------------------------------|
| Commissioner of Trust Funds | Vote for One – Two Year Term |
| Derek R. Madden (write in) | 7 |
| All Others | 8 |
| Blanks | 561 |

| | |
|--|--------------------------------------|
| Commissioner to Expend Parkhurst Free Lecture | Vote for One – Five Year Term |
| Failure to Elect (Town Meeting Abolished 5/17/18) | |
| All Others | 5 |
| Blanks | 571 |

| | |
|--|--------------------------------------|
| Commissioner to Expend Parkhurst Free Lecture | Vote for One – Four Year Term |
| Failure to Elect (Town Meeting Abolished 5/17/18) | |
| All Others | 6 |
| Blanks | 570 |

| | |
|--|---------------------------------------|
| Commissioner to Expend Parkhurst Free Lecture | Vote for One – Three Year Term |
| Failure to Elect (Town Meeting Abolished 5/17/18) | |
| Susan Tully (write in) | 3 |
| All Others | 3 |
| Blanks | 570 |

| | |
|--|-------------------------------------|
| Commissioner to Expend Parkhurst Free Lecture | Vote for One – Two Year Term |
| Failure to Elect (Town Meeting Abolished 5/17/18) | |
| Susan Tully (write in) | 2 |
| All Others | 2 |
| Blanks | 572 |

| | |
|--|--------------------------------------|
| Commissioner to Expend Proctor/Parkhurst Trust | Vote for One – Five Year Term |
| Failure to Elect (Town Meeting Abolished 5/17/18) | |
| All Others | 3 |
| Blanks | 573 |

Commissioner to Expend Proctor/Parkhurst Trust
Failure to Elect (Town Meeting Abolished 5/17/18)

Vote for One – Four Year Term

| | |
|------------|-----|
| All Others | 4 |
| Blanks | 572 |

Commissioner to Expend Proctor/Parkhurst Trust
Failure to Elect (Town Meeting Abolished 5/17/18)

Vote for One – Two Year Term

| | |
|------------|-----|
| All Others | 3 |
| Blanks | 573 |

Carol A. Skerrett, Town Clerk CMMC
Certified this 4th day of June, 2018

TOWN OF DUNSTABLE
SPECIAL TOWN ELECTION - June 26, 2018

Summary:

| | |
|---------------------------|-------------------------|
| Total Votes Cast: | 600 Ballots Cast |
| Registered Voters: | 2,427 |
| Voter Turnout: | 25 % |

Question 1: Shall the Town of Dunstable be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to fund the purchase of a new Engine 2 for the Fire Department?

| | |
|---------|-----|
| Yes: | 277 |
| No: | 318 |
| Blanks: | 5 |
| Total: | 600 |

Question 2: Shall the Town of Dunstable be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to purchase the Dumont property, described on the “Existing Conditions Plan” prepared for Cornerstone Properties and dated March 23, 2017, containing 73.83 acres, more or less?

| | |
|---------|-----|
| Yes: | 232 |
| No: | 362 |
| Blanks: | 6 |
| Total: | 600 |

Question 3: Shall the Town adopt the following bylaw?

Summary:

The proposed Section 30, Recreational Marijuana Establishments, of the Town’s Zoning Bylaws would prohibit the following types of recreational Marijuana Establishments in all Zoning

Districts in the Town of Dunstable: Marijuana retailer and any Other Type of Licensed Marijuana-Related Business, excluding Independent Testing Laboratories, Marijuana Product Manufacturers, and Marijuana Cultivators. Independent Testing Laboratories and Marijuana Product Manufacturers would be allowed by special permit in the Town's B1, B2, and B3 Zoning Districts.

Tier 1 Marijuana Cultivators would be allowed by special permit in all of the Town's Zoning Districts. Tier II Marijuana cultivators and larger types of Marijuana Cultivators would be allowed by special permit in the Town's B3 Zoning Districts.

| | |
|---------|-----|
| Yes: | 385 |
| No: | 212 |
| Blanks: | 3 |
| Total: | 600 |

The full text of the proposed bylaw is provided below.

Section 30. Recreational Marijuana Establishments

A. Purpose:

The purpose of this Section is to regulate Marijuana Establishments in Dunstable for public health and safety purposes, and to minimize adverse impacts on the character of the Town in general and adjoining properties in particular.

B. Applicability:

- (1) The commercial cultivation, production, processing, assembly, packaging, retail sale, distribution, and dispensing of marijuana for recreational purposed shall only be allowed in the Town of Dunstable as a Marijuana Establishment governed by this Section.
- (2) Marijuana Establishments are not a form of agriculture, horticulture, or floriculture for purposes of the Zoning Bylaws.

C. Definitions:

In addition to any applicable definitions contained in the Zoning Bylaws, the following definitions shall be applicable to this Section:

Canopy: an area to be calculated in square feet and measured using clearly identifiable boundaries of all areas(s) that will contain mature marijuana plants at any point in time, including all of the space(s) within the boundaries, canopy may be noncontiguous, but each unique area included in the total canopy calculations shall be separated by an identifiable boundary which include, but are not limited to: interior walls, shelves, greenhouse walls, hoop house walls, garden benches, hedge rows, fencing, garden beds, or garden plots. If mature plants are being cultivated using a shelving system, the surface area of each level shall be included in the total canopy calculation.

Independent Testing Laboratory: A laboratory that is licensed by the Cannabis Control Commission and is: 1) accredited to the most current version of the International Organization for Standardization 17025 by a third-party accrediting body that is a signatory of the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement, or that is otherwise approved by the Cannabis Control Commission; 2) independent financially from any medical marijuana treatment center or any licensee or marijuana establishment for which it conducts a test; and 3) qualified to test marijuana in compliance with 935 CMR 500.160 and M.G.L. c. 94C, § 34.

Marijuana Cultivator: an entity licensed to cultivate, process, and package marijuana, to deliver marijuana to marijuana establishments, and to transfer marijuana to other marijuana establishments, but not to consumers.

Marijuana Establishment: a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer, or any other type of licensed marijuana-related business.

Marijuana Product Manufacturer: an entity licensed to obtain, manufacture, process, and package marijuana/marijuana products, to deliver marijuana and marijuana products to marijuana establishments, and to transfer marijuana and marijuana products to the other marijuana establishments, but not to consumers.

Marijuana Products: products that have been manufactured and contain marijuana or an extract of marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils, and tinctures.

Marijuana Retailer: an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

Other Type of Licensed Marijuana-Related Business: a licensed marijuana establishment other than a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, or marijuana retailer.

Tier 1 Marijuana Cultivator: a marijuana cultivator with up to 5,000 square feet of canopy.

Tier 2 Marijuana Cultivator: a marijuana cultivator with between 5,001 to 10,000 square feet of canopy.

D. Eligible Types of Marijuana Establishments and Applicable Zoning Districts:

- (1) Independent Testing Laboratories and Marijuana Product Manufacturers shall be allowed by special permit in B1, B2, and B3 Zoning Districts.

- (2) Tier I Marijuana Cultivators shall be allowed by special permit in all Zoning Districts.
- (3) Tier II Marijuana Cultivators and larger types of Marijuana Cultivators shall be allowed by special permit in B3 Zoning Districts.
- (4) Marijuana Retailers and Other Type of Licensed Marijuana-Related Businesses shall be prohibited in all Zoning Districts; provided however, that this subsection D(4) shall not take effect until approved by the voters of Dunstable through a ballot question.

E. Minimum Criteria and Limitations on Approval for Marijuana Establishments:

- (1) Marijuana Establishments shall comply with all aspects of M.G.L. c. 94G (Regulation of the Use and Distribution of Marijuana Not Medically Prescribed) and 935 CMR 500.000 (Adult Use of Marijuana).
- (2) All aspects of the Marijuana Establishment relative to the acquisition, cultivation, possession, processing, sales, distribution, dispensing, or administration of marijuana, products containing marijuana, related supplies or educational materials shall take place at a fixed location and shall not be visible from the exterior of the business. Marijuana Establishments shall be located only in a permanent building or fully enclosed structure and not within any mobile facility, unless outdoor cultivation is expressly allowed by special permit.
- (3) No outside storage of marijuana or marijuana products is permitted. This prohibition applies to all aspects of the product and waste associated with the Marijuana Establishment.
- (4) A special permit granted under this Section shall run with the applicant and shall be non-transferrable to another owner or operator without an amendment to the special permit with all application information required in accordance with this Section and a noticed public hearing.
- (5) All Marijuana Establishments shall be ventilated in such a manner that no:
 - a. Pesticides, insecticides, or other chemicals or products used in the cultivation or processing are dispersed into the outside atmosphere or ground, unless outdoor cultivation is expressly allowed by special permit.
 - b. Odor from marijuana cannot be detected by a person with a normal sense of smell at the exterior of the Marijuana Establishment or at any adjoining use or property.

- (6) Signage shall conform to Section 13 of the Zoning Bylaws and the requirements of State laws and regulations governing such facilities, including 935 CMR 500.105 (D).
- (7) All Marijuana Establishments shall be subject to the number of parking stalls required by Section 12 of the Zoning Bylaws unless a lesser or greater number of stalls is required by special permit.
- (8) No smoking, burning, or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Marijuana Establishment.
- (9) No Marijuana Establishment shall be located:
 - a. within 200 feet of a residential dwelling;
 - b. within 500 feet of a public or private school, playground (indoor or outdoor), day-care center, or youth center;
 - c. within 500 feet of a library;
 - d. within 500 feet of a church or place of worship; or
 - e. within 500 feet of a park, athletic playing field, scout camp, golf course, or any facility where children commonly congregate.

Distance shall be established at the time the proposed Marijuana Establishment's application is received by the Planning Board. Distance shall be measured for items a. through d. above in a straight line from the nearest corner of the principal building of the proposed Marijuana Establishment to the nearest corner of the principal building of the protected use. Distance shall be measured for item e. above in a straight line from the nearest corner of the principal building of the proposed Marijuana Establishment to the nearest property boundary line of the protected use.

- (10) No Marijuana Establishment shall be located inside a building containing residential units, including without limitation, transient housing such as motels, hotels, lodging houses and dormitories, or inside a movable or mobile structure such as a van or truck.
- (11) The building(s) in which a Marijuana Establishment is permitted shall not be located within three hundred (300) feet of any building containing another Marijuana Establishment, except for Marijuana Establishments that are owned or leased by the same operator.
- (12) Marijuana Establishments shall provide the Dunstable Police Department, Fire Department, Building Inspector, and the Planning Board with the names, phone numbers, and email addresses of all management, staff, and

key holders who can be contacted if there are operating problems associated with the Marijuana Establishment.

F. Special Permit Application and Procedure

- (1) The Dunstable Planning Board shall be the special permit granting authority for special permits governed by this Section.
- (2) Special permit applications for Marijuana Establishments shall be governed by Section 14, Site Plans, of these Zoning Bylaws, and the Rules and Regulations of the Planning Board governing Site Plans and Special Permits. In addition, an application for special permit for a Marijuana Establishment shall include, at a minimum, the following information:
 - (a) General Information:
 - (i) The name and address of each owner, officer, manager, member, partner and employee of the Marijuana Establishment and (if applicable) the legal entity;
 - (ii) If the Applicant is a non-profit organization, a copy of its Articles of Organization, a current Certificate of Legal Existence from the Secretary of the Commonwealth, and the most recent annual report; if the Applicant is a for-profit corporate entity, a copy of its Articles of Incorporation or equivalent documents, a current Certificate of Legal Existence from the Secretary of the Commonwealth, and the most recent annual report; if the Applicant is a public agency, evidence of the agency's authority to engage in the development of the Marijuana Establishment as proposed by the application;
 - (iii) Evidence of the Applicant's right to use the site of the Marijuana Establishment, such as a deed, lease, purchase and sale agreement or other legally-binding document;
 - (iv) If the Applicant is a business organization, a statement under oath disclosing all of its owners, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities. If any of the above are entities rather than persons, the Applicant must disclose the identity of the owners of such entities until the disclosure contains the names of individuals;
 - (v) A certified list of all parties in interest entitled to notice of the hearing for the special permit application, taken from the most recent tax list of the Town and certified by the Town Assessor;
 - (vi) Proposed security measures for the Marijuana Establishment, including lighting and alarms, to ensure the safety of persons and to protect the premises from theft; and

- (vii) The resume(s) of the Applicant and all members of the Marijuana Establishment's management, including company history, references, and relevant experience.
- (b) Description of Activities: A narrative providing information about the type and scale of all activities that will take place on the proposed site.
- (c) Context Map: A map depicting all properties and land uses within a minimum five hundred (500) foot radius of the proposed site. The context map shall include the measured distance to all uses described in Section 30.E(9), of this Section.
- (d) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts and any of its agencies for the Marijuana Establishment, including the Cannabis Control Commission.
- (e) Upon written request from the applicant, the Planning Board may waive the submission of such information, or parts thereof, as may not be necessary for the consideration of the application. The Planning Board's waiver decision shall be set forth in the written special permit decision.

G. Lapse and Discontinuance of Use

- (1) A special permit granted under this Section shall lapse if not exercised within twenty-four (24) months of issuance.
- (2) A Marijuana Establishment shall be required to remove all material, plants, equipment, and other paraphernalia prior to surrendering its state issued licenses or permits or within six (6) months of ceasing operations, whichever comes first.

Certified, this 28th day of June, 2018

Carol A. Skerrett, Town Clerk CMMC

TOWN OF DUNSTABLE
State Primary – September 4, 2018
Official Election Results

| | |
|---------------------------------|-----------|
| Total Registered Voters: | 2,458 |
| Total Ballots Cast: | 688 |
| % Turnout: | 28% |
| Total Democrat Ballots Cast: | 431 = 63% |
| Total Republican Ballots Cast: | 253 = 37% |
| Total Libertarian Ballots Cast: | 4 |

| | |
|-----------------------------------|-----|
| DEMOCRAT | |
| Representative in Congress | |
| Elizabeth A. Warren | 361 |
| All Others | 6 |
| Blanks | 64 |
| Governor | |
| Jay M. Gonzalez | 203 |
| Bob Massie | 113 |
| Charles D. Baker | 0 |
| All Others | 3 |
| Blanks | 112 |

| | |
|----------------------------|-----|
| Lieutenant Governor | |
| Jimmy Tingle | 125 |
| All Others | 0 |
| Blanks | 118 |
| Attorney General | |
| Maura Healy | 376 |
| All Others | 0 |
| Blanks | 55 |
| Secretary of State | |
| William Francis Galvin | 273 |
| Josh Zakim | 135 |
| All Others | 0 |
| Blanks | 23 |
| Treasurer | |
| Deborah B. Goldberg | 331 |
| All Others | 0 |
| Blanks | 100 |
| Auditor | |
| Suzanne M. Bump | 331 |

| | |
|--|-----|
| All Others | 0 |
| Blanks | 100 |
| Representative in Congress Third District | |
| Jeffrey D. Ballinger | 3 |
| Alexandra E. Chandler | 17 |
| Beej Das | 4 |
| Rufus Gifford | 68 |
| Leonard H. Golder | 3 |
| Daniel Arigg Koh | 64 |
| Barbara a. L'Italien | 55 |
| Bopha Balone | 10 |
| Juana B. Matias | 17 |
| Lori Loureiro Trahan | 182 |
| All Others | 0 |
| Blanks | 8 |
| Councillor Fifth District | |
| Eileen R. Duff | 252 |
| Nicholas S. Torresi | 79 |
| All Others | 0 |
| Blanks | 100 |

| | |
|---|-----|
| Senator in General Court First Middlesex District | |
| John Drinkwater | 106 |
| Rodney M. Elliott | 61 |
| Edward J. Kennedy | 104 |
| William F. Martin, Jr. | 51 |
| Terry Ryan | 75 |
| All Others | 0 |
| Blanks | 34 |
| Representative in General Court First Middlesex District | |
| Cindy M. King | 0 |
| All Others | 9 |
| Blanks | 422 |
| District Attorney | |
| Marian T. Ryan | 228 |
| Donna Patalano | 140 |
| All Others | 0 |
| Blanks | 63 |
| Clerk of Courts Middlesex County | |

| | |
|--|-----|
| Michael A. Sullivan | 322 |
| All Others | 0 |
| Blanks | 109 |
| Register of Deeds Middlesex Northern District | |
| Richard P. Howe, Jr. | 328 |
| All Others | 3 |
| Blanks | 431 |
| <u>REPUBLICAN</u> | |
| Representative in Congress | |
| Geoff Diehl | 114 |
| John Kingston | 49 |
| Beth Joyce Lindstrom | 81 |
| All Others | 0 |
| Blanks | 9 |
| Governor | |
| Charles D. Baker | 162 |
| Scott D. Lively | 86 |
| All Others | 0 |
| Blanks | 253 |
| Lieutenant Governor | |
| Karyn E. Polito | 195 |
| All Others | 1 |
| Blanks | 57 |
| Attorney General | |
| James R. McMahon, III | 119 |
| Daniel L. Shores | 88 |
| All Others | 0 |
| Blanks | 46 |
| Secretary of State | |
| Anthony M. Amore | 191 |
| All Others | 0 |
| Blanks | 62 |
| Treasurer | |
| Keiko M. Orrall | 181 |
| All Others | 0 |
| Blanks | 72 |
| Auditor | |
| Helen Brady | 183 |
| All Others | 0 |

| | |
|---|-----|
| Blanks | 70 |
| Representative in Congress Third District | |
| Rick Green | 194 |
| All Others | 3 |
| Blanks | 56 |
| Councillor Fifth District | |
| Richard A. Baker | 183 |
| All Others | 0 |
| Blanks | 70 |
| Senator in General Court First Middlesex District | |
| John A. MacDonald | 198 |
| All Others | 0 |
| Blanks | 55 |
| Representative in General Court First Middlesex District | |
| Sheila C. Harrington | 209 |
| All Others | 0 |
| Blanks | 44 |
| District Attorney | |
| No Nomination | |
| All Others | 2 |
| Blanks | 251 |

| | |
|--|-----|
| Clerk of Courts Middlesex County | |
| No Nomination | |
| All Others | 1 |
| Blanks | 252 |
| Register of Deeds Middlesex Northern District | |
| No Nomination | 0 |
| All Others | 4 |
| Blanks | 249 |
| <u>LIBERTARIAN</u> | |
| Representative in Congress | |
| No Nomination | |
| All Others | 2 |
| Blanks | 2 |

| | |
|----------------------------|---|
| | |
| Governor | |
| No Nomination | |
| All Others | 2 |
| Blanks | 2 |
| | |
| Lieutenant Governor | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| Attorney General | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| Secretary of State | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| Treasurer | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| Auditor | |
| Daniel Fishman | 3 |
| All Others | 0 |
| Blanks | 1 |

| | |
|--|---|
| Representative in Congress Third District | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| Councillor Fifth District | |
| Marc C. Mercier | 3 |
| All Others | 0 |
| Blanks | 1 |
| | |
| | |
| Senator in General Court First Middlesex District | |
| No Nomination | |
| All Others | 2 |
| Blanks | 2 |

| | |
|---|---|
| | |
| Representative in General Court First Middlesex District | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| District Attorney | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| Clerk of Courts Middlesex County | |
| No Nomination | |
| All Others | 0 |
| Blanks | 4 |
| | |
| Register of Deeds Middlesex Northern District | |
| No Nomination | 0 |
| All Others | 0 |
| Blanks | 4 |

Certified, this 6th day of September, 2018
Carol A. Skerrett, Town Clerk CMMC

| | |
|---|-------|
| OFFICIAL STATE ELECTION RESULTS | |
| November 6, 2018 | |
| 1,737 Ballots Cast = 69% Voter Turnout | |
| 2,505 Registered Voters | |
| | |
| SENATOR IN CONGRESS | |
| Elizabeth A. Warren | 850 |
| Geoff Diehl | 809 |
| Shiva Ayyadurai | 51 |
| All Others | 0 |
| Blanks | 27 |
| Total | 1,737 |
| | |
| GOVERNOR AND LIEUTENANT GOVERNOR | |
| Baker and Polito | 1,307 |
| Gonzalez and Palfrey | 364 |
| All Others | 0 |
| Blanks | 66 |
| Total | 1,737 |

| | |
|-----------------------------------|-------|
| ATTORNEY GENERAL | |
| Maura Healey | 1,033 |
| James R. McMahon, III | 674 |
| All Others | 0 |
| Blanks | 30 |
| Total | 1,737 |
| SECRETARY OF STATE | |
| William Francis Galvin | 1,087 |
| Anthony M. Amore | 559 |
| Juan G. Sanchez, Jr. | 46 |
| All Others | 0 |
| Blanks | 46 |
| Total | 1,737 |
| TREASURER | |
| Deborah B. Goldberg | 956 |
| Keiko M. Orrall | 635 |
| Jamie M. Guerin | 43 |
| All Others | 0 |
| Blanks | 103 |
| Total | 1,737 |
| AUDITOR | |
| Suzanne M. Bump | 832 |
| Helen Brady | 695 |
| Daniel Fishman | 69 |
| Edward J. Stamas | 38 |
| All Others | 0 |
| Blanks | 103 |
| Total | 1,737 |
| REPRESENTATIVE IN CONGRESS | |
| Rick Green | 710 |
| Lori Loureiro Trahan | 959 |
| Michael P. Mullen | 37 |
| All Others | 0 |
| Blanks | 31 |
| Total | 1,737 |
| COUNCILLOR | |
| Eileen R. Duff | 886 |
| Richard A. Baker | 658 |
| Marc C. Mercier | 68 |
| All Others | 0 |
| Blanks | 125 |

| | |
|---|-------|
| Totals | 1,737 |
| SENATOR IN GENERAL COURT | |
| Edward J. Kennedy | 924 |
| John A. MacDonald | 741 |
| All Others | 0 |
| Blanks | 72 |
| Totals | 1,737 |
| REPRESENTATIVE IN GENERAL COURT | |
| Sheila C. Harrington | 1,296 |
| All Others | 0 |
| Blanks | 441 |
| Totals | 1,737 |
| DISTRICT ATTORNEY | |
| Marian T. Ryan | 1,210 |
| All Others | 0 |
| Blanks | 527 |
| Totals | 1,737 |
| CLERK OF COURTS | |
| Michael A. Sullivan | 1,204 |
| All Others | 0 |
| Blanks | 533 |
| Totals | 1,737 |
| REGISTER OF DEEDS | |
| Richard P. Howe, Jr. | 1,042 |
| Karen M. Cassella | 425 |
| All Others | 0 |
| Blanks | 270 |
| Totals | 1,737 |
| REGIONAL SCHOOL COMMITTEE GREATER LOWELL - DRACUT | |
| Brady O. McCarron | 481 |
| Matthew J. Sheehan | 537 |
| Kempton Giggey (write in) | 7 |
| All Others | 0 |
| Blanks | 712 |
| Totals | 1,737 |
| REGIONAL SCHOOL COMMITTEE GREATER LOWELL - DUNSTABLE | |
| Kempton Giggey (write in) | 47 |
| All Others | 0 |
| Blanks | 1,690 |
| Totals | 1,737 |

| | |
|--|-------|
| REGIONAL SCHOOL COMMITTEE GREATER LOWELL - LOWELL | |
| Fred Bahou | 670 |
| George W. O'Hare | 774 |
| All Others | 0 |
| Blanks | 2,030 |
| Totals (vote for 2) | 3,474 |
| REGIONAL SCHOOL COMMITTEE GREATER LOWELL – TYNGSBORO | |
| George A. Tatseos | 957 |
| All Others | 0 |
| Blanks | 780 |
| Totals | 1,737 |
| Question #1 – Patient-to-Nurse Limits (Law) | |
| Yes | 431 |
| No | 1,274 |
| Blanks | 32 |
| Total | 1,737 |
| Question #2 – Commission on Limiting Election Spending and Corporate Rights (Law) | |
| Yes | 1,142 |
| No | 528 |
| Blanks | 67 |
| Total | 1,737 |
| Question #3 – Transgender Anti-Discrimination (Law) | |
| Yes | 1,077 |
| No | 618 |
| Blanks | 42 |
| Total | 1,737 |
| | |
| | |
| | |

Certified, this 19th day of November, 2018

Carol A. Skerrett, Town Clerk CMMC

2018 Report of the Building Inspector

| Permit # | Name of Applicant | Address | Purpose | Fee | Issued |
|----------|-------------------------------|------------------|---|----------|-----------|
| 18-1RB | Caleb Aho dba ESE Inc. | 45 FLETCHER ST | Add insulation, air barriers, and venting | 55.00 | 1/8/2018 |
| 18-2RB | KMS Construction | 264 HALL ST | Install built-in shelving & tile back hall | 181.40 | 1/16/2018 |
| 18-3RB | Timothy Joyce | 67 MILL ST | Finish bedroom, 3/4 bath, cabinets, family rm | 545.00 | 1/22/2018 |
| 18-4RB | Matthew Raymond | 123 CENTURY WY | Fix porch, replace door, 6 windows & siding | 55.00 | 1/22/2018 |
| 18-5RB | Vivant Solar | 362 FOREST ST | Solar Installation/24 rooftop panels | 168.15 | 1/22/2018 |
| 18-6RB | Michael Sullivan | 120 THORNDIKE ST | Install doors and windows sheet rock | 215.00 | 1/22/2018 |
| 18-7RB | AWMW LLC | 75 CHAPMAN ST | 3200 sq ft house | 1,802.80 | 1/22/2018 |
| 18-8RB | The Home Depot | 406 FOREST ST | Reside 27 square vinyl siding for replacement | 258.30 | 1/22/2018 |
| 18-9RB | Independent Power Systems | 6 HORSE HILL ST | Solar Installation/20 rooftop panels | 344.00 | 1/23/2018 |
| 18-10RB | JamesCo Development Inc. | 323 GROTON ST | New 28 x 28 garage with new bed & bath | 1,302.60 | 1/29/2018 |
| 18-11RB | Timothy Phelan | 529 MAIN ST | Remodeling a half bath | 201.95 | 1/29/2018 |
| 18-12RB | Kiley Brock Homes LLC | 468 POND ST | 2965 sq ft house | 1,977.25 | 1/30/2018 |
| 18-13RB | Joseph Martorano | 26 LAKE ST | Replacement of windows | 131.50 | 2/5/2018 |
| 18-14RB | Vivant Solar | 86 OAK ST | Solar Installation/ 27 rooftop panels | 356.40 | 2/22/2018 |
| 18-15RB | Ronan G. Courtney Home Improv | 99 HALL ST | New bath, tub , shower, tile floor, & vanity | 129.00 | 2/26/2018 |
| 18-16RB | Advance Metal Roofing | 393 PLEASANT ST | Reroof house | 85.00 | 2/28/2018 |
| 18-17RB | Robert Mullins | 348 PLEASANT ST | New doors, bath, windows, & new kitchen | 385.00 | 2/28/2018 |
| 18-18RB | Renewal by Andersen | 38 CROSS ST | Replace 14 windows | 287.47 | 2/28/2018 |
| 18-19RB | Gerald Frazee | 1163 MAIN ST | Woodstove insert | 55.00 | 2/28/2018 |
| 18-20RB | Kiley Brock Homes LLC | 432 POND ST | REISSUED ORIGINAL PERMIT NUMBER 17-21RB | | 2/28/2018 |
| 18-21RB | Rescom Exteriors | 167 POND ST | replace 2 doors, no structural changes | 107.07 | 3/5/2018 |
| 18-22RB | Superior Kitchens & Baths LLC | 547 GROTON ST | Kitchen Remodel, with partial demolition | 620.29 | 3/5/2018 |
| 18-23RB | Northeast Solar Services | 40 SCHOOL ST | Solar Installation/29 rooftop panels | 462.83 | 3/6/2018 |
| 18-24RB | William Kenny | 4 KIMBERLY LN | Insulation of attic & walls via blown cellulose | 65.00 | 3/12/2018 |
| 18-25RB | Dennis Maguire | 348 GROTON ST | Installing a 12 x 20 shed | 118.00 | 3/12/2018 |
| 18-26RB | AWMW LLC | 71 CHAPMAN ST | 4256 sq ft house | 1,674.00 | 3/22/2018 |
| 18-27RB | Lady With a Hammer | 638 HOLLIS ST | Replacement of front door | 55.00 | 3/26/2018 |
| 18-28RB | Seven Bear LLC | 25 BEAR HILL RD | 2800 sq ft house | 1,890.45 | 3/29/2018 |
| 18-29RB | Seven Bear LLC | 32 BEAR HILL RD | 2893 sq ft house | 1,890.45 | 3/29/2018 |
| 18-30RB | AWMW LLC | 67 CHAPMAN ST | 16x20 screen porch added in the rear | 218.00 | 4/2/2018 |
| 18-31RB | Tobies Restoration | 389 THORNDIKE ST | Barn repair floor, clapboards, doors, windows | 915.00 | 4/2/2018 |
| 18-32RB | Aguinaldo dos Santos Filho | 525 FOREST ST | Build a 12x14 shed | 85.60 | 4/9/2018 |
| 18-33RB | Tesla Energy Operations | 194 MAIN ST | Solar Installation | 407.50 | 4/9/2018 |

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|---------|---------------------------|------------------|---|----------|-----------|
| 18-34RB | James Tibbetts | 9 UPTON ST | Finnish 2 rooms and a closet in basement | 80.00 | 4/9/2018 |
| 18-35RB | Robert Flanagan | 405 HIGH ST | Repair cedar roof on family room addition | 45.00 | 4/9/2018 |
| 18-36RB | Precision Builders | 68 HALL ST | Reside, replace railings and screens on porch | 68.70 | 4/9/2018 |
| 18-37RB | Tomhas Flanagan | 408 WESTFORD ST | In-ground spa and landscape area | 218.00 | 4/9/2018 |
| 18-38RB | Apex Roofing | 285 HALL ST | Strip and reroof | 85.00 | 4/9/2018 |
| 18-39RB | Pella Windows | 270 DEPOT ST | Replace entry door no structural change | 95.00 | 4/9/2018 |
| 18-40RB | Vivant Solar | 59 LOWER DAM WY | Solar Installation/17 rooftop panels | 113.50 | 4/23/2018 |
| 18-41RB | Master Roofers LLC | 996 MAIN ST | Replace 3 roof skylights | 103.90 | 4/23/2018 |
| 18-42RB | Aquatic Pools & Spas Inc. | 205 HIGH ST | Install an 18'x38' inground gunite pool | 135.00 | 4/23/2018 |
| 18-43RB | Deramo Contracting | 19 KIMBERLY LN | Re-roof & add 6 feet of ice and water barrier | 85.00 | 4/23/2018 |
| 18-44RB | Kenneth Tully | 459 MAIN ST | Re-roof, new windows, doors, & siding barn | 215.00 | 4/23/2018 |
| 18-45RB | Precision Builders | 68 HALL ST | Addition above 26x24 garage | 446.80 | 4/23/2018 |
| 18-46RB | Sunrun Inc. | 368 POND ST | Solar Installation/25 rooftop panels | 198.63 | 4/30/2018 |
| 18-47RB | JK Development Inc. | 518 MAIN ST | New elevator lift platform, ADA bath, door | 415.00 | 4/30/2018 |
| 18-48RB | Hallmark Homes Associates | 194 MAIN ST | Strip and reroof 6' Ice and water shield | 85.00 | 4/30/2018 |
| 18-49RB | Matthew Thompson | 42 POND ST | Kitchen renovation | 865.00 | 4/30/2018 |
| 18-50RB | Timothy Phelan | 174 LOWELL ST | Repair portucillis roof over front entrance | 35.00 | 4/30/2018 |
| 18-51RB | Thomas Quinn | 115 THORNDIKE ST | Replace gutters, french door, new portico | 257.05 | 4/30/2018 |
| 18-52RB | Tesla Energy Operations | 13 HILLCREST ST | Solar Installation | 409.42 | 4/30/2018 |
| 18-53RB | Seven Bear LLC | 31 BEAR HILL RD | 3085 sq ft house | 2,015.25 | 4/30/2018 |
| 18-54RB | Greenwood Construction | 76 HARDY ST | Kitchen renovation | 400.00 | 4/30/2018 |
| 18-55RB | Eric Heideman | 365 POND ST | Above ground pool plus deck around the pool | 90.00 | 5/3/2018 |
| 18-56RB | Seven Bear LLC | 36 BEAR HILL RD | 2548 sq ft house | 1,666.20 | 5/6/2018 |
| 18-57RB | Seven Bear LLC | 19 BEAR HILL RD | 2608 sq ft house | 1,705.20 | 5/6/2018 |
| 18-58RB | Robert Holt | 446 HOLLIS ST | Front porch repair, replace posts and deck | 135.00 | 5/6/2018 |
| 18-59RB | Brian Cookson | 843 MAIN ST | Build chicken coop | 64.00 | 5/13/2018 |
| 18-60RB | Benoit Fontaine | 37 LOWER DAM WY | Replace 3 windows and siding of 2 walls | 292.30 | 5/16/2018 |
| 18-61RB | Wayne MacClean | 885 MAIN ST | Install 2 new windows | 35.00 | 5/17/2018 |
| 18-62RB | Jonathan Hughes | 1 TRASK WY | Add 3 season enclosure to an existing deck | 65.00 | 5/17/2018 |
| 18-63RB | Homes by Jeff & Sons | 448 POND ST | 2620 sq ft house | 1,772.80 | 5/17/2018 |

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|---------|--------------------------------|-----------------|--|----------|-----------|
| 18-64RB | Peter Playdon Construction LLC | 204 GROTON ST | Remove existing window, replace with bay | 45.00 | 5/17/2018 |
| 18-65RB | Eric Heideman | 365 POND ST | Detached deck and above ground pool | 100.00 | 5/23/2018 |
| 18-66RB | Jacob Sears | 28 VALLEY ST | Re-roof, side, change roof, windows, bath | 415.00 | 5/24/2018 |
| 18-67RB | Stewart Home Improvements | 7 SKYTOP LN | Finish basement | 165.00 | 5/28/2018 |
| 18-68RB | Alexander Idarraga | 57 CHAPMAN ST | Shed 12x24 for backyard | 139.60 | 5/28/2018 |
| 18-69RB | Apex Roofing | 120 RIVER ST | Strip roof and reroof | 85.00 | 6/4/2018 |
| 18-70RB | Francis Bearse | 93 THORNDIKE ST | New kitchen and half bath | 415.00 | 6/5/2018 |
| 18-71RB | Henry Fontaine | 27 FRENCH CT | 2750 sq ft house | 1,797.50 | 6/5/2018 |
| 18-72RB | Pro Entry Installs LLC | 47 THORNDIKE ST | Replace doors and windows | 184.00 | 6/11/2018 |
| 18-73RB | Alexander Idarraga | 57 CHAPMAN ST | Installation of inground pool | 135.00 | 6/11/2018 |
| 18-74RB | Molla Builders LLC | 165 PLEASANT ST | Remodel existing master bathroom | 365.00 | 6/11/2018 |
| 18-75RB | Matthew Thomann | 24 HIGH ST | Replace 2 windows and vinyl side house | 135.00 | 6/11/2018 |
| 18-76RB | Mathew Morton | 458 MAIN ST | Strip roof and reroof | 85.00 | 6/11/2018 |
| 18-77RB | AWMW LLC | 49 CHAPMAN ST | 2240 sq ft house | 1,466.00 | 6/11/2018 |
| 18-78RB | Mathew Morton | 458 MAIN ST | Replace 9 windows | 55.00 | 6/13/2018 |
| 18-79RB | Snyder Pools & Spas | 90 FOREST ST | Installation of an inground pool | 135.00 | 6/18/2018 |
| 18-80RB | Luis Delouireiro | 553 FOREST ST | Modular 2 stall barn brought to property | 172.00 | 6/21/2018 |
| 18-81RB | Master Roof | 4 UPTON ST | Strip roof and reroof | 85.00 | 6/21/2018 |
| 18-82RB | Christopher Bertrand | 489 FOREST ST | Put up a 40x50 steel shed | 910.00 | 6/25/2018 |
| 18-83RB | Scott Litchfield | 111 PLEASANT ST | Build 4x4 landing with stairs and railings | 25.00 | 6/25/2018 |
| 18-84RB | Eric Dempsey | 348 HOLLIS ST | Strip roof and reroof | 85.00 | 6/30/2018 |
| 18-85RB | Apex Roofing | 66 PARKHURST RD | Strip roof and reroof | 85.00 | 6/30/2018 |
| 18-86RB | Kiley Brock Homes LLC | 422 POND ST | 3012 sq ft house | 1,967.80 | 7/2/2018 |
| 18-87RB | Mark Melaragni | 25 POND ST | Build a 10x12 Deck | 64.00 | 7/2/2018 |
| 18-88RB | David Dubey | 52 CROSS ST | Strip roof and reroof | 85.00 | 7/9/2018 |
| 18-89RB | Dempsey Roofing LLC | 270 HOLLIS ST | Strip roof and reroof | 85.00 | 7/16/2018 |
| 18-90RB | NewPro Operating LLC | 181 OFF POND ST | Install 4 new windows | 130.80 | 7/16/2018 |
| 18-91RB | Evergreen GCI | 285 PLEASANT ST | Strip roof and reroof | 85.00 | 7/23/2018 |
| 18-92RB | Kenneth Tully | 485 MAIN ST | Repair damage from fire | 149.00 | 7/23/2018 |
| 18-93RB | Christian Doherty | 467 FOREST ST | 3700 sq ft house | 1,983.40 | 7/31/2018 |

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|----------|-------------------------------|-----------------|--|----------|-----------|
| 18-94RB | Robert Bacon | 455 FOREST ST | Reside house | 115.00 | 7/31/2018 |
| 18-95RB | View Point Construction Inc. | 43 ALEXANDER WY | 3712 sq ft house | 2,088.40 | 7/31/2018 |
| 18-96RB | Renewal by Andersen | 96 PARKHURST RD | Replacement of 9 windows | 365.00 | 8/7/2018 |
| 18-97RB | Boston Solar | 486 MAIN ST | Solar Installation/28 rooftop panels | 345.25 | 8/9/2018 |
| 18-98RB | Renewal by Andersen | 37 PARKHURST RD | Replace 8 windows and 1 patio door | 209.80 | 8/9/2018 |
| 18-99RB | Jon Karlson | 61 PARKHURST RD | Attaching a 6 foot by 35 foot farmers porch | 215.00 | 8/10/2018 |
| 18-100RB | Trinity Solar | 828 MAIN ST | Solar Installation/34 rooftop panels | 395.00 | 8/18/2018 |
| 18-101RB | Seven Bear LLC | 26 BEAR HILL RD | 3000 sq ft house | 1,960.00 | 8/20/2018 |
| 18-102RB | Eric Dove | 394 HIGH ST | Strip roof and reroof | 85.00 | 8/20/2018 |
| 18-103RB | Forever Metal Roof LLC | 70 PLEASANT ST | Strip roof and reroof | 85.00 | 8/20/2018 |
| 18-104RB | Snyder Pools | 24 HILLCREST ST | 14'x30' inground swimming pool | 135.00 | 8/22/2018 |
| 18-105RB | Christopher Bertrand | 493 FOREST ST | 3934 sq ft house | 2,567.10 | 8/22/2018 |
| 18-106RB | Renewal by Andersen | 107 WESTFORD ST | Replacement of 1 entry door | 138.25 | 8/27/2018 |
| 18-107RB | Cahill Roofing Inc. | 590 HOLLIS ST | Strip roof and reroof | 85.00 | 8/28/2018 |
| 18-108RB | Apex Roofing | 395 RIVER ST | Strip roof and reroof | 85.00 | 8/29/2018 |
| 18-109RB | Ronan G. Courtney Home Improv | 275 POND ST | Rec room with new bath, kitchen, remodel | 1,179.45 | 8/30/2018 |
| 18-110RB | Georgoulis Construction | 67 PARKHURST RD | Strip roof and reroof | 85.00 | 9/5/2018 |
| 18-111RB | Joao Dealmeida | 63 CENTURY WY | Reside with new vinyl siding | 201.00 | 9/5/2018 |
| 18-112RB | Jorge Fernandez | 23 CENTURY WY | Replace 3 windows and siding with new | 80.00 | 9/10/2018 |
| 18-113RB | Stove Keepers | 92 HARDY ST | Install pellet stove | 55.00 | 9/10/2018 |
| 18-114RB | ReVision Energy | 448 POND ST | Solar Installation/31 rooftop panels | 308.35 | 9/13/2018 |
| 18-115RB | Alexander Idarraga | 57 CHAPMAN ST | Pool shed | 118.00 | 9/21/2018 |
| 18-116RB | Evergreen CGI | 285 PLEASANT ST | New siding | 175.00 | 9/23/2018 |
| 18-117RB | Apex Roofing | 161 PLEASANT ST | Strip roof and reroof | 85.00 | 9/24/2018 |
| 18-118RB | AWMW LLC | 32 CHAPMAN ST | 2672 sq ft house | 1,736.80 | 9/24/2018 |
| 18-119RB | Apex Roofing | 430 GROTON ST | Strip roof and reroof | 85.00 | 9/24/2018 |
| 18-120RB | Building Efficiencies | 165 PLEASANT ST | Blown in cellulose insulation in attic floor | 45.00 | 9/26/2018 |
| 18-121RB | Karl Matthew Brian | 16 SCHOOL ST | Strip and replace siding and roofing | 215.00 | 10/1/2018 |
| 18-122RB | Mark Atwood | 66 VALLEY ST | 20'x12' storage shed | 118.00 | 10/1/2018 |
| 18-123RB | Patrick O'Connor | 97 CROSS ST | Residing, windows, and trim | 415.00 | 10/7/2018 |

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| 18-124RB S.K. Construction LLC | 94 FRENCH ST | Build new garage | 572.00 | 10/15/2018 |
| 18-125RB Erik Hoar | 164 KEMP ST | Install 10 new windows | 132.55 | 10/15/2018 |
| 18-126RB Daniel Tully | 18 WOODLAND RD | Detached garage/barn | 528.40 | 10/22/2018 |
| 18-127RB Robert Jacobson | 374 FOREST ST | Strip and replace siding, gutters, and roof | 85.00 | 10/29/2018 |
| 18-128RB Eric Dempsey | 389 THORNDIKE ST | Strip and re-roof | 125.00 | 10/29/2018 |
| 18-129RB Homes by Jeff & Sons | 1098 MAIN ST | Poor new foundation and build for addition | 1,165.00 | 10/29/2018 |
| 18-130RB AWMW LLC | 33 CHAPMAN ST | 2240 sq ft house | 1,861.20 | 11/1/2018 |
| 18-131RB Robert Parkin | 681 PLEASANT ST | Convert existing deck to three season porch | 65.00 | 11/1/2018 |
| 18-132RB Annika Selinger | 345 POND ST | Build new garage | 572.80 | 11/1/2018 |
| 18-133RB Service Master | 238 PLEASANT ST | Selective demo due to water damage in retail | 60.00 | 11/5/2018 |
| 18-134RB Colonial Restorations LLC | 4 THORNDIKE ST | Replace up to 15 linear feet of sill & 3 joists | 70.00 | 11/6/2018 |
| 18-135RB RCW Contracting, Inc. | 230 RIVER ST | Cell spray foam in attic space, fire retardant | 170.80 | 11/8/2018 |
| 18-136RB Russell J. Larrive, Jr. | 34 CENTURY WY | Build of deck | 208.00 | 11/8/2018 |
| 18-137RB Aj's Home Services | 238 PLEASANT ST | Strip and re-roof | 85.00 | 11/13/2018 |
| 18-138RB Superior Construction | 36 PLEASANT ST | Strip and re-roof | 85.00 | 11/13/2008 |
| 18-139RB Hillside Construction | 380 WESTFORD ST | 4026 sq ft house | 1,963.90 | 11/15/2018 |
| 18-140RB AWMW LLC | 18 CHAPMAN ST | 3184 sq ft house | 1,705.20 | 11/19/2018 |
| 18-141RB Heritage Construction Associates | 94 BROOK ST | Replace existing 24x16 deck | 173.80 | 11/19/2018 |
| 18-142RB Knock on Wood Home Improv | 86 OAK ST | Kitchen remodel | 164.00 | 11/19/2018 |
| 18-143RB Scott Goodrich | 19 JAMIE RD | Finish basement | 165.00 | 11/19/2018 |
| 18-144RB Apex Roofing | 58 GROTON ST | Strip and re-roof | 85.00 | 11/19/2018 |
| 18-145RB Robie Stevens | 31 CROSS ST | Build a handicap access ramp in the garage | 25.00 | 11/23/2018 |
| 18-146RB Richard M. Guay Construction | 590 HOLLIS ST | Replacement of 18 existing windows | 230.00 | 11/26/2018 |
| 18-147RB Seven Bears LLC | 22 BEAR HILL RD | 2600 sq ft house | 1,778.00 | 12/10/2018 |
| 18-148RB Express Roofing | 410 GROTON ST | Strip and re-roof | 85.00 | 12/17/2018 |
| 18-149RB Earthlight Technologies | 274 HALL ST | Solar Installation/35 rooftop panels | 495.00 | 12/17/2018 |
| 18-150RB Andrew Marsh | 136 PLEASANT ST | Structural wall repair | 45.00 | 12/17/2018 |

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| 18-151RB AWMW LLC | 56 CHAPMAN ST | 2880 sq ft house | 1,674.00 | 12/20/2018 |
| | | Subtotal | 69,025.91 | |
| 18-1M Eric J. White Plumbing & Heating | 7 ROBBINS FARM RD | Heat exchanger, heat pump, amd compressor | 60.00 | 6/12/2018 |
| 18-2M R.J. Forrester HVAC | 67 MILL ST | New HVAC system | 60.00 | 11/5/2018 |
| 18-3M Silva & Sons Heating & Air | 43 ALEXANDER WY | Heating and air conditioning | 60.00 | 11/19/2018 |
| | | Subtotal | 180.00 | |
| 18-1SM J&J Heating & Air Conditioning | 8 MAPLE STREET | Supply and install metal duct work for HVAC | 60.00 | 1/29/2018 |
| 18-2SM G3 HVAC | 477 FOREST ST | Install duct for 2 hydro-air heating and A/C | 60.00 | 2/7/2018 |
| 18-3SM Regas Heating & Air Conditioning | 39 HALL ST | Installed central heating & A/C system 1 zone | 60.00 | 2/22/2018 |
| 18-4SM J&J Heating & Air Conditioning | 22 ROBBINS FARM RD | Supply and install metal duct work for HVAC | 60.00 | 3/26/2018 |
| 18-5SM J&J Heating & Air Conditioning | 323 GROTON ST | Supply and install metal duct work for HVAC | 60.00 | 4/9/2018 |
| 18-6SM J&J Heating & Air Conditioning | 75 CHAPMAN ST | Supply and install metal duct work for HVAC | 60.00 | 4/23/2018 |
| 18-7SM Richard Tierney HVAC | 525 FOREST ST | Install air handler and 2.5 ton condensers | 60.00 | 5/17/2018 |
| 18-8SM Conway Heating & Air | 14 DOGWOOD LN | Install forced hot hear system and furnace | 60.00 | 5/17/2018 |
| 18-9SM J&J Heating & Air Conditioning | 67 CHAPMAN ST | Supply and install metal duct work for HVAC | 60.00 | 5/21/2018 |
| 18-10SM Franks Heating | 98 RIVER ST | Install one high velocity system in attic | 60.00 | 7/2/2018 |
| 18-11SM Bill Wenzel Heating & AC Inc. | 27 FRENCH CT | Install two (2) zones of sheet metal ductwork | 60.00 | 7/20/2018 |
| 18-12SM J&J Heating & Air Conditioning | 71 CHAPMAN ST | Supply and install metal duct work for HVAC | 60.00 | 7/23/2018 |
| 18-13SM Wilson Brothers HVAC | 448 POND ST | Install 2 systems - 1 in attic and 1 in basement | 120.00 | 8/27/2018 |
| 18-14SM Raymond Robinson | 23 MASSAPOAG WY | Propane furnace with chase duct to attic | 60.00 | 8/27/2018 |
| 18-15SM J&J Heating & Air Conditioning | 54 CHAPMAN ST | Supply and install metal duct work for HVAC | 60.00 | 8/27/2018 |
| 18-16SM Heatco LLC | 28 VALLEY ST | Install system on 2nd floor for bed and bath | 60.00 | 9/5/2018 |
| 18-17SM J&J Heating & Air Conditioning | 49 CHAPMAN ST | Supply and install metal duct work for HVAC | 60.00 | 9/24/2018 |
| 18-18SM Franks Heating | 467 FOREST ST | Install two warm air furnaces both with A/C | 120.00 | 9/30/2018 |
| 18-19SM J&J Heating & Air Conditioning | 32 CHAPMAN ST | Supply and install metal duct work for HVAC | 60.00 | 11/26/2018 |
| 18-20SM George Regas | 26 BEAR HILL RD | Installing central heating and air conditioning | 120.00 | 12/17/2018 |
| | | Subtotal | 1,380.00 | |
| | | | Total | 70,585.91 |
| | | | Less Inspections Software Fee (1,740.00) | |
| | | | Total to the Town 68,845.91 | |

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2018 Report of the Electrical Inspector

| Permit # | Name | Address | Purpose | Fee | Issued |
|-----------------|--------------------------------|--------------------|---------------------------------------|------------|------------------|
| 18-1E | Empire Electric | 638 HOLLIS ST | Kitchen remodel | 160.00 | 1/2/2018 |
| 18-2E | Edward J. Santos Electric | 406 FOREST ST | R&R meter | 85.00 | 1/8/2018 |
| 18-3E | Gertz Electric | 73 CHAPMAN ST | New House w/ underground | 280.00 | 1/8/2018 |
| 18-4E | Coleman Light & Power | 109 HALL ST | Generator | 75.00 | 1/12/2018 |
| 18-5E | Vivant Solar | 362 FOREST ST | Solar PV Installation | 160.00 | 1/16/2018 |
| 18-6E | Steven Pereira | 6 HORSE HILL ST | Solar PV Installation | 160.00 | 1/25/2018 |
| 18-7E | Darel Crandall | 17 PARKHURST RD | Kitchen, bath, utility & laundry | 160.00 | 1/25/2018 |
| 18-8E | K.P. Paulson Electric | 477 FOREST ST | New House w/ underground | 280.00 | 1/29/2018 |
| 18-9E | Parlee Electric | 529 MAIN ST | Bathroom remodel | 160.00 | 2/6/2018 |
| 18-10E | Springford Electric | 264 HALL ST | Replace existing wall outlets | 160.00 | 2/9/2018 |
| 18-11E | Gertz Electric | 46 CHAPMAN ST | New House w/ underground | 280.00 | 2/12/2018 |
| 18-12E | Scott Silva | 39 WESTFORD ST | Wire detached apartment | 160.00 | 2/14/2018 |
| 18-13E | Gary T. Wilson | 139 GROTON ST | Upgrade to 200 amp overhead | 185.00 | 2/20/2018 |
| 18-14E | Vivant Solar | 86 OAK ST | Solar PV Installation | 160.00 | 2/20/2018 |
| 18-15E | Gertz Electric | 75 CHAPMAN ST | New House w/ underground | 280.00 | 2/21/2018 |
| 18-16E | Escott Electrical Services | 22 ROBBINS FARM RD | New House w/ underground | 280.00 | 2/26/2018 |
| 18-17E | Kiley Brock Homes | 432 POND ST | REISSUED; PERMIT NUMBER 17-56E | | 2/28/2018 |
| 18-18E | Darel Crandall | 99 HALL ST | Bathroom remodel | 160.00 | 3/2/2018 |
| 18-19E | Thomas Donahue | 547 GROTON ST | Wire kitchen | 160.00 | 3/14/2018 |
| 18-20E | Escott Electrical Services | 355 RIVER ST | Emergency reattach service | 85.00 | 3/16/2018 |
| 18-21E | Northeast Solar | 40 SCHOOL ST | Solar PV Installation | 160.00 | 3/19/2018 |
| 18-22E | Multiplex Electrical Solutions | 393 FOREST ST | Repair damage caused by flooding | 160.00 | 3/22/2018 |
| 18-23E | Gertz Electric | 67 CHAPMAN ST | New House w/ underground | 280.00 | 4/5/2018 |
| 18-24E | Tesla Energy Operations | 194 MAIN ST | Solar PV Installation | 160.00 | 4/9/2018 |
| 18-25E | Lumen Electric | 323 GROTON ST | Wire new addition | 160.00 | 4/11/2018 |
| 18-26E | Eric Heideman | 365 POND ST | Above Ground Pool | 150.00 | 4/12/2018 |
| 18-27E | Middlesex Electrical | 67 MILL ST | Wire new inlaw suite | 160.00 | 4/13/2018 |
| 18-28E | Vivant Solar | 59 LOWER DAM WY | Solar PV Installation | 160.00 | 4/13/2018 |
| 18-29E | Chamberlin Electric | 205 HIGH ST | Underground Pool | 185.00 | 4/18/2018 |
| 18-30E | Scott Silva | 27 FRENCH CT | Temporary Service | 160.00 | 4/20/2018 |
| 18-31E | Tesla Energy Operations | 13 HILLCREST ST | Solar PV Installation | 160.00 | 4/23/2018 |
| 18-32E | Mark Witherell | 76 HARDY ST | Kitchen remodel | 160.00 | 4/27/2018 |
| 18-33E | Gertz Electric | 71 CHAPMAN ST | New House w/ underground | 280.00 | 4/30/2018 |
| 18-34E | Mark Witherell | 86 HIGHLAND ST | Two replacement furnances | 60.00 | 5/4/2018 |
| 18-35E | Sunrun Installation Services | 368 POND ST | Solar PV Installation | 100.00 | 5/4/2018 |
| 18-36E | Dennis Cupurso Electric | 42 POND ST | Kitchen remodel & Generator | 160.00 | 5/4/2018 |
| 18-37E | Scott Silva | 408 WESTFORD ST | Underground Pool | 60.00 | 5/4/2018 |
| 18-38E | Pafof Electric LLC | 1095 MAIN ST | Renovate bath & kitchen | 160.00 | 43228 |
| 18-39E | David Sweet | 92 PLEASANT ST | Rewire Whole House | 235.00 | 5/15/2018 |
| 18-40E | Ronald J. Mikol | 518 MAIN ST | Elevator lift w/ new switches | 75.00 | 5/17/2018 |
| 18-41E | Matthew Chouinard Electric | 205 HIGH ST | Wire hot tub | 60.00 | 5/18/2018 |
| 18-42E | Darel Crandall | 468 POND ST | New House w/ underground | 220.00 | 5/18/2018 |
| 18-43E | Seven Bear LLC | 32 BEAR HILL RD | New House w/ underground | 220.00 | 5/23/2018 |
| 18-44E | Town of Dunstable | 711 MAIN ST | Install VFD - WATER DEPT | 10.00 | 6/6/2018 |
| 18-45E | Seven Bear LLC | 25 BEAR HILL RD | New House w/ underground | 220.00 | 6/7/2018 |
| 18-46E | Northeast Electric | 448 POND ST | New House w/ underground | 280.00 | 6/11/2018 |
| 18-47E | Wilson Brothers | 461 PLEASANT ST | Central Cooling System | 75.00 | 6/11/2018 |
| 18-48E | Wilson Brothers | 85 FOREST ST | Wire water heater & AC | 75.00 | 6/11/2018 |
| 18-49E | Wilson Brothers | 32 MASSAPOAG WY | Wire Central Heating | 75.00 | 6/11/2018 |
| 18-50E | ERS Electrical Service | 90 FOREST ST | Underground Pool | 60.00 | 6/18/2018 |
| 18-51E | Michael Malamphy | 165 PLEASANT ST | Wire bathroom | 160.00 | 6/22/2018 |
| 18-52E | Profile Electric | 93 THORNDIKE ST | Kitchen remodel | 160.00 | 6/26/2018 |
| 18-53E | Gertz Electric | 57 CHAPMAN ST | Underground Pool | 60.00 | 6/26/2018 |

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|-------------------------------|----------------------------|-------------------|----------------------------------|-----------|------------|
| 18-54E | Lumen Electric | 323 GROTON ST | Renovate garage, master, & bath | 160.00 | 6/26/2018 |
| 18-55E | Seven Bear LLC | 19 BEAR HILL RD | New House w/ underground | 220.00 | 7/3/2018 |
| 18-56E | Gerald Cornell | 525 FOREST ST | Wire 2 AC units at same location | 60.00 | 7/9/2018 |
| 18-57E | Ronald J. Mikol | 510 MAIN ST | Repair service to Town Common | 10.00 | 7/20/2018 |
| 18-58E | Robert Chandler | 98 RIVER ST | Rewire first floor | 160.00 | 7/20/2018 |
| 18-59E | Escott Electrical Services | 485 MAIN ST | Repair & Replace | 75.00 | 7/24/2018 |
| 18-60E | Owen Electric | 49 CHAPMAN STREET | New House w/ underground | 220.00 | 7/25/2018 |
| 18-61E | Gervais Electric LLC | 27 FRENCH CT | New House w/ underground | 220.00 | 7/30/2018 |
| 18-62E | Seven Bear LLC | 31 BEAR HILL RD | New House w/ underground | 220.00 | 7/30/2018 |
| 18-63E | Boston Solar | 486 MAIN ST | Solar PV Installation | 100.00 | 8/3/2018 |
| 18-64E | James Corsetti | 416 MAIN ST | Wire Surveillance System | 60.00 | 8/17/2018 |
| 18-65E | Trinity Solar | 828 MAIN ST | Solar PV Installation | 100.00 | 8/17/2018 |
| 18-66E | Snyder Pools | 24 HILLCREST ST | Above Ground Pool | 60.00 | 8/20/2018 |
| 18-67E | Scott Davis | 525 FOREST ST | Panel Change & Trench for Shed | 135.00 | 8/21/2018 |
| 18-68E | Seven Bear LLC | 36 BEAR HILL RD | New House w/ underground | 220.00 | 8/21/2018 |
| 18-69E | ROC Electric | 40 HIGH ST | Wire hot tub | 60.00 | 8/29/2018 |
| 18-70E | Pawel Chadzynski | 61 PARKHURST RD | Front door lights | 60.00 | 9/7/2018 |
| 18-71E | Wilson Brothers | 116 ADAMS ST | Replace heating and cooling | 70.00 | 9/20/2018 |
| 18-72E | Rob Pothier | 348 PLEASANT ST | Rewire kitchen | 160.00 | 9/25/2018 |
| 18-73E | Mark Lupien Electric | 28 VALLEY ST | Remodel second floor | 160.00 | 9/28/2018 |
| 18-74E | Kevin Fitzpatrick | 43 ALEXANDER WY | New House w/ underground | 220.00 | 10/4/2018 |
| 18-75E | Scott Silva | 7 SKY TOP LN | Finished Basement | 160.00 | 10/4/2018 |
| 18-76E | Gertz Electric | 32 CHAPMAN ST | New House w/ underground | 220.00 | 10/5/2018 |
| 18-77E | Seven Bear LLC | 32 BEAR HILL RD | Generator | 75.00 | 10/12/2018 |
| 18-78E | David Baj | 19 JAMIE RD | Finished Basement | 160.00 | 10/12/2018 |
| 18-79E | Robert Chandler | 467 FOREST ST | New House w/ underground | 220.00 | 10/12/2018 |
| 18-80E | Christopher Bertrand | 493 FOREST ST | New House w/ underground | 220.00 | 10/16/2018 |
| 18-81E | Kenneth Brunelle | 120 THORNDIKE ST | Rewire Whole House | 160.00 | 10/17/2018 |
| 18-82E | ReVision Energy | 448 POND ST | Solar PV Installation | 100.00 | 10/22/2018 |
| 18-83E | Robert Hoare | 238 PLEASANT ST | Temporary Service | 60.00 | 10/23/2018 |
| 18-84E | Joe's Electric | 69 RIVER ST | Upgrade Service | 60.00 | 10/29/2018 |
| 18-85E | Darel Crandall | 275 POND ST | Rewire House & Generator | 160.00 | 10/29/2018 |
| 18-86E | Kinetic Electric Inc. | 238 PLEASANT ST | Install new breakers | 60.00 | 10/29/2018 |
| 18-87E | Emerson Electric | 84 BROOK ST | Wire Garage | 60.00 | 11/8/2018 |
| 18-88E | Escott Electrical Services | 76 HALL ST | Meter Socket Replacement | 60.00 | 11/8/2018 |
| 18-89E | Robert Hoare | 238 PLEASANT ST | Replace wiring in basement | 60.00 | 11/9/2018 |
| 18-90E | Wilson Brothers | 32 HIGHLAND ST | Central Heat & Air | 60.00 | 11/13/2018 |
| 18-91E | David Sweet | 94 FRENCH ST | Wire Garage w/ new service | 120.00 | 11/14/2018 |
| 18-92E | Seven Bear LLC | 26 BEAR HILL RD | New House w/ underground | 220.00 | 11/28/2018 |
| 18-93E | Perry Electric | 35 LOWER DAM WY | Install new overhead service | 75.00 | 11/28/2018 |
| 18-94E | Kenneth Shamas | 86 OAK ST | Kitchen remodel | 160.00 | 11/29/2018 |
| 18-95E | Perry Electric | 97 CROSS ST | Wire detached barn | 75.00 | 12/3/2018 |
| 18-96E | Owen Electric | 33 CHAPMAN ST | New House w/ underground | 220.00 | 12/7/2018 |
| 18-97E | Gertz Electric | 18 CHAPMAN ST | New House w/ underground | 220.00 | 12/26/2018 |
| Subtotal | | | | 14,025.00 | |
| Less Inspections Software Fee | | | | (970.00) | |
| Total to the Town | | | | 13,055.00 | |

2018 Report of the Gas Inspector

| Permit # | Name | Address | Purpose | Fee | Issued |
|-----------------|---------------------------|----------------------|---------------------------------------|---------------|------------------|
| 18-1G | Eastern Propane | 120 THORNDIKE ST | Underground gas piping | 50.00 | 1/9/2018 |
| 18-2G | Robert Beadoin | 501 HIGH ST | Cookstove & Fireplace | 50.00 | 1/11/2018 |
| 18-3G | Alfred T. Buckley | 638 HOLLIS ST | Cookstove | 50.00 | 1/18/2018 |
| 18-4G | Lorden Oil | 109 HALL ST | Generator and piping | 110.00 | 1/24/2018 |
| 18-5G | Turco Plumbing | 17 PARKHURST RD | Remodel | 50.00 | 1/25/2018 |
| 18-6G | Lorden Oil | 8 MAPLE ST | Generator, Piping, Stove, & Fireplace | 110.00 | 2/6/2018 |
| 18-7G | Bruce Linstad | 1095 MAIN ST | Piping for Furnaces | 95.00 | 2/8/2018 |
| 18-8G | Wiroll Plumbing & Heating | 98 RIVER ST | Fireplace | 50.00 | 2/8/2018 |
| 18-9G | Alfred T. Buckley | 57 HILLCREST ST | Generator and piping | 50.00 | 2/12/2018 |
| 18-10G | John Rheame | 1095 MAIN ST | Propane Tank | 50.00 | 2/12/2018 |
| 18-11G | Robert Jenkins | 39 HALL ST | Furnance | 45.00 | 2/15/2018 |
| 18-12G | AWMW LLC | 75 CHAPMAN ST | Underground gas piping | 50.00 | 2/28/2018 |
| 18-13G | Kiley Brock Homes | 432 POND ST | REISSUED; ORIGINALLY 17-47G | | 2/28/2018 |
| 18-14G | Kiley Brock Homes | 432 POND ST | REISSUED; ORIGINALLY 17-50G | | 2/28/2018 |
| 18-15G | Lorden Oil | 22 ROBBINS FARM RD | Furnance, hot water heater, cookstove | 110.00 | 3/9/2018 |
| 18-16G | Michael Sobel | 573 MAIN ST | Replace 2 furnances | 90.00 | 3/16/2018 |
| 18-17G | Mark Drane | 340 GROTON ST | Replace gas fired boiler | 45.00 | 3/20/2018 |
| 18-18G | Eastern Propane | 93 THORNDIKE ST | Underground gas piping | 50.00 | 3/29/2018 |
| 18-19G | Wilson Brothers | 84 ADAMS ST | Water Heater | 35.00 | 3/30/2018 |
| 18-20G | Joseph DiPietro | 262 PLEASANT ST | Installing Boiler | 45.00 | 4/9/2018 |
| 18-21G | Wade Roy | 75 CHAPMAN ST | Gas piping to new fixtures | 110.00 | 4/12/2018 |
| 18-22G | Lorden Oil | 22 ROBBINS FARM RD | Underground gas piping | 110.00 | 4/13/2018 |
| 18-23G | Eastern Propane | 408 WESTFORD ST | Underground gas piping | 50.00 | 4/13/2018 |
| 18-24G | J.M. Cryan | 44 ALEXANDER WY | Generator and piping | 50.00 | 4/17/2018 |
| 18-25G | Kevin Cashman | 67 MILL ST | One gas dryer, one gas stove | 50.00 | 4/18/2018 |
| 18-26G | Turco Plumbing | 99 PARKHURST RD | Run gas line to outside fire pit | 50.00 | 4/25/2018 |
| 18-27G | Taft Plumbing & Heating | 323 GROTON ST | Addition | 110.00 | 4/25/2018 |
| 18-28G | John Rheame | 114 OAK ST | Installation of room/space heater | 50.00 | 4/27/2018 |
| 18-29G | Brad Busa | 468 POND ST | New House | 110.00 | 4/30/2018 |
| 18-30G | Lorden Oil | 468 POND ST | Underground gas piping | 110.00 | 5/10/2018 |
| 18-31G | AWMW LLC | 67 CHAPMAN ST | New House | 150.00 | 5/10/2018 |
| 18-32G | Lorden Oil | 2 DOGWOOD LN | Underground gas piping | 110.00 | 5/11/2018 |
| 18-33G | AWMW LLC | 49 CHAPMAN ST | New House | 150.00 | VOID |
| 18-34G | AWMW LLC | 71 CHAPMAN ST | New House | 150.00 | 5/14/2018 |
| 18-35G | Delmar Woodward | 518 MAIN ST | Move gas line second floor heating | 60.00 | 5/16/2018 |
| 18-36G | Lorden Oil | 2 DOGWOOD LN | Fireplace & Outdoor Grill | 180.00 | 5/17/2018 |
| 18-37G | John Tantillo | 84 ADAMS ST | Swap out of a gas fireplace insert | 60.00 | 5/18/2018 |
| 18-38G | Wilson Brothers | 32 MASSAPOAG WY | Replace Propane gas central heating | 60.00 | 5/22/2018 |
| 18-39G | Seven Bear LLC | 32 BEAR HILL RD | New House | 110.00 | 6/4/2018 |
| 18-40G | Lorden Oil | 39 HALL ST | Gas piping to house | 110.00 | 6/4/2018 |
| 18-41G | Seven Bear LLC | 25 BEAR HILL RD | New House | 110.00 | 6/11/2018 |
| 18-42G | Lorden Oil | 323 GROTON ST | Underground gas piping | 110.00 | 6/11/2018 |
| 18-43G | Osterman Propane | 42 POND ST | Generator and piping | 60.00 | 6/11/2018 |
| 18-44G | Lorden Oil | 22 ROBBINS FARM RD | Generator and piping | 60.00 | 6/19/2018 |
| 18-45G | AWMW LLC | 67 CHAPMAN ST | Underground gas piping | 60.00 | 6/21/2018 |
| 18-46G | AWMW LLC | 71 CHAPMAN ST | Underground gas piping | 60.00 | 6/21/2018 |
| 18-47G | Seven Bear LLC | 19 BEAR HILL RD | New House | 150.00 | 6/27/2018 |
| 18-48G | Eastern Propane | 131 POND ST | Gas piping to Pool Heater | 60.00 | 7/2/2018 |
| 18-49G | Seven Bear LLC | 32 BEAR HILL RD | Underground gas piping | 110.00 | 7/11/2018 |
| 18-50G | Morse Brothers | 90 FOREST ST | Gas piping to Pool Heater | 60.00 | 7/12/2018 |
| 18-51G | Seven Bear LLC | 31 BEAR HILL RD | New House | 150.00 | 7/13/2018 |
| 18-52G | Seven Bear LLC | 31 BEAR HILL RD | Underground gas piping | 110.00 | 7/17/2018 |
| 18-53G | Seven Bear LLC | 25 BEAR HILL RD | Underground gas piping | 110.00 | 7/17/2018 |
| 18-54G | Joseph Maguire | 41 SCHOOL ST | Water Heater | 60.00 | 7/19/2018 |
| 18-55G | Seven Bear LLC | 19 BEAR HILL RD | Underground gas piping | 60.00 | 8/2/2018 |
| 18-56G | Lorden Oil | 650 PLEASANT ST | Underground gas piping | 60.00 | 8/2/2018 |

| | | | | | |
|---------|----------------------------|------------------|---|--------------------------------------|-------------------|
| 18-57G | Seven Bear LLC | 36 BEAR HILL RD | New House | 150.00 | 8/8/2018 |
| 18-58G | Lorden Oil | 448 POND ST | Underground gas piping | 60.00 | 8/9/2018 |
| 18-59G | Lorden Oil | 43 ALEXANDER WY | Underground gas piping | 50.00 | 8/17/2018 |
| 18-60G | Kiley Brock Homes | 448 POND ST | New House | 150.00 | 8/17/2018 |
| 18-61G | Seven Bear LLC | 36 BEAR HILL RD | Underground gas piping | 60.00 | 8/22/2018 |
| 18-62G | Eastern Propane | 28 VALLEY ST | Underground gas piping | 60.00 | 8/28/2018 |
| 18-63G | Michael Sullivan | 120 THORNDIKE ST | New House | 150.00 | 8/29/2018 |
| 18-64G | Jay Elston | 486 MAIN ST | Installing Boiler | 60.00 | 9/7/2018 |
| 18-65G | AWMW LLC | 49 CHAPMAN ST | New House | 150.00 | 9/12/2018 |
| 18-66G | Morse Brothers | 24 HILLCREST ST | Gas piping to Pool Heater | 60.00 | 9/13/2018 |
| 18-67G | Andrew Finn | 93 THORNDIKE ST | Gas piping to Cookstove | 60.00 | 9/24/2018 |
| 18-68G | Lorden Oil | 571 HOLLIS ST | install one interior gas line to boiler | 60.00 | 9/24/2018 |
| 18-69G | AWMW LLC | 49 CHAPMAN ST | Installing Boiler | 60.00 | 9/27/2018 |
| 18-70G | Silva & Sons, Inc. | 43 ALEXANDER WY | New House | 150.00 | 9/27/2018 |
| 18-71G | Wilson Brothers | 116 ADAMS ST | Replace Central Heating & Cooling | 60.00 | 10/1/2018 |
| 18-72G | Matley Plumbing & Heating | 92 HARDY ST | Space Heater | 60.00 | 10/2/2018 |
| 18-73G | Tim Coyle | 467 FOREST ST | Gas Range, Fireplace, & Heater | 130.00 | 10/5/2018 |
| 18-74G | Wilson Brothers | 32 MASSAPOAG WY | Install propane gas Water Heater | 60.00 | 10/15/2018 |
| 18-75G | Seven Bear LLC | 32 BEAR HILL RD | Generator and piping | 60.00 | 10/16/2018 |
| 18-76G | Anthony Graceffa | 522 MAIN ST | Installing Boiler | 60.00 | 10/16/2018 |
| 18-77G | Turco Plumbing | 275 POND ST | Cookstove | 60.00 | 10/16/2018 |
| 18-78G | Markham Plumbing & Heating | 286 POND ST | Gas piping to Fireplace | 60.00 | 10/26/2018 |
| 18-79G | Timothy Sheehan | 55 CROSS ST | Installing Boiler | 60.00 | 11/1/2018 |
| 18-80G | Seven Bear LLC | 36 BEAR HILL RD | Underground gas piping | 110.00 | 11/1/2018 |
| 18-81G | AWMW LLC | 32 CHAPMAN ST | Underground gas piping | 60.00 | 11/8/2018 |
| 18-82G | Jay Elston | 511 MAIN ST | Install Flow Valve | 10.00 | 11/8/2018 |
| 18-83G | Joseph Dutile | 4 KIMBERLY LN | Furnance | 60.00 | 11/9/2018 |
| 18-84G | Seven Bear LLC | 26 BEAR HILL RD | New House | 150.00 | 11/13/2018 |
| 18-85G | Lorden Oil | 489 FOREST ST | Underground gas piping | 60.00 | 11/13/2018 |
| 18-86G | Wilson Brothers | 32 HIGHLAND ST | Replace central heating & cooling | 60.00 | 11/13/2018 |
| 18-87G | Alvah Sargent | 510 FOREST ST | Generator and piping | 60.00 | 11/15/2018 |
| 18-88G | Joan Staveley | 339 PLEASANT ST | Furnance | 60.00 | 11/19/2018 |
| 18-89G | Matley Plumbing & Heating | 39 WESTFORD ST | Underground gas piping | 60.00 | 11/20/2018 |
| 18-90G | AWMW LLC | 32 CHAPMAN ST | New House | 150.00 | 11/21/2018 |
| 18-91G | Proulx Oil & Propane | 467 FOREST ST | Underground gas piping | 60.00 | 11/21/2018 |
| 18-92G | Seven Bear LLC | 26 BEAR HILL RD | Underground gas piping | 60.00 | 11/29/2018 |
| 18-93G | Eastern Propane | 275 POND ST | Underground gas piping | 60.00 | 12/6/2018 |
| 18-94G | Seven Bear LLC | 22 BEAR HILL RD | Underground gas piping | 60.00 | 12/11/2018 |
| 18-95G | Sean Timmins | 416 MAIN ST | Propane heater for barn | 60.00 | 12/12/2018 |
| 18-96G | Nashoba Air | 71 WESTFORD ST | Furnance | 60.00 | 12/13/2018 |
| 18-97G | John Hann | 275 PLEASANT ST | Gas Boiler & Water Heater | 60.00 | 12/13/2018 |
| 18-98G | Lorden Oil | 422 POND ST | Underground gas piping | 60.00 | 12/14/2018 |
| 18-99G | Lorden Oil | 380 WESTFORD ST | Underground gas piping | 60.00 | 12/18/2018 |
| 18-100G | AWMW LLC | 18 CHAPMAN ST | Underground gas piping | 60.00 | 12/26/2018 |
| 18-101G | AWMW LLC | 33 CHAPMAN ST | Underground gas piping | 60.00 | 12/26/2018 |
| | | | | Subtotal | 7,855.00 |
| | | | | Less Inspections Software Fee | (1,010.00) |
| | | | | Total to the Town | 6,845.00 |

2018 Report of the Plumbing Inspector

| Permit # | Name | Address | Purpose | Fee | Issued |
|-----------------|----------------------------|----------------------|------------------------------------|---------------|------------------|
| 18-1P | Robert Beaudoin | 501 HIGH ST | Alterations | 110.00 | 1/11/2018 |
| 18-2P | Alfred Buckley | 638 HOLLIS ST | Kitchen sink & dishwasher | 50.00 | 1/18/2018 |
| 18-3P | Wilson Brothers | 59 HIGH ST | Water Heater | 35.00 | 1/24/2018 |
| 18-4P | Turco Plumbing & Heating | 17 PARKHURST RD | Alterations | 110.00 | 1/25/2018 |
| 18-5P | Charity Plumbing & Heating | 529 MAIN ST | Bathroom Fixture(s) | 50.00 | 1/30/2018 |
| 18-6P | Michael Wiroll | 98 RIVER ST | Renovation | 130.00 | 2/8/2018 |
| 18-7P | Wilson Brothers | 20 SWALLOW LN | Water Heater | 35.00 | 2/13/2018 |
| 18-8P | Kiley Brock Homes | 432 POND ST | REISSUED; ORIGINALLY 17-43P | | 2/28/2018 |
| 18-9P | Turco Plumbing & Heating | 99 HALL ST | Replace Fixtures | 85.00 | 3/1/2018 |
| 18-10P | Bruce Linstad | 1095 MAIN ST | Finishing plumbing | 130.00 | 3/2/2018 |
| 18-11P | Ron LaPointe | 22 ROBBINS FARM RD | New House | 130.00 | 3/12/2018 |
| 18-12P | Doug Anderson | 547 GROTON ST | Kitchen Fixture(s) | 50.00 | 3/12/2018 |
| 18-13P | R.S. Newcomb | 348 PLEASANT ST | Renovation | 130.00 | 3/16/2018 |
| 18-14P | Mark Drane | 340 GROTON ST | Gas Boiler | 50.00 | 3/20/2018 |
| 18-15P | John Henry | 161 PLEASANT ST | Alterations | 110.00 | 3/29/2018 |
| 18-16P | George McGovern | 147 FOREST ST | Alterations | 110.00 | 3/29/2018 |
| 18-17P | Wilson Brothers | 84 ADAMS ST | Water Heater | 35.00 | 3/30/2018 |
| 18-18P | Joseph DiPietro | 262 PLEASANT ST | Installed plumbing device | 50.00 | 4/9/2018 |
| 18-19P | AWMW LLC | 75 CHAPMAN ST | New House | 130.00 | 4/12/2018 |
| 18-20P | Kevin Cashman | 67 MILL ST | Alterations | 110.00 | 4/18/2018 |
| 18-21P | Andrew Finn | 93 THORNDIKE ST | Water Heater | 50.00 | 4/24/2018 |
| 18-22P | LeBlanc | 76 HARDY ST | Kitchen Fixture(s) | 50.00 | 4/25/2018 |
| 18-23P | Traft Plumbing & Heating | 323 GROTON ST | Addition/Alteration | 110.00 | 4/25/2018 |
| 18-24P | Brad Busa | 468 POND ST | New House | 130.00 | 4/30/2018 |
| 18-25P | Mark Benoit | 42 POND ST | Kitchen Fixture(s) | 120.00 | 5/4/2018 |
| 18-26P | AWMW LLC | 67 CHAPMAN ST | New House | 150.00 | 5/10/2018 |
| 18-27P | AWMW LLC | 49 CHAPMAN ST | New House | 150.00 | VOID |
| 18-28P | AWMW LLC | 71 CHAPMAN ST | New House | 150.00 | 5/14/2018 |
| 18-29P | Woodward Plumbing | 518 MAIN ST | Renovation | 130.00 | 5/16/2018 |
| 18-30P | Seven Bear LLC | 32 BEAR HILL RD | New House | 130.00 | 6/4/2018 |
| 18-31P | Seven Bear LLC | 25 BEAR HILL RD | New House | 130.00 | 6/11/2018 |
| 18-32P | TPro Enterprises | 165 PLEASANT ST | Addition/Alteration | 130.00 | 6/14/2018 |
| 18-33P | Seven Bear LLC | 19 BEAR HILL RD | New House | 150.00 | 6/27/2018 |
| 18-34P | Taft Plumbing & Heating | 323 GROTON ST | Addition/Alteration | 130.00 | 6/28/2018 |
| 18-35P | Woodward Plumbing | 27 FRENCH CT | New House | 150.00 | 7/6/2018 |
| 18-36P | LeBlanc | 93 THORNDIKE ST | Kitchen & Bath Remodel | 130.00 | 7/11/2018 |
| 18-37P | Seven Bear LLC | 31 BEAR HILL RD | New House | 150.00 | 7/13/2018 |
| 18-38P | Ron LaPointe | 485 MAIN ST | Replace laundry box | 60.00 | 7/17/2018 |
| 18-39P | Paul Vieira | 41 SCHOOL ST | Water Heater | 60.00 | 7/19/2018 |
| 18-40P | Seven Bear LLC | 36 BEAR HILL RD | New House | 150.00 | 8/8/2018 |
| 18-41P | Kiley Brock Homes | 448 POND ST | New House | 150.00 | 8/17/2018 |
| 18-42P | Bent Plumbing & Heat | 120 THORNDIKE ST | Remodel House as New | 150.00 | 8/29/2018 |
| 18-43P | Fiorillo Plumbing | 28 VALLEY ST | Addition/Alteration | 130.00 | 9/4/2018 |
| 18-44P | Jay Elston | 486 MAIN ST | Water Heater | 60.00 | 9/7/2018 |
| 18-45P | AWMW LLC | 49 CHAPMAN ST | New House | 150.00 | 9/11/2018 |
| 18-46P | Silva & Sons, Inc. | 43 ALEXANDER WY | New House | 150.00 | 9/27/2018 |
| 18-47P | Tim Coyle Plumbing, LLC | 467 FOREST ST | Addition/Alteration | 130.00 | 10/5/2018 |
| 18-48P | Wilson Brothers | 32 MASSAPOAG WY | Water Heater | 60.00 | 10/15/2018 |
| 18-49P | Turco Plumbing & Heating | 275 POND ST | Bath & Laundry Fixture(s) | 130.00 | 10/16/2018 |
| 18-50P | Brad Busa | 489 FOREST ST | New House | 150.00 | 10/24/2018 |

| | | | | | |
|--------|-------------------|-----------------|----------------------------|--------------------------------------|-----------------|
| 18-51P | J. Ellis Plumbing | 497 FOREST ST | Drain & Laundry Fixture(s) | 60.00 | 10/24/2018 |
| 18-52P | Vincent Marino | 161 WESTFORD ST | Replace Dishwasher | 70.00 | 10/25/2018 |
| 18-53P | Anthony Graceffa | 522 MAIN ST | Water Piping | 60.00 | 11/6/2018 |
| 18-54P | Seven Bear LLC | 26 BEAR HILL RD | New House | 150.00 | 11/13/2018 |
| 18-55P | AWMW LLC | 32 CHAPMAN ST | New House | 150.00 | 11/21/2018 |
| 18-56P | LeBlanc | 86 OAK ST | Kitchen Fixture(s) | 60.00 | 12/13/2018 |
| 18-57P | John Hann | 275 PLEASANT ST | Water Heater | 60.00 | 12/13/2018 |
| | | | | Subtotal | 5,920.00 |
| | | | | Less Inspections Software Fee | (570.00) |
| | | | | Total | 5,350.00 |

REPORT OF THE FIRE DEPARTMENT 2018

During the past fiscal year, the Fire Department responded to 326 incidents and participated in over 1000 hours of Fire and EMS training.

The fire department received several grants this fiscal year. Including a grant to teach fire safety to school aged children beginning with preschool and a second grant to educate senior citizens on fire safety and assist them with the proper installation of smoke detectors, carbon monoxide detectors and other safety devices for their residence.

I would like to thank the Police Chief and his department for all their help and cooperation during this past year. Also a thank you to Jon Crandall Emergency Management Director for all his help.

If anyone between the ages of 18 and 65 would be interested in becoming a member of the fire department, please contact the fire chief. Currently the department only has 9 members of its 27 members who live in town, with the remaining residing within 8 miles of the town border.

To the officers and members of the Dunstable Fire Department I want you to know that your help is highly appreciated and that without you this department would not be what it is today.
“Thank You!”

OFFICERS AND MEMBERS OF THE DUNSTABLE FIRE DEPARTMENT

| | | |
|-----------------------|--------------------------------|----------------------|
| Fire Chief Brian Rich | Assistant Chief Harold Simmons | Captain Greg Rich |
| Lt. Ben Simmons | Lt. David Barker | Lt. Patrick Kerrigan |
| Lt. Mike Gavin | Lt. Mark Quirbach | |
| FF Brian Alley | Aux FF Michell Callahan | FF Dan Chapoteau |
| Aux FF Dylan Conway | FF Cam Covert | Aux FF John Flynn |
| FF Nick Haskell | FF Kevin Kerrigan | FF Jeff Labrie |
| FF Kyle Lewis | FF Don Maffee | FF Steve McClure |
| FF Ron Mikol | FF Corey Morin | FF Kevin Morrissey |
| FF Steve Nasta | Aux FF Kathleen Sanfacon | FF David Tarr |
| FF Frank Wright | | |

THE DEPARTMENT RESPONDED TO 326 INCIDENTS IN FISCAL YEAR 2018

| | | |
|------------------------------|-----------------------------------|----------------------------------|
| Structure Fires – 3 | Search for missing person - 1 | Assist the police – 10 |
| Misc. Types of Fire - 4 | Gas Leak (LPG or Natural Gas) - 3 | Service Call - 34 |
| Brush Fires -3 | Flammable Liquid Spill - 3 | Unauthorized burning – 12 |
| Electrical Issues - 5 | Carbon Monoxide incident - 6 | Good Intent Call – 2 |
| Mutual Aid Given - 15 | Hazardous condition, other - 1 | Odor of Smoke Investigation – 11 |
| Medicals - 109 | Vehicle Fire – 1 | Fire Alarm Activations – 40 |
| Motor Vehicle Collision - 29 | Oil Burner - 1 | Weather/Nature Related - 30 |

OTHER ACTIVITIES IN FISCAL YEAR 2018

| | | |
|------------------------------|---------------------------------|-----------------------|
| Inspections/Permits - 155 | Fire Prevention Activities - 26 | Classroom visits - 34 |
| Burning Permits Issued - 171 | | |

Respectfully Submitted
 Chief Brian Rich

REPORT OF THE BOARD OF HEALTH 2018

The Dunstable Board of Health meets on the first and third Tuesday of the month. A common, though time consuming activity at Board of Health meetings is the review of on-site wastewater disposal system plans and well test results for proposed and existing lots.

Our agents, the Nashoba Associated Boards of Health complete all the field work and maintain records for the Town relating to on-site disposal system and well test matters. Other, health care related activities by our agent are also included in the Nashoba Associated Boards of Health Report on file at the Town Hall or on the Town website. Our Nashoba agent, Bridgette Braley is available for consultation and receipt of documents every Tuesday morning from 8:00 a.m. to 10:00 a.m. in the Town Hall. She can be reached at 978-649-4514 Ext. 229 during those hours or you may leave a message. She may also be reached Monday-Friday at the Nashoba office at 1-800-427-9762 Ext. 303. The Board of Health Administrative Asst. is available on Tuesday of each week.

Another area of frequent activity relates to the management of the pickup and disposal of trash and recycling. The transfer station closed on September 1, 2018 and a new curbside trash and recycling program sponsored by the town by subscription began. Our program runs July to June each year. The fee for this year is \$300.00. The cost drops monthly by \$25.00. The cost of your subscription will also include a 35-gallon trash container and 64-gallon recycling container. Pickup is weekly on Thursdays. On the weeks that you may have additional trash that does not fit into the trash container; you can purchase overflow bags at the Town hall at \$3.00 each in rolls of 5 for \$15.00. You can sign up at the town hall Monday-Friday 9:00 am - 4:00 pm. If you come in to sign up by Tuesday at 4:00 pm your trash and recycling will begin to be picked up on Thursday of that week.

Maria Amodei, Chairman
Anita Moeller
Robert Parkin
Joan Ferrari, Admin. Asst.

REPORT OF THE POLICE DEPARTMENT 2018

To the Honorable Board of Selectman
Dunstable Massachusetts:

I hereby submit the annual report of the Police Department for the year ending June 30, 2018.

| | |
|---------------------------|---|
| Chief of Police: | James W. Dow |
| Administrative Assistant: | Elizabeth Sappet |
| Sergeants of Police: | Erik Hoar Nicolas Papageorgiou |
| Patrol Officers: | Charles Chaprales Matthew Tully Shawn Drinkwine Timothy Iallegio |
| Reserve Officers: | Sean Ready Gregg Sanborn Jeffrey Swift Philip Sepe Steven Bugler Michael Pietroforte Joseph Gennaro |
| Traffic/Detail: | John Koyutis |

For a complete breakdown of police statistics involving types of calls received, motor vehicle violations and court actions please visit Town Hall during normal business hours in either the Town Clerk's or Selectman's office.

Fiscal year 2018 brought several changes to the Police Department staff. We hired several new part-time officers replacing those part-time officers who have moved on to full-time positions in other cities and towns.

I am pleased to announce that Dunstable Police Department received state Certification from the Massachusetts Police Accreditation Commission. Certification has been granted for a period of three years. Participation in the program is strictly voluntary.

Certification is a self-initiated evaluation process by which police departments strive to meet and maintain standards that have been established for the profession, by the profession. These carefully selected standards reflect critical areas of police management, operations, and technical

support activities. They cover areas such as policy development, emergency response, planning, training, communications, property and evidence handling, use of force, vehicular pursuit, prisoner transportation and holding facilities. The program not only sets standards for the law enforcement profession, but also for the delivery of police services to the citizens of the commonwealth.

Our officers continue their outside department training. Every Dunstable Police officer attends an in-service academy annually. The academy is a 32-hour training conducted in Lowell, MA. Here the officers review basic skills such as legal concepts and first aid. The officers also receive additional specialized training such as emergency vehicle driving, Detective school, Firearms school, drug law review and changes, as well as many others.

We continue to thank the residents and businesses of Dunstable for their support and diligence in reporting crimes, suspicious activity, and all other matters that involve the police. It is through this partnership that we will remain successful. We look forward to continuing to support our residents and businesses in any way necessary.

I would also like to thank the Dunstable Fire Department, Dunstable Emergency Medical Services, Dunstable Highway Department, Municipal Employees, Town Administrator and all area municipal agencies for their support and assistance over the past year. We look forward to continued cooperation in matters of public safety.

In closing, I would like to extend our appreciation to the Board of Selectman and the other boards and committees. The Dunstable Police Department looks forward to serving in the upcoming year.

Respectfully submitted,

Chief James W. Dow

REPORT OF THE BOARD OF ROAD COMMISSIONERS 2018

As a result of continued budget constraints, meeting the needs of the town has remained a challenge. During the year, Highway completed projects throughout the town, including paving a section of Pond St., replacing culverts, brush removal along roadsides, line painting and roadside trash pick-up. In addition to snow removal on town roads, Highway also assisted with snow removal at the town hall, cemetery, town pumping station, transfer station, library and Larter Field.

The Main St. reconstruction project (across from the cemetery) remains in progress.

A town wide road pavement management plan was completed and will assist in planning work and budgeting future needs. The comprehensive Highway inventory, assessment and remediation study was presented to the Board of Selectmen for consideration for funding to achieve a state of good repair for all town roads. The funding required to accomplish the work necessary, or even begin the remediation, is unavailable during the current fiscal year. Current staffing levels continue to perpetuate the degradation of town infrastructure. Budget request for adequate staffing to maintain state of repair and begin remediation of past deficiencies has been submitted for FY 20.

I would like to thank my fellow Commissioners, Peter Gove and Paul Dalida for their input and suggestions that have been helpful and instrumental in making it through this financially challenging year.

Respectfully submitted,

Michael L. Martin
Chair

REPORT OF THE CEMETERY DEPARTMENT 2018

Dunstable's Central Cemetery is a public, nonsectarian cemetery open to all Dunstable residents. The operating budget comes from annual Town Meeting appropriations, fees, and trust fund interest. Three elected commissioners govern the Cemetery Department; an appointed superintendent handles interments and maintenance, including four outlying cemeteries now closed to burials from the general public.

In 2018 there were 27 interments, including 15 current and 5 former Town residents. In addition to regular maintenance, the following projects were completed:

- We repaired/restored the Spaulding family tomb in the upper wall along Main Street. CPC Historical funds were used for this.
- We repaired/replaced 3 hydrants at the Central Cemetery

Once again, the Cemetery Commission thanks other town boards and individuals for their help and cooperation: the Highway Department for timely and careful snowplowing; the Police Department for help with traffic control during large funerals and monitoring of all cemeteries to prevent vandalism; the Water Department for annual turn on and shut off of the water lines.

The Cemetery Department asks that lot owners and visitors at the Central Cemetery take note of and follow posted rules regarding hours, plantings, decorations, etc. Owners may wish to refer to their Lot Owner's Rule Book as well; the Rule Book is available at the Central Cemetery and at the Town hall. These rules are designed to maintain the beauty and dignity of the cemetery, and to ensure economy and safety in cemetery maintenance, particularly where power equipment is used.

Respectfully submitted,
David Hardman, Chair
Thomas Bacon
Ryan McLane

REPORT OF THE COUNCIL ON AGING 2018

The Dunstable Council on Aging serves the senior population in Dunstable by providing resources, programs, education, advocacy and coordinating services.

Anne Fenochetti is the current Director working with a board of seven volunteers and a Program Coordinator. Anne is available at Town Hall on Tuesday's from 9 am -2pm, and Wednesday's from 8-11am. She can be reached at 978-649-4514 ext. 223 or at afenochetti@dunstable-ma.gov.

The Council on Aging Board meets on the 2nd Tuesday of every month at 11:00am at our Town Hall.

Every Wednesday a catered luncheon is provided for our seniors along with an interactive program, scrabble and cribbage. We gather at the Dunstable Free Public Library from 10:00am-2:00pm. The Bone Builders meet at the library every Wednesday and Friday morning at 10:30 AM. The Town Nurse is available from 11am-noon on the 4th Wednesday of the month.

Transportation for medical appointments and grocery shopping is provided by Alter-Ride. A lift to the library for our Wednesday program is also available through Alter-Ride. This is a heavily used service and enables many of our seniors to stay in their own homes.

On April 4, 2018 The Council on Aging awarded the Boston Post Cane to M. Robie Stevens, the oldest gentleman in Dunstable. Robie was instrumental in bringing this program to Dunstable. The cane was presented by Fire Chief Brian Rich and the presentation was followed by a catered luncheon at the Dunstable Public Library.

We are fortunate to have wide support from our community. Thank you to our Police and Fire Departments. In addition to being first responders, these men and women handle well checks, sponsor lunches/barbeques, install smoke detectors, and answer endless questions.

Thank you to our Meals on Wheels Drivers: Mike Coronella, Heidi Beigel, Kellee Wilson, Karen Paglierani, Peggy Lynch, Dennis Zannoni, Robert Bean, Lynda Justice, Claudia Novak, and Susan Psaledakis.

To learn more about the Council on Aging and what's happening with the Dunstable Seniors check the Neighbor to Neighbor and the Senior Newsletter. Copies are available at the Post Office or contact us to get on the mailing list.

Respectfully submitted,

Anne M. Fenochetti

Director, Council on Aging

Mary Moeller, Chair

Brian O'Donnell, Secretary

Mary Dow, Vincent Hollins, Barbara Martin,

Donald Pottle

Program Coordinator, Susan J. Tully

REPORT OF THE GROTON – DUNSTABLE REGIONAL SCHOOL DISTRICT 2018

Report Prepared by:

Dr. Laura Chesson, *Superintendent of Schools*

Dr. Katie Novak, *Assistant Superintendent of Schools*

Mike Knight, *Director of Business and Finance*

Jill Greene, *Director of Pupil Personnel Services*

Luke Callahan, *Director of Technology*

Stasia Twomey, *Director of Extended Day and Community Services*

Justin Williams, *Assistant Director of Business and Finance and Human Resources*

Mike Woodlock, *Principal, Groton-Dunstable Regional High School*

Kathi McColumn, *Principal, Groton-Dunstable Regional Middle School*

Brian O'Donoghue, *Principal, Florence-Roche Elementary School*

Peter Myerson, *Principal, Swallow Union Elementary School*

Chrissy Conway, *Boutwell Early Childhood Center*

Superintendent's Office

Submitted by Dr. Laura Chesson, Superintendent of Schools

It is with great pride and pleasure that I present the Groton-Dunstable Regional School District's end of year report. Below is a short executive summary of key initiatives, changes, and news in 2018. To learn more about each item, you can access more detailed narrative in the remainder of the report.

Celebrations

- Both Swallow Union and Florence-Roche Elementary School were highlighted as "Schools of Recognition" in the state of Massachusetts for "exceeding accountability targets," from 2017-2018. This distinction was given to only 52 out of 1800 schools in the Commonwealth. To learn more about this distinction and areas where we invested to increase the outcomes of our elementary students, see **Curriculum and Instruction**.
- On December 12th the Groton-Dunstable Regional School district was voted into the feasibility phase of the MSBA project to rebuild/renovation of Florence Roche. For more information about this project, see **Business and Finance**.
- In 2018, we implemented some changes that resulted in significant cost savings of \$403,850. More details about how these savings were offset by unexpected costs, see **Business and Finance**.
 - Custodial services outsourced. Net savings from salaries: \$34,354
 - Custodial services outsourced. Net savings from benefits: \$250,252
 - Central office relocated. Net savings: \$50,000
 - Transportation routes modified. Net savings: \$69,244
- The GDRSD Capital Plan 2017-2026 and GDRSD Strategic Technology Plan FY17-21 is on schedule. Major accomplishments in 2018 include the purchase of a district dump truck, two (2) transportation vans for our PAVE and athletics/clubs, a complete phone and network infrastructure replacement, HVAC updates at Swallow Union, and a complete renovation of the high school weight room. For more specific information about these projects, see **Business and Finance** and **Technology**.

- Out of 131 total schools nationally, the Groton-Dunstable Regional High School was recognized as a Unified Champion School by the Special Olympics. To learn more about this distinction, see **Special Education**.
- Our high school girls volleyball team was crowned as State Champions in the fall. This is the sixth state championship in school history! Learn more in **High School**.

Curriculum, Instruction, and Assessment

Submitted by Dr. Katie Novak, Assistant Superintendent

2018 Highlights

- Two (2) elementary schools were highlighted as “Schools of Recognition” in the state of Massachusetts for “exceeding accountability targets,” from 2017-2018 due to significant changes in curriculum, professional development, and student intervention.
- We still have much work to do to challenge and support all students in rich, inclusive experiences especially in our middle school where we met only 40% of accountability targets and only 18% of accountability targets when focused on our high needs students which highlights significant gaps and the need for more inclusive practices as well as tiered intervention.
- “Groton-Dunstable University” offered eight (8) graduate level courses to teachers within the district, increasing high quality professional development. Eight of our employees were approved as adjunct instructors through Fitchburg State University and Gordon College.

Data Analysis

When examining the spring 2018 data overview, although our two (2) elementary schools were highlighted as “Schools of Recognition” in the state of Massachusetts for “exceeding accountability targets,” from 2017-2018, we still have much work to do to challenge and support all students in rich, inclusive experiences especially in our middle school where we met only 40% of accountability targets and only 18% of accountability targets when focused on our high needs students which highlights significant gaps and the need for more inclusive practices as well as tiered intervention.

Also, in the spring of 2019, the legacy MCAS in grade 10 will transition to the next-generation MCAS and given the documented gaps of our current freshmen (when examining their grade 8 achievement), we need to be proactive about improving inclusive practices at the high school. The significant gaps, outlined clearly in our 2018 data presentation and our accountability data, suggest that we must ensure that the systemic changes we implemented at the elementary schools, including the What I Need (WIN) block for intervention and enrichment, monthly data meetings, and additional time in the schedule for data-meetings and professional development are incorporated in the middle school and high school.

We are committed to offering a high quality professional development program to all staff. In addition to district half-days and full professional development, we have increased our graduate offerings. To offer courses for graduate credit, staff work to design a syllabus that meets rigorous college standards. Instructors are then vetted and approved to provide the courses to colleagues. This eliminates the need for staff to take pricey courses off campus and it allows us to increase teacher capacity with expertise in the district. 2018 courses included:

- *SEI Endorsement Full Teacher Course*: Cheney Harper
- *Learning from Injustice*: Tammie Reynolds

- *Understanding Middle School Social Hierarchies*: Ann Russo
- *UDL Implementation in PK-2 Classrooms*: Laura Taylor
- *UDL Design Lab*: Dr. Katie Novak and Thea Durling
- *School Adjustment Counseling I and II*: John Palumbo
- *Digital Teaching and Learning through a UDL Lens*: Thea Durling and Julie Spang
- *Teaching K-12 Mathematics in the 21st Century*: Karen Gartland

To increase collective teacher efficacy, we will continue to provide teachers with robust, ongoing, professional development and time for collaboration. In a review of literature, Yoon et al. (2007) identified nine studies of PD using experimental designs and found that the effective PD models examined in these studies offered an average of 49 hours of development per year, with an associated average boost in student achievement of 21 percentile points. Given that each of these courses is 67.5 hours of PD, we are thrilled to be able to offer so many of them.

Business and Finance Department

Submitted by Michael Knight, Director of Business and Finance

2018 Highlights

- The FY18 budget cycle ended favorably
- In 2018, we implemented some changes that resulted in significant cost savings of \$403,850.
- There were some significant unexpected expenses impacting future budgets including increased out of district tuitions (\$259,637), Charter School Assessment (\$155,674), in district colocated programming (\$115,000), and Middlesex retirement assessment (\$108,754).
- The Florence-Roche feasibility study is under way.
- Worked Collaboratively with town manager in Groton and Town administrator in Dunstable to produce a FY19 budget
- Major capital and grounds improvements

The FY18 budget year ended favorably for the district finishing under budget and allowing us to continue to replenish E&D back towards a healthy level of nearly 4% of our operating budget. The member towns voted to reserve \$750,000 of our E&D to fund the feasibility study for the Florence-Roche building project. This will temporarily reduce the E&D balance below the goal amounts as defined by the school committee, however this will be reimbursed by the MSBA at an estimated rate of 48.27%. After reimbursement and with current projections for FY19 looking to end favorably as well we anticipate that we will return to goal level of E&D.

In FY18 the school district focused intently on the recommendations of our external operational reviews. The reviews called for our district to examine the privatization of custodial services, transportation efficiency, and the utilization of our school buildings most effectively. The district was able to realize a net savings of 403,850 through the privatization of our custodial services, increasing transportation efficiency reducing our operating buses by 3, and moving out of the Prescott School and relocating our central office to the portables at the Middle School South Building.

On December 12th the Groton-Dunstable Regional School district was voted into the feasibility phase of the MSBA project to rebuild/renovation of Florence-Roche. As noted in the executive summary, we will be working with consultants throughout 2019 to examine all school facilities,

conditions of buildings, grade configurations, educational vision, and design of school buildings. This will lead us to the initial proposal for a renovation or rebuild and provide construction cost estimates. To date the school district has issued the request for services of an owner's project manager and had significant interest with over 16 firms attending the initial meeting and walk through.

The district continued to work with the town manager and town administrator from our member towns to produce an FY19 budget that allowed the district to meet our budget guidance and continue to fund our capital needs. Although it is quite early into the budget year initial projects do not show any shortcomings in the budget. We look forward to continued collaboration and leadership and elected officials of both towns to continue to work to create budgets that will support the district educational goals and provide the best possible education for all students.

The continued support of both member towns have allow the district to continue to fund our capital plan and improve all school facilities. The district completed a number of important projects this year including

- replaced the antiquated oil fired heating system in the Union Building with a more efficient natural gas system and removed the buried oil tanks that supplied the old system
- Refinished the original 15-year-old tennis courts at the high school fixing cracks and other surface damage
- Replaced a 14-year-old dump truck used by the district for plowing and other field projects
- Replaced the phone and internet infrastructure districtwide

Pupil Personnel Services

Submitted by Jill Greene, Director of Pupil Personnel Services

2018 Highlights

- We restructured Boutwell by changing the schedule so we can provide more consistent programming for all students as they attend four days a week.
- Addition of a classroom at Florence-Roche with more specialized instruction for students who need additional academic, social emotional, and behavioral support.
- Out of 131 total schools nationally, the Groton-Dunstable Regional High School was recognized as a Unified Champion School by the Special Olympics.

The Groton-Dunstable Regional School District provides a constellation of support services for students throughout the district. The district offers a variety of in-district programs to students eligible for special education services. Our programs offer a structured environment with predictable routines, highly specialized individual and small group instruction; and curriculum that allows students to experience success as they learn and develop at their own rate. This year, we increased our continuum of services at the elementary schools and continue to support all students PK-12 with multi-tiered supports academically, behaviorally, and social emotionally.

This year, our high school became Special Olympics Unified Champion School demonstrating commitment to inclusion by meeting 10 standards of excellence and we received the national banner recognition. A Special Olympics Unified Champion School has an inclusive school climate and exudes a sense of collaboration, engagement and respect for all members of the student body and staff. Our special education staff has been instrumental in supporting school and community based inclusion for our students.

Technology & Digital Learning Department

Submitted by Mr. Luke Callahan, M.Ed., Director of Technology & Digital Learning

2018 Highlights

- District completely revamped phone system - replaced the former outdated and obsolete landline system with a cloud-based solution
- Completed infrastructure upgrades in all school buildings including replacement of aging Internet switches, wireless access points updated to the 802.11ac standard
- We unveiled a new K-5 Technology Innovation class. Students at both elementary schools and during a fifth grade quarter class will be engaged in lessons aligning to the new Massachusetts Digital Literacy and Computer Science (DLCS) standards.

Over the summer, in conjunction with the central office move from Prescott School to the Middle School South building, a complete revamp of telephones occurred. This new system replaced the former outdated and obsolete landline system with a cloud-based solution. This new Voice Over-IP (VoIP) telephone system offers brand new telephone headsets that connect on a reliable communications server housed at each school. All schools and the Peter Twomey Youth Center have received this upgrade. An important component for this phone system was the overhaul of the wired and wireless networking at each school. Not only does the new phone system rely on our network, but the over 2,500 computers, tablets and Internet connected devices do as well.

In addition to completing the Groton-Dunstable Regional High School upgrades this past year (which began in 2017), the remaining school buildings were upgraded this summer with similar upgrades. In general terms, the infrastructure upgrades included replacement of aging Internet switches, wireless access points updated to the 802.11ac standard and the fiber optic cables that run between data closets. Below is a summary of some of the highlights that took place at each school.

At Boutwell Early Childhood Center, wireless access points were replaced along with the installation of new Cat 6e Ethernet cables across the building. The upgrades to wiring allows printers, desktop computers and the new telephone system to connect optimally to the available Internet.

At Florence Roche Elementary School, which was funded in part by the Schools and Libraries Program of the Universal Service Fund, known as the Federal E-Rate program, two data closets were connected with 10GB fiber cables, replacing the existing 1GB fiber cables. The fiber cabling now connects to HP/Aruba chassis switches, which further connects to the wireless access points, printers, desktop computers and the new telephone system. With the Internet connection coming in from Verizon at the Middle School South building, we also ran a 10GB fiber cable from the data closet in Middle School South to a Florence Roche Elementary data closet.

At the Swallow Union Elementary School, which was funded in part by a substantial, competitive grant from the Commonwealth of Massachusetts, specifically the Executive Office of Technology Services & Security, the data closet received new HP/Aruba chassis switches, which connects to the wireless access points, printers, desktop computers and the new telephone system.

At both school buildings which make up the Groton-Dunstable Regional Middle School, a major overhaul took place, funded in large part by a substantial, competitive grant from the Commonwealth of Massachusetts, specifically the Executive Office of Technology Services & Security.

In the Middle School South building, two data closets were connected with 10GB fiber cables, replacing the existing 1GB fiber cables. The fiber cabling now connects to HP/Aruba chassis switches, which further connects to the wireless access points, printers, desktop computers and the new telephone system. Not an issue at the Middle School North, but aging Cat 5 cabling in educational and office spaces in the South was replaced by new Cat 6e Ethernet cables.

In the Middle School North building, two data closets were connected with 10GB fiber cables, replacing the existing 1GB fiber cables. The fiber cabling now connects to HP/Aruba chassis switches, which further connects to the wireless access points, printers, desktop computers and the new telephone system. With the Internet connection coming in from Verizon at the Middle School South building, we also ran a 10GB fiber cable from the data closet in Middle School South to the Middle School North data closet.

In addition to networking and infrastructure upgrades, the continued placement of classroom Epson projectors took place across the district. There are roughly 25 locations in need of an update that remain, mostly at the high school, which will be completed in the summer of 2019.

Two remaining computer labs, one at the high school and the other at Middle School North were replaced as well as the continued replacement of teacher laptops on an as needed basis took place.

Last, but not least, we unveiled a new K-5 Technology Innovation class. Students at both elementary schools and during a fifth grade quarter class will be engaged in lessons aligning to the new Massachusetts Digital Literacy and Computer Science (DLCS) standards.

Human Resources

Submitted by Justin Williams, Assistant Director of Business and Human Resources

2018 Highlights

- 2018 saw a lot of changes in our admin team with nine (9) new hires!
- We upgraded to a new absence management system

New administrative hires in 2018 included High School Assistant Principal, Thomas Wright; Middle School Principal, Kathleen McCollum; Middle School Assistant Principal, Christopher Fleming; Florence Roche Elementary School Principal, Brian O'Donoghue; Florence Roche Elementary School Assistant Principal, Alison Sancinito; Early Childhood Coordinator, Christine Conway; High School Special Education Team Chair, Vanessa Black; and Elementary Special Education Team Chair, Kathleen Ryan. In addition to new members of the administrative team, we welcomed 18 Unit A staff members, 4 paraeducators, 2 cafeteria staff, 3 administrative assistants and a District BCBA.

The department has also implemented a new online absence management system with the goal of increasing the fulfillment rate for absent teachers and paraprofessionals.

Extended Day and Community Services

Submitted by Ms. Stasia Twomey, Director

2018 Highlights

- Began a partnership with Indian Hill Music to offer string instrument instruction in grades 3-8
- Continue to collaborate with Groton Senior Center
- Updated heating system and playground area

The Extended Day Program continues to see an increase in registrations with over 300 students attending all of the program sites this year. This growth has necessitated the after-school program to expand to an additional location in order to eliminate the waiting list and provide care for all families in need. The Extended Day Program also offered a Summer Camp during the month of August.

Community Education continues to offer residents in our area fun and informative adult classes ranging from pilates to ballroom dance and a variety of hands on courses. At Swallow Union, Community Education was very proud to sponsor 4th grade students in Once Upon a Mattress. More than twenty 4th grade students rehearsed several times a week to bring this play to family, friends and the community. Community Education is thrilled to announce our new partnership with Indian Hill Music, launching after-school string instrument programs for students in grade 3 through 8. This year we have also worked closely with the Groton Senior Center offering free pickle ball and walking programs for seniors and our community throughout the week. In addition to these new partnerships, we continue to offer several new classes for middle school and elementary students including Tennis, Minecraft and before school Games and Robotics! These along with old favorites like flag football and chess club help give our students in grades K through 8 many options for after school and weekend fun.

As we look for a variety of ways to expand our programming, community input is always encouraged and welcomed. Find us on the Groton-Dunstable Community Education Facebook page for updates, course offerings and to share your ideas!

Groton-Dunstable Regional High School

Submitted by Mr. Michael Woodlock, Principal

2018 Highlights

- 92% of our Graduating Seniors went on to a post-secondary academic opportunity. 86% of the class of 2018 went to a four-year college/university, 6.5% to a two-year college/university, 6% went on to employment, and 1.5% enlisted in our nation's armed services.
- We had 370 Advanced Placement (AP) Tests taken. 85% of the tests taken earned a three or better which is the standard to receive college credit. 23% scored a 5 which is the highest score possible including an amazing 19 of 20 in AP Calculus BC.
- We met our goal of expanding service opportunities for students. We established a Service Learning class which will run again in the spring of 2019. We created and are now expanding bi-annual student trips to work at Camp Sunshine in Casco, Maine. We

successfully piloted a student trip to volunteer at *Give Kids the World Village* in Kissimmee, Florida and have already filled our second trip for November, 2019.

- Extra-Curricular opportunities are flourishing at the high school with a large majority of students participating in clubs, activities, the arts, and athletics. In addition to many awards and distinctions in the arts our volleyball team was crowned as State Champions in the fall. This is the sixth state championship in school history.

Groton-Dunstable Regional High School continues to achieve academic results consistent with the best high schools in the state. This year we continued to grow and remained among the best in standardized testing including MCAS, Advanced Placement, ACT and SAT scores. At GDRHS we also recognize that there is much more to our students than positive test scores. 2018 has brought many new and improved opportunities to our students and our students have not missed the chance to capitalize on them.

With our guiding Core values of Respect, Balance, Perseverance and Integrity at the core of our decision making and goal setting we must be cognizant of not only building strong academic minded students but students who are well-rounded and who are developing skills that will serve them well when they leave this building. We have a rich tradition in athletics and the arts which has robustly continued this year. As evidenced by the amazing performances and displays in our annual fine arts festivals and drama productions to impressive numbers of student athletes who work tirelessly to compete at the highest levels we are proud of the character that the hard work and dedication associated with these endeavors instills in our students.

The staff has undertaken a great deal of effort in making GDRHS as inclusive as possible. By committing to a Universal Design for Learning (UDL) the staff has made drastic improvements in and out of the classroom. Collectively, we have and continue to seek out ways we can adjust our practice, schedule, program of studies, and decision making to include and reach all students. Through the collective efforts of all involved we are working to create even more opportunities for the 2019-2020 school year.

Groton-Dunstable Regional Middle School

Submitted by Ms. Kathi McCollum, Principal

2018 Highlights

- The entire staff has renewed a focus on writing across the curriculum.
- We are focused on the social emotional needs of our students by creating Positive Behavioral Intervention and Support (PBIS) systems and receiving professional development in Responsive Classroom.

The Groton Dunstable Regional Middle School faculty has been very busy over the first half of the 2018-2019 school year!

Writing Across the Curriculum: Teachers in every discipline have worked to implement increased and focused opportunities for writing. Students are learning how to express their understanding, defend their thinking and reflect on their own learning throughout the school day. Teachers, curriculum supervisors and building administrators have met monthly to look at student writing and to define success criteria for writing in each of the curricular areas. We believe, as a faculty, that writing improves communication skills, helps students review and

remember recently learned material, helps educators assess student learning, encourages creativity and exploration and finally, is essential for self-understanding.

Curriculum Exploration and Implementation: Teachers in grades 5 and 6 are continuing their study and unit implementation of the Lucy Calkins reading program. 5th grade ELA and Social Studies teachers are implementing cross curriculum units of ELA and SS to make both content areas more connected for students. Science teachers in 5th grade are exploring new science programs to be implemented in 2019-20. Science teachers in grades 6-8 are continuing to implement the Stemsopes curriculum to fully align to the new Massachusetts STE (Science and Technology/Engineering) Framework. In addition, there is a new Project Lead the Way, Gateway program partially funded through a grant by Mass STEM Hub and supported by WPI (Worcester Poly Tech) that introduces Engineering and Technology to students in grades 6-8 and aligns with the STE Frameworks. Teachers in grades 5 through 8 are exploring changes in the Massachusetts History and Social Science Frameworks. Over the next few years, each of these grades will shift to the new State curriculum.

Inclusive Practices: Over the course of four half days, the faculty has been and will continue to explore inclusive teaching practices. According to the Every Student Succeeds Act of 2015, a multi-tiered system of supports are imperative. We believe that all students are capable of grade level learning with adequate support. In September, faculty explored strategies for student Self-Assessment and Reflection; in December they explored strategies for implementing effective student Discussions; in February the faculty will explore strategies for effectively Scaffolding instruction for all students; and, in May the faculty will explore strategies for using Feedback effectively during teaching and learning.

Data and Intervention: Grade level teams of teachers, curriculum supervisors and building administrators have met at least monthly this year to discuss student achievement by focusing on data. Data such as MCAS scores, student writing, i-Ready, and content assessments have been reviewed with the intention to inform teaching and possible needs for intervention. Each grade level team has endeavored to implement 'WIN' What I Need during their FLEX blocks. Students that have needed ELA or Math intervention to support their continued achievement have been able to work in small groups with teachers during this additional teaching time. Students that have not needed this intervention have had the opportunity to expand their learning in areas across the curriculum.

Special Education: The Special Education teachers have had, and will continue to have opportunities to work with the ELA and Math Curriculum Supervisors this year to develop their understanding of these curricular areas and effective approaches to supporting student achievement. In the near future, Special Education and General Education teachers will spend time together to improve effectiveness of our Co-Teaching model of instruction. Para educators are attending monthly mini training sessions on a variety of topics, such as working to develop student independence in ELA and Math and guiding student motivation and behavior.

Integrated Arts: During many of the half days this school year, all students have had opportunities to sign up for a wide range of Exploratory Integrated Arts one time sessions. The range of offerings was amazing and stretched curriculum in all IA areas.

PBIS: Work is continuing on implementing a school wide approach to a systematic Positive Behavior Intervention and Support. Greater emphasis on the PRIDE acronym has been

implemented to help faculty and students focus on Positivity, Respect, Integrity, Determination and Empathy. Students have been recognized quarterly by their peers and teachers for exemplary demonstration of these characteristics.

Responsive Classroom: Approximately one third of our teachers have embarked on a year long training in Responsive Classroom. This program provides an approach to teaching intended to create safe, joyful and engaging classrooms and school communities. Teachers will learn how to help students develop academic, social and emotional skills in an environment that is responsive to their strengths and needs.

Florence Roche Elementary School

Submitted by Mr. Brian O'Donoghue, Principal

2018 Highlights

- Increased focus on social emotional learning by implementing Morning Meetings, aligned to a program called Responsive Classroom
- Our 4th graders are applying their creative communication and collaboration skills through the weekly video production of the *FloRo News Report* that is shared with our school community.

During the 2018 school year, we have continued to focus on developing our students' thinking and communication skills. The academic curriculum is centered around literacy and mathematics instruction through a workshop model. This model promotes opportunities for students to develop independence while also requiring them to collaborate with peers. Teachers have participated in ongoing professional development to support their learning and growth with the workshop model.

In addition to our academic curriculum, students are also supported in their social and emotional learning. Each classroom begins the day with a structured morning meeting that presents students with opportunities to be greeted, build community, and learn about each other. Feedback from students regarding their morning meeting experience is positive and reinforces the need for all students to feel welcomed and connected at school.

We are excited about new program options for students at Florence Roche this year. We hired two special education teachers with experience in providing students with specialized instruction in the areas of literacy as well as social and emotional learning. Additionally, we created an innovation and creativity class for all students that is aligned with the Massachusetts Digital Literacy and Computer Science Standards. Students are experiencing the engineering process and learning about coding and robotics among many other innovative lessons. Our 4th graders are applying their creative communication and collaboration skills through the weekly video production of the *FloRo News Report* that is shared with our school community.

Our School Improvement Plan goals are aligned with the District's overarching goals specifically in the areas of student performance and educational environment. Although we were recognized by the Massachusetts Department of Elementary and Secondary Education as a school of high achievement from the spring of 2018 MCAS data, we still have work to do. A goal is for all students to demonstrate significant growth including our subgroups of students. Our other improvement goals address the educational environment for students. These goals focus on

positive community building for both students and staff and improving instruction using the framework of universal design for learning (UDL).

We are fortunate to have the support of our parents and the greater Groton and Dunstable communities. Our parent volunteers are valuable contributors to the daily school program. The Florence Roche PTA and the Groton Educational Foundation provide grant opportunities that enrich the educational experience of our students.

Swallow Union Elementary School

Submitted by Mr. Peter Myerson, Principal

2018 Highlights

- We continued our commitment to enhance our Reader's and Writer's Workshop model, promoting our new math program, Eureka, and our ongoing communication with parents and school community.
- We instituted a daily WIN Block (What I Need). This time is used to help our students grasp a better understanding of concepts that may difficult.

In 2018, our staff of well trained professionals continued to be eager to learn new teaching strategies to enhance their daily instruction. We are proud of the many accomplishments throughout our 2018 school year. We continue teaching and carrying out the importance of community service through our food, present, and clothing drives. Lastly, we are very proud of our students' accomplishment on the MCAS Assessment. We were recognized by the state for our high achievement on this Assessment.

Currently, we have developed a School Improvement Plan, that aligns with our districts overarching goals. We will be focusing on: Community outreach and communication, Student Performance, and Resources infrastructure and educational environment. We will monitor these goals on a yearly bases with our School Council.

This year we are in our second year of our daily WIN Block. It has been highly effective as we have been able to support students who need the extra attention in certain curriculum areas. Also, we are fortunate to have established a new weekly special for our students. Our students now attend a technology innovation class that is aligned with the Massachusetts Digital Literacy and Computer Science Standards. It has been a wonderful addition to our curriculum and will help our students with technology skills that will help them in the future. Lastly, we have fully implemented our new PBIS (Positive Behavior Interventions and Supports) program for our students. We have striving to have common language and expectations for our student behavior. We are looking forward in examining how this program has benefited our students.

Boutwell Early Childhood Center

Submitted by Chrissy Conway, Director of Boutwell Early Childhood Center

2018 Highlights

- Support our youngest learners in social emotional learning and behavior through the Pyramid Model.
- Boutwell has a new playground that improves the safety and aesthetics of the outdoor play area.

This year, the Boutwell has continued to focus on promoting social and emotional competence in students through implementation of The Pyramid Model for Supporting Early Childhood PBIS. The Pyramid Model for preschool is a multi-tiered application of PBIS that emphasizes: Building Relationships; Creating Supportive Environment; Social-Emotional Teaching Strategies; Targeted Behavior Support Planning; and Culturally Responsive Practices.

During the 2018-2019 school year, Boutwell staff have prioritized alignment of school environment, curricula and practices with the Massachusetts Curriculum Frameworks for Pre-Kindergarten by collaboratively planning integrated thematic units that balance child-initiated and educator-selected activities that maximize children's learning. Interdisciplinary thematic units promote connections across the curriculum over time. Early language and literacy skills, which provide the foundation for later learning, are embedded in all activities. Al's Pals social/emotional program, Lively Letters early literacy program, and Handwriting without Tears support children in developing essential foundational skills and knowledge.

REPORT OF THE GREATER LOWELL TECHNICAL HIGH SCHOOL DISTRICT

2018

The Greater Lowell Technical High School Committee meets in the Administrative Office (Room 2260), 250 Pawtucket Boulevard, Tyngsboro, Massachusetts. Meetings are public and district residents are welcome to attend. School Committee and sub-committee meeting schedule, past meeting minutes, and the current fiscal year budget are listed on the school's web site at www.gltech.org.

ELECTED SCHOOL COMMITTEE MEMBERS

| | | | |
|-------------------|--------------------|-------------------|--------------------|
| Matthew Sheehan | Dracut-Exp.2022 | Raymond J. Boutin | Lowell-Exp.2020 |
| Paul E. Morin | Dracut-Exp.2020 | George W. O'Hare | Lowell-Exp.2022 |
| Kempton P. Giggey | Dunstable-Exp.2022 | Curtis J. LeMay | Lowell-Exp.2020 |
| Fred Bahou | Lowell-Exp.2022 | George A. Tatseos | Tyngsboro-Exp.2022 |

MISSION STATEMENT

Greater Lowell Technical High School commits to ensure students' readiness for career, college, and citizenship in the 21st century. We challenge and support students as they realize their individual potential for personal and professional success.

STUDENT ENROLLMENT CHARACTERISTICS

- 66.3% high needs students which is 16.6% higher than the state average of 49.7%.
- 45% economically disadvantaged students which is 13% higher than the state average of 32%.
- 21.3% students with disabilities which is 3.6% higher than the state average of 17.7%.

STUDENT SUCCESS INDICATORS

- MCAS passing rate of 97% in ELA, 91% in math, and 93% in science.
- MCAS Advanced/Proficient rate of 91% in ELA, 69% in math, and 65% in science.
- Graduation rate of 96.1% which is 7.8% higher than the state average of 88.3%.
- Graduation rate of 85.7% for students with disabilities which is 12.9% higher than the State average 72.8%.
- Dropout rate of 0.5% which is more than three times lower than the state average of 1.8%.
- Retention rate of 0.9% which is less than the state average of 1.2%.
- 38% of the Class of 2018 (190 students) were employed in their career major at graduation through the school's Cooperative Education program.

VOCATIONAL TECHNICAL EDUCATION PROGRAMS

Greater Lowell Tech offers high school students a career focused education in 23 diverse vocational technical programs organized into the following four occupational clusters: Construction Technology, Transportation/Manufacturing, Personal Services, and Technology. Each of the 23 programs are supported by an Advisory Committee comprised of business and industry partners that meet twice per year to make recommendations on program improvements and assist with identifying student employment opportunities.

ADULT PRACTICAL NURSING AND POSTSECONDARY PROGRAMS

The Practical Nursing Program is a 40-week, full-time, postsecondary course that includes both classroom and clinical instruction in acute and sub-acute local healthcare facilities. After completing the program, graduates are eligible to take the National Council of Licensing Examination to become a Licensed Practical Nurse. The (unofficial) first time attempted pass rate for the class of 2018 is 91%. To accommodate diverse schedules, both a daytime and an evening/weekends division are offered. The Placement Director reported that 90% of the graduates were placed in employment as of the spring of 2017. Greater Lowell also offers a variety of adult continuing education courses in the area of health career training, computer training, introductory courses for the basic trades, and continuing education courses for electricians and plumbers to prepare for their Journeyman or Masters Exams. Personal enrichment courses are also offered for those interested in improving job skills, changing careers or simply pursuing a leisure-time interest. More than 573 adult students took postsecondary courses during the past school year. All students earn certificates of completion and can obtain State or National Certifications, if applicable.

FINANCES

Revenue

2017/2018

1. Excess and Deficiency

\$718,476

2. Assessments

Includes Minimum Contributions Transportation, and Debt Service (Building Project)

Dracut

\$5,042,466

Dunstable

\$179,724

Lowell

\$8,568,862

Tyngsboro

\$1,355,242

Total

\$15,146,294

3. State Aid

Chapter 70

\$25,027,501

Transportation

\$1,059,208

Total State Aid

\$26,086,709

TOTAL REVENUE

\$41,951,479

Expenses:

1. Operating

Instruction

\$19,369,460

Plant

\$3,766,461

Fixed Charges

\$8,659,201

Administration

\$2,558,864

Other Services

\$5,651,641

Programs w/other Districts

\$177,832

OPEB

\$200,000

Debt Service (Building Project)

\$1,568,020

TOTAL EXPENSES

\$41,951,479

REPORT OF THE CONSERVATION COMMISSION 2018

The Dunstable Conservation Commission meets on the second and fourth Monday of each month at the Town Hall, starting at 6:30pm. Meetings are open to the public.

The Conservation Commission serves the community as a state mandated regulatory agency, which enforces MGL Ch. 131 Section 40 (The Wetland Protection Act) while also promoting the conservation and sustainable use of Dunstable's natural resources. In addition to its responsibility under the state statute, the Commission has similar responsibilities as set forth in the Dunstable General Wetlands Bylaw.

Under the Wetlands Protection Act and the Town Bylaw, the following actions were taken in the calendar year 2018:

| | |
|--|----|
| Abbreviated Notice of Resource Area | |
| Delineation (ANRAD) hearings/continuations | 0 |
| Notices of Intent hearings/continuations | 7 |
| Requests for Determination/continuations | 5 |
| Wetland Bylaw Hearing | 0 |
| Certificates of Compliance | 1 |
| Building Permits | 16 |
| Occupancy Permits | 7 |
| Site Visits | 27 |
| Demolition Permits | 0 |
| Enforcement Orders/Violations | 0 |

The Conservation Commission would like to thank Marilyn Pike for her service to the Town. Marilyn served over thirty years on the Conservation Commission, many as Chair.

Members welcomed resident Tara Alcorn who joined the Conservation Commission in 2018.

In June of 2018, the Commission completed their purchase of the Kendall Cranberry Bog located on High Street. Voted at Town Meeting, the Town was reimbursed for the purchase by a state LAND grant of \$120,000, with an additional \$70,000 coming from Conservation timber money and \$10,000 of Community Preservation Act funds, about one-third of which was state matching money.

The Division of Conservation and Recreation approved the Town's updated Open Space & Recreation Plan. This plan took the better part of a year to complete and is good through 2025.

The Conservation Commission conducted mowing of the Unkety Wood Preserve on Woods Court and the Arch Bridge Conservation area.

The Conservation Commission supported the Lake Massapoag Rod and Gun Club's request for Community Preservation Act funding to treat invasive plant species in Lake Massapoag. They also sent a letter in support of the Wild and Scenic River Designation of the Nashua River.

Members worked with many Eagle Scout candidates in 2018. Projects included bat houses on Spaulding Proctor and trail clearing, water bars and a parking area on Blanchard Hill (off Sky Top Lane)

The Conservation Commission agreed to be the holders of a Conservation Restriction on a portion of Bear Hill Estates.

For information about the Conservation Commission, please go to the town website at www.dunstable-ma.gov

Useful Information

The Commission would like to remind everyone that we do not allow motorized vehicles on Conservation properties.

Dogs must be kept leashed at all times on Conservation Commission properties

One sometimes hears that Dunstable is “closed to hunting”. This is not the case. Dunstable does have a “discharge of firearms” bylaw. One must have the written permission of the landowner in order to discharge a firearm. As a matter of practice, neither the Town, nor the Dunstable Rural Land Trust grants such permission for land they control. Bow hunting and fishing are permitted unless the property is posted. State property (Massachusetts Division of Fisheries & Wildlife) is governed by separate rules; please check their website at <http://www.mass.gov/dfwele/dfw/>

Questions sometimes arise with regard to the operation of snow vehicles and recreation vehicles. Residents may wish to refer to Massachusetts General Law Chapter 90B, Section 26, paragraph (e): “No person shall operate a snow vehicle or recreation vehicle on privately-owned property unless...the operator has in his possession...a document, signed by the owner...authorizing operation of such vehicle...”. “No person shall operate a snow vehicle or recreation vehicle on publicly-owned property except on trails marked and designated for use by such vehicles, or without the express permission of the owner.”

Respectfully,

Jeff Haight - Chairman
Juan Amodei
Alan Chaney

Leah Basbanes
Kieran Meehan
William Moeller

Tara Alcorn
Cheryl Mann-Administrative Assistant

REPORT OF THE PLANNING BOARD 2018

To the Citizens of the Town of Dunstable, this is the 2018 Annual Report for the Dunstable Planning Board.

The Planning Board would like to remind residents that many of the roads in Dunstable have been designated as scenic roads. According to M.G.L. Chapter 40, Section 15C, “after a road has been designated as a scenic road any repair, maintenance, reconstruction, or paving work done with respect thereto shall not involve or include the cutting or removal of trees, or the tearing down or destruction of stone walls, or portions thereof, except with the prior written consent of the Planning Board.....”. If you have any questions, please call the office (978) 649-4514 x230.

The Planning Board generally meets at 7:30pm on the 1st and 3rd Mondays of each month, or as required. The public is welcome at these meetings. There are five board members; three are required to conduct regular business.

George Basbanes agreed to stay on as representative on the Community Preservation Committee. Joe Vlcek and members of the Master Plan Committee finalized Dunstable’s Master Plan. The Planning Board voted to accept the plan that will go before residents at the May 2019 Annual Town Meeting.

Voters approved the following changes/additions to the Town of Dunstable’s Zoning Bylaw:
Changes to the following sections: 28 and 28.3

Adding new SECTION 30. RECREATIONAL MARIJUANA

You can find the bylaw, in its entirety, on the Town of Dunstable’s website.

The Board held a hearing in May and approved Stormwater Management Regulations.

In 2018, the Board worked on an Adult Entertainment Bylaw that they hope to bring to the Annual Town Meeting in May of 2019.

Member Eric McKenzie left the Planning Board in May 2018. The Board would like to thank him for his service to the Town. Henry Fontaine joined the Planning Board in May.

The Planning Board notes the following activities during 2018:

| | | | |
|--|---|-------------------------|----|
| Plans not requiring subdivision approval | 2 | Building Permits signed | 19 |
| Definitive Hearings/continuations/mod. | 0 | Zoning Hearings | 1 |
| Scenic Road Hearings/continuations | 3 | Fee Schedule Hearing | 0 |
| Preliminary Meetings/continuations | 0 | Subdivision Approvals | 0 |
| Special Permit Hearings/continuations | 9 | Rules and Reg. Hearing | 0 |

Respectfully Submitted,

Joshua Kelly, Chair

Joan Simmons, Vice Chair

Joe Vlcek, Clerk

Henry Fontaine, Member at large

George Basbanes, Member at large

Cheryl Mann, Administrative Assistant

REPORT OF THE CULTURAL COUNCIL 2018

The Dunstable Cultural Council is a local chapter of the Massachusetts Cultural Council. The Council's mission is to provide entertaining educational programs for the community of Dunstable. Each year, the council members re-appropriate state funds provided to Dunstable for programs in the arts, sciences, and humanities for the benefit of our townspeople.

Each year the Dunstable Cultural Council members meet in November to review all of the upcoming year grant applications. They vote on which grants to fund that will benefit all of the members of our community. The grants include programs for children, seniors and the entire community.

To become a member, a current DCC member can submit candidates to the Board of Selectman for appointment. People interested in becoming a member of the DCC can write to the DCC at: culturalcouncil@dunstable-ma.gov

Members: Council Chair, Claudia Novak, Secretary Lisa Ann Wright, Donna Stram, Laura Tully-Rothman, Lori Pestana, Nancy Curran, Consuelo Walker and Carlton Chin.

The following is the annual report completed by the Dunstable Cultural Council for 2018-19.

Dunstable Cultural Council

Date annual report completed: 12/30/2018

LCC Account Form

| | |
|---------------------------|------------------|
| Submitted on: | 10/17/2018 |
| Municipal fiscal officer: | Lorraine Leonard |
| Council representative: | Claudia Novak |

| | |
|---|------------|
| Account Balance Beginning of Period (7/1/2017): | \$2,973.98 |
| State Revenue (FY2018 Allocation): | \$4,400.00 |
| Other Revenues: | \$0.00 |
| Total Revenues: | \$4,411.85 |
| Total Expenditures: | \$3,489.35 |
| Account Balance End of Period (6/30/2018): | \$3,896.48 |
| Local Revenue/Interest in Account Balance: | \$158.41 |

Amount Available for Granting

| | |
|--|--------------|
| Account Balance End of Period (6/30/2018): | \$3,896.48 |
| Total Expenditures from 7/1/2018 to 9/17/2018: | — \$3,710.00 |
| Total Pending Expenditures (Encumbered funds): | — \$100.00 |
| Additional Local Revenue/Interest 7/1/2018 to: N/A | + \$0.00 |
| Available Remaining Balance: | = \$86.48 |
| Locally Raised Funds/Interest: | — \$0.00 |
| Administrative Funds for 2019: | — \$186.48 |
| FY2019 Allocation: | + \$4,500 |
| Amount Available for Granting in FY2019: | = \$4,400 |

Voting Meeting: 12/8/2018

Voting Meeting Attendance:

| | |
|-----------------|---------|
| Carlton Chin | Present |
| Claudia Novak | Present |
| Consuelo Walker | Present |
| Donna Stram | Absent |
| Laura Rothman | Present |
| Lisa Wright | Present |
| Lori Pestana | Present |
| Nancy Curran | Present |

Denial Letter Postmark: 12/13/2018

Last date of Community Input: 6/13/2018

Total granted in FY2019 : \$4,400

REPORT OF THE WATER COMMISSION 2018

To the Water Users and Citizens of the Town of Dunstable, this is the 2018 Annual Report for the Dunstable Water Department (DWD). The Board would like to remind residents that they can learn more about the Water Department through the DWD's page on the town's website www.dunstable-ma.gov. In addition to our Rules and Regulations, forms, upcoming agendas and meeting minutes, there are additional links that should answer your questions and guide you in better understanding our system.

The Dunstable Water Department would like to thank David Tully, Jr. for his years of service and hard work as the Water Superintendent. His dedication kept the water system functioning for many years. The department would also like to thank Associate Member David Hardman who served as our water operator for over 20 years. Starting in 2018 the DWD was required by the Massachusetts Department of Environmental Protection (DEP) to hire a water operator. The current water operator is Small Water Systems Services (SWSS). The current operator has performed a number of tasks on our system, including testing of backflow preventers. Hydrants are scheduled to be flushed; all of which is part of our yearly maintenance program.

DEP comes to Dunstable every so often to evaluate our procedures, check the system, and review paperwork. As part of DEP's oversight of the water system, DWD has entered into an Administrative Consent Order with Penalty (ACOP) with DEP. The ACOP and amendments are on the department's page of the town's website. Part of this mandated work includes the replacing of the corroded hydropneumatic tanks as well as resolving several other related system issues. To that end the Board of Water Commissioners is working on putting forward a Water Infrastructure Project along with the Town Administrator, DEP, and the department's engineering firm Wright-Pierce. All parties have been working diligently on the project and hope to present it to the public soon for approval and funding.

The Dunstable Water Department would like to remind residents on **Town Water** of our policy on delinquent accounts. The Rules and Regulations state, "Water may be shut off for non-payment of bills or disregard of rules." Invoices w/interest are mailed monthly to late accounts. Each spring, three "Shut off Notices" are sent (by mail, by certified mail and hand delivered by the Constable) to inform residents that their water may be shut off in May/June.

Any water customer that would like to be notified when the department experiences an interruption in service, emergency or important notifications are urged to send their e-mail address to: sbresnick@dunstable-ma.gov

Questions? Please feel free to contact us at 978-649-4514 ext. 249. Our office hours are: Monday thru Thursday 8 am until 4 pm and Fridays 8 am until 1 pm. The Board of Water Commissioners generally meets the 4th Tuesday of the month. But that schedule varies as needed. The public as always is invited. Thank you for your continued support.

Respectfully,

Karl Huber - Chair

Scott Wilkins – Commissioner

John O'Brien – Commissioner

Susan Bresnick – Department Assistant

NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS 2018

The Northern Middlesex Council of Governments (NMCOG) was established in 1963 under Chapter 40B of the Massachusetts General Laws and is one of thirteen (13) regional planning agencies in the Commonwealth. NMCOG serves nine communities in the Greater Lowell area, including Dunstable, and provides professional technical assistance in the areas transportation, economic development, emergency management, land use, community development, permitting, smart growth, housing, historic preservation, open space and conservation, geographic information systems (GIS), pre-disaster mitigation and emergency response, and environmental protection. The Council's governing body is comprised of a chief elected official, Planning Board member and alternate from each member community.

The agency strives to bring a regional and interregional perspective to all areas of planning and resource management by fostering cooperative efforts between municipalities and encouraging collaboration between the public and private sectors. NMCOG promotes the interests of the local communities at the state and federal levels, and often acts as a liaison between the municipalities and other levels of government. The Council maintains a staff of professional planners and technicians to assist in developing and implementing its policies. The Council meets monthly (usually the third Wednesday of each month) at 40 Church Street, Lowell, and all meetings are open to the public. Each NMCOG member community pays an equal per capita assessment, which is used to provide the local match for various State and Federal grant funding programs. The Council's annual budget includes \$81,970 in local assessments, of which \$910 represents Dunstable's share.

NMCOG devotes a large share of its resources to transportation issues. Over the past year, the Council assisted the Town in planning for improvements along the Route 113 corridor and in implementing the Town's pathway project along Main Street. NMCOG undertakes an annual traffic counting program, collecting over one hundred counts at various locations throughout the region. Many of these counts are conducted within the Town of Dunstable. The count data is incorporated into a traffic count book and map that is distributed to local officials. Traffic count data is also available on the Council's web site at www.nmcog.org.

NMCOG is working with Dunstable and other communities throughout the region on initiatives to regionalize and collaborate on the delivery of certain municipal services. This project is funded by the Massachusetts Department of Housing and Community Development (DHCD), using funds made available by the legislature under the District Local Technical Assistance (DLTA) Program. The DLTA projects include analyzing opportunities for regional procurement of goods and services, improving 911 dispatch services, and identifying areas in which communities can work together collaboratively in addressing stormwater management issues. Toward this end, the Northern Middlesex Stormwater Collaborative has focused on preparing for new stormwater permit requirements that will soon be imposed by U.S. EPA. NMCOG staff provides ongoing support to the Collaborative, which includes thirteen communities, including Dunstable.

NMCOG staff has assisted the Town in updating its Housing Production Plan through the use of State funds. A Housing Production Plan contains a strategy for creating affordable housing for low and moderate income residents. Having an approved plan in place gives communities that are under the 10% threshold of Chapter 40B, but are making steady progress in producing affordable housing on an annual basis, more control over comprehensive permit (40B) projects. NMCOG staff have also assisted the Town in updating its Master Plan which was finished and completed this year. In all the value that is provided to the Town through NMCOG is substantial and the Town looks forward to working with NMCOG again this upcoming year.

Respectfully submitted:

James E. Tully, Councilor, Dunstable Board of Selectmen

REPORT OF THE PARKS & RECREATION COMMISSIONS 2018

Dunstable maintains two boards dedicated to the maintenance of public park spaces and supporting the use and enhancement of recreational activities and facilities. The Parks Commission has served the town for 108 years. Primary responsibilities of the Parks Commission include landscaping and maintenance of the Town Common, Dunstable Fields located behind Swallow Union School, and Larter Family Memorial Field. These facilities include the recently installed playground, four baseball diamonds, soccer fields, and the tennis courts.

The Recreation Commission focuses on the scheduling of the athletic fields and working with the Groton Dunstable Youth Soccer league to promote athletic opportunities for Dunstable's youth. Recreation also works to identify new recreational opportunities for the town's populace. Youth and adult lessons in the summer were again held at the town's tennis courts.

The Parks and Recreation Commissions meet on a monthly basis and frequently in joint session as many of the activities of the commissions are mutually supportive of each other.

The Parks and Recreation Commissioners have been very active in 2018. The commissioners met monthly and have worked on a variety of improvements for the town and are actively making plans for more improvements. Significant accomplishments in the past year include:

- Enhanced the Swallow Union Playground by adding tire-swing, installing a platform and fence at the top of the slide, and adding a railing for the granite stairs.
- The out of date playground equipment at Swallow Union was removed.
- The tennis courts surface was professional cleaned.
- The Larter Field signs were replaced including the entrance sign and the two patron guidelines signs adjacent to the parking lot.

The Parks Commissioners works with the private volunteer Summer Concerts Committee to ensure the Town Common is prepared for the concert series.

The Commissioners would like to thank the Town staff and various committees and boards for supporting our core missions of maintenance of public park spaces and providing recreational activities and facilities for the town's people.

Respectfully Submitted for Parks,
David Greenwood, Chair
Philip DeNyse
Tiffany Naughton

Respectfully Submitted for Recreation,
Tiffany Naughton, Chair
Derek Bernard
Jeffery Hastings
Brian Locapo
James Tully

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE 2018

The Community Preservation Committee is a nine-member board with six members designated as representatives for one year from other boards and three members-at-large appointed for three year terms by the Board of Selectmen. The Committee holds one formal hearing annually and otherwise meets as needed. Requests for funding are accepted throughout the year, but must be voted at Town Meeting.

The Town of Dunstable adopted the Community Preservation Act in 2006. Funds are raised by the town through a 3% surcharge on local property taxes and are matched by the state up to 100%. The state match of 49.26% was received in November 2018, resulting in a deposit of \$129,733 into our CPA account.

The following requests were submitted for funding for FY 2018:

\$2500 from the CPA Historic Reserve Fund for the Restoration of the Central Cemetery Wall Tomb Repair.

\$45,000 from Undesignated CPA funds for the Exotic, Invasive Weed Treatment and Management Plan for Lake Massapoag Preservation. This project was a joint effort with funding also coming from the Tyngsborough CPC and from the Lake Massapoag Rod and Gun Club.

\$120,000 from the Open Space Reserve Fund and Undesignated Fund for purchase of a Conservation Restriction on a 12-acre field across from the Frye (Fletcher) Homestead on Route 113. Additional funding for this project came from the Timber Fund and all funding is contingent on a \$255,000 grant from the state LAND Program.

\$25,000 from CPA Historic Reserve Fund for the continuation of the Preservation of Town Hall Records Project that began in 2015.

The CPC voted to use Administrative Funds up to \$1000 for Legal Counsel to make additions to the MUD deed and \$2500 for Consulting Services, both requested by the Affordable Housing Committee. \$3500 was also voted for Consultation fees to NMCOC to complete a formal CPA Plan. Administrative funds may be voted by the CPC for Legal, Engineering, or Consulting Services without a Town Meeting vote. The Administrative Fund is allocated at ATM and may consist of up to 5% of the CPA budget.

Respectfully submitted,

Joan Simmons, Member at Large, Chair
Catherine Irzyk, Member at Large, Secretary
Susan Psaledakis, Member at Large
Alan Chaney, Affordable Housing Committee
Leah Basbanes, Board of Selectmen
Carol Bacon, Historic Commission
Tiffany Naughton, Parks Commission
George Basbanes, Planning Board
Kieran Meehan, Conservation Commission

REPORT OF THE ADVISORY BOARD 2018

The Advisory Board works with the Town Administrator, Town Accountant and the various boards and municipal departments to create the town budget and to evaluate new and ongoing initiatives. FY19 placed particular emphasis on the new curbside trash pickup program implemented by the Board of Health and the ongoing issues with the Water Department.

Looking to FY20, we'd like to thank Interim Town Administrator Mark Haddad for preparing our initial budget document. We welcomed our new Town Administrator Brian Palaia in early January and Mr. Palaia has 'hit the ground running'. We're working with Mr. Palaia, Town Accountant Lorraine Leonard, Assistant Town Administrator Jake Voelker, Town Treasurer/Collector Bonnie Ricardelli, and Town Assessor Vicki Tidman to update and refine the budget as needed.

One of the Advisory Board's goals for FY20 is to begin to wean the town off of using non-recurring revenue (Free Cash) to fund the operating budget. Dunstable used approximately \$133,000 of non-recurring revenue to balance the FY19 budget and the generally accepted view is that this is neither prudent nor sustainable.

Since, as of the submission of this report for publication, we're still in the early budgeting process, there is not much more that can be presented here regarding the FY20 budget. Look for our budget insert in the Town Report as well as our meeting minutes on the town web site to get our most up-to-date perspectives and recommendations concerning the FY20 town budget.

Advisory Board

Bob Nelson, Chair
Harold Simmons, Vice Chair
Leo Tometich, Secretary
Adria Fischer
Eric McKenzie
Kieran Meehan

REPORT OF THE BOARD OF ASSESSORS 2018

To the Honorable Board of Selectmen and the Townspeople of Dunstable:

The three members of the Board of Assessors are elected to a staggered three –year term. The Board meets on the 2nd Monday of each month at the Town Hall, 511 Main Street at 7:00pm.

The Board of Assessors is responsible for valuing real estate and personal property, processing motor vehicle excise taxes, processing statutory tax exemptions (for disabled veterans, elderly, and widows), and for setting the tax rate each year. Valuation sheets are available for public viewing in the assessors' office or at the library.

Items subject to personal property taxation include boats, livestock, business machinery, and unregistered motor vehicles. There is no tax on household goods. Taxpayers may appeal a real or personal property assessment by filing an abatement form with the board prior to February 1 of the year in question or 30 days from the mailing of the first actual tax bill. An abatement form may be obtained from the Board of Assessors office at the Town Hall.

Each year the Board of Selectmen conduct a public hearing and with the information provided by the Assessing Office, determine if they wish to shift a portion of the tax burden from the residential and open space properties to the commercial, industrial, and personal property owners through classification.

Anyone wishing a meeting with the Board should contact the office at (978)649-4514 ext. 227.

Board Members

Daniel Kennedy, Chairman
Brett Rock
Robert Ricardelli

Office Staff

Victoria L. Tidman, Assistant Assessor
Susan Bresnick, Administrative Assessor

F/Y 2019 TAX LEVY COMPUTATIONS

| | |
|----------------------------------|-----------------|
| Total amount to be raised | \$11,780,994.26 |
| Total receipts and other revenue | \$ 2,457,893.91 |
| Local tax levy | \$ 9,323,100.35 |

F/Y 2019 TOTAL VALUATIONS BY CLASS

| | <u>Parcels</u> | <u>Value</u> | <u>Levy %</u> | <u>Tax Dollars</u> |
|-------------------|----------------|----------------|---------------|--------------------|
| Residential | 1330 | \$ 529,663,750 | 96.9212 | \$9,036,063.58 |
| Commercial | 6 | 4,630,339 | .8473 | \$ 78,993.58 |
| Industrial | 17 | 3,160,600 | .5784 | \$ 53,919.84 |
| Personal Property | 39 | 9,034,194 | 1.6531 | \$ 154,123.35 |
| Total: | 1,392 | \$ 546,488,883 | 100.0000 | \$ 9,323,100.35 |

F/Y 2018 TAX RATE \$17.54 PER THOUSAND, ALL CLASSES

Levy Limit Components

| | |
|------------------|-----------|
| F/Y 2017 BASE | 8,392,642 |
| +2.5% | 209,816 |
| Allowable Growth | 170,614 |
| Subtotal | 8,773,072 |
| Debt Exclusion | 561,137 |
| Max Levy | 9,334,209 |

TREASURER'S REPORT

To the Selectmen & Citizens of the Town of Dunstable The Annual Report of the Treasurer for the Fiscal Year ending June 30, 2018

GENERAL ACCOUNT

| | | |
|-------------------------------|------------------|----------------|
| Cash on Deposit July 1, 2017 | \$1,692,407.64 | |
| Receipts During the Year | \$12,155,552.00 | |
| Interest Earned | \$8,608.36 | |
| Expenditures During the Year | -\$11,856,686.74 | |
| Cash on Deposit June 30, 2018 | | \$1,999,881.26 |

STABILIZATION FUND

| | | |
|-------------------------------|--------------|--------------|
| Cash on Deposit July 1, 2017 | \$266,983.26 | |
| Receipts During the Year | \$50,000.00 | |
| Interest Earned | \$3,470.53 | |
| Expenditures During the Year | | |
| Cash on Deposit June 30, 2018 | | \$320,453.79 |

CONSERVATION COMMISSION LAND FUND

| | | |
|-------------------------------|--------------|-------------|
| Cash on Deposit July 1, 2017 | \$3,967.20 | |
| Receipts During the Year | \$51,502.10 | |
| Interest Earned | \$120.39 | |
| Expenditures During the Year | -\$11,800.00 | |
| Cash on Deposit June 30, 2018 | | \$43,789.69 |

CONSERVATION COMMISSION TIMBER

| | | |
|-------------------------------|--------------|----------|
| Cash on Deposit July 1, 2017 | \$22,311.19 | |
| Receipts During the Year | \$47,781.76 | |
| Interest Earned | \$468.42 | |
| Expenditures During the Year | -\$70,000.00 | |
| Cash on Deposit June 30, 2018 | | \$561.37 |

SUBDIVISION ACCOUNTS

| | | |
|-------------------------------|------------|------------|
| Cash on Deposit July 1, 2017 | \$5,634.88 | |
| Receipts During the Year | | |
| Interest Earned | \$5.63 | |
| Expenditures During the Year | | |
| Cash on Deposit June 30, 2018 | | \$5,640.51 |

PERFORMANCE BONDS ACCOUNT

| | | |
|-------------------------------|--------------|--------------|
| Cash on Deposit July 1, 2017 | \$88,274.67 | |
| Receipts During the Year | \$150,000.00 | |
| Interest Earned | \$234.54 | |
| Expenditures During the Year | | |
| Cash on Deposit June 30, 2018 | | \$238,509.21 |

COMMUNITY PRESERVATION FUND

| | | |
|-------------------------------|---------------|--------------|
| Cash on Deposit July 1, 2017 | \$874,631.40 | |
| Receipts During the Year | \$363,917.36 | |
| Interest Earned | \$4,697.53 | |
| Expenditures During the Year | -\$425,612.00 | |
| Cash on Deposit June 30, 2018 | | \$817,634.29 |

CULTURAL COUNCIL FUND

| | | |
|-------------------------------|-------------|------------|
| Cash on Deposit July 1, 2017 | \$2,974.58 | |
| Receipts During the Year | \$4,400.00 | |
| Interest Earned | \$11.85 | |
| Expenditures During the Year | -\$3,489.35 | |
| Cash on Deposit June 30, 2018 | | \$3,897.08 |

HIGHWAY STABILIZATION

| | | |
|-------------------------------|-------------|-------------|
| Cash on Deposit July 1, 2017 | \$10,105.01 | |
| Receipts During the Year | | |
| Interest Earned | \$128.44 | |
| Expenditures During the Year | | |
| Cash on Deposit June 30, 2018 | | \$10,233.45 |

WATER STABILIZATION

| | | |
|-------------------------------|-------------|-------------|
| Cash on Deposit July 1, 2017 | \$50,340.02 | |
| Receipts During the Year | | |
| Interest Earned | \$639.89 | |
| Expenditures During the Year | | |
| Cash on Deposit June 30, 2018 | | \$50,979.91 |

53G Accounts

| | | |
|-------------------------------|--------------|-------------|
| Cash on deposit July 1, 2017 | \$12,602.42 | |
| Receipts During the Year | \$33,280.00 | |
| Interest Earned | \$15.25 | |
| Expenditures During the Year | -\$28,170.35 | |
| Cash on Deposit June 30, 2018 | | \$17,727.32 |

TAX TITLE ACCOUNT

\$0.00

WATER DEPARTMENT STOCK

| | | |
|----------------------------------|--|------------|
| AT & T and Comcast | | |
| Value of Stocks on June 30, 2018 | | \$5,463.17 |

Respectfully Submitted

Bonnie S. Ricardelli

Treasurer

TAX COLLECTOR'S REPORT
To the Selectmen & Citizens of the Town of Dunstable
The Annual Report of the Tax Collector for the Fiscal Year ending June 30, 2018

| Tax | Levy | Refund | Payment to Treasurer | Abatements Tax Title | Uncollected |
|----------------------------|----------------|-------------|-------------------------|-------------------------|-------------|
| Year 2018 | | | | | |
| Real Estate | \$8,826,776.59 | \$36,821.26 | \$8,750,640.01 | \$22,538.58 | \$90,419.26 |
| Personal Property | \$150,612.06 | \$4,533.96 | \$150,569.60 | \$4,533.96 | \$42.46 |
| MV Excise | \$569,212.72 | \$4,088.67 | \$514,624.78 | \$19,543.57 | \$39,133.04 |
| CPA | \$264,803.39 | | \$261,237.00 | \$1,279.39 | \$2,287.00 |
| Year 2017 | | | | | |
| Real Estate | \$114,114.82 | | \$83,466.07 | | \$30,648.75 |
| Personal Property | \$26.39 | | \$0.00 | | \$26.39 |
| MV Excise | \$100,108.28 | \$6,909.58 | \$95,241.34 | \$8,326.06 | \$3,450.46 |
| CPA | \$3,117.62 | | \$2,239.96 | | \$877.66 |
| Year 2016 | | | | | |
| Real Estate | \$41,908.22 | | \$24,316.80 | | \$17,591.42 |
| MV Excise | \$5,277.62 | | \$3,087.20 | | \$2,190.42 |
| CPA | \$1,192.51 | | \$713.35 | | \$479.16 |
| Year 2015 | | | | | |
| Real Estate | \$29,548.24 | | \$17,551.43 | | \$11,996.81 |
| MV Excise | \$1,436.99 | | \$118.96 | | \$1,318.03 |
| CPA | \$783.82 | | \$464.77 | | \$319.05 |
| Year 2014 | | | | | |
| Real Estate | \$5,693.30 | | \$1,009.60 | | \$4,683.70 |
| MV Excise | \$238.13 | | | | \$238.13 |
| CPA | \$140.52 | | | | \$140.52 |
| Year 2013 | | | | | |
| Real Estate | \$5,382.70 | | | | \$5,382.70 |
| MV Excise | \$610.94 | | | \$610.94 | \$0.00 |
| CPA | \$161.48 | | | | \$161.48 |
| Year 2012 | | | | | |
| Real Estate | \$2,151.86 | | \$1,924.43 | | \$227.43 |
| CPA | \$60.28 | | \$60.28 | | \$0.00 |
| Roll-Back Taxes | \$29,235.80 | | \$3,915.13 | \$25,320.67 | \$0.00 |
| Year 2011 | | | | | |
| Personal Property | \$0.00 | \$3,227.50 | | \$3,227.50 | \$0.00 |
| Year 2010 | | | | | |
| Personal Property | | \$3,898.75 | | \$3,898.75 | \$0.00 |
| TOTAL TAXES | \$9,911,180.71 | | \$9,911,180.71 | | |
| DEMANDS AND OTHER COSTS | \$11,050.00 | | | | |
| INTEREST | \$37,655.44 | | | | |
| TOTAL PAID | | | | | |
| TOWN TREASURER | \$9,959,886.15 | | | | |

Respectfully Submitted,
Bonnie S. Ricardelli
Collector of Taxes

REPORT OF THE TOWN ACCOUNTANT

To the Selectmen & Citizens of the Town of Dunstable

The Annual Report of the Town Accountant for the Fiscal Year ending June 30, 2018

TOWN OF DUNSTABLE, MASSACHUSETTS Combined Balance Sheet - All Fund Types and Account Groups as of June 30, 2018

ASSETS

| sh and cash equivalents | | | | | | | |
|---|--------------|--------------|------------|-----------|--------------|--------|--------------|
| estments | 1,384,449.03 | 1,044,546.46 | 287,124.96 | 64,614.56 | 1,070,427.48 | 500.00 | 3,851,162.49 |
| ceivables: | | | | | | | |
| Personal property taxes | 68.85 | | | | | | 68.85 |
| Real estate taxes | 160,950.07 | | | | | | 160,950.07 |
| Deferred taxes | | | | | | | - |
| Allowance for abatements and exemptions | (79,490.61) | 4,264.87 | | | | | (79,490.61) |
| Special assessments | | | | | | | 4,264.87 |
| Tax liens | | | | | | | - |
| Motor vehicle excise | 46,330.08 | | | 13,351.00 | | | 46,330.08 |
| Utility Charges | | | | | | | 13,351.00 |
| Total Assets | 1,512,307.42 | 1,048,811.33 | 287,124.96 | 77,965.56 | 1,070,927.48 | - | 3,997,136.75 |

LIABILITIES AND FUND EQUITY

| | | | | | | | | |
|--|--------------|--------------|--------------|-----------|--------------|----------------|--|----------------|
| liabilities: | | | | | | | | |
| Deferred revenue | | | | | | | | - |
| Real and personal property taxes | 81,528.31 | 4,264.87 | | | | | | 81,528.31 |
| Special assessments | | | | | | | | 4,264.87 |
| Tax liens | | | | | | | | - |
| Motor vehicle excise | 46,330.08 | | | | | | | 46,330.08 |
| Other excises | | | | | | | | - |
| Utility Charges | | | | 13,351.00 | | | | 13,351.00 |
| Due to other governments | 2,550.00 | | | | | | | 2,550.00 |
| Warrants payable | 141,145.28 | 10,235.75 | | 13,124.11 | | | | 164,505.14 |
| Accrued payroll and withholdings | 9,376.90 | | | | 263,365.12 | | | 9,376.90 |
| Other liabilities | | | | | | | | 263,365.12 |
| IBNR | | | | | | | | - |
| Bonds payable | | | | | | 1,180,000.00 | | 1,180,000.00 |
| Notes payable | | 120,000.00 | 580,000.00 | | | | | 700,000.00 |
| Vacation and sick leave liability | | | | | | | | - |
| Total Liabilities | 280,930.57 | 134,500.62 | 580,000.00 | 26,475.11 | 263,365.12 | 1,180,000.00 | | 2,465,271.42 |
| nd Equity: | | | | | | | | |
| Reserved for encumbrances | 38,483.11 | | | | | | | 38,483.11 |
| Reserved for expenditures | 151,152.92 | 30,799.65 | | 51,490.45 | | | | 181,952.57 |
| Reserved for continuing appropriations | | | | | | | | 51,490.45 |
| Reserved for petty cash | 50.00 | | | | | | | 50.00 |
| Reserved for snow and ice deficit | | | | | | | | - |
| Reserved for Debt Service | | | | | | (1,180,000.00) | | (1,180,000.00) |
| Reserved fund balance (Free Cash) | 471,847.00 | 582,168.12 | | | 504,430.07 | | | 1,558,445.19 |
| Undesignated fund balance | 569,843.82 | 301,342.94 | (292,875.04) | | 302,632.29 | | | 880,944.01 |
| Investment in capital assets | | | | 51,490.45 | 500.00 | | | 500.00 |
| Total Fund Equity | 1,231,376.85 | 914,310.71 | (292,875.04) | 51,490.45 | 807,562.36 | (1,180,000.00) | | 1,531,865.33 |
| Total Liabilities and Fund Equity | 1,512,307.42 | 1,048,811.33 | 287,124.96 | 77,965.56 | 1,070,927.48 | - | | 3,997,136.75 |

TOWN OF DUNSTABLE
STATEMENT OF REVENUE, BUDGET VS ACTUAL
July 1, 2017 - June 30, 2018

GENERAL FUND

**ACTUAL
RECEIPTS**

TAXES

| | |
|------------------------------|-----------------------|
| Personal Property Current | \$ 146,035.64 |
| Real Estate Current | 8,713,456.37 |
| Real Estate Prior | 128,268.33 |
| Rollback Taxes | 3,915.13 |
| Motor Vehicle Excise Current | 510,536.11 |
| Motor Vehicle Excise Prior | 92,254.61 |
| | <hr/> \$ 9,594,466.19 |

INTEREST

| | |
|---------------------------|--------------------|
| Interest on Property Tax | 34,966.27 |
| Interest on Motor Vehicle | 2,689.17 |
| Interest on Investments | 8,609.36 |
| | <hr/> \$ 46,264.80 |

LICENSES & PERMITS

| | |
|--------------------------------|---------------------|
| Driveway Permits | 750.00 |
| Cable T V | 195.00 |
| Raffle Permits | 30.00 |
| Firearms Licenses | 2,050.00 |
| Fire Permits | 7,900.00 |
| Building Permits | 60,071.41 |
| Gas Permits | 6,680.00 |
| Plumbing Permits | 5,770.00 |
| Electrical Permits | 15,790.00 |
| Planning Board Special Permits | 750.00 |
| Common Victullar | 75.00 |
| Street Opening | 1,300.00 |
| Trash Hauling | 250.00 |
| Solid Waste Sticker | 61,000.00 |
| Solid Waste Recycling | 2,516.81 |
| Dog Licenses | 3,051.00 |
| | <hr/> \$ 168,179.22 |

FINES & VIOLATIONS

| | |
|--------------------|-------------------|
| Non Criminal Fines | 1,000.00 |
| Court Fines | 3,372.50 |
| Library Fines | 8.55 |
| | <hr/> \$ 4,381.05 |

GENERAL GOVERNMENT***Selectmen***

| | |
|---------------------|----------|
| Rental Income | - |
| Other Miscellaneous | 1,095.71 |

Tax Collector-Treasurer

| | |
|-----------------------------|-----------|
| Demand Fees | 11,050.00 |
| R M V Surcharge | 1,380.00 |
| Municipal Lien Certificates | 2,450.00 |

Assessors***Town Clerk***

| | |
|-----------------------|----------|
| Certified Vitals | 1,011.00 |
| Business Certificates | 440.00 |
| Other Miscellaneous | 110.00 |

Planning Board

| | |
|------------------|--------|
| Application Fees | 300.00 |
|------------------|--------|

Board of Appeals

| | |
|-------------|--------|
| Filing Fees | 200.00 |
| Hearings | - |

| | |
|----|-----------|
| \$ | 18,036.71 |
|----|-----------|

PUBLIC SAFETY***Police Department***

| | |
|--------------------|-----------|
| Police Reports | - |
| R M V Violations | 15,592.31 |
| Sp. Duty Surcharge | 15,930.60 |
| Miscellaneous | - |

| | |
|----|-----------|
| \$ | 31,522.91 |
|----|-----------|

OTHER DEPARTMENTAL

| | |
|-----------------|-------|
| Board of Health | 45.00 |
|-----------------|-------|

| | |
|----|-------|
| \$ | 45.00 |
|----|-------|

STATE & FEDERAL RECEIPTS

| | |
|---------------------------------|------------|
| State Owned Land | 43,738.00 |
| Chapter 70 Education Aid | 2,961.00 |
| School Transportation Reimb. | 1,793.00 |
| Abate. for Elderly & Veterans | 8,556.00 |
| Unrestr. General Government Aid | 245,710.00 |
| Veteran's Benefits | 13,871.00 |
| Miscellaneous State Revenue | 27.50 |
| Federal Gas Tax Refund | 2,966.00 |

| | |
|----|------------|
| \$ | 319,622.50 |
|----|------------|

TOTAL REVENUES

| |
|-----------------|
| \$10,182,518.38 |
|-----------------|

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2017 - JUNE 30, 2018

| | | ACTUAL | BUDGET | FAVORABLE (UNFAVORABLE) |
|--|------------------|------------------|------------------|------------------------------------|
| GENERAL GOVERNMENT | | | | |
| TOWN ADMINISTRATOR | | | | |
| Salaries | | 80,167.65 | | 80,167.65 - |
| Other Purchased Services | 598.04 | | 500.00 | |
| Office Supplies | 233.15 | | 400.00 | |
| Dues & Subscriptions | 50.00 | | 400.00 | |
| Trainings & Meetings | <u>1,335.76</u> | | <u>2,000.00</u> | |
| | | 2,216.95 | | 3,300.00 1,083.05 |
| SELECTMEN | | | | |
| Salaries | | 1,724.10 | | 1,800.00 75.90 |
| Energy | 689.15 | | 200.00 | |
| Repair & Maintenance | 2,722.95 | | 2,691.88 | |
| Professional & Technical | 4,497.60 | | 8,247.60 | |
| Professional & Technical - Special Legal | 13,952.28 | | 11,033.37 | |
| Communication | 1,974.08 | | 1,200.00 | |
| Office Supplies | 146.87 | | 300.00 | |
| In State Travel | - | | 100.00 | |
| Dues and Memberships | 718.00 | | 900.00 | |
| Dues and Memberships - No Midd C of G | 5,756.92 | | 5,735.00 | |
| OPEB Study (Art. 3) | 3,500.00 | | 3,500.00 | |
| Stormwater Consulting Fees (STM10/14) | <u>11,281.63</u> | | <u>57,684.48</u> | |
| | | 45,239.48 | | 91,592.33 46,352.85 |
| FINANCE COMMITTEE | | | | |
| Dues & Memberships | | 135.00 | 150.00 | 15.00 |
| Reserve Fund | | - | 14,198.55 | 14,198.55 |
| Unpaid Bills | | 36.91 | 352.16 | 315.25 |
| ACCOUNTANT | | | | |
| Salary | 22,945.00 | | 22,945.00 | |
| Clerical | <u>9,876.43</u> | | <u>9,876.43</u> | |
| | | 32,821.43 | | 32,821.43 - |
| Professional Services | 3,442.63 | | 4,000.00 | |
| Office Supplies | 299.55 | | 500.00 | |
| In State Travel | 299.44 | | 500.00 | |
| Annual Audit | 14,000.00 | | 14,000.00 | |
| Dues and Memberships | <u>95.00</u> | | 300.00 | |
| | | 18,136.62 | | 19,300.00 1,163.38 |
| ASSESSORS | | | | |
| Salary | 900.00 | | 900.00 | |
| Associate Assessor | 29,171.00 | | 29,171.00 | |
| Clerical | <u>15,520.23</u> | | <u>13,489.00</u> | |
| | | 45,591.23 | | 43,560.00 (2,031.23) |
| Professional Services | 7,137.56 | | 8,350.00 | |
| Prof Serv - Prop Review Assessment | - | | 1,500.00 | |
| Communication | 81.89 | | 125.00 | |
| Office Supplies | 884.73 | | 870.00 | |
| In State Travel | 133.33 | | 200.00 | |
| Dues & Memberships | <u>125.00</u> | | 150.00 | |
| | | 8,362.51 | | 11,195.00 2,832.49 |
| TREASURER-TAX COLLECTOR | | | | |
| Salary | 60,966.00 | | 60,966.00 | |
| Certification Stipend | <u>1,000.00</u> | | <u>1,000.00</u> | |
| | | 61,966.00 | | 61,966.00 - |
| Professional Services | 14,351.64 | | 13,730.00 | |
| Communication | 3,809.73 | | 5,800.00 | |
| Office Supplies | 2,696.09 | | 1,550.00 | |
| In State Travel | - | | 247.00 | |
| Dues & Memberships | 100.00 | | 90.00 | |
| Other Charges | <u>181.48</u> | | 500.00 | |
| | | 21,138.94 | | 21,917.00 778.06 |

| | | | | | |
|------------------------------------|------------------|-----------|------------------|-----------|----------|
| LEGAL DEPARTMENT | | | | | |
| Professional Services | | 39,184.22 | | 39,184.22 | - |
| TOWN CLERK | | | | | |
| Salary | 33,167.00 | | 33,167.00 | | |
| Temp Help Wages | - | | - | | |
| Certification Stipend | <u>1,000.00</u> | | <u>1,000.00</u> | | |
| | | 34,167.00 | | 34,167.00 | - |
| Professional Services | 607.17 | | 700.00 | | |
| Communication | 341.76 | | 300.00 | | |
| Office Supplies | 2,038.77 | | 2,300.00 | | |
| In State Travel | 89.38 | | 300.00 | | |
| Dues & Memberships | <u>60.00</u> | | <u>150.00</u> | | |
| | | 3,137.08 | | 3,750.00 | 612.92 |
| DOG LICENSE PROGRAM | | | | | |
| Communication | - | | 150.00 | | |
| Supplies | <u>310.13</u> | | <u>400.00</u> | | |
| | | 310.13 | | 550.00 | 239.87 |
| ELECTION & REGISTRATION | | | | | |
| Election & Reg Stipends | | 1,207.75 | | 1,500.00 | 292.25 |
| Registrar Salary | | 200.00 | | 225.00 | 25.00 |
| Repair & Maintenance | 262.00 | | 600.00 | | |
| Professional Services | 3,000.00 | | 3,000.00 | | |
| Communication | 532.85 | | 2,500.00 | | |
| Other Supplies | <u>723.69</u> | | <u>900.00</u> | | |
| | | 4,518.54 | | 7,000.00 | 2,481.46 |
| CONSERVATION COMMISSION | | | | | |
| Clerical Wages | | 15,171.40 | | 16,104.57 | 933.17 |
| Professional Services | - | | 100.00 | | |
| Communication | 175.21 | | 150.00 | | |
| Office Supplies | 482.41 | | 175.00 | | |
| Other Supplies | 109.90 | | 155.00 | | |
| In State Travel | 51.54 | | 50.00 | | |
| Dues & Memberships | 583.00 | | 650.00 | | |
| Other Charges | <u>-</u> | | <u>125.00</u> | | |
| | | 1,402.06 | | 1,405.00 | 2.94 |
| PLANNING BOARD | | | | | |
| Clerical Wages | | 15,159.25 | | 16,551.00 | 1,391.75 |
| Professional Services | 443.50 | | 650.00 | | |
| Communication | 286.00 | | 180.00 | | |
| Office Supplies | 328.70 | | 170.00 | | |
| Market Analysis (Art. 10) | <u>17,375.00</u> | | <u>17,500.00</u> | | |
| | | 18,433.20 | | 18,500.00 | 66.80 |
| BOARD OF APPEALS | | | | | |
| Clerical Wages | - | - | | | - |
| Professional Services | - | | 1,000.00 | | |
| Office Supplies/Communication | <u>259.84</u> | | <u>500.00</u> | | |
| | | 259.84 | | 1,500.00 | 1,240.16 |
| TOWN HALL | | | | | |
| Clerical Wages | 43,522.00 | | 43,522.00 | | |
| Janitor/Recycler Wages | 3,574.89 | | 3,618.00 | | |
| | | 47,096.89 | | 47,140.00 | 43.11 |
| Energy | 17,075.19 | | 16,000.00 | | |
| Non-Energy Utilities | 659.26 | | 5,000.00 | | |
| Repair & Maintenance | 8,552.04 | | 9,000.00 | | |
| Other Property Related Services | 7,707.93 | | 5,500.00 | | |
| Professional Services | 1,294.79 | | 1,000.00 | | |
| Communication | 6,012.56 | | 4,500.00 | | |
| Office Supplies | 1,132.29 | | 2,500.00 | | |
| Custodial Supplies | 551.81 | | 500.00 | | |
| Repair Town Hall Furnace (Art. 10) | <u>30,369.00</u> | | <u>31,872.60</u> | | |
| | | 73,354.87 | | 75,872.60 | 2,517.73 |
| TOWN REPORTS | | 3,271.14 | | 3,500.00 | 228.86 |
| TOWN PLANNING ENGINEER | | 2,147.42 | | 9,332.35 | 7,184.93 |

| | | | | |
|---|-------------------|---------------------|---------------------|-------------------|
| TOWN PROPERTY - SPECIAL ARTICLES | | | | |
| P/S Complex | 600.00 | | 600.00 | - |
| River St Survey | 14,400.00 | | 24,375.00 | 9,975.00 |
| Town Hall A/C | | | 10,658.45 | 10,658.45 |
| P/S Bldg Costs (Art. 8) | | | 5,925.00 | 5,925.00 |
| P/S Bldg. Survey (Art. 9) | 4,250.00 | | 9,460.00 | 5,210.00 |
| TOTAL GENERAL GOVERNMENT | | 595,807.61 | 709,620.31 | 113,812.70 |
| PUBLIC SAFETY | | | | |
| POLICE DEPARTMENT | | | | |
| Chief Salary | 114,481.85 | | 114,319.00 | |
| Officer Wages | 638,841.74 | | 671,839.41 | |
| Admin Assistant Wages | 34,825.61 | | 34,795.00 | |
| Custodian Wages | 4,024.13 | | 4,000.00 | |
| | <u>792,173.33</u> | 792,173.33 | 824,953.41 | 32,780.08 |
| Energy | 8,078.84 | | 8,250.00 | |
| Repair & Maintenance | 1,643.12 | | 3,000.00 | |
| Cruiser Repairs and Maint. | 7,201.89 | | 12,000.00 | |
| Radio Repair & Maintenance | 7,925.56 | | 7,950.00 | |
| Other Property Related Services | 2,704.37 | | 2,250.00 | |
| Professional & Technical | 10,154.46 | | 10,000.00 | |
| Tuition Reimbursement | 900.00 | | 1,600.00 | |
| Communication | 88.11 | | - | |
| Radio Communication | 66,123.49 | | 68,000.00 | |
| Station Communication | 3,050.26 | | 3,500.00 | |
| Other Services - Lock Up | 3,538.60 | | 1,200.00 | |
| Office Supplies | 6,588.67 | | 6,500.00 | |
| Vehicle Supplies | 27,358.91 | | 21,000.00 | |
| Other Supplies | 25,056.11 | | 24,850.00 | |
| Dues & Memberships | 11,399.75 | | 14,300.00 | |
| New Cruiser Lease | 52,961.30 | | 53,840.00 | |
| Police Toughbooks (5/18) | - | | 21,000.00 | |
| Utility Vehicle (5/18) | - | | 34,000.00 | |
| | <u></u> | 234,773.44 | 293,240.00 | 58,466.56 |
| FIRE DEPARTMENT | | | | |
| Fire Chief Wages | 70,928.00 | | 71,067.00 | |
| Fire Department Wages | 27,693.50 | | 30,000.00 | |
| Fire Department Training Wages | 7,131.50 | | 8,600.00 | |
| | <u></u> | 105,753.00 | 109,667.00 | 3,914.00 |
| Energy | 4,740.76 | | 4,200.00 | |
| Repair & Maintenance | 18,958.15 | | 12,000.00 | |
| Rentals & Leases | 12,314.24 | | 12,312.00 | |
| Professional Services | 3,012.40 | | 1,750.00 | |
| Communications | 5,723.88 | | 5,500.00 | |
| Office Supplies | 662.64 | | 600.00 | |
| Building & Equipment Maint. Supplies | 5,651.66 | | 3,000.00 | |
| Vehicle Supplies | 3,166.17 | | 4,000.00 | |
| Firefighting Supplies | 5,692.67 | | 7,000.00 | |
| Other Training Supplies | 1,910.54 | | 2,000.00 | |
| New Firefighting Equipment | 15,163.80 | | 25,000.00 | |
| Dues & Membership | 1,439.15 | | 1,100.00 | |
| Communications Equipment (Art. 3) | 1,325.20 | | 13,526.60 | |
| Fire ATV (5/18) | 6,450.00 | | 25,000.00 | |
| | <u></u> | 86,211.26 | 116,988.60 | 30,777.34 |
| INSPECTORS | | | | |
| Building Inspector Salary | 21,595.00 | | 21,595.00 | - |
| Building Inspector Part-Time Wages | 4,379.00 | | 4,379.00 | |
| Building Inspector Expense | 1,144.86 | | 1,500.00 | 355.14 |
| Gas Inspector Salary | 5,166.00 | | 5,166.00 | - |
| Plumbing Inspector Salary | 4,770.00 | | 4,770.00 | - |
| Electrical Inspector Salary | 7,475.00 | | 7,564.00 | 89.00 |
| Inspector of Animals | 400.00 | | 400.00 | - |
| EMERGENCY MANAGEMENT | 3,625.00 | | 5,500.00 | 1,875.00 |
| ANIMAL CONTROL/DOG OFFICER | 9,870.00 | | 11,570.00 | 1,700.00 |
| TREE WARDEN | 16,586.98 | | 16,650.00 | 63.02 |
| TOTAL PUBLIC SAFETY | | 1,293,922.87 | 1,423,943.01 | 130,020.14 |

EDUCATION

| | | | |
|-----------------------------|--------------|--------------|----------|
| G.D.R.S. District | 5,587,269.00 | 5,587,269.00 | - |
| G.D.R.S. District Debt | 362,377.00 | 362,377.00 | - |
| G.L.R.V.T.H.S. | 141,898.00 | 141,898.00 | - |
| G.L.R.V.T.H.S. Distric Debt | 37,702.00 | 37,702.00 | - |
| Essex Ag.-Non-Regional | 15,481.00 | 16,646.00 | 1,165.00 |
| Essex Ag.-Transportation | 26,775.00 | 36,000.00 | 9,225.00 |

| | | | |
|------------------------|---------------------|---------------------|------------------|
| TOTAL EDUCATION | 6,171,502.00 | 6,181,892.00 | 10,390.00 |
|------------------------|---------------------|---------------------|------------------|

PUBLIC WORKS & FACILITIES**HIGHWAY DEPARTMENT**

| | | | |
|------------------------|-------------------|-------------------|----------|
| Wages Operations Staff | 156,091.98 | 165,257.00 | |
| Clerical Wages | 21,141.64 | 18,230.00 | |
| | 177,233.62 | 183,487.00 | 6,253.38 |

| | | | |
|-------------------------------------|-------------------|-------------------|-----------|
| Energy | 7,710.36 | 6,000.00 | |
| Repair & Maintenance | 28,906.56 | 42,000.00 | |
| Paving Service | 55,112.25 | 65,900.00 | |
| BrushSigns& Line Paint | 21,550.99 | 25,000.00 | |
| Repair & Maintain Building | 3,193.46 | 5,000.00 | |
| Leases & Rentals | 12,752.03 | 15,000.00 | |
| Art. 11, Stormwater Mgmt Consultant | 902.88 | 902.88 | |
| Professional & Technical | 8,683.75 | 1,600.00 | |
| Communication | 3,971.13 | 5,000.00 | |
| Office Supplies | 2,546.41 | 850.00 | |
| Vehicular Supplies | 26,459.56 | 35,000.00 | |
| Public Works Supplies | 12,152.28 | 5,350.00 | |
| Other Supplies | 852.00 | - | |
| | 184,793.66 | 207,602.88 | 22,809.22 |

| | | | |
|-----------------------|------------------|-------------------|-----------|
| Higway Hot Box (5/18) | - | 35,000.00 | |
| Highway Truck (5/18) | 63,166.75 | 65,000.00 | |
| | 63,166.75 | 100,000.00 | 36,833.25 |

| | | | |
|----------------------|------------------|------------------|---|
| Street Lights | 10,820.00 | 10,820.00 | - |
|----------------------|------------------|------------------|---|

Snow Removal

| | | | |
|----------|------------------|------------------|----------|
| Wages | 25,461.26 | 54,539.00 | |
| Overtime | 20,516.47 | - | |
| | 45,977.73 | 54,539.00 | 8,561.27 |

| | | | |
|-------------------------------|-------------------|-------------------|-----------|
| Repair & Maintenance Services | 2,097.70 | 5,583.00 | |
| Other Property Services | 11,816.00 | - | |
| Outside Plow Companies | 51,946.00 | 25,583.00 | |
| Vehicular Supplies | 14,035.10 | 6,090.00 | |
| Salt | 123,288.45 | 189,734.00 | |
| Sand | - | - | |
| Supplies, Ice Ban | 10,868.53 | - | |
| | 214,051.78 | 226,990.00 | 12,938.22 |

TRANSFER STATION / LANDFILL

| | | | |
|------------------------|------------------|------------------|----------|
| Transfer Station Wages | 16,179.60 | 17,395.00 | 1,215.40 |
|------------------------|------------------|------------------|----------|

| | | | |
|--|------------------|------------------|----------|
| Landfill Expense | 2,608.66 | 2,828.00 | |
| Transfer Station Rentals and Leases | 1,546.75 | 1,500.00 | |
| Rubbish Removal | 39,069.29 | 35,200.00 | |
| Transfer Station Professional and Tech | 300.00 | 4,500.00 | |
| Transfer Station Other Purchases | 885.00 | 4,000.00 | |
| Transfer Station Other Supplies | 265.43 | 2,250.00 | |
| | 44,675.13 | 50,278.00 | 5,602.87 |

CEMETERY DEPARTMENT

| | | | |
|-------|------------------|------------------|------|
| Wages | 11,015.68 | 11,016.00 | 0.32 |
|-------|------------------|------------------|------|

| | | | |
|---------------------------------|-----------------|-----------------|---|
| Water | 193.00 | 1,500.00 | |
| Other Property Related Services | 3,446.56 | 600.00 | |
| Repair & Maintenance Service | 401.14 | 500.00 | |
| Building & Equipment Repair | - | 300.00 | |
| Communication | 80.80 | | |
| Other Supplies | 49.75 | 1,100.00 | |
| Groundskeeping Supplies | 428.75 | 600.00 | |
| | 4,600.00 | 4,600.00 | - |

| | | | |
|---------------------------|-------------------|-------------------|------------------|
| TOTAL PUBLIC WORKS | 772,513.95 | 866,727.88 | 94,213.93 |
|---------------------------|-------------------|-------------------|------------------|

HUMAN SERVICES**BOARD OF HEALTH**

| | | | | | |
|--------------------------|--------|----------|----------|----------|----------|
| Clerical Wages | | 8,477.25 | | 8,799.00 | 321.75 |
| Rentals & Leases | - | | 1,200.00 | | |
| Communication | 131.34 | | 400.00 | | |
| Office Supplies | 479.90 | | 400.00 | | |
| Dues & Memberships | 265.00 | | 150.00 | | |
| | | 876.24 | | 2,150.00 | 1,273.76 |
| Nashoba Assessment | | 7,787.68 | | 7,787.68 | - |
| Nashoba Nursing | | 3,553.92 | | 3,553.92 | - |
| Mental Health Assessment | | 400.00 | | 400.00 | - |
| TADS Program | | 2,000.00 | | 2,000.00 | - |

COUNCIL ON AGING

| | | | | | |
|-----------------------|----------|-----------|----------|-----------|----------|
| Wages | | 11,222.28 | | 12,345.00 | 1,122.72 |
| COA Bus | 5,025.00 | | 7,500.00 | | |
| Office Supplies | 180.06 | | 250.00 | | |
| Food Service Supplies | 2,812.96 | | 3,000.00 | | |
| In State Travel | 334.71 | | 500.00 | | |
| Dues and Memberships | 541.92 | | 500.00 | | |
| | | 8,894.65 | | 11,750.00 | 2,855.35 |

VETERANS SERVICES

| | | | | | |
|--------------------------|-----------|-----------|-----------|-----------|-----------|
| Salary | | 5,469.00 | | 5,469.00 | - |
| Professional & Technical | 121.00 | | 840.00 | | |
| Communication | 1,703.18 | | 1,701.00 | | |
| Office Supplies | 382.54 | | 1,000.00 | | |
| Other Supplies | 229.95 | | 500.00 | | |
| Food Services | 232.65 | | 400.00 | | |
| In State Travel | - | | 250.00 | | |
| Dues & Memberships | 50.00 | | 55.00 | | |
| Veteran's Benefits | 14,445.55 | | 30,000.00 | | |
| | | 17,164.87 | | 34,746.00 | 17,581.13 |
| Veteran's Benefits Fund | | - | | | - |

TOTAL HUMAN SERVICES

65,845.89 89,000.60 23,154.71

CULTURE & RECREATION**LIBRARY**

| | | | | | |
|-------------------------------------|-----------|-----------|-----------|-----------|----------|
| Wages | | 88,524.64 | | 88,525.00 | 0.36 |
| Energy | 19,442.95 | | 18,000.00 | | |
| Water | 218.00 | | 500.00 | | |
| Repair & Maintenance | 3,835.24 | | 3,000.00 | | |
| Other Property Related Services | 3,064.58 | | 2,500.00 | | |
| Communication | 469.23 | | - | | |
| Office Supplies | 1,752.08 | | 1,342.00 | | |
| Other Supplies Collection Materials | 28,349.83 | | 31,792.00 | | |
| Lighting Design Services ATM 5/11 | 6,305.00 | | 6,305.00 | | |
| Design/Rep. Egress (Art. 8) | - | | 2,040.00 | | |
| | | 63,436.91 | | 65,479.00 | 2,042.09 |
| MVL Consortium Dues | | 13,300.00 | | 13,300.00 | - |

TECHNOLOGY

24,078.35 25,750.00 1,671.65

RECREATION COMMISSION

| | | | | | |
|--------------------------|--|----------|--|----------|---|
| Other Purchased Services | | 3,423.27 | | 3,423.27 | - |
|--------------------------|--|----------|--|----------|---|

PARKS DEPARTMENT

| | | | | | |
|---------------------------------|-----------|-----------|-----------|-----------|--------|
| Energy | 1,563.84 | | 2,000.00 | | |
| Other Property Related Services | 43,117.80 | | 43,000.00 | | |
| Other Services | 6,115.00 | | 6,000.00 | | |
| | | 50,796.64 | | 51,000.00 | 203.36 |

MEMORIAL DAY

630.44 700.00 69.56

| | | | |
|---|----------------------------|-----------------------------|--------------------------|
| TOTAL CULTURAL & RECREATION | 244,190.25 | 248,177.27 | 3,987.02 |
| DEBT SERVICE | | | |
| Long Term Debt | 230,000.00 | 230,000.00 | - |
| Long Term Interest | 27,840.00 | 27,840.00 | - |
| Temporary Loan Interest | 3,847.72 | 3,848.00 | 0.28 |
| TOTAL DEBT SERVICE | 261,687.72 | 261,688.00 | 0.28 |
| INSURANCE & BENEFITS | | | |
| County Retirement | 206,969.00 | 206,969.00 | - |
| Insurances: | | | |
| Group Health Insurance | 253,440.36 | 264,842.46 | 11,402.10 |
| Medicare Town Share | 25,432.28 | 26,127.54 | 695.26 |
| Liability (Buildings, Vehicles, Workers) | 100,613.00 | 110,000.00 | 9,387.00 |
| TOTAL INSURANCE & BENEFITS | 586,454.64 | 607,939.00 | 21,484.36 |
| State Assessment | 3,262.00 | | (3,262.00) |
| TOTAL GENERAL FUND DEPARTMENTAL PAYMENTS | <u>9,995,186.93</u> | <u>10,388,988.07</u> | <u>393,802.14</u> |

Town of Dunstable
STATEMENT OF CHANGE IN FUND BALANCE - SPECIAL REVENUE FUNDS
JULY 1, 2017 - JUNE 30, 2018

| ACCOUNT NUMBER | | BALANCE 6/30/2017 | RECEIPTS | TRANS. | EXPENDED PAYROLL | EXPENDED OTHER | BALANCE 6/30/2018 |
|---------------------------|------------------------------------|----------------------|-------------------|----------|---------------------|-------------------|----------------------|
| 2010-13-192-3560-0000-000 | Town Hall Committee | 1,448.09 | - | - | - | - | 1,448.09 |
| 2020-00-000-3590-0000-000 | Insurance Receipts < \$20,000 | 2,586.22 | 19,372.56 | | | 11,252.29 | 10,706.49 |
| 2022-01-161-3280-0000-000 | Extended Polling Hours State Grant | 7,777.24 | 660.00 | | 143.50 | | 8,293.74 |
| 2150-10-210-3560-0000-000 | Police Special Duty | (28,396.24) | 184,889.48 | | 156,093.08 | | 400.16 |
| 2260-00-000-3590-0000-000 | Permit Fee Revolving | (20.00) | 2,730.00 | | | 2,740.00 | (30.00) |
| 2265- | ANR Revolving | - | 950.00 | | | 674.17 | 275.83 |
| 2280-10-171-3560-0000-000 | Wetland By-Law Fees | 1,225.00 | 125.00 | | | | 1,350.00 |
| 2390-12-422-3520-0000-000 | Hwy Chapter 90 Improvement Grant | - | 244,367.40 | | 782.28 | 241,386.59 | 2,198.53 |
| 2440-10-491-3280-0000-000 | Cemetery Revolving Fund | 18.76 | 15,320.00 | | 5,682.20 | 9,499.30 | 157.26 |
| 2470-10-631-3560-0000-000 | Town Recreation Revolving Fund | 26,373.45 | 1,550.00 | | | 1,750.00 | 26,173.45 |
| 2475-10-210-3560-0000-000 | Law Enforcement Revolving | 9,646.64 | | | | 6,367.87 | 3,278.77 |
| 2480-10-541-3560-0000-000 | COA Transportation Revolving Fund | 3,922.30 | 635.00 | | | 814.20 | 3,743.10 |
| 2600-13-122-3560-0000-000 | Butterfield Relief/Poor | 11,722.64 | 708.00 | | | | 12,430.64 |
| 2602-13-491-3560-0000-003 | Butterfield Cemetery Fund | 16,320.08 | 1,416.00 | | | | 17,736.08 |
| 2603-13-491-3560-0000-004 | Cemetery Gifts & Donations | 480.00 | - | | | | 480.00 |
| 2604-13-491-3560-0000-005 | Cemetery Setting of Stone | 505.00 | | | | | 505.00 |
| 2605-13-541-3560-0000-002 | Elder Affairs Donations | 5,766.50 | 2,303.46 | | | 618.76 | 7,451.20 |
| 2607-13-541-3560-0000-003 | Council on Aging Building Fund | 29,346.75 | - | | | | 29,346.75 |
| 2609-13-610-3560-0000-006 | Library Jose Abeyta Memorial | 222.15 | - | | | | 222.15 |
| 2610-13-610-3560-0000-007 | Library Lucy Kennedy Memorial | 569.04 | - | | | 490.00 | 79.04 |
| 2611-13-610-3560-0000-008 | Library Germaine Crawford | 1,673.00 | 50.00 | | | 1,041.16 | 681.84 |
| 2612-13-610-3560-0000-009 | Library Lloyd Barnes Mem. | 141.00 | - | | | | 141.00 |
| 2613-13-630-3560-0000-000 | Recreation Music Fund | 482.25 | - | (482.25) | | | - |
| 2614-13-631-3560-0000-000 | Dunstable Road Race Donations | 316.12 | - | | | | 316.12 |
| 2615-13-699-3560-0000-000 | Cultural Council Grant | 2,973.98 | 4,411.85 | | | 1,239.35 | 6,146.48 |
| 2616-13-699-3560-0000-001 | Cultural Council Fundraiser | 133.20 | - | | | | 133.20 |
| 2617-13-693-3560-0000-000 | Summer Concert Donations | 13,673.00 | 7,687.00 | 482.25 | | 7,387.85 | 14,454.40 |
| 2618-13-610-3560-0000-003 | Library Trustee Account | 17,547.51 | 1,418.85 | | | 1,763.37 | 17,202.99 |
| 2623-13-610-3560-0000-028 | Library Helen Kennedy Mem | 20,659.88 | - | | | 3,487.93 | 17,171.95 |
| 2624-13-610-3560-0000-000 | Library Beverly Rock Mem. | 731.18 | - | | | | 731.18 |
| 2625-13-610-3560-0000-000 | Library Lucille Dumont Mem | 1,425.00 | - | | | | 1,425.00 |
| 2626-13-000-3280-0000-000 | Tyngs Rotary Club Donations | 95.00 | - | | | | 95.00 |
| 2629-13-692-3560-0000-000 | Memorial Day Donation | 1,141.80 | - | | | | 1,141.80 |
| 2630-13-000-3280-0000-000 | Korean/Vietnam Memorial Donations | 17.67 | - | | | | 17.67 |
| 2631-13-000-3280-0000-000 | Flag Donations | 714.74 | | | | | 714.74 |
| 2636-02-210-3560-0000-000 | Police Donations | 1,681.50 | | | | 1,681.50 | - |
| 2661-10-171-3560-0000-000 | Conservation Wetland Act | 16,556.65 | 650.00 | | | 1,476.00 | 15,730.65 |
| 2662-20-171-3300-0000-000 | Town Forest Timber | - | 36,944.10 | | | | 36,944.10 |
| 2782-11-422-3510-2009-000 | FEMA Ice Storm Grant | - | 10,286.00 | | | 10,286.00 | - |
| 2800-12-541-3520-0000-000 | Elder Affairs Grant | 19.47 | 4,752.43 | | 3,652.72 | 1,020.20 | 98.98 |
| 2801-12-541-3520-0000-001 | Elder Affairs Pharmacy | 163.61 | | | | | 163.61 |
| 2802-12-610-3520-0000-001 | Library Incentive Grant | 737.18 | 2,278.34 | | 2,356.59 | 658.07 | 0.86 |
| 2803-12-610-3520-0000-002 | Library Equal. Grant | 727.94 | 1,310.96 | | 1,995.04 | | 43.86 |
| 2804-12-610-3520-0000-000 | Library NR Circulation Grant | 1,188.13 | 321.50 | | | 560.00 | 949.63 |
| 2815-00-000-3590-0000-000 | Community Compact Grant | 13,048.96 | - | | | 9,769.00 | 3,279.96 |
| 2820-12-210-3520-0000-004 | Police Community Grant | 28.40 | - | | | | 28.40 |
| 2830-12-220-3520-0000-000 | VFA Fire Equipment State Grant | 61.70 | - | | | | 61.70 |
| 2832-12-220-3280-0000-000 | Fire SAFE State Grant | 2,671.75 | 2,808.00 | | 1,642.50 | 2,019.25 | 1,818.00 |
| 2833-12-220-3280-0000-000 | Fire Senior SAFE Grant | 2,179.80 | 2,115.00 | | 585.00 | 1,594.80 | 2,115.00 |
| 2840-12-291-3520-2009-000 | Emergency Management Grant | 2,283.90 | | - | | | 2,283.90 |
| | | 192,587.94 | 550,060.93 | - | 172,932.91 | 319,577.66 | 250,138.30 |

6/30/2018

| | Highway Truck | Water System Engineering | Main Street Engineering | Salt Shed | TOTAL CAPITAL PROJECTS |
|--|---------------------|--------------------------------|----------------------------|---------------------|------------------------------|
| Revenue | | - | | - | - |
| Expenditures | 164,000.00 | 47,223.52 | 30,864.85 | - | 242,088.37 |
| Surplus/Deficit | (164,000.00) | (47,223.52) | (30,864.85) | - | (242,088.37) |
| Tranfers In | | 50,000.00 | 30,000.00 | 20,000.00 | 100,000.00 |
| Tranfers Out | | | | | - |
| Change in Fund Balance | | 2,776.48 | (864.85) | 20,000.00 | 21,911.63 |
| Beg Fund Balance | - | 11,000.00 | 7,672.87 | 164,312.91 | 182,985.78 |
| Change in Fund Balance | 164,000.00 | 2,776.48 | (864.85) | 20,000.00 | 185,911.63 |
| End Fund Balance | (164,000.00) | (2,776.48) | (13,173.24) | 144,312.91 | 128,363.19 |
| Cash | 1,000.00 | 153,776.48 | 180,864.85 | 40.09 | 335,681.42 |
| TOTAL ASSETS | 1,000.00 | 153,776.48 | 180,864.85 | 40.09 | 335,681.42 |
| Bond Anticipation Note | (165,000.00) | (190,000.00) | (100,000.00) | (125,000.00) | (580,000.00) |
| TOTAL LIABILITIES | (165,000.00) | (190,000.00) | (100,000.00) | (125,000.00) | (580,000.00) |
| Undesigned Fund Balance | (164,000.00) | (36,223.52) | (30,215.15) | 124,959.91 | (105,478.76) |
| TOTAL FUND BALANCE | (164,000.00) | (36,223.52) | (30,215.15) | 124,959.91 | (105,478.76) |
| TOTAL LIABILITIES & FUND EQUITY | (164,000.00) | (226,223.52) | (130,215.15) | (40.09) | (685,478.76) |

**TOWN OF DUNSTABLE
COMBINED BALANCE SHEET - ENTERPRISE FUNDS
JUNE 30, 2018**

| | WATER ENTERPRISE FUND |
|--|--------------------------------------|
| | <hr/> |
| Cash | 64,614.56 |
| Water User Charges Receivable | 13,351.00 |
| | <hr/> |
| TOTAL ASSETS | 77,965.56 |
| | <hr/> |
| Warrants Payable | 13,124.11 |
| Accrued Payroll | 0.00 |
| Deferred Revenue | 13,351.00 |
| | <hr/> |
| TOTAL LIABILITIES | 26,475.11 |
| | <hr/> |
| Reserved for Encumbrances | 0.00 |
| Reserved for Expenditures | 0.00 |
| Reserved for Continuing Appropriations | 51,490.45 |
| Retained Earnings | 0.00 |
| | <hr/> |
| TOTAL FUND EQUITY | 51,490.45 |
| | <hr/> |
| TOTAL LIABILITIES & FUND EQUITY | 77,965.56 |
| | <hr/> |

**TOWN OF DUNSTABLE
WATER ENTERPRISE FUND
JULY 1, 2017 - JUNE 30, 2018**

| | Budget | Actual | |
|---|-------------------|-------------------|-------------------------|
| Fund Balance as of July 1, 2017 | | | |
| Reserve for Encumbrances | | 250.00 | |
| Reserve for Continuing Appropriations | | 83,818.06 | |
| Unreserved Retained Earnings/(Deficit) | | 28,097.73 | 112,165.79 |
| Receipts: | | | |
| User Charges | | 57,314.36 | |
| Special Assessments | | 1,500.00 | |
| Interest on Charges | | 267.34 | |
| Connection Fees | | 300.00 | |
| Interest on Investment | | 140.94 | |
| | | <u>59,522.64</u> | 59,522.64 |
| | | | <u>171,688.43</u> |
| Expended: | | | |
| Wages | 22,979.51 | 12,786.79 | |
| Energy | 8,500.00 | 9,471.35 | |
| Repair & Maintenance | 6,800.00 | 2,441.09 | |
| Rentals | 6,800.00 | - | |
| Training | 2,602.06 | 6,065.50 | |
| Professional Services | 16,747.21 | 46,441.05 | |
| Communication | - | 178.76 | |
| Office Supplies | 965.00 | 325.73 | |
| Public Works Supplies | 6,136.00 | 5,306.10 | |
| In-State Travel | - | - | |
| Dues & Memberships | - | 200.00 | |
| PY Encumbrance | 250.00 | 250.00 | |
| Emergency Reserve | 5,504.00 | - | |
| Special Projects, Capital Asset Repair | <u>111,916.06</u> | <u>30,597.61</u> | |
| | 189,199.84 | 114,063.98 | 114,063.98 |
| Other Financing Uses-Intergovernmental | 6,354.00 | 6,134.00 | 6,134.00 |
| | | | 51,490.45 |
| Fund Balances as of June 30, 2018: | | | |
| Reserve for Encumbrances | | - | |
| Reserve for Continuing Appropriations | | 51,490.45 | |
| Unreserved Retained Earnings/(Deficit) | | - | |
| | | <u>51,490.45</u> | <u>51,490.45</u> |

TOWN OF DUNSTABLE
BALANCE SHEET - TRUST FUNDS
June 30, 2018

| ASSETS | NON-EXPENDABLE | EXPENDABLE | TOTAL |
|---|-----------------------|-------------------|-------------------|
| Cash | 118,539.54 | 689,022.82 | 807,562.36 |
| Investment - Stock | 500.00 | - | 500.00 |
| TOTAL ASSETS | <u>119,039.54</u> | <u>689,022.82</u> | <u>808,062.36</u> |
| LIABILITIES | | | |
| Warrants Payable | - | - | - |
| TOTAL LIABILITIES | <u>-</u> | <u>-</u> | <u>-</u> |
| FUND BALANCES | | | |
| Harriett C Proctor Chapel | - | 27,613.94 | 27,613.94 |
| Asa T. Butterfield Library | 21,200.00 | 144.89 | 21,344.89 |
| Cemetery Perpetual Care | 62,456.00 | 22,445.22 | 84,901.22 |
| E D & May Swallow Cemetery | 1,000.00 | 981.69 | 1,981.69 |
| Ellen Kendall Library Fund | 50.00 | 1.73 | 51.73 |
| E R Bennett Public Grounds | 500.00 | 921.41 | 1,421.41 |
| Fred Fletcher Cemetery Fund | 2,532.54 | 36.04 | 2,568.58 |
| Meeting House Hill Cemetery | 1,400.00 | 2,585.02 | 3,985.02 |
| Owen Parkhurst Library Fund | 1,000.00 | 1,224.92 | 2,224.92 |
| Rideout Cemetery PC | 401.00 | 738.42 | 1,139.42 |
| Sarah Parkhurst Roby Bldg. | 2,000.00 | 57.30 | 2,057.30 |
| Sarah Roby Highway Fund | 1,000.00 | 4,891.94 | 5,891.94 |
| Sarah Parkhurst Free Lecture | 5,000.00 | 2,038.02 | 7,038.02 |
| Charles & Hazel Grasse Trust | 10,000.00 | 228.88 | 10,228.88 |
| Marietta Parkhurst Water | 500.00 | | 500.00 |
| Conservation Timber Fund | - | 561.37 | 561.37 |
| Conservation Land Fund | - | 43,789.69 | 43,789.69 |
| James McKenna Memorial | - | 4,841.49 | 4,841.49 |
| Majorie Olney Library | - | 6,950.47 | 6,950.47 |
| Stabilizaion Fund | - | 320,453.79 | 320,453.79 |
| Stabilizaion Fund - Highway | - | 10,233.45 | 10,233.45 |
| Stablization Fund - Water | - | 50,979.91 | 50,979.91 |
| Unemployment Comp Fund | - | 15,343.22 | 15,343.22 |
| Toby Scholarship Donation | - | 162,027.63 | 162,027.63 |
| Scholarship Fund | - | 399.94 | 399.94 |
| Educational Fund | - | 1,044.70 | 1,044.70 |
| Senior Fund | - | 2,778.74 | 2,778.74 |
| Sarah Parkhurst Charity | 5,000.00 | 3,894.37 | 8,894.37 |
| Harriet C Proctor Charity | 5,000.00 | 1,314.63 | 6,314.63 |
| TOTAL FUND BALANCE | <u>119,039.54</u> | <u>688,522.82</u> | <u>807,562.36</u> |
| TOTAL LIABILITIES & FUND BALANCE | <u>119,039.54</u> | <u>688,522.82</u> | <u>807,562.36</u> |

TOWN OF DUNSTABLE
EXPENDABLE TRUST FUNDS - CHANGES IN FUND BALANCE
June 30, 2018

| <u>Account #</u> | <u>BALANCE 7/1/2017</u> | <u>INCOME</u> | <u>TRANSFERS</u> | <u>EXPENDED</u> | <u>BALANCE 6/30/2018</u> |
|---------------------------|-----------------------------|-----------------|------------------|-----------------|------------------------------|
| 2500-40-000-3300-0000-021 | 266,983.26 | 3,470.53 | 50,000.00 | | 320,453.79 |
| 2501-40-422-3300-0000-000 | 10,105.01 | 128.44 | | | 10,233.45 |
| 2502-40-450-3300-0000-000 | 50,340.02 | 639.89 | | | 50,979.91 |
| 2619-13-171-3560-0000-019 | 40,942.95 | 29,618.42 | (70,000.00) | | 561.37 |
| 2620-13-171-3560-0000-019 | 4,170.20 | 45,269.49 | | 5,650.00 | 43,789.69 |
| 2621-13-610-3560-0000-022 | 5,055.49 | 36.00 | | 250.00 | 4,841.49 |
| 2622-13-610-3560-0000-026 | 6,898.85 | 51.62 | | | 6,950.47 |
| 5300-04-491-3590-0000-000 | 16,785.01 | 660.21 | 5,000.00 | | 22,445.22 |
| 5301-04-491-3590-0000-001 | 27,408.83 | 205.11 | | | 27,613.94 |
| 5302-06-610-3590-0000-000 | 1,028.61 | 166.24 | | 1,049.96 | 144.89 |
| 5304-04-491-3590-0000-006 | 965.12 | 1,466.57 | | 1,450.00 | 981.69 |
| 5305-06-610-3590-0000-007 | 1.35 | 0.38 | | | 1.73 |
| 5306-06-610-3590-0000-008 | 910.84 | 10.57 | | | 921.41 |
| 5307-04-491-3590-0000-009 | 2,683.44 | 39.03 | | 2,686.43 | 36.04 |
| 5308-04-491-3590-0000-011 | 2,555.41 | 29.61 | | | 2,585.02 |
| 5309-06-610-3590-0000-012 | 1,206.66 | 18.26 | | | 1,224.92 |
| 5310-04-491-3590-0000-013 | 729.95 | 8.47 | | | 738.42 |
| 5311-01-192-3590-0000-014 | 42.02 | 15.28 | | | 57.30 |
| 5312-04-420-3590-0000-015 | 4,848.18 | 43.76 | | | 4,891.94 |
| 5313-06-610-3590-0000-017 | 1,985.74 | 52.28 | | | 2,038.02 |
| 5314-06-610-3590-0000-018 | 152.91 | 75.97 | | | 228.88 |
| 8200-00-000-3590-0000-000 | 15,229.25 | 113.97 | | | 15,343.22 |
| 8509-00-000-3590-0000-000 | 159,993.88 | 2,033.75 | | | 162,027.63 |
| 8510-00-000-3010-0000-023 | 396.98 | 2.96 | - | - | 399.94 |
| 8511-00-000-3010-0000-024 | 1,036.94 | 7.76 | | | 1,044.70 |
| 8512-00-000-3010-0000-025 | 2,758.10 | 20.64 | | | 2,778.74 |
| 8513-00-000-3590-0000-016 | 4,728.31 | 66.06 | | 900.00 | 3,894.37 |
| 8514-00-000-3590-0000-010 | 1,192.62 | 197.01 | | 75.00 | 1,314.63 |
| TOTAL EXPENDABLE | 631,135.93 | 4,573.68 | - | 6,161.39 | 688,522.82 |

TOWN OF DUNSTABLE
STATEMENT OF LONG TERM DEBT GROUP OF ACCOUNTS
June 30, 2018

| | <i>Original Loan</i> | <u>Balance</u> <u>07/01/17</u> | <u>Retirements</u> | <u>Balance</u> <u>06/30/18</u> |
|--|-----------------------------|---|----------------------------|---|
| LAND ACQUISITION | | | | |
| 19 Year General Obligation Bond Variable Coupon Rate 3.1 - 4.5% Issued 09/01/2002 Maturity 05/15/2021 | 1,425,000.00 | 300,000.00 | (75,000.00) | 225,000.00 |
| TOWN HALL ARCHITECT | | | | |
| 19 Year General Obligation Bond Variable Coupon Rate 3.1 - 4.5% Issued 09/01/2002 Maturity 05/15/2021 | 132,000.00 | 27,000.00 | (7,000.00) | 20,000.00 |
| TOWN HALL RENOVATION | | | | |
| 19 Year General Obligation Bond Variable Coupon Rate 3.1 - 4.5% Issued 09/01/2002 Maturity 05/15/2021 | 1,500,000.00 | 313,000.00 | (78,000.00) | 235,000.00 |
| CPA - FARM PROPERTY | | | | |
| 19 Year General Obligation Bond Variable Coupon Rate 4.2 - 6.0% Issued 08/15/2007 Maturity 08/15/2026 | 1,500,000.00 | 780,000.00 | (80,000.00) | 700,000.00 |
| TOTAL: | | <u>1,420,000.00</u> | <u>(240,000.00)</u> | <u>1,180,000.00</u> |

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF DUNSTABLE
WARRANT
ANNUAL TOWN MEETING – May 13, 2019

Middlesex, ss.

To either of the Constables of the Town of Dunstable in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and town affairs, to meet at the Swallow School in said Dunstable on Monday, the Thirteenth of May next, at seven o'clock in the evening, and thereafter continuing from day to day until completed, then and there to act on the following articles:

REPORTS

ARTICLE 1 - Reports: To hear and act upon the reports of Town Officers, Boards, Committees, Commissioners, and Trustees, or take any action in relation thereto.

FISCAL YEAR 2019

ARTICLE 2 - Transfer to Water Enterprise Fund: To see if the Town will vote to transfer from available funds (Free Cash) to the Water Enterprise Capital account a sum of money for the purpose of funding operating expenses or other purposes as deemed necessary by the Board of Water Commissioners for FY2019, or take any action in relation thereto.

Sponsored by the Board of Water Commissioners

ARTICLE 3 - Unpaid Bills of FY18: To see if the Town will vote to appropriate from Free Cash (Surplus Revenue) a sum of money for the purpose of paying unpaid bills of FY2018, including the following, or take any action in relation thereto.

| | |
|------------|------------|
| Verizon | \$139.95 |
| Wash Wells | \$2,453.00 |

Sponsored by the Board of Selectmen

FISCAL YEAR 2020

ARTICLE 4 - Salaries of Elected Officials: To see if the Town will vote to fix the salaries of the elected officers of the Town as provided by Massachusetts General Laws Chapter 41, Section 108, for Fiscal Year 2020, beginning July 1, 2019, as follows, or take any action in relation thereto.

| | Voted FY18 | Voted FY19 | Recommended FY20 |
|----------------------|---------------|---------------|---------------------|
| Selectmen - Chairman | \$ 600 | \$ 600 | \$ 600 |
| Member | \$ 600 | \$ 600 | \$ 600 |
| Member | \$ 600 | \$ 600 | \$ 600 |
| Assessors – Chairman | \$ 300 | \$ 300 | \$ 300 |
| Member | \$ 300 | \$ 300 | \$ 300 |
| Member | \$ 300 | \$ 300 | \$ 300 |
| Town Clerk | \$33,167 | \$34,831 | \$37,315 |

Sponsored by the Board of Selectmen

ARTICLE 5 - Operating Budget: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, or any combination thereof, to fund the various departments, boards, committees, commissions, and other operating expenses of the town for Fiscal Year 2020, beginning July 1, 2019, or take any action in relation thereto.

Sponsored by the Advisory Committee

ARTICLE 6 - Free Cash Transfer for FY20: To see what sum the Town will vote to appropriate from Free Cash (Surplus Revenue) to meet the appropriations of Fiscal Year 2020, beginning July 1, 2019 or to authorize the Assessors to utilize said transfer in order to reduce the tax rate, or take any action in relation thereto.

Sponsored by the Advisory Committee

ARTICLE 7 - Amending the Revolving Fund Bylaw to Add New Funds: To see if the Town will vote to amend the General Bylaws by amending the Departmental Revolving Fund Bylaw, Section 5, Authorized Revolving Funds table, as follows, or take any action in relation thereto (deletions in strikethrough and insertions underlined):

| A. Revolving Fund | B. Department, Board, Committee, Agency or Officer Authorized to Spend from Fund | C. Fees, Charges or Other Receipts Credited to Fund | D. Program or Activity Expenses Payable From Fund | E. Restrictions or Conditions on Expenses Payable From Fund | F. Other Requirements/ Reports | G. Fiscal Years |
|-----------------------------|--|---|---|--|--|--|
| <u>Transfer Station</u> | <u>Transfer Station</u> | <u>Receipts collected from trash collection and barrels</u> | <u>Trash Collection and Trash Bin Sales</u> | <u>None, other than as set forth in this Bylaw and by Town Meeting vote.</u> | <u>None, other than as set forth in this Bylaw and by Town Meeting vote.</u> | <u>Fiscal Year 2020 and subsequent years</u> |

Sponsored by the Advisory Committee

ARTICLE 8 - Revolving Fund Expenditure Limits: To see if the Town will vote pursuant to Massachusetts General Laws Chapter 44, Section 53E½, to set the annual expenditure limits for Fiscal Year 2020 for all revolving funds established by the General Bylaws, as follows, or take any action in relation thereto:

| | |
|-----------------------------|-----------|
| Cemetery | \$8,500 |
| Recreation | \$7,000 |
| COA Transport | \$5,000 |
| Permit Application Fees | \$5,000 |
| Approval Not Required Plans | \$15,000 |
| Transfer Station | \$110,000 |

Sponsored by the Advisory Committee

ARTICLE 9 - Borrowing for Backhoe: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money for the purchase of a replacement backhoe for the Highway Department, or take any action in relation thereto.

Sponsored by the Board of Road Commissioners

ARTICLE 10 - Free Cash for Police Station Roof and Siding Repair: To see if the Town will vote to appropriate a sum of money from Free Cash (Surplus Revenue) for the repair of the roof and siding at the police station, or take any action in relation thereto.

Sponsored by the Police Department

ARTICLE 11 - Free Cash for Roadway Paving: To see if the Town will vote to appropriate a sum of money from Free Cash (Surplus Revenue) for the resurfacing, repaving, and repair of roadways, or take any action in relation thereto.

Sponsored by the Board of Road Commissioners

ARTICLE 12 - Free Cash for School Department Capital Assessment: To see if the Town will vote to appropriate a sum of money from Free Cash (Surplus Revenue) to fund the School Capital Assessment as requested by the School Committee, or take any action in relation thereto.

Sponsored by the Groton Dunstable School Committee

ARTICLE 13 - Community Preservation Committee Recommendations: To see what transfers or other action the Town may vote with respect to any recommended action of the Community Preservation Committee, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 14 - CPC – Renovation of High School Track: To see if the Town will vote to transfer from available funds or borrow pursuant to any applicable statute a sum of money, with respect to the

recommended action of the Community Preservation Committee to continue the renovate the track, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 15 - CPC – Conversion to a Softball Field at Larter Field: To see if the Town will vote to transfer from available funds or borrow pursuant to any applicable statute a sum of money, with respect to the recommended action of the Community Preservation Committee from the CPA Undesignated Fund for the conversion of one baseball field to a softball field at Larter Field, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 16 - CPC – Town Hall Roof and Exterior Restorations: To see if the Town will vote to transfer from available funds or borrow pursuant to any applicable statute a sum of money, with respect to the recommended action of the Community Preservation Committee from the CPA historical allocation for the partial restoration of the wood exterior and slate roof, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 17 - CPC – Dunstable Center National Register District Signs: To see if the Town will vote to transfer from available funds or borrow pursuant to any applicable statute a sum of money with respect to the recommended action of the Community Preservation Committee from the CPA for installation and manufacture of National Register District signs, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 18 - Free Cash Transfer for Unemployment Reserve Fund: To see if the Town will vote to appropriate a sum of money from Free Cash (Surplus Revenue) to fund the Town's unemployment liabilities through its Unemployment Reserve Fund, or take any action in relation thereto.

Sponsored by the Advisory Committee

ARTICLE 19 - Water System Improvements Project: To see if the Town will vote to appropriate a sum of money for the Water System Improvements Project and to determine whether this appropriation shall be raised by borrowing from the Massachusetts Clean Water Trust or otherwise, or take any action in relation thereto.

Sponsored by the Board of Water Commissioners

ARTICLE 20 - Chapter 90 Funds: To see if the Town will vote to appropriate any sums of money received by the Town under the provisions of Massachusetts General Laws Chapter 90 for the purposes authorized by Chapter 90, or take any action in relation thereto.

Sponsored by the Advisory Committee

ADMINISTRATIVE AND LAND TRANSFERS

ARTICLE 21 - Administration of Parkhurst Free Lecture Fund: To see if the Town will vote to abolish the Commissioners of the Parkhurst Free Lecture Trust Fund and assign their duties to the Commissioners of Trust Funds, or take any action in relation thereto.

Sponsored by the Board of Selectmen

ARTICLE 22 - Conveyance of Town Common Land to the Evangelical Church of Dunstable: To see if the Town will vote to:

(i) Authorize the Board of Selectmen to dispose of by sale to the Evangelical Church of Dunstable approximately 8,274 square feet of land currently part of the Town Common and shown on a sketch plan entitled “Plan of Land 516 Main Street, Dunstable, Massachusetts” on file in the Town Clerk’s Office and available for inspection during regular business hours of the Town Clerk, the Board of Selectmen having determined by vote on April 10, 2019 that the subject property is no longer necessary for the purpose for which it was acquired; and

(ii) Authorize the Board of Selectmen to file a petition with the General Court to enact special legislation to authorize the transfer of the land as described in part (i), above, including any legislation that may be required by the provisions of Article 97 of the Amendments to the Massachusetts Constitution, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition;

Or take any action in relation thereto.

Sponsored by the Board of Selectmen

BYLAW AMENDMENTS AND SPECIAL ACTS

ARTICLE 23 - Various Amendments to the Zoning Bylaws: To see if the Town will vote to amend the Zoning Bylaws by making various housekeeping amendments concerning zoning districts, home occupations, and bed and breakfast establishments, all as set forth in a document entitled “Various Amendments to the Zoning Bylaws – ATM 2019” on file in the Town Clerk’s Office and available for inspection during regular business hours of the Town Clerk’s Office, and to authorize the Town Clerk to make non-substantive changes to the numbering of the Zoning Bylaws as necessary, or take any action in relation thereto.

Sponsored by the Planning Board

ARTICLE 24 - Adult Entertainment Zoning Bylaw: To see if the Town will vote to amend the Zoning Bylaws by adding a new Adult Entertainment Facilities Bylaw as follows, or take any action in relation thereto:

Section ____ . Adult Entertainment Facilities Bylaw

A. Authority to Regulate/Purpose

The purpose of this Section is to promote the health, safety and general welfare of the residents of Dunstable by providing for a permitting process for the location of Adult Entertainment Facilities within the Town. This Section is enacted pursuant to M.G.L. c. 40A and pursuant to the Town of Dunstable's authority under the Home Rule Amendment to the Massachusetts Constitution.

It has been documented in numerous other towns and cities throughout the Commonwealth of Massachusetts and elsewhere in the United States that Adult Entertainment Facilities are distinguishable from other business uses and that the location of Adult Entertainment Facility may have deleterious impacts in the areas of a community where they are located. Studies have shown secondary impacts such as increased levels of crime, adverse impacts on the business climate, adverse impacts on the property values of residential and commercial properties, and adverse impacts on quality of life. These adverse secondary effects have also been referenced and documented in numerous court decisions regarding the zoning of adult entertainment uses.

The purpose of this Section is to regulate and limit the location of Adult Entertainment Facilities so as to minimize the secondary effects associated with these establishments, and to protect the health, safety and general welfare of the inhabitants of the Town. It is not the purpose or intent of this Section to restrict or deny access by adults to Adult Entertainment Facilities or to materials that are protected by the Constitution of the United States or of the Commonwealth of Massachusetts, nor to restrict or deny rights that distributors or exhibitors of such matter or materials may have to sell, rent, distribute or exhibit such matter or materials. Neither is it the intent of this Section to legalize the sale, rental, distribution or exhibition of obscene or other illegal materials. Finally, it is not the intent of this Section to afford Adult Entertainment Facilities nonconforming use protections any greater than are provided under M.G.L. c. 40A § 6 and §9A.

B. Consistency with State and Federal Law

It is not the purpose nor the intent of this Section to deny access to adult entertainment facilities or to sexually oriented matter or materials that are protected by the Constitutions of the United States or the Commonwealth of Massachusetts.

C. Applicability

This Section applies to any facility offering any adult entertainment ("Adult Entertainment Facility"), including but not limited to adult bookstores, adult motion picture or mini motion-picture theatres, adult video stores, adult paraphernalia stores and establishments that feature live entertainment which consists of entertainers engaging in "Sexual Conduct" or "Nudity" as defined in M.G.L. c. 272, § 31. For purposes of this Section, the Planning Board shall be the Permit Granting Authority.

D. Definitions

The following establishments and uses shall be considered an Adult Entertainment Facility under this Section:

Adult Bookstore: an establishment or use having as a substantial or significant portion of its stock in trade, books, magazines, and other matter that are distinguished or characterized by their emphasis depicting, describing or relating to sexual conduct or sexual excitement as defined in M.G.L. c. 272 § 31.

Adult Paraphernalia Stores: an establishment or use having as a substantial or significant portion of its stock devices, objects, tools, or toys which are distinguished or characterized by their association with sexual activity, including sexual conduct or sexual excitement as defined in M.G.L. c. 272 § 31.

Adult Motion Picture or Mini Motion-Picture Theatres: an enclosed building used for presenting entertainment, whether live or through electronic or other media, distinguished by an emphasis on matter depicting, describing or relating to sexual conduct or sexual excitement as defined in M.G.L. c. 272 § 31.

Adult Video Store: an establishment or use having as a substantial or significant portion of its stock in trade, videos, movies, or other film material which are distinguished or characterized by their emphasis depicting, describing or relating to sexual conduct or sexual excitement as defined in M.G.L. c. 272 § 31.

Establishment Featuring Live Entertainment: any establishment or use which provides live entertainment for its patrons, which includes the display of nudity, that term as defined in M.G.L. c. 272 § 31.

E. Permitting Requirements; Eligibility

1. Adult Entertainment Facilities shall be allowed by Site Plan Review, in accordance with Section 14 of the Zoning Bylaw, within the **B-3 Expanded Commercial District**.
2. Adult Entertainment Facilities shall not disseminate or offer to disseminate adult matter or paraphernalia to minors or allow minors to view displays or linger on the premises.
3. Through Site Plan Review, the Planning Board may impose reasonable conditions to ensure that the location and operation of the proposed Adult Entertainment Facility are consistent with the purpose of the Zoning Bylaws of the Town of Dunstable.
4. There shall be no deviations from the approved Site Plans without written approval from the Planning Board, which may require a public hearing.
5. A Site Plan Approval for an Adult Entertainment Facility shall remain exclusively with the petitioner and shall not run with the land. Any new owner or operator of an Adult Entertainment Facility must obtain Site Plan Approval before commencing or continuing operations. The Building Inspector shall enforce any Site Plan Approval.

F. Lapsing of Site Plan Approval

A Site Plan Approval issued under this section shall lapse upon any one of the following occurrences:

1. There is a change in the location of the Adult Entertainment Facility.
2. There is a sale, transfer, or assignment of the business or license.
3. If there is a change in the operator of the Adult Entertainment Facility.
4. If there has been no operation of the Adult Entertainment Facility for six months.
5. If substantial use or construction has not commenced without good cause within six months after the issuance of a Site Plan Approval.

G. Expiration of a Site Plan Approval

A Site Plan Approval for an Adult Entertainment Facility shall expire after a period of two calendar years from its date of issuance and shall be renewable for successive two-year periods thereafter as a matter of right.

H. Application Requirements

In addition to all application requirements of the Planning Board for Public Hearings, the application for a Site Plan Approval for an Adult Entertainment Facility shall include the following information:

1. The name and address of the legal owner of the Adult Entertainment Facility, together with the names and addresses of all persons having any direct or indirect ownership or security interest in the facility. In the event the petitioner is a corporation, partnership, trust, or other corporate entity, the name and address of any person who has a direct or indirect ownership or beneficial interest in the entity shall be included;
2. The name, address and telephone number of the operator of the Adult Entertainment Facility;
3. The number of employees;
4. A sworn statement that neither the applicant, owner, nor any person having a lawful ownership, equity or security interest in the proposed facility or the manager of the facility has been convicted of violating the provisions of M.G.L. c. 119, § 63 or M.G.L. c. 272 §§2,3,4,4A,6,7,8,12,13 and 28 and M.G.L. c. 265 §§13B, 13F, 13H, 22, 22A, 23, 24 and 24B, including but not limited to crimes of indecency, assault and battery, crimes against women and/or children, crimes of sexual exploitation, and felony possession of narcotics;
5. Proposed security precautions;
6. A full description of the intended nature of the Business;
7. In the case of live adult entertainment, submission and approval of the nature of the live entertainment and proximity of entertainers to patrons.
8. Adult Entertainment Facilities shall comply with all other provisions of the Zoning Bylaws of the Town of Dunstable. To the extent that the provisions of this Section may conflict with other provisions of the Zoning Bylaws of the Town of Dunstable, the provisions of this Section shall apply. In addition to the provisions of the Zoning Bylaw, the Site Plan Approval shall comply with any requirements in the Town of Dunstable bylaws, building regulations or licensing requirements.

Upon written request from the applicant, the Planning Board may waive the submission of such information, or parts thereof, as may not be necessary for the consideration of the application. The Planning Board's waiver decision shall be set forth in the written Site Plan Approval decision.

I. Severability

The provisions of this Section are severable and, in the event that any provision of this Section is determined to be invalid for any reason, the remaining provisions shall remain in full force and effect.

And further, to authorize the Town Clerk to make non-substantive changes to the numbering of the Zoning Bylaws as necessary.

Sponsored by the Planning Board

ARTICLE 25 - Memorials and Monuments General Bylaw: To see if the Town will vote to amend the General Bylaws by adding a new Memorials and Monuments Bylaw, as set forth in a document entitled “Monuments and Memorials Bylaw” on file in the Town Clerk’s Office and available for inspection during regular business hours of the Town Clerk’s Office, or take any action in relation thereto:

Sponsored by the Memorials and Monuments Committee

ARTICLE 26 - Roadway Intersection Sight Triangle General Bylaw: To see if the Town will vote to amend the General Bylaws by adding the following new Roadway Intersection Sight Triangle Bylaw, or take any action in relation thereto:

ROADWAY INTERSECTION SIGHT TRIANGLE BYLAW

Section 1 Definition. The Sight Triangle Area is the area of a lot bound by the street Right of Way lines and a line joining the points 20 feet along said Right of Way lines from the point of the intersection of said lines.

Section 2 Restrictions. In order to provide an unobstructed sight distance for motorists, no vehicle parking, embankment, planting, wall, sign, or any other item shall be planted, erected, installed, allowed to grow, or maintained in the Sight Triangle Area that would obstruct the vision of a motorist between the height of 3 feet and 6 feet above the grade of the street.

Section 3 Enforcement. Any person or legal entity that violates the provisions of this Bylaw after being notified of such violation in writing by the Board of Road Commissioners of the violation, allows the violation to continue for 30 days after receipt of said notification, may be punished by a fine of \$50.00. Each successive day during which the violation occurs or continues shall be considered a separate offense. Violations of this Bylaw may be enforced through non-criminal disposition in accordance with the provisions of the Town of Dunstable Non-Criminal Disposition Bylaw.

Section 4 Exemption for Existing Structures. Buildings existing as of the effective date of this Bylaw shall be exempt from this Bylaw.

And further, to amend the General Bylaws by adding the following text to the Non-Criminal Disposition Bylaw, Section 5:

Roadway Intersection
Sight Triangle Bylaw

Board of Road Commissioners

Sponsored by the Board of Roads Commissioners

ARTICLE 27 - Amending the Dog Control General Bylaw: To see if the Town will vote to amend the General Bylaws by amending the Dog Control Bylaw as set forth in a document entitled “Dog Control

Bylaw Amendments” on file in the Town Clerk’s Office and available for inspection during regular business hours of the Town Clerk’s Office, or take any action in relation thereto.

Sponsored by the Town Clerk

ARTICLE 28 - Town Seal General Bylaw: To see if the town will vote to amend the General Bylaws by adding the following new Town Seal Bylaw, or take any action in relation thereto:

TOWN SEAL BYLAW

Section 1. Town Clerk shall be the keeper of the Town Seal instrument, in accordance with Chapter 40, Section 47, of the Massachusetts General Laws.

Section 2. Town officers and public bodies may display images of the Town Seal on Town documents and other materials as may be necessary. Any other use of the image of the Town Seal is prohibited.

Section 3. Any violation of this bylaw shall be punishable with a fine of \$50.

Section 4. This bylaw shall be enforced in accordance with the provisions of the Dunstable Non- Criminal Disposition Bylaw. The enforcing authority shall be either the Dunstable Police Department or the Town Clerk.

And further, to amend the General Bylaws by adding the following text to the Non-Criminal Disposition Bylaw, Section 5:

Town Seal Bylaw

Police Department or Town Clerk

Sponsored by the Town Clerk

ARTICLE 29 - Amending the Wetlands General Bylaw: To see if the town will vote to amend the General Bylaws by amending the Wetlands Bylaw in order to correct typographical errors, coordinate the Bylaw with organizational initiatives of the Conservation Commission, and bring the Bylaw in line with certain changes to state law and organization, as set forth in a document entitled “Wetlands Bylaw Amendments” on file in the Town Clerk’s Office and available for inspection during regular business hours of the Town Clerk’s Office, or take any action in relation thereto.

Sponsored by the Conservation Commission

ARTICLE 30 - Amending the Council on Aging General Bylaw: To see if the Town will vote to amend the General Bylaws by amending Section 2 of the Council on Aging Bylaw as follows, or take any action in relation thereto (deletions in strikethrough and insertions underlined):

Section 2. The Council on Aging established hereunder shall consist of ~~seven (7)~~ five (5) members to be appointed by the Board of Selectmen and all said members shall be residents of the Town. ~~When said Council is first established, three (3) members shall be appointed for a term of three (3) years, two (2) members shall be appointed for a term of two (2) years, and two (2) members shall be appointed for a term of one (1) year; and their successors shall be appointed for a term of three (3) years.~~ A vacancy occurring other than by expiration of term shall be filled in the same manner as an original appointment. Upon a reduction in the number of

members of the Council under this bylaw, all incumbent members shall be entitled to complete their terms of office, but the Board of Selectmen shall not make appointments upon the expiration of terms until the membership of the Council has been reduced to the number required by this bylaw.

Sponsored by the Council on Aging

ARTICLE 31- CPC – Infrastructure Engineering/Development Funds for MUD Housing Project:

To see if the Town will vote to transfer from available funds or borrow pursuant to applicable statute a sum of money, with respect to the recommended action of the Community Preservation Committee to assist the MUD Affordable Housing Project from the Community Housing Fund or any action related thereto.

Sponsored by the Community Preservation Committee

ARTICLE 32- CPC- Dugout Roof Replacement: To see if the Town will vote to transfer from available funds or borrow pursuant to the applicable statute a sum of money, with respect to the recommended action of the Community Preservation Committee to replace dugout roofs at Larter Field, or any action related thereto.

Sponsored by the Community Preservation Committee

Ballot Questions

Shall the town of Dunstable be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to pay for the Water System Improvements Project?

Yes___ No___

And furthermore, in the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the Dunstable who are qualified to vote in Town affairs, to meet at the Dunstable Public Library on Tuesday, May 21, 2019 at 12:00 o'clock noon, to cast their ballots for the following officers:

Board of Selectmen, one position for three years; Board of Assessors, one position for three years; Board of Health, one position one for three years; Board of Road Commissioners, one for three years; Constables, two positions for one year; Cemetery Commissioners, one position for three years; Board of Water Commissioners, one position for three years; Park Commissioners, one position for three years; Planning Board, one position for five years; Town Clerk; one position for three years; Commissioners of Trust Funds, one position for two years and one for three years; Commissioners to Expend Parkhurst Free Lecture Funds, four positions one for four years one for three years one for two years and one for one year; Advisory Board, two positions for three years; Library Trustees, one position for three years;

And you are hereby directed to serve this warrant, by posting attested copies thereof, one at the Post Office and one at the Town Hall in said Dunstable seven days at least before the time of holding such Town Meeting.

Hereof fail not, and make due return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting as aforesaid.

Given under our hands this 10 day of April, two thousand and nineteen.

DUNSTABLE BOARD OF SELECTMEN

Leah

Rudolph Mikol

Ronald . Mikol

James Tully

I have served this warrant by posting attested copies thereof, one at the Post Office and one at the Town Hall _____ days before said meeting.

Date

Constable

FY20 Proposed Budget

| | RECAP | RECAP | DRAFT Dept. | Advisory Rev |
|--|----------------------|----------------------|----------------------|----------------------|
| | <u>FY2018</u> | <u>FY2019</u> | <u>Requests FY20</u> | <u>FY2020</u> |
| REVENUE | | | | |
| Prior Year Levy Limit | \$ 8,038,988 | \$ 8,392,642 | 8,773,071 | \$ 8,773,073 |
| 2 1/2 % Allowed Increase | \$ 200,975 | \$ 209,816 | 219,327 | \$ 219,327 |
| New Growth | \$ 152,679 | \$ 170,614 | 125,000 | \$ 125,000 |
| Override | \$ - | \$ - | - | 0 |
| Total Permanent Tax Base | \$ 8,392,642 | \$ 8,773,073 | 9,117,398 | \$ 9,117,399 |
| Excluded Debt | \$ 586,446 | \$ 561,137 | 531,710 | \$ 530,276 |
| Levy Limit | \$ 8,979,088 | \$ 9,334,209 | 9,649,108 | \$ 9,647,675 |
| Cherry Sheet Receipts | \$ 319,645 | \$ 322,785 | 315,947 | \$ 315,947 |
| Local Receipts | LR \$ 721,974 | \$ 720,000 | 800,000 | \$ 800,000 |
| CPA Funds, Conservation Funds | LR | \$ 616,500 | | \$ 148,500 |
| Free Cash Articles / Capital | \$ 213,924 | \$ 670,208 | 415,606 | \$ 310,411 |
| Free Cash Operating | | | 75,000 | \$ 179,842 |
| Water Enterprise Fund | LR \$ 63,863 | \$ 128,400 | 128,400 | \$ 128,400 |
| Est. Receipts & Other Rev. | \$ 1,319,406 | \$ 2,457,893 | 1,659,953 | \$ 1,883,100 |
| Total Available Revenue | \$ 10,298,494 | \$ 11,792,102 | 11,309,061 | \$ 11,530,775 |
| Excess Levy Capacity | \$ 1,708 | \$ 11,109 | | |
| Total Amount to be Raised | \$ 10,296,786 | \$ 11,780,993 | \$ 11,309,061 | \$ 11,530,775 |
| EXPENSES | | | | |
| | <u>FY18 Recap</u> | <u>FY19 Recap</u> | <u>FY20 Dept Req</u> | <u>Advisory Rev.</u> |
| Gen. Fund Budget, General Government | \$ 534,696 | \$ 570,295 | \$ 578,650 | \$ 579,489 |
| Gen. Fund Budget, Public Safety | \$ 1,299,155 | \$ 1,387,585 | \$ 1,518,990 | \$ 1,422,252 |
| Gen. Fund Budget, Schools | \$ 6,171,502 | \$ 6,638,201 | \$ 6,765,675 | \$ 6,698,716 |
| Gen. Fund Budget, Public Works | \$ 707,573 | \$ 766,919 | \$ 1,158,746 | \$ 851,651 |
| Gen. Fund Budget, Human Services | \$ 65,846 | \$ 92,613 | \$ 91,603 | \$ 81,715 |
| Gen. Fund Budget, Library & Recreation | \$ 237,886 | \$ 265,772 | \$ 290,061 | \$ 274,061 |
| Gen. Fund Budget, Debt Service | \$ 261,688 | \$ 327,680 | \$ 331,306 | \$ 331,306 |
| Gen. Fund Budget, Insurance & Assmnts | \$ 586,455 | \$ 637,487 | \$ 679,949 | \$ 666,975 |
| Water Enterprise Fund | \$ 63,863 | \$ 128,400 | \$ 128,400 | \$ 128,400 |
| Overlay | \$ 29,218 | \$ 30,000 | \$ 30,000 | \$ 30,000 |
| Cherry Sheet Charges | \$ 3,262 | \$ 3,293 | \$ 3,295 | \$ 3,295 |
| Cherry Sheet Offset - Library | \$ 3,786 | \$ 4,004 | \$ 4,004 | \$ 4,004 |
| Warrant Articles | \$ 213,924 | \$ 251,912 | \$ 415,606 | \$ 310,411 |
| CPA and Conservation Articles | | \$ 616,500 | | \$ 148,500 |
| Total Expenses | \$ 10,178,853 | \$ 11,720,661 | \$ 11,996,285 | \$ 11,530,775 |
| Surplus/(Deficit) | \$ 117,933 | \$ 60,332 | \$ (687,224) | \$ (0) |

| Line # | Department/Account | | Actual FY18 | Voted FY19 | | FY20 Dept. Requested | FY20 Advisory Proposed | |
|--------------------|---|--|------------------|------------------|---------|-------------------------|---------------------------|--------|
| GENERAL GOVERNMENT | | | | | | | | |
| | Town Administrator - 120 | | \$ 82,385 | \$ 82,625 | 0.3% | 124,480 | 124,480 | 33.6% |
| | 0001-01-120-5110-0000-005 Town Admin Salaries | | \$ 80,168 | \$ 79,825 | -0.4% | \$ 60,000 | 60,000 | -33.0% |
| | 0001-01-120-5120-0000-000 Assistant Town Admin Salaries | | | | | \$ 61,200 | 61,200 | 100.0% |
| | 0001-01-120-5380-0000-005 Town Admin Other Purch Services | | \$ 598 | \$ - | -100.0% | | | |
| | 0001-01-120-5420-0000-005 Town Admin Office Supplies | | \$ 233 | \$ 400 | 71.6% | \$ 400 | 400 | 0.0% |
| | 0001-01-120-5730-0000-005 Town Admin Dues & Subscriptions | | \$ 50 | \$ 400 | 700.0% | \$ 880 | 880 | 54.5% |
| | 0001-01-120-5770-0000-005 Town Admin Training & Meetings | | \$ 1,336 | \$ 2,000 | 49.7% | \$ 2,000 | 2,000 | 0.0% |
| 1 | | | \$ 80,168 | \$ 79,825 | -0.4% | 121,200 | 121,200 | 34.1% |
| 2 | | | \$ 2,217 | \$ 2,800 | 26.3% | 3,280 | 3,280 | 14.6% |
| | Selectmen - 122 | | \$ 32,082 | \$ 18,100 | -43.6% | 18,100 | 18,100 | 0.0% |
| | 0001-01-122-5120-0000-000 Selectmen Salaries | | \$ 1,724 | \$ 1,800 | 4.4% | \$ 1,800 | 1,800 | 0.0% |
| | 0001-01-122-5210-0000-005 Selectmen Energy | | \$ 689 | \$ 200 | -71.0% | \$ 200 | 200 | 0.0% |
| | 0001-01-122-5240-0000-005 Selectmen Repairs & Maintenance | | \$ 2,723 | \$ - | -100.0% | | | |
| | 0001-01-122-5300-0000-005 Selectment Professional & Technical | | \$ 4,498 | \$ 300 | -93.3% | \$ 300 | 300 | 0.0% |
| | 0001-01-122-5300-0000-006 Selectment Special Legal | | \$ 13,852 | \$ 7,500 | -45.9% | \$ 7,500 | 7,500 | 0.0% |
| | 0001-01-122-5340-0000-005 Selectmen Communication | | \$ 1,974 | \$ 1,200 | -39.2% | \$ 1,200 | 1,200 | 0.0% |
| | 0001-01-122-5420-0000-005 Selectmen Office Supplies | | \$ 147 | \$ 300 | 104.3% | \$ 300 | 300 | 0.0% |
| | 0001-01-122-5710-0000-005 Selectmen In-State-Travel | | \$ - | \$ 100 | #DIV/0! | \$ 100 | 100 | 0.0% |
| | 0001-01-122-5730-0000-005 Selectmen Dues & Memberships | | \$ 718 | \$ 900 | 25.3% | \$ 900 | 900 | 0.0% |
| | 0001-01-122-5730-0000-008 Selectment Dues - No. Midd. Council of Go | | \$ 5,757 | \$ 5,800 | 0.7% | \$ 5,800 | 5,800 | 0.0% |
| 3 | | | \$ 1,724 | \$ 1,800 | 4.4% | 1,800 | 1,800 | 0.0% |
| 4 | | | \$ 30,358 | \$ 16,300 | -46.3% | 16,300 | 16,300 | 0.0% |
| | FINCOM - 131 | | | | | | | |
| 5 | 0001-01-131-5730-0000-005 Fin Com Dues & Memberships | | \$ 135 | \$ 150 | 11.1% | \$ 150 | 150 | 0.0% |
| | Reserve Account - 132 | | | | | | | |
| 6 | 0001-01-132-5960-0000-000 Reserve Account | | \$ 20,801 | \$ 25,000 | 20.2% | \$ 25,000 | 31,339 | 20.2% |
| | Accountant - 135 | | \$ 50,958 | \$ 53,984 | 5.9% | 55,338 | 54,838 | 1.6% |
| | 0001-01-135-5120-0000-000 Accountant Salary | | \$ 22,945 | \$ 23,404 | 2.0% | \$ 23,872 | 23,872 | 2.0% |
| | 0001-01-135-5120-0000-001 Accounting - Clerical Wages | | \$ 9,876 | \$ 10,580 | 7.1% | \$ 10,966 | 10,966 | 3.5% |
| | 0001-01-135-5300-0000-004 Accounting Annual Audit | | \$ 14,000 | \$ 14,000 | 0.0% | \$ 14,000 | 14,000 | 0.0% |
| | 0001-01-135-5300-0000-005 Accounting Prof & Tech Services | | \$ 3,443 | \$ 4,500 | 30.7% | \$ 5,000 | 4,500 | 0.0% |
| | 0001-01-135-5420-0000-005 Accounting - Office Supplies | | \$ 300 | \$ 750 | 150.4% | \$ 750 | 750 | 0.0% |
| | 0001-01-135-5710-0000-005 Accounting - In State Travel | | \$ 299 | \$ 600 | 100.4% | \$ 650 | 650 | 7.7% |
| | 0001-01-135-5730-0000-005 Accounting - Dues and Memberships | | \$ 95 | \$ 150 | 57.9% | \$ 100 | 100 | -50.0% |
| 7 | | | \$ 32,821 | \$ 33,984 | 3.5% | 34,838 | 34,838 | 2.5% |
| 8 | | | \$ 18,137 | \$ 20,000 | 10.3% | 20,500 | 20,000 | 0.0% |
| | Assessors - 141 | | \$ 53,954 | \$ 57,125 | 5.9% | 63,926 | 63,926 | 10.6% |
| | 0001-01-141-5120-0000-000 Assessors Salaries | | \$ 900 | \$ 901 | 0.1% | \$ 900 | 900 | -0.1% |
| | 0001-01-141-5120-0000-001 Assessors Associate | | \$ 29,171 | \$ 29,754 | 2.0% | \$ 30,350 | 30,350 | 2.0% |
| | 0001-01-141-5120-0000-002 Assessors Clerical Wages | | \$ 15,520 | \$ 14,295 | -7.9% | \$ 16,121 | 16,121 | 11.3% |
| | 0001-01-141-5300-0000-005 Assessors Prof & Technical | | \$ 7,138 | \$ 8,800 | 23.3% | \$ 9,680 | 9,680 | 9.1% |
| | 0001-01-141-5301-0000-005 Assessors Prof & Tech Prop Review Assess | | \$ - | \$ 1,500 | #DIV/0! | \$ 5,000 | 5,000 | 70.0% |
| | 0001-01-141-5340-0000-005 Assessors Communication | | \$ 82 | \$ 125 | 52.6% | \$ 125 | 125 | 0.0% |
| | 0001-01-141-5420-0000-005 Assessors Office Supplies | | \$ 885 | \$ 900 | 1.7% | \$ 900 | 900 | 0.0% |
| | 0001-01-141-5710-0000-005 Assessors In-State Travel | | \$ 133 | \$ 700 | 425.0% | \$ 700 | 700 | 0.0% |
| | 0001-01-141-5730-0000-005 Assessors Dues & Memberships | | \$ 125 | \$ 150 | 20.0% | \$ 150 | 150 | 0.0% |
| 9 | | | \$ 45,591 | \$ 44,950 | -1.4% | 47,371 | 47,371 | 5.1% |
| 10 | | | \$ 8,363 | \$ 12,175 | 45.6% | 16,555 | 16,555 | 26.5% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 | | FY20 Dept. Requested | FY20 Advisory Proposed | |
|--|---------------------------|--|----------------|---------------|---------|-------------------------|---------------------------|--------|
| GENERAL GOVERNMENT | | | | | | | | |
| Treasurer - 145 | | | | | | | | |
| | | | \$ 83,105 | \$ 92,288 | 11.0% | 93,640 | 93,640 | 1.4% |
| | 0001-01-145-5120-0000-000 | Treasurer Salary | \$ 60,966 | \$ 67,871 | 11.3% | \$ 69,223 | 69,223 | 2.0% |
| | 0001-01-145-5190-0000-001 | Treasurer & Collector Certification | \$ 1,000 | \$ 1,000 | 0.0% | \$ 1,000 | 1,000 | 0.0% |
| | 0001-01-145-5300-0000-005 | Treasurer Professional & Technical | \$ 14,352 | \$ 15,230 | 6.1% | \$ 15,230 | 15,230 | 0.0% |
| | 0001-01-145-5340-0000-005 | Treasurer Communication | \$ 3,810 | \$ 5,800 | 52.2% | \$ 5,800 | 5,800 | 0.0% |
| | 0001-01-145-5420-0000-005 | Treasurer Office Supplies | \$ 2,696 | \$ 1,550 | -42.5% | \$ 1,550 | 1,550 | 0.0% |
| | 0001-01-145-5710-0000-005 | Treasurer In-State Travel | \$ - | \$ 247 | #DIV/0! | \$ 247 | 247 | 0.0% |
| | 0001-01-145-5730-0000-005 | Treasurer Dues & Memberships | \$ 100 | \$ 50 | -50.0% | \$ 50 | 50 | 0.0% |
| | 0001-01-145-5780-0000-005 | Treasurer Other - Bank Charges | \$ 181 | \$ 540 | 197.6% | \$ 540 | 540 | 0.0% |
| 11 | | | \$ 61,966 | \$ 68,871 | 11.1% | 70,223 | 70,223 | 1.9% |
| 12 | | | \$ 21,139 | \$ 23,417 | 10.8% | 23,417 | 23,417 | 0.0% |
| Town Legal Professional and Technical - 151 | | | | | | | | |
| 13 | 0001-01-151-5300-0000-000 | Town Counsel Professional Legal Services | \$ 39,184 | \$ 30,000 | -23.4% | \$ 30,000 | 30,000 | 0.0% |
| 14 Dog Program - 160 | | | | | | | | |
| | 0001-01-160-5340-0000-000 | Dog License Prog Communication | \$ - | \$ 150 | #DIV/0! | \$ 150 | 150 | 0.0% |
| | 0001-01-160-5580-0000-000 | Dog License Prog Other Supplies | \$ 310 | \$ 500 | 61.2% | \$ 500 | 500 | 0.0% |
| Town Clerk - 161 | | | | | | | | |
| | 0001-01-161-5120-0000-000 | Town Clerk Salary | \$ 37,304 | \$ 37,781 | 1.3% | 40,765 | 40,765 | 7.3% |
| | 0001-01-161-5112-0000-000 | Town Clerk Temp Help Wages | \$ 33,167 | \$ 34,831 | 5.0% | \$ 37,315 | 37,315 | 6.7% |
| | 0001-01-161-5190-0000-001 | Town Clerk Certification | \$ 1,000 | \$ 1,000 | 0.0% | \$ 500 | 500 | 100.0% |
| | 0001-01-161-5300-0000-005 | Town Clerk Professional & Technical | \$ 607 | \$ 700 | 15.3% | \$ 1,000 | 1,000 | 0.0% |
| | 0001-01-161-5340-0000-005 | Town Clerk Communication | \$ 342 | \$ 300 | -12.2% | \$ 700 | 700 | 0.0% |
| | 0001-01-161-5420-0000-005 | Town Clerk Office Supplies | \$ 2,039 | \$ 500 | -75.5% | \$ 300 | 300 | 0.0% |
| | 0001-01-161-5710-0000-005 | Town Clerk In-State Travel | \$ 89 | \$ 300 | 235.6% | \$ 500 | 500 | 0.0% |
| | 0001-01-161-5730-0000-005 | Town Clerk Dues & Memberships | \$ 60 | \$ 150 | 150.0% | \$ 300 | 300 | 0.0% |
| 15 | | | \$ 34,167 | \$ 35,831 | 4.9% | \$ 150 | 150 | 0.0% |
| 16 | | | \$ 3,137 | \$ 1,950 | -37.8% | 38,815 | 38,815 | 7.7% |
| | | | | | | 1,950 | 1,950 | 0.0% |
| Elections - 162 | | | | | | | | |
| | 0001-01-162-5120-0000-000 | Election & Reg Wages | \$ 5,726 | \$ 19,500 | 240.5% | 20,500 | 19,500 | 0.0% |
| | 0001-01-162-5240-0000-005 | Election & Reg Repairs & Maintenance | \$ 1,208 | \$ 4,000 | 231.2% | \$ 5,000 | 5,000 | 0.0% |
| | 0001-01-162-5300-0000-005 | Election & Reg Professional & Tech Service | \$ 262 | \$ 500 | 90.8% | \$ 500 | 500 | 0.0% |
| | 0001-01-162-5340-0000-005 | Election & Reg Communication | \$ 3,000 | \$ 5,000 | 66.7% | \$ 6,000 | 6,000 | 16.7% |
| | 0001-01-162-5580-0000-005 | Election & Reg Other Supplies | \$ 533 | \$ 4,000 | 650.7% | \$ 4,000 | 4,000 | 0.0% |
| | 0001-01-162-5580-0000-005 | Election & Reg Other Supplies | \$ 724 | \$ 6,000 | 729.1% | \$ 5,000 | 5,000 | -20.0% |
| 17 | | | \$ 1,208 | \$ 4,000 | 231.2% | 5,000 | 4,000 | 0.0% |
| 18 | | | \$ 4,519 | \$ 15,500 | 243.0% | 15,500 | 15,500 | 0.0% |
| Registrar - 163 | | | | | | | | |
| 19 | 0001-01-163-5120-0000-000 | Registrar Salary | \$ 200 | \$ 225 | 12.5% | \$ 225 | 225 | 0.0% |
| Conservation - 171 | | | | | | | | |
| | 0001-01-171-5120-0000-001 | Conservation Commission Clerical Wages | \$ 16,573 | \$ 20,257 | 22.2% | 20,629 | 20,629 | 1.8% |
| | 0001-01-171-5300-0000-005 | Conservation Professional & Technical | \$ 15,171 | \$ 18,612 | 22.7% | \$ 18,984 | 18,984 | 2.0% |
| | 0001-01-171-5340-0000-005 | Conservation Communication | \$ - | \$ 125 | #DIV/0! | \$ 125 | 125 | 0.0% |
| | 0001-01-171-5420-0000-005 | Conservation Comm. Office Supplies | \$ 175 | \$ 175 | -0.1% | \$ 175 | 175 | 0.0% |
| | 0001-01-171-5580-0000-005 | Conservation Comm. Other Supplies | \$ 482 | \$ 225 | -53.4% | \$ 225 | 225 | 0.0% |
| | 0001-01-171-5710-0000-005 | Conservation Comm. In-State Travel | \$ 110 | \$ 200 | 82.0% | \$ 200 | 200 | 0.0% |
| | 0001-01-171-5730-0000-005 | Conservation Comm. Dues & Memberships | \$ 52 | \$ 70 | 35.8% | \$ 70 | 70 | 0.0% |
| | 0001-01-171-5780-0000-005 | Conservation Other Expenses | \$ 583 | \$ 700 | 20.1% | \$ 700 | 700 | 0.0% |
| | 0001-01-171-5780-0000-005 | Conservation Other Expenses | \$ - | \$ 150 | #DIV/0! | \$ 150 | 150 | 0.0% |
| 20 | | | \$ 15,171 | \$ 18,612 | 22.7% | 18,984 | 18,984 | 2.0% |
| 21 | | | \$ 1,402 | \$ 1,645 | 17.3% | 1,645 | 1,645 | 0.0% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 | | FY20 Dept. Requested | FY20 Advisory Proposed | |
|--------------------|---------------------------|---|----------------|---------------|---------|-------------------------|---------------------------|---------|
| GENERAL GOVERNMENT | | | | | | | | |
| | Planning Board - 175 | | \$ 16,217 | \$ 19,862 | 22.5% | 20,234 | 20,234 | 1.8% |
| | 0001-01-175-5120-0000-001 | Planning Board Clerical Wages | \$ 15,159 | \$ 18,612 | 22.8% | \$ 18,984 | 18,984 | 2.0% |
| | 0001-01-175-5300-0000-005 | Planning Board Professional & Technical | \$ 444 | \$ 800 | 80.4% | \$ 800 | 800 | 0.0% |
| | | Planning Board Communication | \$ 286 | \$ 225 | -21.3% | \$ 225 | 225 | 0.0% |
| | 0001-01-175-5420-0000-005 | Planning Board Office Supplies | \$ 329 | \$ 225 | -31.5% | \$ 225 | 225 | 0.0% |
| 22 | | | \$ 15,159 | \$ 18,612 | 22.8% | 18,984 | 18,984 | 2.0% |
| 23 | | | \$ 1,058 | \$ 1,250 | 18.1% | 1,250 | 1,250 | 0.0% |
| | | | | | | | | |
| | Zoning Board - 176 | | \$ 260 | \$ 1,500 | 477.3% | 1,500 | 1,500 | 0.0% |
| | 0001-01-176-5300-0000-005 | Zoning Board Professional & Technical | \$ - | \$ 1,000 | #DIV/0! | \$ 1,000 | 1,000 | 0.0% |
| | 0001-01-176-5420-0000-005 | Zoning Board Office Supplies | \$ 260 | \$ 500 | 92.4% | \$ 500 | 500 | 0.0% |
| 24 | | | \$ - | \$ - | | | | |
| 25 | | | \$ 260 | \$ 1,500 | 477.3% | 1,500 | 1,500 | 0.0% |
| | | | | | | | | |
| | Town Hall - 192 | | \$ 90,083 | \$ 96,148 | 6.7% | 48,413 | 46,413 | -107.2% |
| | 0001-01-192-5110-0000-000 | Town Hall Clerical Wages | \$ 43,522 | \$ 47,968 | 10.2% | | | |
| | 0001-01-192-5120-0000-001 | Town Hall Caretaker Inside Janitor/Recycl | \$ 3,575 | \$ 5,180 | 44.9% | \$ 5,413 | 5,413 | 4.3% |
| | 0001-01-192-5210-0000-005 | Town Hall Energy | \$ 17,075 | \$ 14,000 | -18.0% | \$ 14,000 | 14,000 | 0.0% |
| | 0001-01-192-5230-0000-005 | Town Hall Non-Energy Utilities | \$ 659 | \$ 5,000 | 658.4% | \$ 5,000 | 5,000 | 0.0% |
| | 0001-01-192-5240-0000-005 | Town Hall Repair & Maintenance Services | \$ 8,552 | \$ 9,000 | 5.2% | \$ 9,000 | 9,000 | 0.0% |
| | 0001-01-192-5290-0000-005 | Town Hall Other Property Related Services | \$ 7,708 | \$ 6,500 | -15.7% | \$ 6,500 | 4,500 | -44.4% |
| | 0001-01-192-5300-0000-005 | Town Hall Professional & Technical | \$ 1,295 | \$ 1,000 | -22.8% | \$ 1,000 | 1,000 | 0.0% |
| | 0001-01-192-5340-0000-005 | Town Hall Communication | \$ 6,013 | \$ 4,500 | -25.2% | \$ 4,500 | 4,500 | 0.0% |
| | 0001-01-192-5420-0000-005 | Town Hall Office Supplies | \$ 1,132 | \$ 2,500 | 120.8% | \$ 2,500 | 2,500 | 0.0% |
| | 0001-01-192-5450-0000-005 | Town Hall Housekeeping Supplies | \$ 552 | \$ 500 | -9.4% | \$ 500 | 500 | 0.0% |
| 26 | | | \$ 47,097 | \$ 53,148 | 12.8% | 5,413 | 5,413 | -881.9% |
| 27 | | | \$ 42,986 | \$ 43,000 | 0.0% | 43,000 | 41,000 | -4.9% |
| | | | | | | | | |
| 28 | Town Reports - 195 | | \$ 3,271 | \$ 3,100 | -5.2% | 3,100 | 3,100 | 0.0% |
| | 0001-01-195-5340-0000-000 | Town Reports Communication | \$ 693 | \$ 300 | -56.7% | \$ 300 | 300 | 0.0% |
| | 0001-01-195-5380-0000-000 | Town Hall Reports - Other Services | \$ 2,578 | \$ 2,800 | 8.6% | \$ 2,800 | 2,800 | 0.0% |
| | | | | | | | | |
| | Town Engineer - 199 | | | | | | | |
| 29 | 0001-01-199-5300-0000-005 | Engineer Professional Services | \$ 2,147 | \$ 12,000 | 458.8% | \$ 12,000 | 10,000 | -20.0% |
| | | | | | | | | |
| | | | \$ 534,696 | \$ 570,295 | 6.7% | 578,650 | 579,489 | 1.6% |
| | | | \$ 335,273 | \$ 359,858 | 7.3% | \$ 362,853 | \$ 361,853 | 0.6% |
| | | | \$ 199,424 | \$ 210,437 | 5.5% | \$ 215,797 | \$ 217,636 | 3.3% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 |
|---------------|--------------------|--|----------------|---------------|
| PUBLIC SAFETY | | | | |

| FY20 Dept. Requested | FY20 Advisory Proposed |
|-------------------------|---------------------------|
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\$ 1,097,858

| | | | | | | | | |
|------------------------------|--|--|---------------------|---------------------|--------|------------------|------------------|--------|
| Police Department 210 | | | \$ 1,045,390 | \$ 1,106,108 | 5.8% | 1,214,204 | 1,128,204 | 2.0% |
| 0001-02-210-5110-0000-000 | Police Salary - Chief | | \$ 118,566 | \$ 116,592 | -1.7% | \$ 121,232 | 121,232 | 3.8% |
| 0001-02-210-5110-0000-001 | Police Wages | | \$ 451,450 | \$ 508,190 | 12.6% | \$ 613,884 | 530,884 | 4.3% |
| 0001-02-210-5110-0000-002 | Police Wages - Admin Assistant | | \$ 34,826 | \$ 35,726 | 2.6% | \$ 39,438 | 39,438 | 9.4% |
| 0001-02-210-5120-0000-001 | Police Wages - Part Time | | \$ 56,818 | \$ 44,000 | -22.6% | \$ 35,000 | 35,000 | -25.7% |
| 0001-02-210-5120-0000-003 | Police Wages - Station Custodial Part Time | | \$ 4,024 | \$ 4,200 | 4.4% | \$ 4,400 | 4,400 | 4.5% |
| 0001-02-210-5130-0000-001 | Police Overtime | | \$ 125,000 | \$ 130,000 | 4.0% | \$ 130,000 | 130,000 | 0.0% |
| 0001-02-210-5140-0000-001 | Police Differentials | | \$ 12,007 | \$ 19,250 | 60.3% | \$ 21,000 | 21,000 | 8.3% |
| 0001-02-210-5210-0000-011 | Police Station Energy | | \$ 8,079 | \$ 8,650 | 7.1% | \$ 9,000 | 9,000 | 3.9% |
| 0001-02-210-5240-0000-005 | Police Expense Maint & Repair Service | | \$ 1,643 | \$ 3,000 | 82.6% | \$ 3,000 | 3,000 | 0.0% |
| 0001-02-210-5240-0000-006 | Police Cruiser Repairs & Maint | | \$ 7,202 | \$ 8,000 | 11.1% | \$ 8,000 | 8,000 | 0.0% |
| 0001-02-210-5240-0000-007 | Police Radio Repair & Maint Service | | \$ 7,926 | \$ 8,250 | 4.1% | \$ 8,250 | 8,250 | 0.0% |
| 0001-02-210-5290-0000-011 | Police Station Other Prop Related Services | | \$ 2,704 | \$ 2,800 | 3.5% | \$ 3,000 | 3,000 | 6.7% |
| 0001-02-210-5300-0000-005 | Police Expense Prof & Tech (training) | | \$ 10,154 | \$ 11,000 | 8.3% | \$ 12,000 | 11,000 | 0.0% |
| 0001-02-210-5310-0000-005 | Police Expense Prof & Tech Tuition Reimb | | \$ 900 | \$ 2,700 | 200.0% | \$ 2,700 | 2,700 | 0.0% |
| 0001-02-210-5340-0000-007 | Police Radio Communication | | \$ 66,212 | \$ 83,000 | 25.4% | \$ 83,000 | 83,000 | 0.0% |
| 0001-02-210-5340-0000-011 | Police Station Communication - Phone | | \$ 3,050 | \$ 3,500 | 14.7% | \$ 3,500 | 3,500 | 0.0% |
| 0001-02-210-5380-0000-008 | Police Lock Up | | \$ 3,539 | \$ 1,600 | -54.8% | \$ 3,000 | 3,000 | 46.7% |
| 0001-02-210-5420-0000-005 | Police Expense Office Supplies | | \$ 6,589 | \$ 3,500 | -46.9% | \$ 3,500 | 3,500 | 0.0% |
| 0001-02-210-5480-0000-006 | Police Cruiser Vehicular Supplies | | \$ 27,359 | \$ 29,000 | 6.0% | \$ 31,000 | 29,000 | 0.0% |
| 0001-02-210-5580-0000-005 | Police Expense Other Supplies | | \$ 25,056 | \$ 25,000 | -0.2% | \$ 25,400 | 25,400 | 1.6% |
| 0001-02-210-5730-0000-005 | Police Expense Dues & Memberships | | \$ 11,400 | \$ 12,900 | 13.2% | \$ 12,900 | 12,900 | 0.0% |
| 0001-02-210-5850-2011-009 | Police New Cruiser Cap Lease | | \$ 52,961 | \$ 37,000 | -30.1% | \$ 41,000 | 41,000 | 9.8% |
| 30 | | | \$ 802,691 | \$ 857,958 | 6.9% | 964,954 | 881,954 | 2.7% |
| 31 | | | \$ 234,773 | \$ 239,900 | 2.2% | 249,250 | 246,250 | 2.6% |

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|------------------------------|---|--|-------------------|-------------------|---------|----------------|----------------|---------|
| Fire Department - 220 | | | \$ 184,189 | \$ 202,167 | 9.8% | 211,590 | 205,002 | 1.4% |
| 0001-02-220-5110-0000-000 | Fire Dept Wages On Call | | \$ 27,694 | \$ 38,400 | 38.7% | 43,392 | 40,704 | 5.7% |
| 0001-02-220-5120-0000-000 | Fire Dept Wages Training | | \$ 7,132 | \$ 9,600 | 34.6% | 10,848 | 10,848 | 11.5% |
| 0001-02-220-5120-0000-001 | Fire Chief Wages | | \$ 70,928 | \$ 84,167 | 18.7% | 85,850 | 85,850 | 2.0% |
| 0001-02-220-5210-0000-005 | Fire Dept Energy | | \$ 4,741 | \$ 4,200 | -11.4% | 5,200 | 4,500 | 6.7% |
| 0001-02-220-5240-0000-005 | Fire Dept Repairs & Maint Expense | | \$ 18,958 | \$ 15,000 | -20.9% | 17,000 | 15,000 | 0.0% |
| 0001-02-220-5270-0000-000 | Fire Dept Vehicle Lease | | \$ 12,314 | \$ - | -100.0% | | | |
| 0001-02-220-5300-0000-005 | Fire Dept Professional & Tech Service | | \$ 3,012 | \$ 3,100 | 2.9% | 3,500 | 3,500 | 11.4% |
| 0001-02-220-5340-0000-005 | Fire Dept Communication | | \$ 5,724 | \$ 5,600 | -2.2% | 6,500 | 6,500 | 13.8% |
| 0001-02-220-5420-0000-005 | Fire Dept Office Supplies | | \$ 663 | \$ 600 | -9.5% | 600 | 600 | 0.0% |
| 0001-02-220-5430-0000-005 | Fire Dept B & E Repair & Maint Supplies | | \$ 5,652 | \$ 3,000 | -46.9% | 3,000 | 3,000 | 0.0% |
| 0001-02-220-5480-0000-005 | Fire Dept Vehicular Supplies | | \$ 3,166 | \$ 4,000 | 26.3% | 4,500 | 4,500 | 11.1% |
| 0001-02-220-5580-0000-005 | Fire Dept Firefighting Supplies | | \$ 5,693 | \$ 7,000 | 23.0% | 7,000 | 7,000 | 0.0% |
| 0001-02-220-5581-0000-005 | Fire Dept Other Supplies - Training | | \$ 1,911 | \$ 6,000 | 214.0% | 2,000 | 2,000 | -200.0% |
| 0001-02-220-5730-0000-005 | Fire Dept Dues & Memberships | | \$ 1,439 | \$ 1,500 | 4.2% | 1,700 | 1,500 | 0.0% |
| 0001-02-220-5850-0000-005 | Fire Dept New Equipment | | \$ 15,164 | \$ 20,000 | 31.9% | 18,500 | 18,500 | -8.1% |
| 0001-02-220-5310-0000-000 | | | | | | 2,000 | 1,000 | 100.0% |
| 32 | | | \$ 105,753 | \$ 132,167 | 25.0% | 140,090 | 137,402 | 3.8% |
| 33 | | | \$ 78,436 | \$ 70,000 | -10.8% | 71,500 | 67,600 | -3.6% |

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|---------------------------------|-----------------------------------|--|------------------|------------------|--------|---------------|---------------|------|
| Building Inspector - 241 | | | \$ 56,044 | \$ 62,410 | 11.4% | 62,896 | 62,896 | 0.8% |
| 0001-02-241-5120-0000-000 | Building Insp Salary | | \$ 21,595 | \$ 24,308 | 12.6% | 24,794 | 24,794 | 2.0% |
| 0001-02-241-5122-0000-000 | Building Insp Part Time Wages | | \$ 4,379 | \$ 4,602 | 5.1% | 4,602 | 4,602 | 0.0% |
| 0001-02-242-5120-0000-000 | Gas Inspector Salary | | \$ 5,358 | \$ 3,500 | | 3,500 | 3,500 | 0.0% |
| 0001-02-243-5120-0000-000 | Plumbing Inspector Salary | | \$ 5,122 | \$ 3,500 | | 3,500 | 3,500 | 0.0% |
| 0001-02-245-5120-0000-000 | Electrical Inspection | | \$ 7,475 | \$ 12,000 | | 12,000 | 12,000 | 0.0% |
| 0001-02-292-5190-0000-000 | Dog Officer Stipend | | \$ 9,870 | \$ 11,000 | | 11,000 | 11,000 | 0.0% |
| 0001-02-241-5300-0000-005 | Building Insp Professional & Tech | | \$ 1,145 | \$ 1,500 | 31.0% | 1,500 | 1,500 | 0.0% |
| 0001-02-292-5580-0000-000 | Dog Officer Supplies | | \$ - | \$ 2,000 | | 2,000 | 2,000 | 0.0% |
| 34 | | | \$ 25,974 | \$ 58,910 | 126.8% | 59,396 | 59,396 | 0.8% |
| 35 | | | \$ 2,245 | \$ 3,500 | 55.9% | 3,500 | 3,500 | 0.0% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 |
|----------------------|--------------------|--|----------------|---------------|
| PUBLIC SAFETY | | | | |

| FY20 Dept. Requested | FY20 Advisory Proposed |
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|-----------|------------------------------------|--------------------------------------|--------------|--------------|---------|--------------|--------------|--------|
| 36 | Emergency Management - 291 | | \$ 3,625 | \$ 6,000 | 65.5% | 6,000 | 4,000 | -50.0% |
| | 0001-02-291-5340-0000-000 | Emergency Management Communications | \$ 3,625 | \$ 4,600 | 26.9% | 4,600 | 2,600 | -76.9% |
| | 0001-02-291-5580-0000-000 | Emergency Management Other Supplies | \$ - | \$ 250 | #DIV/0! | 250 | 250 | 0.0% |
| | 0001-02-291-5850-0000-000 | Emergency Management New Equipment | \$ - | \$ 1,000 | #DIV/0! | 1,000 | 1,000 | 0.0% |
| | 0001-02-291-5710-0000-005 | Emergency Management In-State Travel | \$ - | \$ 150 | #DIV/0! | 150 | 150 | 0.0% |
| 37 | Forestry Public Works - 294 | | \$ 16,587 | \$ 19,150 | 15.5% | 24,300 | 22,150 | 13.5% |
| | 0001-02-294-5290-0000-000 | Tree Warden Other Property Services | \$ 16,200 | \$ 19,000 | 17.3% | 24,150 | 22,000 | 13.6% |
| | 0001-02-294-5530-0000-000 | Tree Warden Public Works Supplies | \$ 302 | \$ 85 | -71.9% | 85 | 85 | 0.0% |
| | 0001-02-294-5730-0000-000 | Tree Warden Dues & Memberships | \$ 85 | \$ 65 | -23.5% | 65 | 65 | 0.0% |
| | | | \$ 1,299,155 | \$ 1,387,585 | 6.8% | 1,518,990 | 1,422,252 | 2.4% |
| | | | \$ 961,788 | \$ 1,049,035 | 9.1% | \$ 1,164,440 | \$ 1,078,752 | 2.8% |
| | | | \$ 337,366 | \$ 338,550 | 0.4% | \$ 354,550 | \$ 343,500 | 1.4% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 |
|----------------|--------------------|--|----------------|---------------|
| SCHOOLS | | | | |

| FY20 Dept. Requested | FY20 Advisory Proposed |
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|-----------|---------------------------|---|--------------|--------------|---------|-----------|---------------------|--------|
| | GDRSD - 300 | | | | | Revised: | FY19 Assmt + \$240K | |
| 38 | 0001-03-300-5320-0000-001 | G.D.R.S. District Capital | \$ 5,587,269 | \$ 5,827,196 | 4.3% | 6,223,906 | 6,156,947 | 5.4% |
| | | | | \$ 284,330 | | | See Articles | |
| 39 | 0001-03-300-5910-0000-002 | G.D.R.S. Debt | \$ 362,377 | \$ 268,857 | -25.8% | 243,479 | 243,479 | -10.4% |
| | GLRVTS - 300 | | | | | | | |
| 40 | 0001-03-300-5320-0000-003 | G.L.R.V.T.H.S. | \$ 141,898 | \$ 222,452 | 56.8% | 264,072 | 264,072 | 15.8% |
| 41 | 0001-03-300-5910-0000-004 | G.L.R. V.T.H.S. Debt | \$ 37,702 | \$ 35,366 | -6.2% | 34,218 | 34,218 | -3.4% |
| | ESSEX - 300 | | | | | | | |
| 42 | 0001-03-301-5320-0000-001 | Essex Agricultural Non Regional Tuition | \$ 15,481 | \$ - | -100.0% | | | |
| 43 | 0001-03-301-5380-0000-002 | Essex Agricultural Non Regional Transp As | \$ 26,775 | \$ - | -100.0% | | | |
| | | | \$ 6,171,502 | \$ 6,638,201 | 7.6% | 6,765,675 | 6,698,716 | 0.9% |

| Line # | Department/Account | Actual FY18 | Voted FY19 |
|--------|--------------------|----------------|---------------|
| | PUBLIC WORKS | | |

| FY20 Dept. Requested | FY20 Advisory Proposed |
|-------------------------|---------------------------|
|-------------------------|---------------------------|

\$ 410,377

| | | | | | | | | |
|----|--|------------|------------|--------|----|----------------|----------------|-------------|
| | Highway Department Operations - 422 | \$ 360,272 | \$ 411,877 | 14.3% | | 726,511 | 445,400 | 7.5% |
| | 0001-04-422-5110-0000-000 Highway Wages | \$ 148,533 | \$172,343 | 16.0% | \$ | 329,053 | 202,151 | 14.7% |
| | 0001-04-422-5120-0000-000 Highway Part-Time Wages | \$ 2,261 | \$5,412 | 139.3% | \$ | 5,547 | 5,547 | 2.4% |
| | 0001-04-422-5120-0000-001 Highway Clerical Wages | \$ 21,142 | \$18,951 | -10.4% | \$ | 18,119 | 18,119 | -4.6% |
| | 0001-04-422-5130-0000-000 Highway Overtime | \$ 5,298 | \$5,468 | 3.2% | \$ | 5,600 | 5,600 | 2.4% |
| | 0001-04-422-5210-0000-007 Highway Energy | \$ 7,710 | \$6,500 | -15.7% | \$ | 6,760 | 6,760 | 3.8% |
| | 0001-04-422-5240-0000-007 Highway Maintenance & Repairs | \$ 28,907 | \$42,840 | 48.2% | \$ | 44,554 | 42,840 | 0.0% |
| | 0001-04-422-5240-0000-013 Highway Paving | \$ 55,112 | \$61,000 | 10.7% | \$ | 200,000 | 65,000 | 6.2% |
| | 0001-04-422-5240-0000-014 Brush Signs & Line Paint | \$ 21,551 | \$28,239 | 31.0% | \$ | 29,369 | 28,239 | 0.0% |
| | 0001-04-422-5245-0000-007 Highway Maintenance & Repairs - Building | \$ 3,193 | \$5,000 | 56.6% | \$ | 10,000 | 5,000 | 0.0% |
| | 0001-04-422-5300-0000-007 Highway Professional & Technical | \$ 8,684 | \$2,500 | -71.2% | \$ | 10,400 | 3,000 | 16.7% |
| | 0001-04-422-5270-0000-007 Highway Leases & Rentals | \$ 12,752 | \$15,000 | 17.6% | \$ | 15,600 | 13,063 | -14.8% |
| | 0001-04-422-5340-0000-007 Highway Communication | \$ 3,971 | \$5,100 | 28.4% | \$ | 5,304 | 5,304 | 3.8% |
| | 0001-04-422-5420-0000-007 Highway Office Supplies | \$ 2,546 | \$867 | -66.0% | \$ | 902 | 902 | 3.9% |
| | 0001-04-422-5480-0000-007 Highway Vehicular Supplies | \$ 26,460 | \$35,700 | 34.9% | \$ | 37,128 | 35,700 | 0.0% |
| | 0001-04-422-5530-0000-007 Highway Public Works Supplies | \$ 12,152 | \$5,457 | -55.1% | \$ | 5,675 | 5,675 | 3.8% |
| 44 | | \$ 177,234 | \$ 202,174 | 14.1% | | 358,319 | 231,417 | 12.6% |
| 45 | | \$ 183,039 | \$ 208,203 | 13.7% | | 368,192 | 213,983 | 2.7% |

| | | | | | | | | |
|----|--|------------|------------|--------|----|----------------|----------------|-------|
| | Snow Removal - 423 | \$ 260,010 | \$ 227,568 | -12.5% | | 310,619 | 285,885 | 20.4% |
| | 0001-04-423-5120-0000-000 Snow Removal Part Time Wages | \$ 45,978 | \$ 56,175 | 22.2% | \$ | 71,721 | 56,175 | 0.0% |
| | 0001-04-423-5240-0000-001 Snow Removal Repair & Maintenance Serv | \$ 2,098 | \$ 5,583 | 166.1% | \$ | 5,806 | 5,583 | 0.0% |
| | 0001-04-423-5290-0000-004 Snow Removal Outside Plow Companies | \$ 63,762 | \$ 25,583 | -59.9% | \$ | 26,606 | 25,583 | 0.0% |
| | 0001-04-423-5480-0000-001 Snow Removal Vehicular Supplies | \$ 14,035 | \$ 6,090 | -56.6% | \$ | 6,334 | 6,090 | 0.0% |
| | 0001-04-423-5530-0000-001 Snow Removal Supplies Salt | \$ 134,137 | \$ 134,137 | 0.0% | \$ | 200,152 | 192,454 | 30.3% |
| 46 | | \$ 45,978 | \$ 56,175 | 22.2% | | 71,721 | 56,175 | 0.0% |
| 47 | | \$ 214,032 | \$ 171,393 | -19.9% | | 238,898 | 229,710 | 25.4% |

| | | | | | | | | |
|----|--|-----------|-----------|-------|----|--------|--------|-------|
| | Street Lights - 424 | | | | | | | |
| 48 | 0001-04-424-5210-0000-000 Street Lights Energy | \$ 10,820 | \$ 10,000 | -7.6% | \$ | 12,000 | 11,500 | 13.0% |

| | | | | | | | | |
|----|---|-----------|------------|---------|--|---------------|---------------|---------|
| | Transfer Station - 433 | \$ 60,855 | \$ 100,674 | 65.4% | | 91,316 | 91,316 | -10.2% |
| | 0001-04-433-5120-0000-000 Transfer Station Wages | \$ 16,180 | \$ 5,400 | -66.6% | | | | |
| | 0001-04-433-5240-0000-001 Landfill Expense | \$ 2,609 | \$ 2,900 | 11.2% | | 2,900 | 2,900 | 0.0% |
| | 0001-04-433-5270-0000-000 Transfer Station Rental & Leases | \$ 1,547 | \$ 1,700 | 9.9% | | 1,216 | 1,216 | -39.8% |
| | 0001-04-433-5290-0000-000 Rubbish Removal | \$ 39,069 | \$ 79,774 | 104.2% | | 79,200 | 79,200 | -0.7% |
| | 0001-04-433-5300-0000-000 Transfer Station Professional & Technical | \$ 300 | \$ 4,500 | 1400.0% | | 2,000 | 2,000 | -125.0% |
| | 0001-04-433-5380-0000-000 Transfer Station Other Purchases | \$ 885 | \$ 4,000 | 352.0% | | 4,000 | 4,000 | 0.0% |
| | 0001-04-433-5580-0000-000 Transfer Station Other Supplies | \$ 265 | \$ 2,400 | 804.2% | | 2,000 | 2,000 | -20.0% |
| 49 | | \$ 16,180 | \$ 5,400 | -66.6% | | | | |
| 50 | | \$ 44,675 | \$ 95,274 | 113.3% | | 91,316 | 91,316 | -4.3% |

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|----|--|-----------|-----------|---------|--|---------------|---------------|---------|
| | Cemetery - 491 | \$ 15,616 | \$ 18,300 | 17.2% | | 18,300 | 17,550 | -4.3% |
| | 0001-04-491-5120-0000-002 Cemetery Wages | \$ 11,016 | \$ 11,500 | 4.4% | | 11,500 | 11,500 | 0.0% |
| | 0001-04-491-5230-0000-000 Cemetery Non-Energy Utilites Water | \$ 193 | \$ 1,500 | 677.2% | | 1,500 | 750 | -100.0% |
| | 0001-04-491-5240-0000-000 Cemetery Repairs & Maint Services | \$ 401 | \$ 2,000 | 398.6% | | 2,000 | 2,000 | 0.0% |
| | 0001-04-491-5290-0000-000 Cemetery Other Property Related Services | \$ 3,447 | \$ 600 | -82.6% | | 600 | 600 | 0.0% |
| | 0001-04-491-5430-0000-000 Cemetery Build & Equip Repair Supplies | \$ 81 | \$ 1,000 | 1137.6% | | 1,000 | 1,000 | 0.0% |
| | 0001-04-491-5460-0000-000 Cemetery Groundskeeping Supplies | \$ 429 | \$ 600 | 39.9% | | 600 | 600 | 0.0% |
| | 0001-04-491-5580-0000-000 Cemetery Other Supplies | \$ 50 | \$ 1,100 | 2111.1% | | 1,100 | 1,100 | 0.0% |
| 51 | | \$ 11,016 | \$ 11,500 | 4.4% | | 11,500 | 11,500 | 0.0% |
| 52 | | \$ 4,600 | \$ 6,800 | 47.8% | | 6,800 | 6,050 | -12.4% |

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|------------|------------|------|----|-----------|------------|-------|
| \$ 707,573 | \$ 766,919 | 8.4% | | 1,158,746 | 851,651 | 9.9% |
| \$ 250,407 | \$ 275,249 | 9.9% | \$ | 441,540 | \$ 299,092 | 8.0% |
| \$ 457,166 | \$ 491,670 | 7.5% | \$ | 717,206 | \$ 552,559 | 11.0% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 |
|--------|--------------------|--|----------------|---------------|
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| FY20 Dept. Requested | FY20 Advisory Proposed |
|-------------------------|---------------------------|
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HUMAN SERVICES

| | | | | | | | | |
|------------------------------|------------------------------------|--|-----------|-----------|---------|--------|--------|-------|
| Board of Health - 510 | | | \$ 17,141 | \$ 23,742 | 38.5% | 24,032 | 24,032 | 1.2% |
| 0001-05-510-5120-0000-000 | Board of Health Part Time Wages | | \$ 8,477 | \$ 12,642 | 49.1% | 12,522 | 12,522 | -1.0% |
| 0001-05-510-5380-0000-002 | Nashoba Board of Health Assessment | | \$ 7,788 | \$ 8,200 | 5.3% | 8,610 | 8,610 | 4.8% |
| 0001-05-510-5270-0000-005 | Board of Health Rentals and Leases | | \$ - | \$ 1,700 | #DIV/0! | 1,700 | 1,700 | 0.0% |
| 0001-05-510-5340-0000-005 | Board of Health Communication | | \$ 131 | \$ 400 | 204.6% | 400 | 400 | 0.0% |
| 0001-05-510-5420-0000-005 | Board of Health Office Supplies | | \$ 480 | \$ 400 | -16.6% | 400 | 400 | 0.0% |
| 0001-05-510-5730-0000-005 | Board of Health Dues & Memberships | | \$ 265 | \$ 400 | 50.9% | 400 | 400 | 0.0% |
| 53 | | | \$ 8,477 | \$ 12,642 | 49.1% | 12,522 | 12,522 | -1.0% |
| 54 | | | \$ 8,664 | \$ 11,100 | 28.1% | 11,510 | 11,510 | 3.6% |

| | | | | | | | | |
|------------------------------------|---------------------------|-----------------------|----------|----------|------|-------|-------|------|
| Town Nurse Assessment - 522 | | | | | | | | |
| 55 | 0001-05-522-5380-0000-000 | Town Nurse Assessment | \$ 3,554 | \$ 3,800 | 6.9% | 4,100 | 4,100 | 7.3% |

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|--|---------------------------|--------------------------|----------|----------|------|-------|-------|------|
| 56 Mental Health Assessment - 523 | | | \$ 2,400 | \$ 2,400 | 0.0% | 2,400 | 2,400 | 0.0% |
| | 0001-05-523-5380-0000-000 | Mental Health Assessment | \$ 400 | \$ 400 | 0.0% | 400 | 400 | 0.0% |
| | 0001-05-523-5390-0000-000 | TADS Program | \$ 2,000 | \$ 2,000 | 0.0% | 2,000 | 2,000 | 0.0% |

| | | | | | | | | |
|-------------------------------|-------------------------------------|--|-----------|-----------|--------|--------|--------|--------|
| Council on Aging - 541 | | | \$ 20,117 | \$ 23,000 | 14.3% | 21,400 | 21,400 | -7.5% |
| 0001-05-541-5120-0000-000 | Council on Aging Wages | | \$ 11,222 | \$ 10,500 | -6.4% | 8,500 | 8,500 | -23.5% |
| 0001-05-541-5380-0000-005 | Council on Aging Bus | | \$ 5,025 | \$ 8,000 | 59.2% | 6,500 | 6,500 | -23.1% |
| 0001-05-541-5420-0000-005 | Council on Aging Office Supplies | | \$ 180 | \$ 250 | 38.8% | 250 | 250 | 0.0% |
| 0001-05-541-5490-0000-005 | Council on Aging Food & Service | | \$ 2,813 | \$ 3,100 | 10.2% | 4,500 | 4,500 | 31.1% |
| 0001-05-541-5710-0000-005 | Council on Aging In-State Travel | | \$ 335 | \$ 750 | 124.1% | 1,250 | 1,250 | 40.0% |
| 0001-05-541-5730-0000-005 | Council on Aging Dues & Memberships | | \$ 542 | \$ 400 | -26.2% | 400 | 400 | 0.0% |
| 57 | | | \$ 11,222 | \$ 10,500 | -6.4% | 8,500 | 8,500 | -23.5% |
| 58 | | | \$ 8,895 | \$ 12,500 | 40.5% | 12,900 | 12,900 | 3.1% |

| | | | | | | | | |
|-------------------------------|---|--|-----------|-----------|---------|--------|--------|--------|
| Veterans Affairs - 543 | | | \$ 22,634 | \$ 39,671 | 75.3% | 39,671 | 29,783 | -33.2% |
| 0001-05-543-5120-0000-000 | Veterans Agent Salary | | \$ 5,469 | \$ 5,579 | 2.0% | 5,579 | 5,691 | 2.0% |
| 0001-05-543-5300-0000-002 | Veterans Service Prof & Technical- Confer | | \$ 121 | \$ 700 | 478.5% | 700 | 700 | 0.0% |
| 0001-05-543-5340-0000-002 | Veterans Services Communication | | \$ 1,703 | \$ 1,632 | -4.2% | 1,632 | 1,632 | 0.0% |
| 0001-05-543-5420-0000-002 | Veterans Services Office Supplies | | \$ 383 | \$ 800 | 109.1% | 800 | 800 | 0.0% |
| 0001-05-543-5490-0000-002 | Vet Services Food & Food Services Supplie | | \$ 233 | \$ 400 | 71.9% | 400 | 400 | 0.0% |
| 0001-05-543-5580-0000-002 | Veterans Services Other Supplies | | \$ 230 | \$ 400 | 74.0% | 400 | 400 | 0.0% |
| 0001-05-543-5710-0000-002 | Veterans Services In-State Travel | | \$ - | \$ 100 | #DIV/0! | 100 | 100 | 0.0% |
| 0001-05-543-5730-0000-002 | Veterans Services Dues & Memberships | | \$ 50 | \$ 60 | 20.0% | 60 | 60 | 0.0% |
| 0001-05-543-5770-0000-006 | Veterans Benefits | | \$ 14,446 | \$ 30,000 | 107.7% | 30,000 | 20,000 | -50.0% |
| 59 | | | \$ 5,469 | \$ 5,579 | 2.0% | 5,579 | 5,691 | 2.0% |
| 60 | | | \$ 17,165 | \$ 34,092 | 98.6% | 34,092 | 24,092 | -41.5% |

| | | | | | |
|-----------|-----------|-------|-----------|-----------|--------|
| \$ 65,846 | \$ 92,613 | 40.7% | 91,603 | 81,715 | -13.3% |
| \$ 25,169 | \$ 28,721 | 14.1% | \$ 26,601 | \$ 26,713 | -7.5% |
| \$ 40,677 | \$ 63,892 | 57.1% | \$ 65,002 | \$ 55,002 | -16.2% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 |
|-----------------------------|--------------------|--|----------------|---------------|
| LIBRARY, PARKS & RECREATION | | | | |

| FY20 Dept. Requested | FY20 Advisory Proposed |
|-------------------------|---------------------------|
|-------------------------|---------------------------|

| | | | | | | | | |
|---------------------------------|--------------------------------|--|-------------------|-------------------|--------|----------------|----------------|--------|
| Library Operations - 610 | | | \$ 145,657 | \$ 164,172 | 12.7% | 172,461 | 171,961 | 4.5% |
| 0001-06-610-5120-0000-000 | Library S & W | | \$ 88,525 | \$ 106,205 | 20.0% | 112,911 | 112,911 | 5.9% |
| 0001-06-610-5210-0000-005 | Library Energy | | \$ 19,443 | \$ 15,000 | -22.9% | 15,500 | 15,000 | 0.0% |
| 0001-06-610-5230-0000-005 | Library Non-Energy Utilities | | \$ 218 | \$ 500 | 129.4% | 500 | 500 | 0.0% |
| 0001-06-610-5240-0000-005 | Library Repairs & Maint | | \$ 3,835 | \$ 3,000 | -21.8% | 3,200 | 3,200 | 6.3% |
| 0001-06-610-5290-0000-005 | Library Other Pro Related Serv | | \$ 3,065 | \$ 2,500 | -18.4% | 2,500 | 2,500 | 0.0% |
| 0001-06-610-5340-0000-005 | Library Communication | | \$ 469 | | | 550 | 550 | 100.0% |
| 0001-06-610-5420-0000-005 | Library Office Supplies | | \$ 1,752 | \$ 1,300 | -25.8% | 1,300 | 1,300 | 0.0% |
| 0001-06-610-5580-0000-005 | Library Other Supplies | | \$ 28,350 | \$ 35,667 | 25.8% | 36,000 | 36,000 | 0.9% |
| 61 | | | \$ 88,525 | \$ 106,205 | 20.0% | 112,911 | 112,911 | 5.9% |
| 62 | | | \$ 57,132 | \$ 57,967 | 1.5% | 59,550 | 59,050 | 1.8% |

| | | | | | | | | |
|--|---------------------------|------------------------|-----------|-----------|------|--------|--------|------|
| Library Consortium and Other Dues - 611 | | | | | | | | |
| 63 | 0001-06-611-5730-0000-000 | M.V.L. Consortium Dues | \$ 13,300 | \$ 13,300 | 0.0% | 13,300 | 13,300 | 0.0% |

| | | | | | | | | |
|--|---|--|------------------|------------------|--------|---------------|---------------|-------|
| 64 Technical Expense and Other Supplies - 620 | | | \$ 24,078 | \$ 27,200 | 13.0% | 27,200 | 25,700 | -5.8% |
| 0001-06-620-5300-0000-000 | Tech Exp Professional & Technical Service | | \$ 18,240 | \$ 24,200 | 32.7% | 24,200 | 22,700 | -6.6% |
| 0001-06-620-5580-0000-000 | Tech Other Supplies | | \$ 5,838 | \$ 3,000 | -48.6% | 3,000 | 3,000 | 0.0% |

| | | | | | | | | |
|------------------------------------|---------------------------|-------------------------------------|----------|----------|-------|----------|-------|------|
| Recreation Department - 631 | | | | | | | | |
| 65 | 0001-06-631-5380-0000-005 | Recreation Other Purchased Services | \$ 3,423 | \$ 6,400 | 87.0% | \$ 6,400 | 6,400 | 0.0% |

| | | | | | | | | |
|----------------------------------|---------------------------------------|--|------------------|------------------|-------|---------------|---------------|-------|
| 66 Parks Department - 650 | | | \$ 50,797 | \$ 54,000 | 6.3% | 70,000 | 56,000 | 3.6% |
| 0001-06-650-5210-0000-000 | Parks Energy Expense | | \$ 1,564 | \$ 2,000 | 27.9% | \$ 3,000 | 3,000 | 33.3% |
| 0001-06-650-5290-0000-000 | Parks Other Property Related Services | | \$ 43,118 | \$ 46,000 | 6.7% | \$ 42,000 | 44,000 | -4.5% |
| 0001-06-650-5380-0000-000 | Parks Other Purchased Services | | \$ 6,115 | \$ 6,000 | -1.9% | \$ 25,000 | 9,000 | 33.3% |

| | | | | | | | | |
|-------------------------------------|---------------------------|-----------------------|--------|--------|-------|--------|-----|------|
| Memorial Day Committee - 692 | | | | | | | | |
| 67 | 0001-06-692-5580-0000-000 | Memorial Day Expenses | \$ 630 | \$ 700 | 11.0% | \$ 700 | 700 | 0.0% |

| | | | | | | | | |
|--|--|--|------------|------------|-------|------------|------------|------|
| | | | \$ 237,886 | \$ 265,772 | 11.7% | 290,061 | 274,061 | 3.0% |
| | | | \$ 88,525 | \$ 106,205 | 20.0% | \$ 112,911 | \$ 112,911 | 5.9% |
| | | | \$ 149,361 | \$ 159,567 | 6.8% | \$ 177,150 | \$ 161,150 | 1.0% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 | | FY20 Dept. Requested | FY20 Advisory Proposed | |
|--------------------------------------|---------------------------|-------------------------|----------------|---------------|--------|-------------------------|---------------------------|---------|
| DEBT & INTEREST | | | | | | | | |
| <i>Long Term Debt - 710</i> | | | | | | | | |
| 68 | 0001-07-710-5910-0000-000 | Long Term Debt | \$ 230,000 | \$ 299,000 | 30.0% | 299,000 | 299,000 | 0.0% |
| <i>Long Term Interest - 715</i> | | | | | | | | |
| 69 | 0001-07-715-5915-0000-000 | Long Term Interest | \$ 27,840 | \$ 21,120 | -24.1% | 29,006 | 29,006 | 27.2% |
| <i>Temporary Loan Interest - 720</i> | | | | | | | | |
| 70 | 0001-07-725-5925-0000-000 | Temporary Loan Interest | \$ 3,848 | \$ 7,560 | 96.5% | 3,300 | 3,300 | -129.1% |
| | | | \$ 261,688 | \$ 327,680 | 25.2% | 331,306 | 331,306 | 1.1% |

| Line # | Department/Account | | Actual FY18 | Voted FY19 | | FY20 Dept. Requested | FY20 Advisory Proposed | |
|--|---------------------------|--|----------------|---------------|-------|-------------------------|---------------------------|--------|
| INSURANCE & ASSESSMENTS | | | | | | | | |
| <i>County Retirement System - 911</i> | | | | | | | | |
| 71 | 0001-09-911-5700-0000-000 | Midd. County Retirement System Assessm | \$ 206,969 | \$ 219,591 | 6.1% | 274,244 | 274,244 | 19.9% |
| <i>Unemployment Compensation - 913</i> | | | | | | | | |
| 72 | 0001-09-913-5170-000 | Unemployment Compensation | | | | | 1,000 | 100.0% |
| <i>Group Health Insurance - 914</i> | | | | | | | | |
| 73 | 0001-09-914-5700-0000-000 | Group Health Insurance | \$ 253,440 | \$ 286,291 | 13.0% | 264,100 | 264,100 | -8.4% |
| <i>FICA Town Share - 919</i> | | | | | | | | |
| 74 | 0001-09-919-5700-0000-000 | Medical Town Share | \$ 25,432 | \$ 26,605 | 4.6% | 26,605 | 26,605 | 0.0% |
| <i>Bldg./Vehicle Liab. Ins. - 945</i> | | | | | | | | |
| 75 | 0001-09-945-5740-0000-000 | Building/Vehicle Liability Insurance | \$ 100,613 | \$ 105,000 | 4.4% | 115,000 | 101,026 | -3.9% |
| | | | \$ 586,455 | \$ 637,487 | 8.7% | \$ 679,949 | \$ 666,975 | 4.4% |

| | | | | | | |
|--|--------------|---------------|--------|---------------|---------------|-------|
| Total Budget for the Fiscal Year | \$ 9,864,800 | \$ 10,686,552 | 8.3% | \$ 11,414,980 | \$ 10,906,165 | 2.0% |
| Municipal Salaries | \$ 1,661,162 | \$ 1,819,068 | 9.5% | \$ 2,108,345 | \$ 1,879,321 | 3.2% |
| Municipal Operations | \$ 1,183,994 | \$ 1,264,116 | 6.8% | \$ 1,529,705 | \$ 1,329,847 | 4.9% |
| Insurance & Assessments | \$ 586,455 | \$ 637,487 | 8.7% | \$ 679,949 | \$ 666,975 | 4.4% |
| Municipal Operations - TOTAL | \$ 3,431,610 | \$ 3,720,671 | 8.4% | \$ 4,317,999 | \$ 3,876,143 | 4.0% |
| Municipal Debt & Interest | \$ 261,688 | \$ 327,680 | 25.2% | \$ 331,306 | \$ 331,306 | 1.1% |
| Municipal Operations & Debt - TOTAL | \$ 3,693,298 | \$ 4,048,351 | 9.6% | \$ 4,649,305 | \$ 4,207,449 | 3.8% |
| nal & Vocational Schools - Operations | \$ 5,771,423 | \$ 6,049,648 | 4.8% | \$ 6,487,978 | \$ 6,421,019 | 5.8% |
| : Vocational Schools - Debt & Interest | \$ 400,079 | \$ 304,223 | -24.0% | \$ 277,697 | \$ 277,697 | -9.6% |
| Schools Operations & Debt - TOTAL | \$ 6,171,502 | \$ 6,353,871 | 3.0% | \$ 6,765,675 | \$ 6,698,716 | 5.1% |
| Total Budget for the Fiscal Year | \$ 9,864,800 | \$ 10,402,222 | 5.4% | 11,414,980 | 10,906,165 | 4.6% |



Town of Dunstable

Capital Plan

FY2020-FY2024

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1. Introduction

1.1. Background

In FY 2015, The Board of Selectmen, appointed an ad hoc Capital Planning Committee. This committee, working with the Board of Selectmen and Advisory Board (FinCom), each year, at the start of the budget process, prepare a plan to forecast large improvements that the Town may need to invest in. At the Town Meeting in May 2016, the Town voted to approve the Capital Planning Committee bylaw to solidify this committee and its process.

1.2. Introduction to the Plan

The bylaw establishing the Capital Planning Committee lays out the function of the committee to review the capital requirements of the Town and to make recommendations for Town Meeting approval. These recommendations are compiled in a 5-year CIP that will be updated annually and submitted to the annual Town Meeting.

The plan includes future projects, programs, improvements, and acquisitions having a useful life of at least five years and a cost of at least \$10,000. The Capital Planning Committee worked with the Department Heads as well as the various Town Boards and Commissions to identify these capital items for inclusion in the plan. The Capital Planning Committee considered the needs of each request in relation to the others and the cost of proposed capital expenditures with regard to its effect on the financial position of the Town.

In evaluating and scheduling the requests, the Capital Planning Committee considered risks to public safety and health, deterioration of Town facilities, compliance with state and federal requirements, coordination with other capital requests, improvement of efficiency, systematic replacement, protection and conservation of resources, and maintenance of the level of service.

1.3. Plan Components

- Each capital item to be included in the plan begins with a request form. The form, as you will see in the ensuing pages, is headed by basic project information. In some cases the description and/or justification for the capital item are provided on separate pages.
- There are the criteria by which the project will be evaluated to determine its priority with respect to other requests. There are five such evaluative criteria which ask the following: is there another means to satisfy the need, does the item improve the level of service provided by the municipality, is the item a legal or regulatory requirement, is there an impact to the recurring operating budget, and is the project ready for implementation.

- A schedule of expenditure must be prepared. This includes prior year costs on various aspects that may be present for a given project. Not every project will require all of the elements. This section provides the public an accurate picture of the entirety of the cost of a project from conception to implementation.
- There is a section detailing the impact to the operational budget, alluded to earlier. Here the Committee is looking to see if the capital item will generate revenue, impact personnel, or impact operating costs.
- The funding source must also be determined. This can range from borrowing to operational budgets, a description of which follows.

1.4.Funding Sources

Debt Financing

Debt financing is common in cities and towns. As with buying a house, a well-managed debt plan can allow one to buy large items (e.g. a house) when a purchase of that magnitude would not necessarily fit into a single year's annual budget.

Debt projects would be ones such as:

- Land acquisition
- Park improvements
- Information technology upgrades
- Public building improvements
- Street repaving

The Town Meeting authorizes the municipality to raise revenue for capital improvements. Interest rates on bond payments are based on market conditions and the Town bond rating, as determined by private rating agencies. The Town uses two different types of financial instruments when it debt finances any project. These instruments are General Obligation (GO) Bonds and Bond Anticipation Notes (BANs). Both mechanisms are commonly used by municipalities to fund capital project needs.

General Obligation (GO) Bonds and Bond Anticipation Notes (BANs)

GO bonds are long-term debt instruments that cities and towns may use to fund large projects. Funds are obtained through the sale of these instruments in the bond market. GO bonds are backed by the full faith and credit of the Town of Dunstable. As such, investors are guaranteed the Town will pay its obligation through the Town's taxes. Typically, bonds run for a period of twenty years. Bond Anticipation Notes (BANs) are short-term financing instruments the Town utilizes to borrow funds while projects are ongoing, or shortly

thereafter. Generally, the Town pays only the interest on these funds, which runs around 2 percent or lower. BANs are usually utilized for one to two year periods.

Grants

The Town will seek to reduce bond funds wherever possible by looking to grants for projects such as fire engine replacements, the rehabilitation of roads, and energy efficiency projects. One source of grants is from other levels of government, for example the Environmental Protection Agency, MA Department of Health and Human Services, U.S. Housing and Urban Development, MA Department of Environmental Services, and the Department of Transportation. Generally, these Federal and State sources provide an outright grant or matching funds to go with locally raised funds. The Town will also pursue non-governmental private grants when applicable.

One-Time Revenue

One time revenue is not a good funding source for the Town's annual operating budget because operating costs recur year-to-year. In year two of any scenario, use of one time revenue leads to either budget cuts or increased reliance on property taxes. However, one-time revenue is an excellent funding source for capital projects. This would both reduce reliance on bond financing and eliminate potential future impacts on property taxes. In order to limit the long-term costs associated with the CIP, one-time revenue will be used wherever possible in lieu of debt financing.

General Fund Revenue

The Town's General Fund Budget will ultimately pay a portion of the annual debt costs associated with this project. The Town has made substantial reductions in expenses in the past. These reductions make it very difficult to procure large, needed capital improvements. It should be noted that general fund expenditures can reduce the need for future capital improvement projects. For example, funding for custodial and maintenance staff reduces the need for major building renovations necessitated by unaddressed building issues. Vehicle maintenance staff can, and has, substantially prolonged the life of Town vehicles. Proper funding of these program areas is essential in the preservation of Town assets. In addition, some items that would aid in this maintenance, and are too small in value to be considered a true capital improvement, should be paid for from the Town's annual budget. For example, custodial and maintenance equipment that aids in facility upkeep would fall under this category. Regular software updates also reduce the need for major file conversion projects that can occur when systems are out of date.

1.5.Glossary of Terms

Capital Improvement Plan (CIP): The document setting forth in both dollars and narrative form the recommended and proposed capital projects the Town should be undertaking over the ensuing five-year period.

Capital Improvement: A project, undertaking or acquisition having a cost (either singularly or in aggregate) of \$10,000 or more and a useful life of (5) years or more.

Capital Planning Committee (CPC): The three (3)-member committee, appointed by the Board of Selectmen, charged with the responsibility for developing the CIP.

Project Description: A title and/or narrative of moderate length describing in detail what is entailed in the proposed undertaking including background information on the need/rational for the proposal.

Prior Year Costs: Certain Projects identified in the five-year plan, which have, because of either earlier initiation or planning action on the part of the Town, a prior year's costs associated with them. Where such was applicable, the prior year's cost (s) already incurred by the Town have been identified.

Plan Years: The five-year period represented by the Plan is July 1, 2017 through June 30, 2022.

Funding Source: The proposed method or means for funding the CIP item listed as recommended by the committee.

Operating Cost: The Committee's best estimate of the annual operating cost to be associated with a particular CIP item proposed to be carried out.

Engineering (Feasibility) Study: Certain Projects, while identified in the plan require more detailed professional examination upon which to make informed decisions. In such instances, the Committee has identified funding for such as an initial or preparatory step to be carried out before final recommendation/decisions are made on proposed funding for the entire undertaking.

Design: As the description would indicate, design is utilized in the plan to identify the step the Committee is proposing to be followed next for a particular project, i.e. the next step necessary to be in a position to actually go to bid and/or construction on the undertaking.

Total Cost: The total estimated cost to bring to completion a proposed CIP item including any prior year costs incurred in applicable.

2. FY2020 Capital Project Request Analysis

The table below is a 5-year roll-up of the capital requests by department and how the Capital Planning Committee voted for recommendation to Selectman/Advisory Boards. The Committee only voted on items slated for FY20 and when sufficient information on the project was available. The subsequent sections in this report provide additional detail and analysis for those projects slated for 2020 expenditures. Further backup material on these requests can be found in the appendix.

| FY2020 Capital Project Requests | FY 20 | FY 21 | FY 22 | FY 23 | FY 24 | CPC Vote |
|--|--------------------|------------------|------------------|--------------|--------------|------------------------|
| Highway Department | \$1,020,000 | \$0 | \$0 | \$0 | \$0 | |
| Backhoe 2002 JD 310G Replacement | \$110,000 | | | | | approve |
| Loader 2006 JD 544J Replacement | \$155,000 | | | | | not approve |
| Modernization of Hwy building and repair of Bays and Office | | | | | | |
| Phase 1: Consultant | \$30,000 | | | | | approve |
| Phase 2: Engineering/Design | \$325,000 | | | | | no action ¹ |
| Phase 3: Construction | \$325,000 | | | | | no action ¹ |
| Engineering MassWorks Grants Applications to fund town projects | \$25,000 | | | | | no action ² |
| Barn Modification at River St Property <i>Repairs necessary to make barn usable</i> | \$50,000 | | | | | no action ² |
| | | | | | | |
| Police Department | \$47,000 | \$10,500 | \$0 | \$0 | \$0 | |
| Expand Station Parking Lot | \$31,000 | | | | | approve |
| Replace Station Roof / Siding Repairs | \$16,000 | | | | | approve |
| Replace A/C and Furnace | | \$10,500 | | | | no action ³ |
| | | | | | | |
| Fire Department | \$430,000 | \$450,000 | \$220,000 | \$0 | \$0 | |
| Engine 2 Replacement | \$430,000 | | | | | approve |
| Radio Communications (estimate) | | \$450,000 | | | | no action ³ |
| Replacement of Rescue 1 | | | \$220,000 | | | no action ³ |
| | | | | | | |
| Water Department | \$4,690,000 | \$0 | \$0 | \$0 | \$0 | |
| Replace Hydro-pneumatic Tanks (estimate) | \$2,750,000 | | | | | no action ⁴ |
| Water Main Replacement | \$1,500,000 | | | | | no action ⁴ |
| Rehabilitation of Well #1 | \$375,000 | | | | | no action ⁴ |
| Various System Upgrades (estimate) | \$65,000 | | | | | no action ⁴ |
| | | | | | | |
| Total | \$6,187,000 | \$460,500 | \$220,000 | \$0 | \$0 | |

¹ Committee action pending review of Phase 1 Consulting Phase

² Capital Request submitted after Committee review process

³ Committee only takes action on projects slated for upcoming fiscal year

⁴ Committee had insufficient project information to make informed decision.

2.1. Highway Department

2.1.1. Backhoe 2002 JD 310SG Replacement

| Project Description | Amount Requested | Funding Source | Committee Recommends |
|---------------------|------------------|------------------|-----------------------------|
| JD Backhoe | \$110,000 | Operating Budget | Approve(3) Disapprove(0) |

Dunstable Highway Department has proposed purchasing a new backhoe. The cost of the backhoe would be \$110,000. The current 2002 JD has exceeded its lifespan and is beyond reasonable repair. The current backhoe needs a new cab (about \$25K) and along with other needed repairs it is no longer feasible to continue to invest in the upkeep.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.1.2. Loader 2006 JD 544J Replacement

| Project Description | Amount Requested | Funding Source | Committee Recommends |
|---------------------|------------------|------------------|-----------------------------|
| JD Loader | \$155,000 | Operating Budget | Approve(0) Disapprove(3) |

Dunstable Highway Department has proposed purchasing a new loader. The cost of the loader would be \$155,000. The primary role of the loader is to load salt/sand into trucks during the winter season. The highway department reports that the loader is old and has undergone some costly repairs. The loader was recently sent out for an oil spray to help protect chassis from further rusting – general problem with town’s highway equipment due to insufficient garage space.

The committee has reviewed this request and decided with the limited utility of the loader and fact it is only 12 years old, voted unanimously to not approve this procurement.

2.1.3. Improve Current Highway Garage – Feasibility Study

| Project Description | Amount Requested | Funding Source | Committee Recommends |
|--|------------------|------------------|-----------------------------|
| Improve HW Garage <i>Feasibility Study Only</i> | \$30,000 | Operating Budget | Approve(3) Disapprove(0) |

The Dunstable Highway Department has proposed to perform a feasibility study, engineering design, and construction to modify current HW Garage at 589 Pleasant St by replacing office space with two additional garage bays and performing other repairs and improvements. The Committee recommended the department first hire a consultant to conduct a feasibility study in FY20. Then based on outcome of study, make recommendation for FY21 to proceed or not with the Engineering and Construction phases. The committee has reviewed this request and

voted unanimously to approve the Phase 1 feasibility study only for modifications to the existing HW Garage.

2.2. Police Department

2.2.1. Expand Station Parking Lot

| Project Description | Amount Requested | Funding Source | Committee Recommends |
|---------------------|------------------|------------------|-----------------------------|
| Expand Parking Lot | \$31,000 | Operating Budget | Approve(3) Disapprove(0) |

The police department is requesting funding to expand the current parking lot to include the new access in the rear of the building. As the Police department becomes busier, they have had difficulty in parking and have spots for residences visiting the station. There is also a safety issue with cars exiting with café traffic.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.2.2. Police Station Roof and Siding Repairs

| Project Description | Amount Requested | Funding Source | Committee Recommends |
|-------------------------|------------------|------------------|-----------------------------|
| New Police Station Roof | \$16,000 | Operating Budget | Approve(3) Disapprove(0) |

The police department is requesting the installation of a new roof for the police station. The current roof is beginning to fail during winter months with ice dams and leaking. Additionally, the siding is beginning to fail and the trim is rotting.

The committee has reviewed this request and voted unanimously to *approve* this procurement.

2.3. Fire Department

2.3.1. Procure new Fire Engine

| Project Description | Amount Requested | Funding Source | Committee Recommends |
|---------------------|------------------|------------------------|-----------------------------|
| New Engine | \$430,000 | Borrowing/Cash Capital | Approve(3) Disapprove(0) |

The Fire Department is requesting the procurement of a new structural fire engine to replace the existing Engine-2. Engine-2 has failed a mandatory pump inspection test effectively removing this engine from inventory as a reliable vehicle for fighting structural fires. Engine-2 is

now over 30 years old and is primarily a vehicle more suitable for fighting forest fires; it has a high wheel base and has four wheel drive, but does not have the tank or pump capacity needed to effectively fight structural fires. A new engine would also increase the safety of the town residents and fire department by equipping the town with newer firefighting equipment, such as larger water tank, higher capacity pump, a new foam system, adequate hose load for structural fires, roof saw, and modern thermal imaging equipment. A new engine would change the order of Primary Vehicle Response where the new engine will become the first response engine and Engine 6 would then become the second response engine. Our mutual aid response would be unchanged; Engine 6 would still be the first vehicle to respond.

The committee has reviewed this request and voted unanimously to *approve* this procurement.



TOWN OF DUNSTABLE

511 Main Street
Dunstable, MA 01827

Capital Improvement Program (CIP)

Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

| | | | |
|---------------------|-------------------------------------|---------------------------------------|--|
| Project Title | <u>Radio Communications</u> | Included in Prior 5-year Capital Plan | <input checked="" type="checkbox"/> Y <input type="checkbox"/> N |
| Project Sponsor | <u>Fire Chief</u> | Contact Name | <u>Chief Rich</u> |
| Approving Body | <u>Fire Chief</u> | Date of Vote | <u>N/A</u> |
| PROJECT DESCRIPTION | <u>Upgrade Radio Communications</u> | | |

| | |
|-----------------------|--|
| PROJECT JUSTIFICATION | <u>At this time our radio communications are below acceptable levels. This project would bring them into acceptable levels</u> |
|-----------------------|--|

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2020 | 2021 | 2022 | 2023 | 2024 | TOTAL | Comments |
|---------------------|------------|------|-----------|------|------|------|-----------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | X | | | | \$ | |
| Equipment | | | X | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$300-600 | \$ | \$ | \$ | \$300-600 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|-------------------------------------|-------------------------------------|---|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yearly Service & Maintenance |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request impact personnel? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Greatly Improves life safety to residents and members |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|-------------------------|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will need funding |
| CPA Funds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

| | | | |
|---------------------|---------------------------|---------------------------------------|--|
| Project Title | <u>Replacement Rescue</u> | Included in Prior 5-year Capital Plan | <input checked="" type="checkbox"/> Y <input type="checkbox"/> N |
| Project Sponsor | <u>Fire Chief</u> | Contact Name | <u>Chief Rich</u> |
| Approving Body | <u>Fire Chief</u> | Date of Vote | <u>N/A</u> |
| PROJECT DESCRIPTION | Replacement of Rescue 1 | | |

| | |
|-----------------------|---|
| PROJECT JUSTIFICATION | The current rescue body is under sized 7 the body is rusting. With a new rescue we would have more space and easier access to equipment. The current chassis would be used to replace the forestry chassis. |
|-----------------------|---|

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2020 | 2021 | 2022 | 2023 | 2024 | TOTAL | Comments |
|---------------------|------------|------|------|-------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | 220 | | | \$220 | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ | \$220 | \$ | \$ | \$220 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|-------------------------------------|-------------------------------------|------------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yearly Service & Maintenance |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request impact personnel? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Improves life safety |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|-------------------------|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will need funding |
| CPA Funds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Replacement of engine Included in Prior 5-year Capital Plan ☒ Y ☐ N
Project Sponsor Fire Chief Contact Name Chief Rich
Approving Body Fire Chief Date of Vote N/A

PROJECT DESCRIPTION Replacement of Engine 2

PROJECT JUSTIFICATION The current engine 2 is out dated and has failed its current pump test.

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2020 | 2021 | 2022 | 2023 | 2024 | TOTAL | Comments |
|---------------------|------------|-------|------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | 430 | | | | | \$430 | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$430 | \$ | \$ | \$ | \$ | \$430 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|---|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request <i>INCREASE</i> operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yearly Service & Maintenance |
| Will this capital request <i>DECREASE</i> operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request impact personnel? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Improves life safety to residents and members |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|---|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will need funding |
| CPA Funds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Grants/Gifts | <input checked="" type="checkbox"/> | <input type="checkbox"/> | We are applying for a grant. Very limited |
| Other | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title LOADER replace 2006 JD 544J Included in Prior 5 year Capital Plan ☒ Y ☐ N
Project Sponsor _____ Contact Name David Tully/Road Commissioners
Approving Body Board of Road Commissioners Date of Vote _____

PROJECT DESCRIPTION Replace 2006 JD 544J loader

PROJECT JUSTIFICATION old and costly repairs

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| No Alternative Means to Satisfy Needs | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|---------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | 155k | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ 155k | \$ | \$ | \$ | \$ | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|-------------------------------------|-------------------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request DECREASE operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | lower maintenance costs |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|--------------------------|--------------------------------|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | short term loan/trade in value |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title BACKHOE 2002 JD 310SG replacement Included in Prior 5 year Capital Plan ☒ Y ☐ N
 Project Sponsor _____ Contact Name _____
 Approving Body Board of Road Commissioners Date of Vote _____

PROJECT DESCRIPTION Replace 2002 John Deere 310SG backhoe

PROJECT JUSTIFICATION Needs new cab, costly repairs, old

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| No Alternative Means to Satisfy Needs | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|---------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | 110k | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ 110k | \$ | \$ | \$ | \$ | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|-------------------------------------|-------------------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request DECREASE operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | lower maintenance costs |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|--------------------------|--------------------------------|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | short term loan/trade in value |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Consulting for Modernization of Highway Building-Repair Bays and Offices Included in Prior 5 year Capital Plan ☐ Y ☒ N
Project Sponsor _____ Contact Name Mike Martin, Chair Road Cms
Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Consulting for modernization of highway building - repairs to bays and offices

PROJECT JUSTIFICATION necessary for future repairs to upgrade the current garage for highway needs

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|-------------------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|----------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$30,000 | \$ | \$ | \$ | \$ | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|--------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Borrowing/Cash Capital | <input type="checkbox"/> | <input type="checkbox"/> | |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE
 511 Main Street
 Dunstable, MA 01827
Capital Improvement Program (CIP)
 Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Engineering for Repairs to Highway Included in Prior 5 year Capital Plan ☐ Y ☐ N
 Project Sponsor _____ Building Contact Name Mike Martin, Chairman
 Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Engineering for repairs to highway garage - repair bays and offices

PROJECT JUSTIFICATION required for normal highway operations

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|---------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ 325k | \$ | \$ | \$ | \$ | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|--------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Borrowing/Cash Capital | <input type="checkbox"/> | <input type="checkbox"/> | |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Engineering MassWorks Grants Included in Prior 5 year Capital Plan ☐ Y ☐ N
Project Sponsor _____ Contact Name Paul Dalida
Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Engineering for MassWorks Grants Applications

PROJECT JUSTIFICATION Grants to fund town projects

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|------------------------------|--------------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|-----------------------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$25,000 ⁵ | | \$ | \$ | \$ | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request <i>INCREASE</i> operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request <i>DECREASE</i> operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Borrowing/Cash Capital | <input type="checkbox"/> | <input type="checkbox"/> | |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Barn Modification River St. Included in Prior 5 year Capital Plan ☐ Y ☐ N
Project Sponsor _____ Contact Name Mike Martin
Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Barn modification at River St. property

PROJECT JUSTIFICATION necessary repairs to make barn useable

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|--------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ 50k | \$ | \$ | \$ | \$ | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request <i>INCREASE</i> operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request <i>DECREASE</i> operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Borrowing/Cash Capital | <input type="checkbox"/> | <input type="checkbox"/> | |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE

511 Main Street
Dunstable, MA 01827

Capital Improvement Program (CIP)

Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Parking lot Expansion Included in Prior 5 year Capital Plan ☐ Y ☐ N
Project Sponsor Dunstable Police Dept. Contact Name Chief James W. Dow
Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Expand Station Parking lot to include new access to the rear of the building

PROJECT JUSTIFICATION As the Police Dept. becomes busier we have had difficulty in parking and have spots for residents coming to the station. Also dangerous exiting and Café traffic

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | 31 | | | | \$31 | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$31 | \$ | \$ | \$ | \$31 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request <i>INCREASE</i> operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request <i>DECREASE</i> operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Borrowing/Cash Capital | <input type="checkbox"/> | <input type="checkbox"/> | |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Replace Station Roof/siding repairs Included in Prior 5 year Capital Plan ☒ Y ☐ N
Project Sponsor Dunstable Police Dept. Contact Name Chief James Dow
Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Replace the Roof at the Station and repairs siding and trim

PROJECT JUSTIFICATION Current Roof beginning to fail during winter months with ice dams and leaking.
Siding beginning to fail and trim is rotting.

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | 16 | | | | \$16 | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$1 | \$ | \$ | \$ | \$ | \$16 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|--------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Borrowing/Cash Capital | <input type="checkbox"/> | <input type="checkbox"/> | |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE

511 Main Street
Dunstable, MA 01827

Capital Improvement Program (CIP)

Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Replace A/C and furnace

Included in Prior 5 year Capital Plan ☐ Y ☐ N

Project Sponsor Dunstable Police Dept.

Contact Name Chief Dow

Approving Body _____

Date of Vote _____

PROJECT Replace A/C and Furnace

DESCRIPTION

PROJECT

Current units are beginning to fail and are outdated. Have had both repaired several times. Furnace A/C unit froze and flooded the basement.

JUSTIFICATION

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|------|--------|------|------|--------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | 10.5 | | | \$10.5 | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ | \$10.5 | \$ | \$ | \$10.5 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|--------------------------|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input type="checkbox"/> | |
| Will this capital request impact personnel? | <input type="checkbox"/> | <input type="checkbox"/> | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|-------------------------|
| Borrowing/Cash Capital | <input type="checkbox"/> | <input type="checkbox"/> | |
| CPA Funds | <input type="checkbox"/> | <input type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

Project Title Replacement of engine Included in Prior 5-year Capital Plan ☒ Y ☐ N
Project Sponsor Fire Chief Contact Name Chief Rich
Approving Body Fire Chief Date of Vote N/A

PROJECT DESCRIPTION Replacement of Engine 2

PROJECT JUSTIFICATION The current engine 2 is out dated and has failed its current pump test.

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2020 | 2021 | 2022 | 2023 | 2024 | TOTAL | Comments |
|---------------------|------------|-------|------|------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | 430 | | | | | \$430 | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$430 | \$ | \$ | \$ | \$ | \$430 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|---|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request <i>INCREASE</i> operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yearly Service & Maintenance |
| Will this capital request <i>DECREASE</i> operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request impact personnel? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Improves life safety to residents and members |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|---|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will need funding |
| CPA Funds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Grants/Gifts | <input checked="" type="checkbox"/> | <input type="checkbox"/> | We are applying for a grant. Very limited |
| Other | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |



TOWN OF DUNSTABLE

511 Main Street
Dunstable, MA 01827

Capital Improvement Program (CIP)

Capital Appropriation Request
FY 20- FY 24 (5 years)

Project Info:

| | | | |
|---------------------|-------------------------------------|---------------------------------------|--|
| Project Title | <u>Radio Communications</u> | Included in Prior 5-year Capital Plan | <input checked="" type="checkbox"/> Y <input type="checkbox"/> N |
| Project Sponsor | <u>Fire Chief</u> | Contact Name | <u>Chief Rich</u> |
| Approving Body | <u>Fire Chief</u> | Date of Vote | <u>N/A</u> |
| PROJECT DESCRIPTION | <u>Upgrade Radio Communications</u> | | |

| | |
|-----------------------|--|
| PROJECT JUSTIFICATION | <u>At this time our radio communications are below acceptable levels. This project would bring them into acceptable levels</u> |
|-----------------------|--|

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2020 | 2021 | 2022 | 2023 | 2024 | TOTAL | Comments |
|---------------------|------------|------|-----------|------|------|------|-----------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | x | | | | \$ | |
| Equipment | | | x | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$300-600 | \$ | \$ | \$ | \$300-600 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|-------------------------------------|-------------------------------------|---|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yearly Service & Maintenance |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request impact personnel? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Greatly Improves life safety to residents and members |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|-------------------------|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will need funding |
| CPA Funds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |

**TOWN OF DUNSTABLE**511 Main Street
Dunstable, MA 01827**Capital Improvement Program (CIP)**

Capital Appropriation Request

FY 20- FY 24 (5 years)**Project Info:**Project Title Replacement RescueIncluded in Prior 5-year Capital Plan ☒ Y ☐ NProject Sponsor Fire ChiefContact Name Chief RichApproving Body Fire ChiefDate of Vote N/APROJECT DESCRIPTION Replacement of Rescue 1PROJECT JUSTIFICATION The current rescue body is under sized 7 the body is rusting. With a new rescue we would have more space and easier access to equipment. The current chassis would be used to replace the forestry chassis.**Evaluation Criteria:**

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2020 | 2021 | 2022 | 2023 | 2024 | TOTAL | Comments |
|---------------------|------------|------|------|-------|------|------|-------|----------|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | 220 | | | \$220 | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ | \$220 | \$ | \$ | \$220 | |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|-------------------------------------|-------------------------------------|------------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request INCREASE operating costs? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yearly Service & Maintenance |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Will this capital request impact personnel? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Improves life safety |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|-------------------------------------|-------------------------------------|-------------------------|
| Borrowing/Cash Capital | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will need funding |
| CPA Funds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Grants/Gifts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20 - FY 24 (5 years)

Project Info:

Project Title Replace Hydro-pneumatic Tanks , Included in Prior 5 year Capital Plan ☒ YES
Project Sponsor Dunstable Water Department Contact Name Karl Huber - Chairman
Approving Body _____ Date of Vote _____

PROJECT DESCRIPTION Replacement of two hydro-pneumatic tanks on Pond Street

PROJECT JUSTIFICATION Tanks are 90+ years old and have had significant problems in recent years. If a permanent loss of pressure were to occur, we would not be able to supply water to our customers.

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|----------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|------|------|------|------|--------------------|---|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ | \$ | \$ | \$ | \$1 mil to 4.5 mil | Subject to change, depending upon actual quotes |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|----|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | X | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request impact personnel? | <input type="checkbox"/> | X | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|---|
| Borrowing/Cash Capital | X | <input type="checkbox"/> | The project needs the support and approval of |
| CPA Funds | <input type="checkbox"/> | X | The Board of Selectmen, Finance Committee |
| Grants/Gifts | <input type="checkbox"/> | X | And Town Administrator to determine how the |
| Other | X | <input type="checkbox"/> | expense will be funded by the entire town |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20 - FY 24 (5 years)

Project Info:

Project Title Water Main Replacement Included in Prior 5 year Capital Plan ☒ Y ☐ N
Project Sponsor Dunstable Water Department Contact Name Karl Huber - Chairman
Approving Body _____ Date of Vote _____
PROJECT DESCRIPTION Replacement of undersized water mains of unknown material and age with C900 or ductile iron.

PROJECT JUSTIFICATION Replace 2" water main on Lowell St., 4" water main on Hillcrest St., 4" water main on Pleasant St. and 6" water main on Main St. to improve hydraulic conditions. Note: 6" main should be included as part of MassDOT Main Street culvert project.

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|----------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|------|------|------|------|-----------|---|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ | \$ | \$ | \$ | \$1.5 mil | Subject to change, depending upon actual quotes |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|----|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | X | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request impact personnel? | <input type="checkbox"/> | X | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|---|
| Borrowing/Cash Capital | X | <input type="checkbox"/> | The project needs the support and approval of |
| CPA Funds | <input type="checkbox"/> | X | The Board of Selectmen, Finance Committee |
| Grants/Gifts | <input type="checkbox"/> | X | And Town Administrator to determine how the |
| Other | X | <input type="checkbox"/> | expense will be funded by the entire town |



TOWN OF DUNSTABLE
511 Main Street
Dunstable, MA 01827
Capital Improvement Program (CIP)
Capital Appropriation Request
FY 20 - FY 24 (5 years)

Project Info:

Project Title Rehab Existing Well #1 Included in Prior 5 year Capital Plan ☒ Y ☐ N
Project Sponsor Dunstable Water Department Contact Name Karl Huber - Chairman
Approving Body _____ Date of Vote _____
PROJECT DESCRIPTION Rehabilitation of Well #1

PROJECT JUSTIFICATION Well # 1 will need updating due to its age and when the hydro-pneumatic tanks are replaced.

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|----------------|--------------------------|--------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|------|------|------|------|-------|---|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ | \$ | \$ | \$ | \$375 | Subject to change, depending upon actual quotes |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|----|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | X | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request impact personnel? | <input type="checkbox"/> | X | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|---|
| Borrowing/Cash Capital | X | <input type="checkbox"/> | The project needs the support and approval of |
| CPA Funds | <input type="checkbox"/> | X | The Board of Selectmen, Finance Committee |
| Grants/Gifts | <input type="checkbox"/> | X | And Town Administrator to determine how the |
| Other | X | <input type="checkbox"/> | expense will be funded by the entire town |



TOWN OF DUNSTABLE

511 Main Street
Dunstable, MA 01827

Capital Improvement Program (CIP) Capital Appropriation Request FY 20 - FY 24 (5 years)

Project Info:

Project Title Various System Upgrades Included in Prior 5 year Capital Plan ☐ Y ☒ NX
Project Sponsor Dunstable Water Department Contact Name Karl Huber - Chairman
Approving Body _____ Date of Vote _____
PROJECT Various System Upgrades
DESCRIPTION _____

PROJECT Various System Upgrades
JUSTIFICATION _____

Evaluation Criteria:

(Applies to current year budget requests only)

| | Does Not Apply | Does not Meet Criteria | Partially Meets Criteria | Fully Meets Criteria |
|---|-------------------|------------------------------|--------------------------------|--------------------------|
| No Alternative Means to Satisfy Needs | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Maintains or Improves the Level of Service | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mandated by Legal or Regulatory Requirement | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operational Budget Impact | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Project Feasibility (Readiness) | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Expenditure Schedule (in \$k):

| Element | Prior Date | 2019 | 2020 | 2021 | 2022 | 2023 | TOTAL | Comments |
|---------------------|------------|------|------|------|------|------|----------|---|
| Planning and Design | | | | | | | \$ | |
| Land | | | | | | | \$ | |
| Construction | | | | | | | \$ | |
| Equipment | | | | | | | \$ | |
| Other | | | | | | | \$ | |
| TOTAL | \$ | \$ | \$ | \$ | \$ | \$ | \$50-75K | Subject to change, depending upon actual quotes |

Operational Budget Impact:

| | YES | NO | If Yes, Provide Details |
|---|--------------------------|----|-------------------------|
| Will this capital request generate new revenue? | <input type="checkbox"/> | X | |
| Will this capital request INCREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request DECREASE operating costs? | <input type="checkbox"/> | X | |
| Will this capital request impact personnel? | <input type="checkbox"/> | X | |

Funding Sources:

| How will this Capital Request be paid For? | YES | NO | If Yes, Provide Details |
|--|--------------------------|--------------------------|---|
| Borrowing/Cash Capital | X | <input type="checkbox"/> | The project needs the support and approval of |
| CPA Funds | <input type="checkbox"/> | X | The Board of Selectmen, Finance Committee |
| Grants/Gifts | <input type="checkbox"/> | X | And Town Administrator to determine how the |
| Other | X | <input type="checkbox"/> | expense will be funded by the entire town |