

DUNSTABLE, MASSACHUSETTS

**2020
ANNUAL REPORT
OF THE OFFICERS AND COMMITTEES**

**PLEASE BRING THIS REPORT WITH YOU
TO THE ANNUAL TOWN MEETING**



IMPORTANT INFORMATION

Emergencies		Dial 911
Police		(978)-649-7445
Fire		(978)-649-6661
Animal Control Officer		(978)-649-7445
Dunstable Free Public Library		(978)-649-7830
Greater Lowell Regional Voc. High School		(978)-454-5411
Groton-Dunstable Regional Supt. Office		(978)-448-5505
Nashoba Associated Board of Health		(978)-772-3335
Veteran's Agent		(978)-649-3919
Town Hall Offices	<i>Note New Number</i>	(978)-649-4514
Town Accountant		Ext. 221
Assessors		Ext. 249
Board of Health		Ext. 229
Building Inspector		Ext. 226
Conservation Commission		Ext. 230
Elder Director/Council on Aging		Ext. 223
Planning Board		Ext. 230
Inspections/Permits		Ext. 224
Board of Road Commissioners		Ext. 227
Board of Selectmen		Ext. 224
Town Administrator		Ext. 242
Assistant Town Administrator		Ext. 224
Treasurer/Tax Collector		Ext. 228
Town Clerk		Ext. 222
Water Department		Ext. 249

Regularly Scheduled Meeting Times

Assessors	<i>As posted or</i>	2 nd Thursday evening of every month
Conservation Commission	<i>As posted or</i>	2 nd & 4 th Monday evening of every month
Board of Health	<i>As posted or</i>	1 st & 3 rd Tuesday evening of every month
Planning Board	<i>As posted or</i>	1 st & 3 rd Monday evening of every month
Board of Selectmen	<i>As posted or</i>	Every other Tuesday evening
Water Commission	<i>As posted or</i>	4 th Tuesday of every month

All other Boards, Committees, & Commissions meet as posted

Meeting postings may be found on the Upcoming Meetings Calendar of the town's website, or on the Bulletin Board at the Town Hall.

Office Hours

Assessors	Day	8:00 am until 4:00 pm	Monday thru Thursday
Board of Health	Day	12:00 pm until 5:00 pm	Tuesdays
Nashoba Board of Health	Day	8:00 am until 10:00 am	Tuesdays
Board of Road Commissioners	Day	9:00 am until 1:00 pm	Mondays
	Day	9:00 am until 3:00 pm	Tuesdays & Thursdays
Building Inspector	Day	3:00 pm until 5:00 pm	Mondays
Conservation Commission	Day	12:00 pm until 5:00 pm	Mondays & Wednesdays
	Day	9:00 am until 3:00 pm	Tuesdays
Elder Director/Council on Aging	Day	9:00 am until 2:00 pm	Tuesdays
	Day	8:30 am until 11:30 am	Wednesdays
Dunstable Free Public Library	Afternoon & Evening	3:00 am until 8:00 pm	Tuesdays
	Day to Evening	10:00 am until 2:00 pm	Wednesdays
	Day	10:00 am until 8:00 pm	Thursdays
	Day	10:00 am until 2:00 pm	Fridays
Planning Board	Day	12:00 pm until 5:00 pm	Mondays & Wednesdays
	Day	9:00 am until 3:00 pm	Tuesdays
Board of Selectmen's Office	Day	9:00 am until 5:00 pm	Monday thru Friday
Town Administrator*	Day & Evening	Hours Vary	Monday thru Wednesday
Assistant Town Administrator	Day	9:00 am until 5:00 pm	Monday thru Friday
Treasurer/Tax Collector	Afternoon	1:00 pm until 5:00 pm	Mondays
	Day	8:00 am until 1:00 pm	Tuesdays
	Day	8:00 am until 2:00 pm	Wednesdays
	Day	8:00 am until 1:00 pm	Thursdays & Fridays
Town Clerk*	Day	9:00 am until 2:00 pm	Mondays
	Day	9:00 am until 2:00 pm	Tuesday thru Thursday
Water Commission	Day	8:00 am until 4:00 pm	Monday thru Thursday
Town Accountant*	Day	9:00 am until 4:00 pm	Wednesdays

** Other hours available by appointment*

Please be aware that office hours may vary due to holidays, illness, or vacation

TOWN OF DUNSTABLE



ANNUAL REPORT 2020

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ANNUAL TOWN MEETING

This Annual Report is Dedicated to



David Hardman

David R. Hardman, a longtime resident of Dunstable, passed away on October 11, 2020 at the age of 83. Born in Rhode Island on September 8, 1937, he was the son of the late Theodore R. and Marjorie (Martin) Hardman. He attended the Union School in Dunstable and was a graduate of Lawrence Academy and Boston University. He was employed as a chemist at the Lowell Water Works. He also owned and operated a "Cut Your Own Christmas Farm" in Dunstable for many years.

David was always an ardent horticulturist and in springtime his gardens were a mass of color from plants and trees he grew during the winter months, and shared with the community. He was an avid reader and preferred American history. He also was a classic music enthusiast and often enjoyed attending the Boston Symphony.

David was a resident of Dunstable since childhood and was recognized for serving over 30 years on various committees and boards. He was a Founding Member of the Dunstable Rural Land Trust and past Chair of the Dunstable Cemetery Commission and served as a member of the Conservation Commission. He was also a retired long time member of the Water Department.

David will be missed by his many friends, colleagues, and fellow members of the community. The spring will never be the same without him.

**BOARD OF
SELECTMEN**

Leah D. Basbanes
Kieran D. Meehan
Ronald J. Mikol

**Recognition of FY2020 Town Employees for
Years of Meritorious Service**

30 years or more of service

**BONNIE RICARDELLI
DANA BARNES
JAMES W. DOW**

**JAMES L. DOW
JOAN FERRARI**

20 years or more of service but less than 30 years

**JOHN KOYUTIS
SUSAN J. TULLY
CAROL SKERRETT
MARY BETH PALLIS**

**THERESA WISCARVA
DAVID BARKER
MARK QUIRBACH
CHERYL MANN
ERIK HOAR**

10 years or more of service but less than 20 years

**ALAN CHANEY
NICHOLAS PAPAGEORGIOU
RONALD J. MIKOL
VINCENT HOLLINS
GAIL SILVERIA
SUZANNE WALL
DARRELL GILMORE
DAVID TARR**

**SEAN READY
GREGG SANBORN
SUSAN WALSH
BENJAMIN H. SIMMONS
JON CRANDALL
BARBARA ST. JEAN
DAVID E. TULLY, JR.
DAVID G. SWEET II**

**Recognition of FY2020 Board, Committee, & Commission Members for
Years of Meritorious Service**

30 years or more of service

**DAVID E. TULLY, SR.
ALAN CHANEY
MARY A. DOW
DANA METZLER
ROBERT PARKIN**

**GEORGE BASBANES
CAROL BACON
ROBERT KENNEDY
ROBERT RICARDELLI
SUSAN K. PSALEDAKIS
HAROLD SIMMONS**

20 years or more of service but less than 30 years

**BRETT ROCK
CATHERINE BENCE
PETER GOVE
LEAH D. BASBANES
SUSAN J. TULLY
JOAN SIMMONS**

**BRIAN LOCAPO
JOSEPH P. DEAN
JOHN CALLAHAN
AMY SCHEMBECHLER
JAMES MCMANUS**

10 years or more of service but less than 20 years

**ANNE DAVIS
RONALD PATENAULD
MARIA AMODEI
MICHAEL MARTIN
ANNE FENOCHETTI
ROBERT BUSSE
TIMOTHY JOYCE
LEO TOMETICH**

**MARJORIE E. KIMPTON
KENNETH J. LEVA
JUAN AMODEI
PHILIPPE R. JUSSAUME
DONALD POTTLE
RAYMOND SULLIVAN
RONALD J. MIKOL
CATHERINE O. IRZYK**

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ELECTED OFFICERS OF THE TOWN OF DUNSTABLE - 2020

Selectmen

RONALD J. MIKOL (elected 11-03-20)	Term Expires 2021
JAMES E. TULLY*	Term Ended 08-31-20
LEAH D. BASBANES	Term Expires 2022
KIERAN MEEHAN	Term Expires 2023

Assessors

ROBERT RICARDELLI	Term Expires 2021
BRETT A. ROCK	Term Expires 2022
VACANCY	Term Expires 2023

Board of Health

ROBERT E. PARKIN	Term Expires 2021
ANITA MOELLER	Term Expires 2022
MARIA AMODEI	Term Expires 2023

Town Clerk

CAROL A. SKERRETT	Term Expires 2022
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Board of Road Commissioners

MICHAEL L. MARTIN	Term Expires 2021
MATHEW MORTON	Term Expires 2022
PETER M. GOVE	Term Expires 2023

Town Moderator

RAFAEL GLOD	Term Expires 2021
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Tree Warden

MICHAEL L. MARTIN	Term Expires 2023
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Constables

JON N. CRANDALL, JR.	Term Expires 2021
SPENCER VROUHAS	Term Expires 2021

Greater Lowell Reg. Voc. Tech. School

KEMPTON P. GIGGEY	Term Expires 2022
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Groton-Dunstable Reg. School Dist.

RAFAEL GLOD	Term Expires 2021
RYAN MCLANE	Term Expires 2023

Trustees Public Library

ROBYN DEANGELIS
JOHN CALLAHAN
JOANNE L. MIKOL

Term Expires 2021
Term Expires 2022
Term Expires 2023

Cemetery Commissioners

DAVID R. HARDMAN *Δ*
SUSAN TULLY (appt. 10-27-20)
RYAN MCLANE
SUSAN PSALEDAKIS

Term Ended 10-11-20
Term Expires 2021
Term Expires 2022
Term Expires 2023

Water Commissioners

SCOTT E. WILKINS
KARL J. HUBER*
MATHEW MORTON (appt. 07-29-20)
JOHN O'BRIEN

Term Expires 2021
Term Ended 06-01-20
Term Expires 2021
Term Expires 2023

Planning Board

JOSEPH VLCEK
GEORGE BASBANES
HENRY FONTAINE*
DAVID GREENWOOD
JEFFREY PALLIS
JOAN SIMMONS

Term Expires 2021
Term Expires 2022
Term Ended 09-17-20
Term Expires 2021
Term Expires 2024
Term Expires 2025

Commissioners of Trust Funds

SUSAN TULLY
JON HUGHES (appt. 07-29-20)
ALAN CHANEY

Term Expires 2021
Term Expires 2021
Term Expires 2022

Advisory Committee

LEO TOMETICH
PAUL DALIDA (appt. 07-15-20)
HAROLD K. SIMMONS
KIERAN MEEHAN*
LORI DEGRANDIS (appt. 07-15-20)
MARIE GAMACHE*
JAMES FREY (appt. 01-19-21)
JACOB LEWON

Term Expires 2021
Term Expires 2021
Term Expires 2022
Term Ended 06-16-20
Term Expires 2021
Term Ended 10-19-20
Term Expires 2021
Term Expires 2023

APPOINTED OFFICERS & STAFF 2019

Town Administrator
BRIAN M. PALAIA

Assistant Town Administrator
JAKOB K. VOELKER

Town Accountant

THERESA WALSH
SUSAN BRESNICK, Assistant Town Accountant

Term Expires 2022
Term Expires 2021

Tax Collector & Treasurer

BONNIE RICARDELLI
JAKOB K. VOELKER, Assistant Treasurer/Collector

Term Expires 2023
Term Expires 2021

Town Forest Committee

ROBERT RICARDELLI
RONALD PATENAUE
ALAN CHANEY

Term Expires 2021
Term Expires 2022
Term Expires 2023

Zoning Officer

DANA E. BARNES
HENRY FONTAINE, Alternate

Term Expires 2021
Term Expires 2021

Zoning Board of Appeals

BRUCE EBERSMAN
LEO TOMETICH
STANLEY NORKUNUS
MATTHEW RAYMOND
RONALD LAMARRE

Term Expires 2021
Term Expires 2022
Term Expires 2023
Term Expires 2024
Term Expires 2025

& Associate Members

DANA KINNE
BRAD WALMSLEY
KENNETH J. LEVA

Term Expires 2021
Term Expires 2022
Term Expires 2023

Board of Registrars

RAFAEL GLOD*
MAUREEN BOOTH
BARBARA MARTIN
AMY SCHEMBECHLER

Term Ended 06-16-20
Term Expires 2021
Term Expires 2022
Term Expires 2023

Council on Aging

MARY DOW
DONALD J. POTTLE
BARBARA MARTIN
JAMES MCMANUS
JOAN M. SIMMONS
ANNE FENOCHETTI, Elder Director

Term Expires 2021
Term Expires 2021
Term Expires 2021
Term Expires 2023
Term Expires 2023

Conservation Commission		
KIERAN MEEHAN		Term Ended 06-16-20
KATE DELOUREIRO		Term Expires 2021
LEAH D. BASBANES		Term Expires 2022
TARA ALCORN*		Term Ended 10-19-20
TIFFANY NAUGHTON		Term Expires 2023
JUAN AMODEI		Term Expires 2024
MARIJAN ANDACIC		Term Expires 2024
ALAN STARBIRD		Term Expires 2025
ALAN CHANEY		Term Expires 2025
Recreation Commission		
CHARLIE LIPPMAN		Term Expires 2021
BRIAN LOCAPO		Term Expires 2021
TIFFANY NAUGHTON		Term Expires 2022
JEFF HASTINGS		Term Expires 2023
DAWN DORR		Term Expires 2024
Parks Commission		
TIFFANY NAUGHTON		Term Expires 2021
JEAN PHELAN		Term Expires 2022
PHILIP DENYSE		Term Expires 2023
Town Counsel		
BRIAN FALK		Term Expires 2021
Town Engineer		
DENNIS UNGER		Term Expires 2021
Surveyors of Lumber		
FRANK COVER	CHARLES W. TULLY, JR.	
Veterans' Grave Agent		
VACANT		Term Expires 2021
Veterans' Agent		
JOSEPH DEAN		Term Expires 2021
Gas & Plumbing Inspector		
JAMES L. DOW		Term Expires 2021
JOHN CRYAN, Alternate Inspector		Term Expires 2021
Electrical Inspector		
PETER M. MARTIN		Term Expires 2021
DAVID G. SWEET II, Alternate Inspector		Term Expires 2021
Building Inspector		
DANA E. BARNES		Term Expires 2021
HENRY FONTAINE, Alternate Inspector		Term Expires 2021
Animal Control Officer & Animal Inspector		
JOHN GREENHALGH		Term Expires 2021
Fire Chief		
SHAWN MURRAY		Term Expires 2021

	Historical Commission	
CAROL E. BACON		Term Expires 2021
GERALD DURKIN		Term Expires 2021
ANNE L. DAVIS		Term Expires 2022
CATHERINE O. IRZYK		Term Expires 2022
TIMOTHY P. JOYCE		Term Expires 2022
RAYMOND SULLIVAN		Term Expires 2023

	Fence Viewers & Field Drivers	
ROBERT E. KENNEDY		Term Expires 2021

	Personnel Board	
VACANCY		Term Expires 2021
LORI PESTANA		Term Expires 2022
PATRICK MURPHY		Term Expires 2022
KENNETH J. LEVA*		Term Ended 10-27-20
VACANCY		Term Expires 2023
VACANCY		Term Expires 2023

	Northern Middlesex Council of Governments	
KIERAN MEEHAN		Selectmen's Delegate

	Town Governance Committee	
JAMES W. DOW		Term Expires 2021
ROBERT NELSON		Term Expires 2021
RYAN MCLANE		Term Expires 2021
LEO TOMETICH		Term Expires 2021
MICHAEL MARTIN		Term Expires 2021
LEAH D. BASBANES		Term Expires 2021
SUSAN PSALEDAKIS		Term Expires 2021

	Election Officers	
BETTE F. AMODEI		MARILYN SHERIDAN
AMY SCHEMBECHLER		ANN-MARIE WRIGHT
SUSAN TANTILLO		ALEXANDRA WRIGHT
ELECTION WARDEN, ROBERT GUERNSEY		WILLIAM MURPHY
		Terms Expire 2021

	Police Chief	
JAMES W. DOW		Term Expires 2021

	Police Sergeants	
ERIK HOAR		Term Expires 2021
NICHOLAS PAPAGEORGIOU		Term Expires 2021
DARRELL GILMORE		Term Expires 2021

	Master Patrolmen	
MATTHEW K. TULLY		Term Expires 2021

	Patrol Officers	
JOSEPH MORAHAN		SHAWN R. DRINKWINE
RICHARD NAULT		Terms Expire 2021

Reserve Police Officers

**JOHN KOYUTIS
JEFFREY D. SWIFT
PHILIP SEPE
MICHAEL PIETROFORTE
CLIFFORD DUNNING**

**SEAN G. READY
GREGG SANBORN
STEVEN BUGLER
JOSEPH GENNARO
Terms Expire 2021**

**Special Police Officers
Groton**

**CHIEF MICHAEL F. LUTH
Sgt. EDWARD P. SHERIDAN SR.
Sgt. DERRICK J. GEMOS
Sgt. RACHEL E. MEAD
Sgt. KEVIN T. HENEHAN
MATTHEW C. BEAL
NICHOLAS C. BELTZ
ROBERT BREAUULT
PETER S. BRESLIN
GORDON CANDOW
PAUL CONNELL
OMAR A. CONNOR
CASEY L. O'CONNOR**

**DALE P. ROSE
GREGORY STEWARD
PATRICK TIMMINS
ANDREW M. DAVIS
PETER D. VIOLETTE
KATHLEEN NEWELL
MICHAEL RATTE
JONATHAN C. SHATTUCK
MATTHEW BOIVIN
FRANK MASTRANGELO
STEVEN TULLY**

Terms Expire 2021

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
STEPHEN MULKERIN
DANIEL D'EON
DANIEL ADAMS**

**MICHAEL KENNEY
JOHN COBURN
JUSTIN ZINK
NEIL MASKALENK
GLENN CASWELL
WILLIAM GREATHEAD
PAUL NELSON
JEFF NOBLE
MICHAEL LUIBIL
STEVE BEZANSON
SCOTT WOODWARD**

Terms Expire 2021

Tyngsborough

**CHIEF RICHARD D. HOWE
DEPUTY CHIEF SHAUN M. WOODS
Lt. MICHAEL CASELLA
Lt. BRYAN NASWORTHY
Sgt. MARK BOURQUE
Sgt. CYNTHIA SHAY
Sgt. CHARLES MELANSON
Sgt. KENNETH HEALEY
Sgt. ROBERT COTE
CHRISTOPHER RIDER
CHARLES RUBINO
PETER KULISICH
NATHAN ABDALLAH
EDWARD CAISSIE**

**EVAN DONNELLY
DENNIS LEACH
JASON KUSHMEREK
TIMOTHY SULLIVAN
DANIEL CAMPBELL
MATTHEW KOZIOL
JACOB AHERN
CHRISTOPHER GUSTAFSON
NICHOLAS SILVA
PAUL PATALANO
SEAN CARON**

Terms Expire 2021

Cultural Council		
NANCY CURRAN		Term Expires 2021
ANNE FENOCHETTI		Term Expires 2022
CARLTON CHIN		Term Expires 2022
LESLIE NOVAK		Term Expires 2023
CONSUELO WALKER		Term Expires 2024
ADA Coordinator		
BRIAN M. PALAIA		Term Expires 2021
Emergency Management Director		
JON N. CRANDALL, JR.		Term Expires 2021
Affordable Housing Committee		
ALAN CHANEY		Term Expires 2021
CAROL E. BACON		Term Expires 2021
DANA METZLER		Term Expires 2021
JON HUGHES		Term Expires 2021
JOHN DENYSE		Term Expires 2021
Affordable Housing Trust Fund Board of Trustees		
SUSAN K. PSALEDAKIS		Term Expires 2021
GEORGE BASBANES		Term Expires 2021
JOHN CALLAHAN		Term Expires 2021
JAMES E. TULLY*		Term Ended 08-31-20
KIERAN MEEHAN		Term Expires 2021
PAMELA CROCKER		Term Expires 2021
Agricultural Commission		
CARL B. FLOWERS		Term Expires 2021
VACANCY		Term Expires 2021
JOAN M. SIMMONS		Term Expires 2022
MARIA AMODEI		Term Expires 2022
CHARLES W. TULLY, JR.		Term Expires 2023
Community Preservation Committee		
ALAN STARBIRD, designated by Conservation		Term Expires 2021
CAROL BACON, designated by Historical Commission		Term Expires 2021
GEORGE J. BASBANES, designated by Planning Board		Term Expires 2021
TIFFANY NAUGHTON, designated by Park Commission		Term Expires 2021
ALAN CHANEY, designated by Affordable Housing		Term Expires 2021
LEAH D. BASBANES, Selectmen's delegate		Term Expires 2021
SUSAN PSALEDAKIS, Member at Large		Term Expires 2021
CATHERINE O. IRZYK, Member at Large		Term Expires 2022
JOAN M. SIMMONS, Member at Large		Term Expires 2023
Capital Planning Committee		
HAROLD WEST		Term Expires 2021
JEFF ROSEN		Term Expires 2022
DAVID GREENWOOD		Term Expires 2023
Memorials & Monuments Committee		
PHILIP DENYSE		Term Expires 2021
DANA E. METZLER		Term Expires 2021
ALAN E. CHANEY		Term Expires 2021
JOSEPH P. DEAN		Term Expires 2021

Insurance Advisory Committee

**BONNIE RICARDELLI
JAMES W. DOW
ERIC HOAR
CHERYL MANN
MARY BETH PALLIS
DAVID TULLY, JR.**

**Term Expires 2021
Term Expires 2021
Term Expires 2021
Term Expires 2021
Term Expires 2021
Term Expires 2021**

REPORT OF THE BOARD OF SELECTMEN & TOWN ADMINISTRATOR 2020

The Board of Selectmen usually meets at the Town Hall on alternating Tuesday evenings at 6:00 P.M. with meetings and any variations posted on the town website and Town 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 love.

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, Water Commission, and Board of Health just to name a few.

Some of the projects that have been worked on this year have included the Water Infrastructure Project which was completed in 2020, the ongoing Solar Project at 91 River Street, and continuation of the towns' work on Stormwater Management. This year the Board has also worked closely with the Town Governance Committee to obtain the goal of a Town Charter as well as ascertaining what if any by-law and structural changes to the town's government structure should be made.

The most significant challenge the Board of Selectmen and Town Administrator have faced in 2020 is the COVID-19 pandemic. The vital work of the Board of Health in helping to guide the response has been invaluable and the Board extends its thanks to the Board of Health and to all public safety officials who have worked so very hard to keep us all healthy and safe. As the year has progressed, the Board of Selectmen and Town Administrator have also continued 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 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
Kieran D. Meehan
Ronald J. Mikol

Town Administrator

Brian M. Palaia

Assistant Town Administrator

Jakob K. Voelker

REPORT OF THE TOWN CLERK 2020

The Act relative to the Board of Park commissioners of the Town of Dunstable was approved by Governor Baker on June 30, 2020. Any incumbent on the Board of Park Commissioners serving shall continue to hold the office until the expiration of the term. Following the expiration of the term, the position will be an appointment by the Board of Selectmen. At the Annual Town Meeting, voters approved a bylaw amendment by adopting a new Transfer Station Revolving Fund. The voters also approved a warrant article to vote to accept as a public way a certain existing roadway known as Chapman Street.

In July, House Bill 4820, An Act relative to voting options in response to COVID-19, was passed by the House and Senate and signed into law as Chapter 115 of the Acts of 2020. This, among other areas, created the massive “Vote by Mail” campaign. Still, between that and the mandated 14 days of In Person Early Voting, we saw voters come out in full force, all excited to do their civic duty. Interesting because the voter turnout for the November State election was 84% compared to 85% the previous election cycle in 2016.

Because of Covid-19, the Annual Town Meeting was delayed until July 30, 2020. The Board of Selectmen voted to postpone the Annual Town Election until June 16, 2020.

In 2020, the Town Clerk’s office posted 308 board and committee meetings and collected \$5,869.00 in fees to the Town of Dunstable. I hereby submit the annual report of the Town Clerk’s Office for the year ending 2020 to the Board of Selectmen and Citizens of Dunstable, Massachusetts.

Respectfully submitted,
Carol A. Skerrett, Town Clerk CMMC

REPORT OF THE TOWN CLERK 2020

Population (calendar year to Dec. 31) 3,364
Registered Voters 2,646

VITAL STATISTICS

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

Births

Males	10
Females	12
Total Births Recorded	22

Deaths

Males	10
Females	4
Total Deaths Recorded	14

Marriages	5
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DOG LICENSES

Total Town of Dunstable	\$ 2,424.00
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<u>NON-CRIMINAL CITATIONS</u>	\$ 500.00
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BUSINESS CERTIFICATES/RAFFLE PERMITS/VOTER AND STREET LISTINGS

Total Business Certificates –	\$ 260.00
Total Raffle Permits Issued -	10.00
Total Voter Lists and Street Lists	\$.00
Underground Tank/Pole Recording	\$ 25.00
Zoning Board of Appeals Filings	\$ 1,500.00
Total Town of Dunstable	\$ 1,795.00

COPIES OF CERTIFIED RECORDS

Certified Copies of Records	\$ 1,150.00
Notary Services	\$.00
Total Town of Dunstable	\$ 1,150.00

TOWN OF DUNSTABLE
Presidential Primary March 3, 2020
Official Election Results

SUMMARY:

Total Registered Voters:	2,493
Total Ballots Cast:	1,105
% Turnout:	44
Total Democratic Ballots Cast:	837
% of Total Ballots Cast:	76
Total Republican Ballots Cast:	262
% of Total Ballots Cast:	24
Total Green-Rainbow Ballots Cast:	1
% of Total Ballots Cast:	
Total Libertarian Ballots Cast:	5
% of Total Ballots Cast	

DEMOCRATIC PRIMARY

Presidential Preference

Deval Patrick	2
Amy Klobuchar	12
Elizabeth Warren	163
Michael Bennet	0
Michael R. Bloomberg	91
Tulsi Gabbard	13
Cory Booker	0
Julian Castro	0
Tom Steyer	6
Bernie Sanders	223
Joseph R. Biden	297
John K. Delaney	0
Andrew Yang	1
Pete Buttigieg	27
Marianne Williamson	0
NO PREFERENCE	2
ALL OTHERS	0
BLANKS	0
TOTAL	837

State Committee Man

Curtis J. LeMay	567
ALL OTHERS	0
BLANKS	270

TOTAL	837
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State Committee Woman

Jennifer L. Mieth	573
ALL OTHERS	0
BLANKS	264
TOTAL	837

Democratic Town Committee

GROUP	347
Brian F. Poitras	445
Rafael Glod	421
Albert W. Deshler, Sr.	380
Gail S. Brown	411
John M. Callahan	423
Maureen Booth	466
Stanley W. Norkunas	386
Alan E. Chaney	464

REPUBLICAN PRIMARY

Presidential Preference

William F. Weld	27
Joe Walsh	2
Donald J. Trump	225
Roque "Rocky" De La Fuente	0
NO PREFERENCE	6
ALL OTHERS	0
BLANKS	2
TOTAL	262

State Committee Man

Dennis J. Galvin	213
ALL OTHERS	0
BLANKS	49
TOTAL	262

State Committee Woman

Mary L. Burns	73
Kathleen Lynch	164
ALL OTHERS	0
BLANKS	25
TOTAL	262

GREEN-RAINBOW PRIMARY

Presidential Preference

Dario Hunter	0
SKCM Curry	0

Kent Mesplay	0
NO PREFERENCE	0
ALL OTHERS	0
BLANKS	1
TOTAL	1

State Committee Man

No Nomination	0
ALL OTHERS	0
BLANKS	1
TOTAL	1

State Committee Woman

No Nomination	0
ALL OTHERS	0
BLANKS	1
TOTAL	1

LIBERTARIAN PRIMARY

Presidential Preference

Arvin Vohra	0
Vermin Love Supreme	2
Jacob George Hornberger	1
Samuel Joseph Robb	0
Dan Taxation is Theft Behrman	0
Kimberly Margaret Ruff	1
Kenneth Reed Armstrong	0
Adam Kokesh	0
Jo Jorgensen	0
Max Abramson	1
NO PREFERENCE	0
ALL OTHERS	0
BLANKS	0
TOTAL	5

State Committee Man

No Nomination	0
ALL OTHERS	0
BLANKS	5
TOTAL	5

State Committee Woman

No Nomination	0
ALL OTHERS	0

BLANKS	5
TOTAL	5

Certified, this 6th day of March, 2020
Carol A. Skerrett, Town Clerk CMMC

**TOWN OF DUNSTABLE
ANNUAL TOWN ELECTION – June 16, 2020**

Summary:	
Total Votes Cast:	379
Registered Voters:	2,511
Voter Turnout:	15%

OFFICIAL RESULTS

Office/Candidate

Board of Selectmen	Vote for One – Three Year Term
Ronald Mikol	119
Kieran D. Meehan	245
All Others	0
Blanks	15
Board of Assessors	Vote for One – Three Year Term
Failure to Elect	
All Others	10
Blanks	369
Board of Health	Vote for One – Three Year Term
Maria Amodei	314
All Others	2
Blanks	63
Road Commissioner	Vote for One – Three Year Term
Peter Gove	304
All Others	2
Blanks	73
Library Trustee	Vote for One – Three Year Term
Joanne L. Mikol	283
All Others	1
Blanks	95

Water Commissioner	Vote for One – Three Year Term
John O’Brien (Accepted Write in)	*- 33
All Others	15
Blanks	331
Groton-Dunstable Regional School Committee	Vote for One – Three Year Term
Ryan M. McLane	301
All Others	3
Blanks	75
Groton-Dunstable Regional School Committee	Vote for One – One Year Term
Rafael Glod	306
All Others	3
Blanks	70
Tree Warden Term	Vote for One – Three Year
Michael L. Martin	300
All Others	1
Blanks	78
Advisory Board	Vote for Two – Three Year Term
Jake Lewon	288
Failure to Elect	
All Others	17
Blanks	453
Advisory Board Term	Vote for One – One Year
Marie Gamache	280
All Others	2
Blanks	97
Cemetery Commissioner	Vote for One – Three Year Term
Susan Psaladakis (Accepted Write in)	32
All Others	16
Blanks	331
Planning Board	Vote for One – Five Year Term
Joan M. Simmons	323
All Others	0
Blanks	56

Park Commissioner	Vote for One – Three Year Term
Philip J. Denyse	301
All Others	2
Blanks	76
Constable	Vote for Two – One Year Term
Jon N. Crandall	333
Spencer Vrouhas	267
All Others	1
Blanks	157
Commissioner of Trust Funds	Vote for One – Three Year Term
Failure to Elect	
All Others	12
Blanks	367
Town Moderator	Vote for One – One Year Term
Rafael Glod	289
All Others	5
Blanks	85

Certified, this 29th day of June, 2020
Carol Skerrett, Town Clerk CMMC

ANNUAL TOWN MEETING July 30, 2020

After determining that a quorum was present, the Annual Town Meeting was called to order at 7:10 pm by Town Moderator, Rafael Glod. The Tellers were John Callahan, Lianne Crestin, Jon Swift, Brad Warmesley, Geoff Neiley and Brian Poitra were sworn in by Town Clerk Carol Skerrett. The check-in table was staffed by Kaitlyn Skerrett and Mary Dow. The Pledge of Allegiance was admirably led by members of the Boy Scouts and Cub Scouts. The Moderator introduced the elected officials. A brief welcoming statement was made by Board of Selectmen Chair Leah Basbanes thanking the community for their commitment in doing their part to contain the COVID-19 virus by wearing facial coverings, limiting social gatherings and following social distancing recommendations. As a result, the Town has a low number of confirmed COVID-19 cases which as of this week saw zero new cases. A motion was made and seconded to allow non-voting members to sit at the tables.

The Moderator read the following prior to entertaining any motions:

“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

This meeting would dispense with the reading of greetings as it was not required by state statute or bylaw. The Moderator announced the Town Administrator would make all the motions if no objections. Hearing no objections, Town Administrator Brian Palaia would read the motions.

Article 1. Motion made and seconded that the Town accept the 2020 Annual Town Report as printed.

Majority Vote Required
Voted in the Affirmative

FISCAL YEAR 2020

Article 2. Motion made and seconded that the Town transfer from Free Cash the sums necessary to pay the following unpaid bills of FY2019:

Small Water Systems \$450.00

ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

4/5ths Majority Vote
Voted in the Affirmative Unanimously

Article 3. Motion made and seconded that the Town fix the salaries of the elected officers of the Town as provided by Massachusetts General Laws Chapter 41, Section 108, for Fiscal Year 2021, beginning July 1, 2020, as follows, or take any action in relation thereto.

Town Clerk \$34,831 \$37,315 \$38,210

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 raise and appropriate \$11,275,735 to fund the various departments, boards, committees, commissions, and other operating expenses of the Town for Fiscal Year 2021, beginning July 1, 2020, in the sums listed at lines 1 through 75 in the printed budget handout made available at this meeting,

Majority Vote Required
Voted in the Affirmative

And further, I move that the Town appropriate the sum of \$128,400 from Water Enterprise revenues to operate the Water Department, in the amount listed in the requested budget shown on the cover of the printed budget handout available at this meeting for Fiscal Year 2021, beginning July 1, 2020

ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

General Government	
Town Administrator - 120	
Salaries	140,236
Operations	3,280
Total	143,516

Selectmen – 122	
Salaries	0
Operations	14,630
Total	14,630
Fincom – 131	150
Reserve Account – 132	30,000
Accountant - 135	
Salaries	31,185
Operations	22,700
Total	53,885
Assessors - 141	
Salaries	48,255
Operations	24,055
Total	72,310
Treasurer - 145	
Salaries	71,614
Operations	23,417
Total	95,031
Town Legal Professional - 151	30,000
Dog Program – 160	650
Town Clerk - 161	
Salaries	41,210
Operations	1,950
Total	43,160
Elections – 162	
Salaries	7,000
Operations	17,000
Total	24,000
Registrar - 163	225
Conservation - 171	
Salaries	14,446
Operations	2,000
Total	16,446

Planning Board - 175	
Salaries	14,446
Operations	1,350
Total	15,796
Zoning Board - 176	
Salaries	0
Operations	1,316
Total	1,316
Town Hall - 192	
Salaries	5,650
Expenses	39,400
Total	45,050
Town Reports – 195	3,025
Town Engineer – 199	10,000
TOTAL GENERAL GOVERNMENT	
Salaries	374,267
Operations	224,923
Total	599,190
Public Safety	
Police Department - 210	
Salaries	927,498
Operations	244,250
Total	1,171,748
Fire Department - 220	
Salaries	148,960
Operations	67,100
Total	216,060
Inspector – 241-243	
Salaries	61,290
Operations	3,500
Total	64,790
Emergency Management - 291	2,900
Forestry Public Works - 294	22,235

TOTAL PUBLIC SAFETY	1,477,733
Salaries	1,137,748
Operations	339,985
Schools	
GDRSD – 300	
District	6,475,665
Debt	212,690
GLRVTS - 300	
GLRVTHS	283,795
Debt	34,786
Essex - 300	
Tuition	0
Transportation	0
TOTAL REGIONAL & VOCATIONAL	7,006,936
Public Works	
Highway Department - 422	
Salaries	242,144
Operations	227,282
Total	469,426
Snow Removal - 423	
Salaries	56,175
Operations	229,710
Total	285,885
Street Lights – 424	11,500
Transfer Station – 433	
Salaries	
Operations	12,430
Cemetery - 491	
Salaries	11,966
Operations	8,450
Total	20,416
TOTAL PUBLIC WORKS	
Salaries	310,285
Operations	489,372
Total	799,657

Human Services	
Board of Health - 510	
Salaries	12,821
Operations	11,930
Total	24,751
Town Nurse Assessment - 522	4,305
Mental Health Assessment - 523	2,000
Council on Aging - 541	
Salaries	9,000
Operations	11,500
Total	20,500
Veterans Affairs - 543	
Salaries	5,805
Operations	24,472
Total	30,277
TOTAL HUMAN SERVICES	
Salaries	27,626
Operations	54,207
Total	81,833
Library, Parks and Recreation	
Library Operations - 610	
Salaries	115,601
Operations	60,886
Total	176,487
Library Consortium and Other - 611	13,300
Technical Expense and Other - 620	26,700
Recreation Department - 631	6,400
Parks Department – 650	61,000
Memorial Day Committee – 692	700
TOTAL LIBRARY AND RECREATION	
Salaries	115,601
Operations	168,986

Total	284,587
Debt and Interest	
Long Term Debt – 710	249,000
Long Term Interest – 715	23,375
Temporary Loan Interest – 725	3,300
TOTAL DEBT AND INTEREST	275,675
Insurance and Assessments	
County Retirement System – 911	293,124
Unemployment Compensation - 913	0
Group Health Insurance – 914	307,000
Medicare Town Share – 919	30,000
Bldg./Vehicle Liab. Ins. – 945	120,000
TOTAL INSURANCE & ASSESSMENTS	750,124
TOTAL BUDGET FOR THE FISCAL YEAR	11,275,735

Article 5. Motion made and seconded that the Town transfer from Free Cash \$252,320 to meet the appropriations of Fiscal Year 2021, beginning July 1, 2020.

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 amend the General Bylaws by adopting a new Transfer Station Revolving Fund verbatim as printed under Article 6 of the warrant for this meeting, except that the new text under column B shall read “Board of Health”.

(Chart included for reference)

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</u>	<u>Trash Collection and Trash Bin</u>	<u>None, other than as set</u>	<u>None, other than as set</u>	<u>Fiscal Year 2020</u>

		<u>from trash collection and barrels</u>	<u>Sales</u>	<u>forth in this Bylaw and by Town Meeting vote.</u>	<u>forth in this Bylaw and by Town Meeting vote.</u>	<u>and subsequent years</u>
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Majority Vote Required
Voted in the Affirmative

Article 7. Motion made and seconded that the Town set the annual expenditure limits for Fiscal Year 2021 for all revolving funds established by the General Bylaws as set forth under Article 7 of the warrant for this meeting.

(Listed below for reference)

Cemetery	\$8,500
Recreation	\$7,000
COA Transport	\$5,000
Permit Application Fees	\$5,000
Approval Not Required Plans	\$15,000
Transfer Station	\$120,000

ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 8. Motion made and seconded that the Town transfer from Free Cash \$35,623 for the purpose of paying off the debt related to the purchase of Backhoe for the Highway 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 \$15,000 for the purpose of replacing the police department computer server.

ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required
Voted in the Affirmative

Article 10. Motion made and seconded that the Town transfer from Free Cash \$15,000 for the purpose of repairing the Fire Department and Highway Department Building.

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 \$69,986 for the replacement of a fire truck.

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 \$15,000 for the replacement of the roof at the Library.

The ADVISORY BOARD does not recommend support of this Article.

During discussion, the Advisory Board stated they received a verbal quote for \$12,000 when the request was made to place this on the warrant. A written quote has not been received.

Motion made and seconded that this article be tabled indefinitely. The Moderator asked for any discussion to ensure the voters knew the definition of this language.

Majority Vote Required

Voted in the Affirmative to Table Indefinitely

Article 13. Motion made and seconded that the Town transfer from Free Cash \$78,830 for to fund the Dunstable portion of the School District's capital assessment for Fiscal Year 2021.

ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required

Voted in the Affirmative

Article 14. 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 \$20,080.
- Administrative Expense, the sum of \$15,000.
- 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, \$105,587.

CPC, ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required

Voted in the Affirmative

Article 15. Motion made and seconded that the Town appropriate from the Community Preservation Undesignated Reserve account the amount of \$152,000 and \$30,000 from the Open Space Reserve to rehabilitate the tennis court located at Swallow Union School playing fields and Woodward Preserve.

CPC, 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 appropriate from the Community Preservation Historic Preservation Reserve account the amount of \$3,000 for the preservation of an historic town well at 0 Pond Street.

CPC, ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required

Voted in the Affirmative

Article 17. Motion made and seconded that the Town appropriate from the Community Preservation Historic Preservation Reserve account the amount of \$6,000 to complete repairs and painting of exterior building features at Town Hall.

CPC, ADVISORY BOARD and BOARD OF SELECTMEN recommend support of this Article.

Majority Vote Required

Voted in the Affirmative

Article 18. Motion made and seconded that the Town adopt Article 18 verbatim as printed in the Warrant.

(Text from the warrant for reference :)

Authorization to Purchase Emery Property: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, certain real property together with any improvements thereon known as the Emery property located at 102 High Street, identified as a portion of Assessor's Parcel 17-120, and being a portion of the premises described in a deed dated June 15, 2011, recorded with Middlesex North District Registry of Deeds, Book 25052, Page 229, containing 71.79 acres, more or less, as shown on a plan entitled dated January 20, 2020 and revised February 12, 2020 on file with the Town Clerk; and to fund the costs of such acquisition of said property, to appropriate the sum of \$320,000, and to meet said appropriation:

- 1. Transfer from the Community Preservation Act Fund the sum of \$118,000 from the CPA Undesignated Fund and Open Space Fund to be applied to the purchase;*
- 2. Transfer from the Timber Fund the sum of \$10,000; and*
- 3. 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 \$192,000.00 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; or take any action in relation thereto.

CPC, CONSERVATION COMMISSION AND BOARD OF SELECTMEN recommend support of this article.

2/3 Vote Required

2/3 Majority Vote Declared by Moderator

Article 19. Motion made and seconded that the Town authorize the Board of Selectmen to file a petition with the General Court to enact special legislation authorizing the use of certain real property to accommodate improvements to Main Street, including by not limited to portions of the real property located at 510 – 511 Main Street, 437 Main Street, 427 Main Street, and 0 Main Street (Central Cemetery), as 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.

The ADVISORY BOARD and BOARD OF SELECTMEN recommend this Article.

Majority Vote Required

Voted in the Affirmative

Article 20. Motion made and seconded that the Town adopt Article 20 verbatim in printed in the warrant.

The ADVISORY BOARD and BOARD OF SELECTMEN recommend this Article.

(Text from the warrant as reference):

Solar PILOT Authorizations: To see if the Town will vote to authorize the Board of Selectmen and the Board of Assessors to negotiate and enter on behalf of the Town payment in lieu of taxes agreements for solar energy facilities to be located at (i) 0 Blodgett Road and 0 Lowell Street, Assessors Parcels 21-3-0 and 22-50-0, and (ii) 0 Pleasant Street and 0 Groton Street, Assessors Parcels 8-39-0, 8-43-0, and 13-103-0, as authorized by Massachusetts General Laws Chapter 59, Section 38H, or take any action in relation thereto.

The ADVISORY BOARD and BOARD OF SELECTMEN recommend this Article.

Majority Vote Required

Voted in the Affirmative

Article 21. Motion made and seconded that the Town adopt Article 21 verbatim in printed in the warrant.

The ADVISORY BOARD, BOARD OF SELECTMEN, and PLANNING BOARD recommend this Article.

(Text from the warrant as reference):

River's Edge Street Acceptance aka Chapman Street: To see if the Town will vote to accept as a public way a certain existing roadway known as Chapman Street, as shown on a plan of land entitled, "As-built Plan Located on River's Edge Estates." prepared by Stamski and McNary, Inc., last revised January 6, 2020., and on file with the Town Clerk said roadway having been laid out by the Board of Road Commissioners and approved by the Planning Board; and further to authorize the Board of Road Commissioners and the Board of Selectmen to accept on behalf of the Town any deeds or releases of interests in real property from any parties necessary or sufficient for such roadway; or take any other action in relation thereto.

Majority Vote Required

Voted in the Affirmative

Article 22. Motion made and seconded that the Town adopt Article 22 verbatim in printed in the warrant.

The ADVISORY BOARD and BOARD OF SELECTMEN recommend this Article.

(Text from the warrant as reference)

Greater Lowell Vocational Regional School District Regional Agreement: To see if the Town will vote to accept the amendments to Section 1 of the Greater Lowell Vocational Regional School District's Regional Agreement, approved by the Greater Lowell Vocational Regional School Committee on January 10, 2019 and ordered by the United States District Court of Massachusetts pursuant to a Consent Decree issued on June 3, 2015; or take any other action in relation thereto.

Article 23. Motion made and seconded that the Town adopt Article 23 verbatim in printed in the warrant.

The MONUMENTS AND MEMORIAL COMMITTEE, ADVISORY BOARD and BOARD OF SELECTMEN recommend this Article.

(Text from warrant as reference):

Relocation of English Monument: To see if the Town will vote to approve the relocation of the English Monument as recommended by the Monuments and Memorials Committee and the

Board of Selectmen, as shown on a map titled “Proposed English Monument Relocation” on file with the Town Clerk; or take any action in relation thereto.

Article 24. Motion made and seconded that the Town adopt Article 24 verbatim in printed in the warrant.

The MONUMENTS AND MEMORIAL COMMITTEE, ADVISORY BOARD and BOARD OF SELECTMEN recommend this Article.

(Text from warrant as reference):

Relocation of the Rockwell Monument: To see if the Town will vote to approve the relocation of the Rockwell Monument as recommended by the Monuments and Memorials Committee and the Board of Selectmen, as shown on a map titled “Proposed Rockwell Monument Relocation on file with the Town Clerk; or take any action in relation thereto.

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 dissolve the Annual Town Meeting at 8:18 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 July 30, 2020: 111

Respectfully submitted,
Carol A. Skerrett
Town Clerk CMMC

TOWN OF DUNSTABLE
State Primary – September 1, 2020
Official Election Results

SUMMARY:

Total Registered Voters:	2,541
Total Ballots Cast:	958
% Turnout:	38 %
Total Democratic Ballots Cast:	705
% of Total Ballots Cast:	74%
Total Republican Ballots Cast:	249
% of Total Ballots Cast:	26%
Total Green-Rainbow Ballots Cast:	2
Total Libertarian Ballots Cast:	2

DEMOCRAT

Senator in Congress

Edward J. Markey	401
Joseph P. Kennedy III	301
ALL OTHERS	1
BLANKS	2
TOTAL	705

Representative in Congress

Lori Loureiro Trahan	614
ALL OTHERS	6
BLANKS	85
TOTAL	705

Councillor

Eileen R. Duff	574
ALL OTHERS	1
BLANKS	130
TOTAL	705

Senator in General Court

Edward J. Kennedy, Jr.	595
ALL OTHERS	0
BLANKS	110
TOTAL	705

Representative in General Court

Deborah L. Busser	605
ALL OTHERS	5

BLANKS	95
TOTAL	705
<u>Register of Probate</u>	
Tara E. Decristofaro	576
ALL OTHERS	1
BLANKS	128
TOTALS	705
<u>REPUBLICAN</u>	
<u>Senator in Congress</u>	
Shiva Ayyadurai	108
Kevin J. O'Connor	135
ALL OTHERS	2
BLANKS	4
TOTAL	249
<u>Representative in Congress</u>	
No Nomination	0
ALL OTHERS	11
BLANKS	238
TOTAL	249
<u>Councillor</u>	
No Nomination	0
ALL OTHERS	10
BLANKS	239
TOTAL	249
<u>Senator in General Court</u>	
No Nominations	0
ALL OTHERS	6
BLANKS	243
TOTAL	249
<u>Representative in General Court</u>	
Sheila C. Harrington	216
ALL OTHERS	3
BLANKS	30
TOTAL	249
<u>Register of Probate</u>	
No Nominations	0
ALL OTHERS	6
BLANKS	243
TOTALS	249

<u>GREEN-RAINBOW</u>		
<u>Senator in Congress</u>		
No Nomination		0
ALL OTHERS		2
BLANKS		0
TOTAL		2
<u>Representative in Congress</u>		
No Nomination		0
ALL OTHERS		2
BLANKS		0
TOTAL		2
<u>Councillor</u>		
No Nomination		0
ALL OTHERS		1
BLANKS		1
TOTAL		2
<u>Senator in General Court</u>		
No Nomination		0
ALL OTHERS		1
BLANKS		1
TOTAL		2
<u>Representative in General Court</u>		
No Nomination		0
ALL OTHERS		1
BLANKS		1
TOTAL		2
<u>Register of Probate</u>		
No Nomination		0
ALL OTHERS		2
BLANKS		0
TOTALS		2
<u>LIBERTARIAN PARTY</u>		
<u>Senator in Congress</u>		
No Nomination		0
ALL OTHERS		0
BLANKS		2
TOTAL		2
<u>Representative in Congress</u>		
No Nomination		0
ALL OTHERS		0
BLANKS		2
TOTAL		2
<u>Councillor</u>		
No Nomination		0

ALL OTHERS	0
BLANKS	2
TOTAL	2
<u>Senator in General Court</u>	
No Nomination	0
ALL OTHERS	0
BLANKS	2
TOTAL	2
<u>Representative in General Court</u>	
No Nomination	0
ALL OTHERS	0
BLANKS	2
TOTAL	2
<u>Register of Probate</u>	
No Nomination	0
ALL OTHERS	0
BLANKS	2
TOTAL	2

Certified this 2nd day of September, 2020
Carol A. Skerrett
Town Clerk CMMC

SPECIAL TOWN ELECTION RESULTS	
November 3, 2020	
Ballots Cast 1,676= 64% Voter Turnout	
2,626 Registered Voters	
BOARD OF SELECTMEN	
Edward Hastings	405
Jeffrey Klane	207
Ronald J. Mikol	581
David S. Tarr	441
All Others	12
Blanks	30
Total	1,676

Certified this 16th day of November, 2020
Carol A. Skerrett
Town Clerk CMMC

STATE ELECTION RESULTS	
November 3, 2020	
2,203 Ballots Cast = 84% Voter Turnout	
2,626 Registered Voters	
ELECTORS OF PRESIDENT AND VICE-PRESIDENT	
BIDEN AND HARRIS	1,243
HAWKINS AND WALKER	7
JORGENSEN AND COHEN	46
TRUMP AND PENCE	877
All Others	0
Blanks	30
Total	2,203
SENATOR IN CONGRESS	
EDWARD J. MARKEY	1,198
KEVIN J. O'CONNOR	928
DR. SHIVA (write in)	30
All Others	0
Blanks	47
Total	2,203
REPRESENTATIVE IN CONGRESS	
LORI DOUREIRO TRAHAN	1,505
All Others	0
Blanks	698
Total	2,203
COUNCILLOR	
EILEEN R. DUFF	1,382
All Others	0
Blanks	821
Total	2,203
SENATOR IN GENERAL COURT	
EDWARD J. KENNEDY, JR.	1,435
DR. SHIVA (write in)	6
All Others	0
Blanks	762
Total	2,203
REPRESENTATIVE IN GENERAL COURT	
SHEILA C. HARRINGTON	1,089
DEBORAH L. BUSSE	1,005
All Others	0
Blanks	109
Total	2,203
REGISTER OF PROBATE	

TARA E. DECRISTOFARO	1,348
All Others	0
Blanks	855
Total	2,203
REGIONAL SCHOOL COMMITTEE - DRACUT	
PAUL E. MORIN	1,401
All Others	0
Blanks	802
Total	2,203
REGIONAL SCHOOL COMMITTEE – LOWELL (VOTE FOR NOT MORE THAN 2)	
CURTIS J. LEMAY	1,228
LEE GITSCHIER	702
All Others	0
Blanks	2,476
Total	4,406
Question #1:	
Expanded access to mechanical data related to vehicle maintenance and repair	
Yes:	1,673
No:	386
Blanks:	144
Total:	2,203
Question #2:	
Ranked Choice Voting	
Yes:	796
No:	1,229
Blanks:	178
Total:	2,203

Certified this 16th day of November, 2020
Carol A. Skerrett, Town Clerk CMMC

2020 Report of the Building Inspector

Permit #	Name of Applicant	Address	Purpose	Fee	Issued
20-1RB	Debra Kenny	1047 MAIN ST	New Insulation & Vents	65.00	1/6/2020
20-2RB	Russell Barnes	376 GROTON ST	Weatherization and air sealing	55.00	1/6/2020
20-3RB	James Carhart	57 HIGHLAND ST	Weatherization and air sealing	55.00	1/6/2020
20-4RB	Daniel St. Jean	553 MAIN ST	Reroof House	85.00	1/7/2020
20-5RB	David Price	140 CENTURY WY	Reroof House	85.00	1/7/2020
20-6RB	Earthlight Technologies	264 HALL ST	Solar Installation/31 panels	365.00	1/13/2020
20-7RB	Dorothy Mastakouras	617 MAIN ST	Replacement of five windows	150.70	1/13/2020
20-8RB	Michael Sullivan	28 FOREST ST	Weatherization and air sealing	45.00	1/24/2020
20-9RB	Alan Starbird	240 THORNDIKE ST	3 push piers with concrete R&R to support	124.35	1/27/2020
20-10RB	Kim Kalvin	175 LOWELL ST	Playroom in Basement	589.00	1/27/2020
20-11RB	Christopher White	20 SWALLOW LN	Siding Replacement	279.50	1/27/2020
20-12RB	Jason Bulger	114 OAK ST	Front Entry Side Lights & Storm Door	65.00	1/27/2020
20-13RB	Joseph Mansur	60 FOREST ST	Reroof House	85.00	1/27/2020
20-14RB	Town of Dunstable	28 PLEASANT ST	Masonry Repairs & New Door	10.00	1/27/2020
20-15RB	Borrego Solar	0 GROTON ST	Commercial Solar Field	229,408.00	1/27/2020
20-16RB	Joseph Mansur	60 FOREST ST	Solar Installation/25 panels	287.00	1/31/2020
20-17RB	Borrego Solar	0 BLODGETT ST	Commercial Solar Field	220,634.50	2/3/2020
20-18RB	Borrego Solar	0 PLEASANT ST	Commercial Solar Field (see other permits)	10.00	2/10/2020
20-19RB	Carol Wilkie	26 MILL ST	Remodel Kitchen & Baths, add Bath	365.00	2/18/2020
20-20RB	Donald Clancy	41 SCHOOL ST	Attached Garage (24x24)	269.20	2/24/2020
20-21RB	Susan Wolfman	320 HALL ST	Kitchen Renovation	230.30	2/24/2020
20-22RB	Borrego Solar	0 PLEASANT ST	Commercial Solar Field (see other permits)	10.00	2/24/2020
20-23RB	Tully Homes LLC	104 PLEASANT ST	2900 sq ft house	1,902.80	3/2/2020
20-24RB	Matthew Raymond	96 MAIN ST	Reroof House	105.00	3/2/2020
20-25RB	Harold Simmons	726 MAIN ST	Siding & Trim Repair	45.00	3/7/2020
20-26RB	Anthony Duggan	4 JAMIE RD	Thermal Barrier to Knee Wall	110.00	3/9/2020
20-27RB	Michael Dubay	70 HIGHLAND ST	Replace existing 12'x12' deck with 14'x20' deck	193.00	3/11/2020
20-28RB	Michael De Salvo	660 GROTON ST	New Siding, Windows, & Roof for Garage	380.00	3/12/2020
20-29RB	Paul Hamel	561 FOREST ST	Reroof House	85.00	3/16/2020
20-30RB	Jacob Tinus	126 POND ST	Replace existing shed	74.75	3/19/2020
20-31RB	Michael Carleton	202 HARDY ST	Build 18x30 Barn	253.00	3/19/2020
20-32RB	AWMW, LLC	18 CHAPMAN STREET	Garage	403.20	3/19/2020
20-33RB	Todd Oldenburg	264 HALL ST	Framing of Basement	35.00	4/2/2020

RB = Building Residential Permit

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20-34RB	Charlotte Desrochers	153 HALL ST	Reroof House	85.00	4/2/2020
20-35RB	James Kurdzo	166 HALL ST	Reroof House	85.00	4/2/2020
20-36RB	David Piscatelli	493 MAIN ST	Interior Demolition & Renovation	215.00	4/8/2020
20-37RB	Annika Selinger	345 POND ST	Repair Siding on right side of home	65.00	4/22/2020
20-38RB	Audrey Kimball	440 GROTON ST	Repair section of roof from tree damage	85.00	4/22/2020
20-39RB	Patricia Martin	84 BROOK ST	Adding metal roof over back porch	35.00	4/26/2020
20-40RB	Randy Gill	135 PLEASANT ST	Demo & rebuild section of home, add garage	1,427.00	4/26/2020
20-41RB	Kady Investment Holdings LLC	764 MAIN ST	Changes to interior - moving of some walls	295.00	4/26/2020
20-42RB	Sunrun	309 HALL ST	Solar Installation/38 panels	238.80	4/26/2020
20-43RB	Sandeep Gandra	47 ALEXANDER WAY	4182 sq ft house	3,095.30	4/28/2020
20-44RB	Robert Alter	1107 MAIN ST	Reroof House add ice shield	85.00	5/3/2020
20-45RB	Ace Residential Solar	153 HALL ST	Solar Installation/21 panels	232.90	5/6/2020
20-46RB	Gary Rooney	7 ROBBINS FARM RD	Above Ground Pool	90.00	5/6/2020
20-47RB	Richard Lescarbeau	958 MAIN ST	Addition of a 12x18 deck	107.20	5/6/2020
20-48RB	Michael Newcomb	44 ALEXANDER WAY	Finish attic of garage	195.00	5/6/2020
20-49RB	Kenneth Ferrere	15 JAMIE RD	Reroof House	85.00	5/10/2020
20-50RB	Brian Flynn	250 PLEASANT ST	Erect a 12' X 10' storage shed	66.25	5/10/2020
20-51RB	Matthew Raymond	96 MAIN ST	Reroof house, remodel bath, siding, & garage	175.00	5/20/2020
20-52RB	Dennis Parent	12 KIMBERLY LN	Reroof House	85.00	5/20/2020
20-53RB	Matthew Raymond	104 MAIN ST	Reroof, add 2 dormers, remodel kitchen & bath	1,275.00	5/20/2020
20-54RB	Nikole Roth	176 HIGH ST	Reroof House	85.00	5/20/2020
20-55RB	Benjamin Cook	252 KEMP ST	Above Ground Pool	90.00	5/24/2020
20-56RB	Robert Holt	446 HOLLIS ST	Above Ground Pool	100.00	5/24/2020
20-57RB	Surfside Pools	456 HOLLIS ST	Above Ground Pool & 120 sq ft deck	154.00	5/28/2020
20-58RB	Tesla Energy Operations	408 WESTFORD ST	Solar Installation/46 panels	515.00	5/31/2020
20-59RB	Kathleen Ryder	270 MAIN ST	Inground Pool	135.00	5/31/2020
20-60RB	Kady Investment Holdings LLC	764 MAIN ST	Add bathroom	65.00	5/31/2020
20-61RB	Trevor Medley	55 CENTURY WY	Siding	155.00	5/31/2020
20-62RB	Shannon Fields	503 MAIN ST	Sill replacement (appr. 24 ft.) antique post	145.00	5/31/2020
20-63RB	AWMW, LLC	18 CHAPMAN STREET	Above Ground Pool	90.00	6/4/2020

RB = Building Residential Permit M = Mechanical Permit SM = Sheet Metal Permit

20-64RB	Anne Farina	330 GROTON ST	Reroof House & Garage	85.00	6/4/2020
20-65RB	Laura Kirk	655 MAIN ST	Reroof House	85.00	6/4/2020
20-66RB	Geoffrey Neiley	26 SWALLOW LN	Add 3rd bay to garage, finish space above	109.25	6/8/2020
20-67RB	Richard Debay	230 GROTON ST	New windows, siding, deck, kitchen rem., bath	655.00	6/14/2020
20-68RB	Anil Naik	56 ALEXANDER WAY	Solar Installation/48 panels	625.00	6/14/2020
20-69RB	Jay Jewell	12 UPTON ST	Shed, gravel foundation, off to side	105.00	6/14/2020
20-70RB	Matthew Sanfacon	20 PARKHURST RD	Inground Pool	155.00	6/14/2020
20-71RB	Matthew Raymond	96 MAIN ST	Replace windows and doors (see prior permit)	10.00	6/14/2020
20-72RB	Matthew Thomann	24 HIGH ST	Remodel existing mudroom and 3 season porch	501.90	6/14/2020
20-73RB	Matthew Raymond	104 MAIN ST	Repair siding, replace windows, & doors	315.00	6/17/2020
20-74RB	Patrick Plaehn	290 DEPOT ST	Inground Pool	135.00	6/17/2020
20-75RB	Kurt Andius	49 ADAM ST	New shed	75.00	6/23/2020
20-76RB	Dana Drury	15 FLETCHER ST	Reroof House	85.00	6/24/2020
20-77RB	Yuasa Shorta	53 FOREST ST	Reroof House	135.00	6/29/2020
20-78RB	Cynthia Sullivan	50 SCHOOL ST	Reroof House	85.00	7/9/2020
20-79RB	William Middlebrook	571 HOLLIS ST	Weatherization and air sealing	65.00	7/9/2020
20-80RB	Timothy Belanger	432 RIVER ST	Inground Pool	135.00	7/9/2020
20-81RB	Michael Connor	422 RIVER ST	Inground Pool	135.00	7/12/2020
20-82RB	Matthew Raymond	104 MAIN ST	Knock down 48x80 garage and rebuild	1,738.00	7/13/2020
20-83RB	Benjamin Mahan	456 HOLLIS ST	Reroof House	170.00	7/13/2020
20-84RB	Jeff Martin	77 PARKHURST RD	Reroof House	85.00	7/13/2020
20-85RB	American Tower LLC	583 PLEASANT ST	Modification to existing cellular equipment	265.00	7/13/2020
20-86RB	Benjamin Cook	252 KEMP ST	New 124 SF deck to access above ground pool	90.00	7/20/2020
20-87RB	Mabel Tully	1070 MAIN ST	14x14 Gazebo	200.00	7/20/2020
20-88RB	Judith Thompson	29 PLEASANT ST	Reroof House	85.00	7/20/2020
20-89RB	Paul Cushion	141 POND ST	Reroof House	85.00	7/20/2020
20-90RB	Vivint Solar	430 GROTON ST	Solar Installation/18 panels	133.75	7/22/2020
20-91RB	Intelligent Solar Services LLC	98 RIVER ST	Solar Installation/26 panels	193.60	7/31/2020
20-92RB	Susan Muturi	1095 MAIN ST	Adding handicap ramp	55.00	7/31/2020
20-93RB	Jacob Lewon	159 PLEASANT ST	Replace 4 doors	282.30	7/31/2020

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20-94RB	Daniel St. Jean	553 MAIN ST	Attach 3 bay garage	220.00	8/3/2020
20-95RB	Evangelical Cong. Church	516 MAIN ST	Renovate to add two 3 stall bathrooms	934.00	8/3/2020
20-96RB	Patrick Murphy	74 GROTON ST	Weatherization, Insulation & Air Sealing	65.00	8/15/2020
20-97RB	Gregory Goss	20 JAMIE RD	10x10 shed	55.00	8/15/2020
20-98RB	David Mungovan	72 GROTON ST	Demo of existing 16x18 deck, install new 16x18	139.60	8/19/2020
20-99RB	Sunrun	87 WESTFORD ST	Solar Installation/39 panels	241.00	8/19/2020
20-100RB	Venture Home Solar	958 MAIN ST	Solar Installation/29 panels	480.00	8/23/2020
20-101RB	Jeffrey Klane	14 DOGWOOD LN	Inground Saltwater Pool	135.00	8/23/2020
20-102RB	Brian Cutler	358 GROTON ST	Reroof House	85.00	8/23/2020
20-103RB	Robert Frye	411 PLEASANT ST	Insulate Attic & Exterior Walls	35.00	9/3/2020
20-104RB	Judith Cardinal	25 PLEASANT ST EX	Reroof House	85.00	9/3/2020
20-105RB	James Callahan	81 PARKHURST RD	Weatherization & Air Sealing	55.00	9/3/2020
20-106RB	Family Pool & Patio	525 FOREST ST	Inground Pool	135.00	9/3/2020
20-107RB	Robert Nelson	614 HOLLIS ST	Replace 5 windows	100.00	9/3/2020
20-108RB	Dunstable Rural Land Trust	59 MAIN ST	Renovate kitchen, bath, windows & siding	1,955.00	9/3/2020
20-109RB	Jeffrey Schwefler	4 UPTON ST	Replacement of 14 windows and 5 doors	678.70	9/3/2020
20-110RB	Maria Amodei	52 PLEASANT ST	Replace 2 windows	25.00	9/8/2020
20-111RB	Kurt Andius	49 ADAM ST	Inground Pool	135.00	9/8/2020
20-112RB	Geoffrey Walker	110 OAK ST	Replace 39 windows	332.80	9/13/2020
20-113RB	Dorothy Koyutis	362 FOREST ST	Install insulation, air barriers, & venting	105.00	9/13/2020
20-114RB	Tesla Energy Operations	47 ALEXANDER WAY	Solar Installation with 3 Tesla Power Walls	468.00	9/14/2020
20-115RB	Wesley Goss	446 PLEASANT ST	8x8 Reeds Ferry shed	38.80	9/14/2020
20-116RB	Wesley Goss	446 PLEASANT ST	14x14 Reeds Ferry shed	161.20	9/14/2020
20-117RB	Express Roofing	11 BRITTANY LN	Reroof House	85.00	9/18/2020
20-118RB	John Paglierani	6 DOGWOOD LN	Replace 13 windows	89.25	9/18/2020
20-119RB	Eric Heideman	365 POND ST	Weatherization, Insulation & Air Sealing	122.85	9/18/2020
20-120RB	Karen Carnevale	670 GROTON ST	Replace 14 windows	101.10	9/18/2020
20-121RB	Michael Stevens	1011 MAIN ST	14x20 shed next to house	136.00	9/18/2020
20-122RB	Edward Taylor	6 PARKHURST RD	Detached Garage	314.20	9/18/2020
20-123RB	Kieran Meehan	32 ALEXANDER WAY	Finish attic into office space	154.00	9/18/2020

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20-124RB Marcia Walsh	828 MAIN ST	Repair shed, new roof, remodel, new windows	45.00	9/18/2020
20-125RB Gregory Hollenkamp	314 FOREST ST	Reroof House	85.00	9/21/2020
20-126RB Anthony Willson	11 JAMIE RD	Reroof House	100.00	9/21/2020
20-127RB Jonathan Gerteisen	84 ADAMS ST	14x20 Reeds Ferry shed	136.00	9/21/2020
20-128RB Sara Dunaj	45 HORSE HILL ST	New shed	65.00	9/21/2020
20-129RB Heidi Thompson	601 MAIN ST	Wood Stove	55.00	9/25/2020
20-130RB Gerhard du Toit	422 POND ST	Insulation of existing partially finished attic	55.00	9/26/2020
20-131RB Mathew Morton	458 MAIN ST	Tear down shed and build 3 bay 30x40 garage	550.00	9/26/2020
20-132RB Karen Strickland	12 BRITTANY LN	Reroof House	85.00	9/26/2020
20-133RB Patricia McAuliffe	145 DEPOT ST	Reroof, change windows, and siding	345.00	10/2/2020
20-134RB Robert Sullivan	25 HORSE HILL ST	Air sealing & attic insulation	55.00	10/2/2020
20-135RB Trevor McDonald	27 BROOK ST	Reroof House	85.00	10/4/2020
20-136RB Linda Eisenberger	73 OAK ST	Reroof House	85.00	10/5/2020
20-137RB Matthew Wright	57 PLEASANT ST	Attic, Wall Insulation, & Air Sealing	133.00	10/5/2020
20-138RB Shannon Fields	503 MAIN ST	Reroof House	85.00	10/5/2020
20-139RB Raymond Tremblay	364 HOLLIS ST	Reroof Barn	85.00	10/5/2020
20-140RB Joseph Hegarty	42 HIGHLAND ST	Replace existing windows with new	127.60	10/9/2020
20-141RB Gregory Freiter	27 PARKHURST RD	Reroof House	85.00	10/13/2020
20-142RB Michael Wilson	11 ROBBINS FARM RD	Weatherization, Insulation & Air Sealing	65.00	10/13/2020
20-143RB Buntheon Sok	21 MAIN ST	New 12x12 deck	74.80	10/13/2020
20-144RB Emmanuelle Perrier	340 GROTON ST	Weatherization, Insulation & Air Sealing	55.00	10/17/2020
20-145RB Empire Telecom	583 PLEASANT ST	AT&T Modifications; replacing (6) antennas	475.00	10/17/2020
20-146RB Arthur Menezes	120 RIVER ST	Reside House	414.00	10/17/2020
20-147RB Bethany Vrouhas	109 HARDY ST	Install 14 replacement windows	145.70	10/19/2020
20-148RB Geoffrey Trawick	23 SKY TOP LN	Reroof House	85.00	10/19/2020
20-149RB Jennifer Reed	384 FOREST ST	3868 sq ft house	2,524.20	10/19/2020
20-150RB Brian Finnell	386 GROTON ST	Reroof House	85.00	10/26/2020
20-151RB Charles Lippman	3 DOGWOOD LN	Finish the area above garage - add a 1/2 bath	315.00	10/28/2020
20-152RB William Kenney	4 KIMBERLY LN	Reside House	85.00	11/2/2020
20-153RB Jonathan Drake	34 SWALLOW LN	Replace 19 windows	308.80	11/2/2020

RB = Building Residential Permit M = Mechanical Permit SM = Sheet Metal Permit

20-154RB Patrick Plaehn	290 DEPOT ST	Solar Installation/35 panels	398.00	11/2/2020
20-155RB Richard Towle	542 GROTON ST	Residing, new doors, replace rotted porch	195.00	11/2/2020
20-156RB Ryan McLane	54 ALEXANDER WAY	Finish unfinished basement	305.00	11/2/2020
20-157RB Dai Zhi Ming	420 GROTON ST	Tuff Shed building	55.00	11/9/2020
20-158RB Michael Lynch	714 MAIN ST	Convert single car garage into master bathroom	215.00	11/9/2020
20-159RB Sivaram Yamajala	140 HIGH ST	20x32 deck	291.00	11/9/2020
20-160RB Lauren Hanlon	54 MASSAPOAG WY	Finish roughly 815 sq ft, with a 3/4 bathroom	328.00	11/12/2020
20-161RB Sara Axon	1098 MAIN ST	Create approximately 500 sq ft media room	102.60	11/12/2020
20-162RB Gerhard du Toit	422 POND ST	Finishing off of partially finished attic	65.00	11/12/2020
20-163RB James Simmons	416 MAIN ST	Reroof and install ice & water shield	85.00	11/16/2020
20-164RB Arthur Menezes	120 RIVER ST	Blown in cellulose to attic & air sealing	55.00	11/16/2020
20-165RB Jacqueline Gray	117 HIGH ST	Reroof House	85.00	11/16/2020
20-166RB Michael Lynch	714 MAIN ST	Reroof House	85.00	11/16/2020
20-167RB Vivint Solar	41 LAKE ST	Solar Installation/27 panels	210.00	11/23/2020
20-168RB Vivint Solar	198 GROTON ST	Solar Installation/46 panels	344.00	11/23/2020
20-169RB Newpro	489 POND ST	Reroof House	85.00	11/23/2020
20-170RB Timothy Valcanas	162 DEPOT ST	Install 30 replacement windows	195.00	11/30/2020
20-171RB Jared Wikman	99 FOREST ST	Create an addition on the left/rear 3 levels	2,742.50	12/7/2020
20-172RB James Fraser	69 WESTFORD ST	18x18 sunroom to rear of existing structure	445.00	12/7/2020
20-173RB Jason Quenneville	690 GROTON ST	12x18 Deck	107.20	12/7/2020
20-174RB Timothy Woods	52 HIGHLAND ST	Renovate kitchen, dinning room, living room	934.00	12/7/2020
20-175RB Michael Wilson	11 ROBBINS FARM RD	Finish off a small 260 sq ft area of basement	160.00	12/13/2020
20-176RB Tully Homes LLC	5 WOODLAND RD	3485 sq ft house	2,275.25	12/16/2020
20-177RB Shaun Doherty	70 LOWELL ST	Second floor addition	425.25	12/16/2020
20-178RB James Coulouras	29 LOWELL ST	Solar Installation/16 panels	130.00	12/21/2020
20-179RB Jacob Tinus	126 POND ST	Insulation as part of the MASS Save program	45.00	12/24/2020
20-180RB Apex Solar	139 HARDY ST	Solar Installation/16 panels	560.00	12/24/2020

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20-1M	Townline HVAC, Inc.	82 HOLLIS ST	Installed LP gas F/H/A heat & Central Air	60.00	1/6/2020
Subtotal				498,777.95	
Subtotal				60.00	
	RB = Building Residential Permit	M = Mechanical Permit	SM = Sheet Metal Permit		
20-1SM	Tully Homes LLC	29 SKYTOP LN	Supply and install metal duct work for HVAC	60.00	3/2/2020
20-2SM	Basnett Plumbing Heating & AC	330 GROTON ST	Renovation of second floor duct system	60.00	6/17/2020
20-3SM	Tully Homes LLC	104 PLEASANT ST	Supply and install metal ductwork for HVAC	60.00	6/23/2020
20-4SM	Wilson Brothers	81 PARKHURST RD	Add central AC, heat pump, & replace boiler	60.00	6/29/2020
20-5SM	RPM Heating & Cooling	104 MAIN ST	Furnace and AC	60.00	6/29/2020
20-6SM	Wilson Brothers	37 PARKHURST RD	Add central AC & add heat pump	60.00	8/12/2020
20-7SM	David Piscatelli	493 MAIN ST	Add forced hot air units with AC & ducting	60.00	9/14/2020
20-8SM	Lamco Systems, Inc.	59 MAIN ST	Install insulated & sealed duct system	60.00	10/5/2020
Subtotal				480.00	
Total				499,317.95	
Less Inspections Software Fee				(1,890.00)	
Total to the Town				497,427.95	
	RB = Building Residential Permit	M = Mechanical Permit	SM = Sheet Metal Permit		

2020 Report of the Electrical Inspector

Permit #	Name	Address	Purpose	Fee	Issued
20-1E	Patrick Murphy	74 GROTON ST	Finish Basement	160.00	1/6/2020
20-2E	Earthlight Technologies	264 HALL ST	Solar PV Installation	100.00	1/13/2020
20-3E	Robert Pagliuca	660 GROTON ST	Garage	120.00	1/15/2020
20-4E	Gerald Frazee	1163 MAIN ST	Bathroom Remodel	75.00	1/22/2020
20-5E	Northeast Solar Services	60 FOREST ST	Solar PV Installation	100.00	1/29/2020
20-6E	Thomas Saulnier	14 CROSS ST	Addition	60.00	1/29/2020
20-7E	Thomas Saulnier	14 CROSS ST	Garage	120.00	1/29/2020
20-8E	ROC Electric	175 LOWELL ST	Finish Basement	160.00	2/20/2020
20-9E	O'Grady Electric	320 HALL ST	Kitchen Remodel	160.00	2/26/2020
20-10E	Emerson Electric LLC	20 SWALLOW LN	Remove & Reattach Socket	60.00	2/27/2020
20-11E	Derek Bernard	285 FOREST ST	Garage	120.00	3/4/2020
20-12E	Garry Carkin Electrical LLC	532 GROTON ST	Wiring for Hot Water Heater	60.00	3/5/2020
20-13E	Robert Silva	562 GROTON ST	Finish Basement	160.00	3/10/2020
20-14E	William B. Wilson	274 POND ST	Temporary Service	60.00	3/16/2020
20-15E	Sunrun	309 HALL ST	Solar PV Installation	100.00	4/10/2020
20-16E	Borrego Solar	0 BLODGETT ST	Commercial Solar	16,742.00	4/10/2020
20-17E	Borrego Solar	0 PLEASANT ST	Commercial Solar	18,168.00	4/10/2020
20-18E	Mark Webber	95 HIGHLAND ST	Wiring for Furnace	75.00	4/17/2020
20-19E	Justin Aubert Electrical	617 MAIN ST	Garage	120.00	4/24/2020
20-20E	Robert Pagliuca	660 GROTON ST	Home Office, Bathroom, Laundry	160.00	4/24/2020
20-21E	Alan M. Parker Electrician	764 MAIN ST	Kitchen Remodel	160.00	4/28/2020
20-22E	Wilson Brothers	81 PARKHURST RD	Wiring for Furnace	60.00	5/19/2020
20-23E	David Sweet Electric	104 MAIN ST	Garage	120.00	5/22/2020
20-24E	Witherell Electrical Inc.	24 HIGH ST	Breezway	120.00	5/29/2020
20-25E	Tesla Energy Operations	408 WESTFORD ST	Solar PV Installation	100.00	5/29/2020
20-26E	Tim Kungu	107 WESTFORD ST	AC Unit	75.00	6/4/2020
20-27E	Viridis Energy Solutions LLC	153 HALL ST	Solar PV Installation	100.00	6/5/2020
20-28E	Bradford Page	104 PLEASANT ST	New House	160.00	6/9/2020
20-29E	Tesla Energy Operations	56 ALEXANDER WAY	Solar PV Installation	100.00	6/12/2020
20-30E	Chamberlin Electric	12 UPTON ST	New Subpanel	75.00	6/23/2020
20-31E	Michael Newcomb	44 ALEXANDER WAY	Garage	120.00	6/23/2020
20-32E	Town of Dunstable	108 PLEASANT ST	Wiring & Service for Water Tower	10.00	6/30/2020
20-33E	Benjamin Mahan	456 HOLLIS ST	Above Ground Pool	60.00	7/2/2020
20-34E	Linda Thornburn	57 LOWELL ST	AC Unit	75.00	7/13/2020
20-35E	Escott Electrical Services	40 SCHOOL ST	Garage	120.00	7/13/2020
20-36E	Vivint Solar	430 GROTON ST	Solar PV Installation	100.00	7/16/2020
20-37E	Robert Holt	446 HOLLIS ST	Above Ground Pool	60.00	7/16/2020
20-38E	Ryan Gath Electric	274 POND ST	New House w/ underground	220.00	7/16/2020
20-39E	Spaulding Electric LLC	330 GROTON ST	AC Unit	75.00	7/16/2020
20-40E	Ryder Electric	270 MAIN ST	Inground Pool	60.00	7/20/2020
20-41E	Mary Carroll	626 MAIN ST	Generator	75.00	7/23/2020
20-42E	Visionary Electrical Services	26 ALEXANDER WAY	Generator	75.00	7/27/2020
20-43E	Chamberlin Electric	290 DEPOT ST	Wiring Pool	60.00	7/30/2020
20-44E	Gaudette Electric	20 PARKHURST RD	Inground Pool	60.00	8/3/2020
20-45E	Wilson Brothers	37 PARKHURST RD	AC Unit	75.00	8/5/2020
20-46E	David Lantagne	98 RIVER ST	Solar PV Installation	100.00	8/6/2020
20-47E	Titan Electric	377 GROTON ST	Solar PV & Batteries	190.00	8/12/2020
20-48E	Venture Home Solar	958 MAIN ST	Solar PV Installation	100.00	8/17/2020
20-49E	Timothy Belanger	432 RIVER ST	Inground Pool	60.00	8/17/2020
20-50E	Sunrun	87 WESTFORD ST	Solar PV Installation	100.00	8/20/2020
20-51E	Chamberlin Electric	422 RIVER ST	Wiring Pool	60.00	8/24/2020
20-52E	Jeff Martin	77 PARKHURST RD	Septic Pump	60.00	9/1/2020
20-53E	Jim Wilkie	26 MILL ST	Kitchen Remodel	160.00	9/1/2020

20-54E	Walley's Heating & AC	181 OFF POND ST	HVAC	75.00	9/1/2020
20-55E	Chamberlin Electric	255 WESTFORD ST	Generator	75.00	9/3/2020
20-56E	Mary Carroll	626 MAIN ST	Boiler	60.00	9/3/2020
20-57E	David Piscatelli	493 MAIN ST	AC Units & Upgrades to Service	320.00	9/14/2020
20-58E	Tesla Energy Operations	47 ALEXANDER WAY	Solar PV Installation	100.00	9/17/2020
20-59E	JRL Electric	49 ADAMS ST	Inground Pool	60.00	9/24/2020
20-60E	Wilson Brothers	84 ADAMS ST	Forced Hot Air	60.00	9/24/2020
20-61E	Wilson Brothers	78 HIGHLAND ST	Forced Hot Air	135.00	9/24/2020
20-62E	Scott Silva	59 MAIN ST	Rewire House	160.00	9/24/2020
20-63E	Generator Pro	234 RIVER ST	AC Unit	75.00	10/1/2020
20-64E	Matthew Raymond	104 MAIN ST	Rewire House	160.00	10/1/2020
20-65E	Peter Cronin	561 PLEASANT ST	Boiler	60.00	10/19/2020
20-66E	Nashoba Air	12 SWALLOW LN	Boiler	60.00	10/19/2020
20-67E	Gerhard du Toit	422 POND ST	Addition	60.00	10/22/2020
20-68E	Timothy Belanger	432 RIVER ST	Inground Pool	60.00	10/22/2020
20-69E	Walley's Heating & AC	26 LAKE ST	AC Unit	75.00	10/26/2020
20-70E	David Sweet Electric	714 MAIN ST	New House w/ underground	220.00	10/29/2020
20-71E	Patrick Plaehn	290 DEPOT ST	Solar PV Installation	100.00	11/2/2020
20-72E	Lauren Cheney	1058 MAIN ST	Subpanel on Barn	135.00	11/2/2020
20-73E	Escott Electrical Services	384 FOREST ST	New House w/ underground	220.00	11/9/2020
20-74E	Charles Lippman	3 DOGWOOD LN	Attic Remodel	75.00	11/16/2020
20-75E	Kilroy Electric	47 ALEXANDER WAY	New House w/ underground	220.00	11/16/2020
20-76E	Wilson Brothers	85 FOREST ST	Cooling & Heating Pump	75.00	11/16/2020
20-77E	Vivint Solar	41 LAKE ST	Solar PV Installation	100.00	11/19/2020
20-78E	Rita Blanton	140 HIGH ST	Alarm System	60.00	10/15/2020
20-79E	Ryan McLane	54 ALEXANDER WAY	Finish Basement	160.00	11/19/2020
20-80E	Vivint Solar	198 GROTON ST	Solar PV Installation	100.00	11/23/2020
20-81E	Scott Silva	52 MASSAPOAG WY	Underground Service 100 amp	135.00	11/23/2020
20-82E	Town of Dunstable	23 PLEASANT ST	LED Lighting	10.00	11/24/2020
20-83E	Richard Hamel Electrician	525 FOREST ST	Inground Pool	60.00	11/30/2020
20-84E	Michael Morse	11 ROBBINS FARM RD	Addition of Mud Room	75.00	12/10/2020
20-85E	Empire Electric LLC	181 OFF POND ST	Electric Switch for Gas Fireplace	75.00	12/14/2020
20-86E	Brian Flynn	250 PLEASANT ST	Exterior Lights	75.00	12/14/2020
20-87E	Vivint Solar	29 LOWELL ST	Solar PV Installation	100.00	12/18/2020
20-88E	Vivint Solar	29 LOWELL ST	Solar PV Installation	100.00	12/18/2020
20-89E	Apex Solar	139 HARDY ST	Solar PV Installation	100.00	12/23/2020
19-90E	Sara Axon	1098 MAIN ST	Finish Basement	160.00	12/28/2020
				Subtotal	43,975.00
				Less Inspections Software Fee	(900.00)
				Total to the Town	43,075.00

2020 Report of the Gas Inspector

Permit #	Name	Address	Purpose	Fee	Issued
20-1G	Jennifer Dinneen	175 WESTFORD ST	Furnace	60.00	1/16/2020
20-2G	Scott Goodrich	19 JAMIE RD	Fireplace	60.00	1/24/2020
20-3G	Basnett Plumbing & Heating	140 HIGH ST	Boiler	60.00	1/30/2020
20-4G	Thomas Saulnier	14 CROSS ST	Gas Piping	60.00	1/30/2020
20-5G	Done Right Plumbing	390 GROTON ST	Generator	60.00	2/11/2020
20-6G	Tully Homes LLC	29 SKY TOP LN	Propane Storage Tank	60.00	2/21/2020
20-7G	Tully Homes LLC	29 SKY TOP LN	Furnace, Wat. Heater, Cookstove, Firepl.	130.00	2/21/2020
20-8G	Joseph Dean	165 PLEASANT ST	Water Heater	60.00	3/2/2020
20-9G	Brian Powderly	112 THORNDIKE ST	Furnace	60.00	4/1/2020
20-10G	Mark Webber	95 HIGHLAND ST	Furnace	60.00	4/17/2020
20-11G	James Callahan	81 PARKHURST RD	Propane Storage Tank	60.00	5/19/2020
20-12G	James Callahan	81 PARKHURST RD	Propane Storage Tank	60.00	5/19/2020
20-13G	Dorothy Farry	12 UPTON ST	Boiler	60.00	5/22/2020
20-14G	Dana Shattuck P+H	764 MAIN ST	Cooktop	60.00	5/26/2020
20-15G	Michael Dubay	70 HIGHLAND ST	Furnace	60.00	5/29/2020
20-16G	Peter Galvin	27 SWALLOW LN	Gas Piping to Fire Pit	60.00	5/29/2020
20-17G	Evangelical Cong. Church	516 MAIN ST	Water Heater	60.00	6/2/2020
20-18G	Turco Plumbing	36 PARKHURST RD	Cookstove, Fireplace, & Grill	120.00	6/5/2020
20-19G	Affordable Plumbing	230 GROTON ST	Gas Piping	130.00	6/12/2020
20-20G	Amy Schembechler	36 PARKHURST RD	Gas Piping	60.00	6/16/2020
20-21G	Tully Homes LLC	104 PLEASANT ST	Propane Storage Tank	60.00	6/19/2020
20-22G	Keith Vermette Plumbing	104 MAIN ST	Furnace, Wat. Heater, Stove, & Dryer	150.00	6/19/2020
20-23G	Lorden Oil Co.	18 MILL ST	Propane Storage Tank	60.00	7/16/2020
20-24G	Tully Homes LLC	104 PLEASANT ST	Gas Piping	120.00	7/16/2020
20-25G	Kathleen Ryder	270 MAIN ST	Gas Piping to Pool	60.00	7/20/2020
20-26G	Mark Mendard	26 ALEXANDER WAY	Generator	60.00	7/27/2020
20-27G	Joseph Vlcek	4 SWALLOW LN	Propane Storage Tank	60.00	7/27/2020
20-28G	Robert Gill	11 BRITTANY LN	Furnace	60.00	8/3/2020
20-29G	Joseph Vlcek	4 SWALLOW LN	Gas Piping	120.00	8/3/2020
20-30G	Thomas McCarthy	232 KEMP ST	Furnace	60.00	8/10/2020
20-31G	Del Woodward	39 HARDY ST	Cookstove	60.00	8/10/2020
20-32G	North Heritage Construction	47 ALEXANDER WAY	Propane Storage Tank	150.00	8/13/2020
20-33G	Cynthia Sullivan	50 SCHOOL ST	Boiler	60.00	8/13/2020
20-34G	Keith Vermette Plumbing	104 MAIN ST	Gas Piping for Appliances	150.00	8/17/2020
20-35G	Lorden Oil Co.	20 PARKHURST RD	Gas Piping to Pool	120.00	8/24/2020
20-36G	David Chabot	169 WESTFORD ST	Replace Two Furnaces	180.00	9/1/2020
20-37G	Mary Carroll	626 MAIN ST	Boiler	60.00	9/3/2020
20-38G	Matthew Wright	57 PLEASANT ST	Water Heater	60.00	9/10/2020
20-39G	David Piscatelli	493 MAIN ST	Gas Piping	300.00	9/21/2020
20-40G	Lorden Oil Co.	340 WESTFORD ST	Dryer	60.00	9/21/2020
20-41G	Mike Mullavey	78 HIGHLAND ST	Hot Air / HVAC	60.00	9/24/2020
20-42G	Lorden Oil Co.	234 RIVER ST	Propane Storage Tank	60.00	10/1/2020
20-43G	Timothy Belanger	432 RIVER ST	Gas Piping	60.00	10/5/2020
20-44G	Timothy Belanger	432 RIVER ST	Propane Storage Tank	60.00	10/5/2020
20-45G	Dunstable Rural Land Trust	59 MAIN ST	Cookstove & Furnace	60.00	10/5/2020
20-46G	David Nicholson	26 MILL ST	Propane Storage Tank	60.00	10/15/2020
20-47G	William Soda	103 THORNDIKE ST	Propane Storage Tank	60.00	10/15/2020
20-48G	Peter Cronin	561 PLEASANT ST	Boiler	60.00	10/19/2020
20-49G	Donna Stram	181 OFF POND ST	Water Heater	60.00	10/19/2020
20-50G	James McCarthy	3 BRITTANY LN	Water Heater	60.00	10/19/2020
20-51G	Jeffrey Phelps	91 BROOK ST	Furnace	60.00	10/22/2020
20-52G	Coviello Plumbing & Heating	601 MAIN ST	Gas Insert to Fireplace	60.00	10/26/2020
20-53G	David Nicholson	26 MILL ST	Cookstove & Boiler	60.00	10/26/2020
20-54G	Robert Frye	411 PLEASANT ST	Furnace	60.00	10/29/2020

20-55G	Mary Carroll	626 MAIN ST	Gas Piping	60.00	11/2/2020
20-56G	Randall Platt	91 HOLLIS ST	Water Heater	60.00	11/5/2020
20-57G	William Soda	103 THORNDIKE ST	Furnace	60.00	11/5/2020
20-58G	Andrew Marsh	136 PLEASANT ST	Gas Heater	60.00	11/12/2020
20-59G	RPM Heating & Cooling	104 MAIN ST	Gas Heater	60.00	11/19/2020
20-60G	David Glod	52 MASSAPOAG WY	Furnace	60.00	11/23/2020
20-61G	Dennis Allsopp	265 WESTFORD ST	Furnace	60.00	11/23/2020
20-62G	Jonathan Hughes	1 TRASK WY	Boiler	60.00	12/10/2020
20-63G	William Soda	103 THORNDIKE ST	Cookstove	60.00	12/10/2020
20-64G	Brian Dinneen	114 HARDY ST	Furnace	60.00	12/14/2020
20-65G	Town of Dunstable	23 PLEASANT ST	Furnace	60.00	12/18/2020
20-66G	Rosemarie Russell	112 THORNDIKE ST	Furnace	60.00	12/30/2020
				Subtotal	4,970.00
				Less Inspections Software Fee	(660.00)
				Total to the Town	4,310.00

2020 Report of the Plumbing Inspector

Permit #	Name	Address	Purpose	Fee	Issued
20-1P	Robert Silva	562 GROTON ST	Bathroom Fixture(s)	130.00	1/7/2020
20-2P	Gerald Frazee	1163 MAIN ST	Remodel	120.00	1/10/2020
20-3P	Joseph Dean	165 PLEASANT ST	Water Heater	60.00	1/27/2020
20-4P	Thomas Saulnier	14 CROSS ST	Remodel	130.00	1/30/2020
20-5P	Rita Blanton	140 HIGH ST	New Piping	60.00	1/30/2020
20-6P	Tully Homes LLC	29 SKY TOP LN	New House	150.00	2/21/2020
20-7P	Susan Wolfman	320 HALL ST	Kitchen Fixture(s)	60.00	3/6/2020
20-8P	Jonathan Holmes	17 MILL ST	Kitchen Fixture(s)	60.00	3/9/2020
20-9P	Mike Desalvo	660 GROTON ST	Bathroom & Laundry	130.00	3/11/2020
20-10P	A.Fagundes P&H Inc.	274 POND ST	Kitchen Fixture(s)	150.00	4/14/2020
20-11P	Dorothy Farry	12 UPTON ST	Water Heater	60.00	5/22/2020
20-12P	Bradford Page	104 PLEASANT ST	New House	150.00	5/22/2020
20-13P	Dana Shattuck P+H	764 MAIN ST	Bathroom Fixture(s)	60.00	5/26/2020
20-14P	James Callahan	81 PARKHURST RD	Convert Heating System	60.00	5/29/2020
20-15P	Evangelical Cong. Church	516 MAIN ST	Renovation	150.00	6/2/2020
20-16P	Rick Debay	230 GROTON ST	Bathroom & Kitchen Remodel	130.00	6/16/2020
20-17P	Cover Realty Trust	104 MAIN ST	Kitchen, Bathroom, & Laundry	150.00	6/19/2020
20-18P	Town of Dunstable	511 MAIN ST	Changing Backflow Preventer	10.00	7/17/2020
20-19P	Bradlynn Corp Inc.	60 SKY TOP LN	Kitchen Fixture(s)	60.00	8/5/2020
20-20P	Best Yet Installations, Inc.	141 HIGH ST	Kitchen Fixture(s)	60.00	8/6/2020
20-21P	Christenson P & H	232 KEMP ST	Water Heater	60.00	8/10/2020
20-22P	Cynthia Sullivan	50 SCHOOL ST	Water Heater	60.00	8/13/2020
20-23P	Cover Realty Trust	104 MAIN ST	Bathroom & Kitchen Remodel	150.00	8/17/2020
20-24P	Mary Carroll	626 MAIN ST	Water Heater	60.00	9/3/2020
20-25P	David Piscatelli	493 MAIN ST	New House	300.00	9/21/2020
20-26P	Shawn Proulx	183 HIGH ST	Bathroom Remodel	150.00	9/24/2020
20-27P	Patrick Murphy	74 GROTON ST	Water Heater	60.00	10/1/2020
20-28P	Jim Wilkie	26 MILL ST	Bathroom & Laundry	60.00	10/1/2020
VOID	Dunstable Rural Land Trust	59 MAIN ST	REISSUED PERMIT, NOW PERMIT 21-2P	150.00	10/5/2020
20-30P	Peter Cronin	561 PLEASANT ST	Water Heater	60.00	10/19/2020
20-31P	Leslie Mennella	12 SWALLOW LN	Water Heater	60.00	10/19/2020
20-32P	Steven Walsh	828 MAIN ST	Half Bath in Pool House	120.00	10/19/2020
20-33P	James McCarthy	3 BRITTANY LN	Water Heater	60.00	10/19/2020
20-34P	Randall Platt	91 HOLLIS ST	Water Heater	60.00	11/5/2020
20-35P	Mark Sebastyn	46 HORSE HILL ST	Replacing Hydro Air Handler	60.00	11/9/2020
20-36P	Ryan McLane	54 ALEXANDER WAY	Bathroom in Basement	60.00	11/12/2020
20-37P	Carol Wilkins	562 FOREST ST	Water Heater	60.00	11/16/2020
20-38P	Charles Lippman	3 DOGWOOD LN	Half Bath in Garage	60.00	11/30/2020
20-39P	Jonathan Hughes	1 TRASK WY	Water Heater	60.00	12/10/2020
Subtotal				3,650.00	
Less Inspections Software Fee				(390.00)	
Total				3,260.00	

REPORT OF THE FIRE DEPARTMENT 2020

The Dunstable Fire Department is defined by the dedication and service of its members. This past year the fire department faced a challenge of a Pandemic from the COVID-19 Strain of virus. It was challenging because there had been no worldwide pandemic in a number of decades and it defined a new way of life until we can eradicate its spread. At the writing of this report we are still very much engaged in getting the virus under control so that we may return to some form of normalcy in our lives. The Town of Dunstable was not immune from the virus and we experienced as many as 25 residents in a 1 week period who had tested positive to the virus. Many lives were lost and many families were directly impacted by this virus. Throughout this past year and moving forward the dedication and spirit of serving our community has remained strong. I am proud to lead the Dunstable Fire Department and its members and want to thank each of them for their service to the community.

This past year the Dunstable Fire Department continued the recruitment of new members and saw the departure of other members. We are continually seeing our number of personnel fluctuate because of this. Locally, regionally, and nationally the challenge in the recruitment and retention of people interested in serving their community as a firefighter is at a critical crossroads. The requirements and time commitment of well over 250 hours in training is mandatory to reach a certified level of knowledge and skills in order to safely work in dangerous environments. Further adding to our struggle in recruitment and retention are the conflicts our members balancing work and family time commitments while also serving as a member of the Dunstable Fire Department. Fire departments must now use per diem or part time certified personnel to cover gaps in available personnel. Most of our members hold fulltime jobs outside of the community leaving few resources during the day. This trend is expected to continue into the future.

Over the past two years with your support we have transitioned to having a Firefighter or Emergency Medial Responder (EMR) on duty at the fire station from 8 am to 4 pm seven days per week. During the work week the Fire Chief and one other firefighter are typically available which provides two people to respond to emergencies. This arrangement increases the safety and initial response to emergencies for you, it also provides safety for the firefighters by having two people together to respond to emergencies until additional manpower can be gathered. Not only is there an OSHA mandate that we must have two people to go inside a building on fire, but we must also have two people outside who could assist should a rescue be necessary. This is known as the Two In – Two Out Rule. On nights, weekends, and holidays we also rely on our Firefighter/EMRs to respond to emergencies as they are more of them available to respond when they are not working at their fulltime jobs. We will continue to recruit new members in order to attempt to maintain an effective emergency response force. I would also like to thank the families of our Firefighters/EMRs. Without the support of the families who support the commitment their firefighters give to the Dunstable Fire Department we would be further challenged in providing services to the community.

This last year repairs to the front of the fire station were completed. This fire station is well beyond 50 years old and continues to present numerous challenges including increasing energy costs, poor building construction and insulation, outdated building and fire code challenges, deteriorating asphalt around the station and many other facility related problems that would require significant costs to bring up to modern building codes. Future planning must include an initiative to address this fire department facility. Recently the Board of Selectmen have requested the former combined public safety facility committee to reconvene and to review past activities and evaluate the needs of Fire and Police related to facilities.

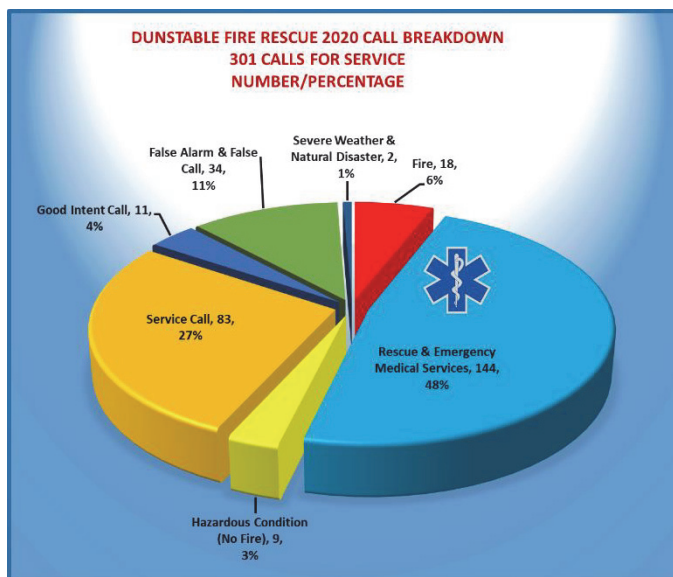
We have taken delivery of the HME Fire Engine which was funded through a FEMA Assistance to Firefighters Grant. The total cost of the fire engine is \$446,183.00. The AFG grant covers all but \$69,000 for which the Town of Dunstable is responsible. The voters at last year's Annual Meeting approved the expenditure of funds for the engine. This is a significant cost savings (\$377,142.00) for you the taxpayer.

Thank You for your support! We will continue to seek these grants in order to minimize the overall impact to the taxpayer.



**Figure 1 2021 HME Fire Engine
1250 GPM Pump, 1000 gallons of water, 30 gallons of foam**

The Dunstable Fire Department is also continuing to provide community fire safety education. While our face to face interaction with our seniors and schools is limited we continue to work with both organizations. We are working with the Council on Aging to assist with smoke detector checks and replacement as needed and with the schools continuing fire drills and fire safety education. Our focus on the higher risk population of young people and the elderly has been successful over the past few years and supported through grant funding from the Massachusetts Department of Fire Services. We look forward to our continued partnership with the schools and the Council on Aging. In closing, on behalf of the Men and Women of the Dunstable Fire Department, we would like to express our sincere thanks and appreciation to the Citizens of Dunstable, the Board of Selectman, Town Administrator, Advisory Board, and Capital Planning Committee for your continued support.



Dunstable Fire Department 2020 Fire/EMS Calls by number and percent of total calls.

Respectfully Submitted,
Shawn Murray, Fire Chief

REPORT OF THE BOARD OF HEALTH 2020

The Dunstable Board of Health met virtually for the year 2020 beginning in March. 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. This year because of the COVID 19 requirement of social distancing, the Board voted to transfer that duty over for the time being to our Nashoba Associated Boards of Health Agent, Bridgette Braley.

Our agents, the Nashoba Associated Boards of Health complete all the fieldwork 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 am. to 10:00 am. in the Town Hall. 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 afternoons from 1:00 pm to 4:00 pm.

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 a 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 may sign up on line at www.dunstable-ma.gov and go to online payments and scroll down to Board of Health Trash & Recycling. You may also pay by check or cash by contacting the Administrative Asst. at 978-649-4514 ext. 229 or jferrari@dunstable-ma.gov.

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

REPORT OF THE POLICE DEPARTMENT 2020

**To the Honorable Board of Selectman
Dunstable Massachusetts:**

I hereby submit the annual report of the Police Department for the year ending June 30, 2020.

Chief of Police: James W. Dow

Administrative Assistant: Elizabeth Sappet

**Sergeants of Police: Darrell Gilmore
Erik Hoar**

Nicolas Papageorgiou

**Patrol Officers: Matthew Tully
Shawn Drinkwine
Richard Nault
Joseph Morahan**

**Reserve Officers: Sean Ready
Gregg Sanborn**

**Jeffrey Swift
Philip Sepe
Steven Bugler
Michael Pietroforte**

Traffic/Detail: John Koyutis

The end of Fiscal Year 2020 was certainly a difficult and challenging time for all of us. We as a town had to make many changes in our day- to-day to keep our families and community safe. As an essential department, my staff and I were worked every day to keep people safe and healthy. I would like to report that the residents of Dunstable took all of the warnings and recommendations seriously and complied with the rules throughout 2020. As a result of the residents of Dunstable complying with the rules we as a town were able to keep our infected numbers very low.

We also had made many rules at the station to be able to operate on a daily basis and keep everyone safe. We put into policy mandatory masks inside the station and required all officers to take their temperature when coming to work along with a self-assessment for signs and symptom of Covid-19. We put into place strict rules of outside visitors in the station and created remote systems for many of our functions to the public. Another change necessary was to create policies for responding to medical calls. We were fortunate to have the appropriate PPE provided to us and kits were built and put into every cruiser.

Throughout the pandemic the Board of Selectmen, Board of Health, Emergency Management, Fire Department and Police Department would meet on a regular basis to provide updates and needs assessments for any challenges due to the pandemic. I would like to thank each of these departments for their work throughout this ordeal. Many are volunteers donated their expertise and time to keep Dunstable safe and operational during the Covid-19 pandemic and the constantly changing requirements. A special thanks to the Emergency Management Director for securing a healthy supply of PPE for our safety. We were able due to our inventory share masks with other town departments as well as the staff as Swallow Union.

Other changes and challenges we faced last year was a difficulty of providing our required training and required court appearances. We like everyone else had to adapt to the new world of zoom meetings. We have been able to do most of our required trainings with this technology and have created safe procedures for required in person trainings. One significant technology change we brought to the department this year was the implementation of e-motor vehicle citations. Through a state grant, we placed all the needed software and printers inside each of our cruisers. The new paperless system has created a streamlined process of citation issuance and submissions.

Another technology advancement was the purchase of our first hybrid cruiser. The new car is forecasted to be fuel-efficient and support our green community's designations. A noteworthy donation came to us from the Dunstable Rural Land Trust. They gifted the Police Department a shed from the McLoon property. They also arraigned its relocation to the station with the generous help of Reeds Ferry Sheds. The shed has provided as much needed storage space for equipment and recovered property. 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 thank the residents of our community for their support. We have certainly had a challenging year with unprecedented difficulties due to the pandemic. It has affected each one of us in ways we never expected. Your diligence and partnership with the Police Department in moving forward is greatly appreciated.

Respectfully submitted,

Chief James W. Dow

REPORT OF THE BOARD OF ROAD COMMISSIONERS 2020

2020 has certainly been an unprecedented year. While many of us have been working remotely, the Highway Team has been out and about keeping up with all the daily activities. A great thank you goes out to them!

The primary duties of the Road Commission is to oversee all the operations of the Highway Department concerning development, repair and maintenance of public roads within the town. The Highway Department maintains approximately 42 miles of roadway in Dunstable. Their primary duties include snow and ice removal during winter months, and road repairs and paving in the summer. This year we were able to resurface/pave part of Main Street and Mill Street. The Highway Department also assists many other Departments in town such as Police, Board of Health, Water Department, Town Clerk with setting up and taking down of voting booths, lending a hand(s) to the Tree Warden, Cemetery, Parks and Recreation. They plow the Larter Field parking lot and drop off a sand bucket to some of our town seniors when needed, put up the flags for Memorial Day, Fourth of July and Labor Day as well as assist with any banners for our returning Servicemen and women. They are also always busy repairing and maintaining the catch basins, potholes, street sweeping in the MS4 areas, and doing daily culvert cleaning due to beaver and debris/brush removal along roadsides. This year, to promote outdoor activity during this unusual time the crew has been plowing some of the trailheads to allow easier access to conservation areas.

A budget request for adequate staffing has been submitted for FY22. The Board of Road Commissioners also issued 9 Driveway Permits, approved 4 Street Openings and signed off on Home Occupancy permit(s). The Main Street Project is still moving forward and hoping to be started in 2021.

Respectfully Submitted

Michael Martin, Chair
Peter Gove, Commissioner
Mathew Morton, Commissioner

REPORT OF THE CEMETERY DEPARTMENT 2020

Dunstable's Central Cemetery is a public, non-sectarian 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 the four outlying cemeteries now closed to burials from the general public.

In 2020 there were 11 interments including 4 who had been current town residents.

Projects included making a new gate for the Blood Cemetery, the removal of the large red maple in Section A and two large pines along the east wall of Central Cemetery due to storm damage. A dry spell in midsummer set back lawn growth. Central Cemetery has water pipes connected to the Town Water System, and we were able to water trees, newly planted areas, and when possible, potted plants on lots. However, the Cemetery Department pays for the water used as do all other customers.

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, and the Water Department for annual turn on and shut off of the water lines. The Cemetery Department asks that all lot owners and visitors at the Central Cemetery take note of and follow the posted rules regarding hours, plantings, decorations, etc. Owners may wish to refer to the 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.

The Cemetery Department notes with great sadness the passing of David Hardman, a member of the Dunstable Cemetery Commission from 1997 until the time of his death in 2020.

Respectfully submitted,

Ryan McLane, Chair
Susan Psaledakis, Secretary
Susan Tully

REPORT OF THE COUNCIL ON AGING 2020

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 five volunteers and a Program Coordinator. Anne is available at Town Hall on Tuesday's from 8 am -1 pm. She can be reached at 978-649-4514 extension 223 or at afenochetti@dunstable-ma.gov.

During the COVID Pandemic the Council on Aging Board met 3 times, socially distant with masks. We plan to return to our monthly meetings in the Fall of 2021.

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. This stopped on March 4 because of the pandemic. In lieu of the weekly meetings, Susan Tully and I with the help of Dinners Made Simple began weekly meal deliveries. 42 individuals received 2 meals and a snack every Wednesday from March 25, through December 16, 2020. Special thanks to Jean Haight who baked for the Seniors throughout the year and is one of our substitute meal delivery drivers. To the numerous volunteers who help to bring a smile to the seniors during COVID-19 our sincere gratitude.

Transportation for medical appointments and grocery shopping is provided by Alter-Ride. Rides were still available during the Pandemic. PACH in Pepperell continued to supply food and supplies to Dunstable residents throughout the year.

Seniors continued to meet socially distanced and masked for monthly book discussion groups. 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.

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

Barbara Martin, Chair
Mary Dow, Secretary
James McManus
Donald Pottle
Joan Simmons
Susan J. Tully, Program Coordinator

REPORT OF THE GROTON – DUNSTABLE REGIONAL SCHOOL DISTRICT 2020

Report Prepared by:

Dr. Laura Chesson, *Superintendent of Schools*

Kristin DeFrancisco, *Assistant Superintendent of Schools*

Sherry Kersey, *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, *Director of 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 Spring 2020/2021 report. Below is a short executive summary of highlights from this year. To learn about each item, you can access a more detailed narrative in the remainder of the report. The goal for all of our schools this year was to help each of our learners, whether learning at home or in school, to feel seen, heard and safe. While that is our goal every year, this year it proved to be even more paramount.

A Few Highlight Previews:

- Designing professional development and learning to match the needs of remote and hybrid learning environments **Curriculum and Instruction,**
- The school district made many repairs, improvements and purchases to prepare the buildings for the safe return of staff and students and this led to a successful launch of the school year. **Business and Finance.**
- The Florence Roche Elementary School Feasibility Study is almost complete. Leftfield, LLC , the Owner's Project Manager, and Studio G Architects have presented the completed feasibility study to the MSBA for consideration. The design options and funding request will be brought to the Town of Groton for a Town Meeting vote in 2021. This is definitely an exciting time for the project.
- The district was able to provide equitable access across the district to digital tools, such as Google Docs and digital portfolios, and our district-wide 1:1 computing environment. As a result, students and staff have access to a powerful combination of instructional tools in documenting and representing mastery of the Massachusetts Curriculum Frameworks. This was very important in a year where students would rely on being able to access the classroom virtually. **Technology and Digital Learning.**
- Please see **Human Resources** to see all of the new staff who supported the launch of our school year. We feel lucky to have found talented individuals to make sure we were able to supervise and assist learners at all levels.

Curriculum, Instruction, and Assessment

Submitted by Kristin DeFrancisco, Assistant Superintendent

As you read about our highlights in curriculum and instruction this year, you will notice a theme of making sure that we worked to maintain the highest standards despite the circumstances we found ourselves in during the pandemic. Through the hand sanitizer and PPE and six feet apart, we persevered and created learning communities where students could get what they needed to succeed.

2020 Highlights

- Professional Development and learning for staff before school began that included workshops on helpful technology resources for creating lessons to assist students learning both in school and at home.
- Using think tanks to help teachers continue their work around strategies to engage and motivate learners such as building inclusive learning communities, using feedback loops, using student friendly learning targets and using student smart goals.
- Forming both Professional Development and Learning and Curriculum, Instruction and Assessment committees to help define new ways to look at what we want to bring in to continue to support teachers in both teaching and learning.
- Taking a deeper look at Multi-Tiered Systems of Support and particularly focusing on tier II intervention systems in reading.

Data Analysis

This year we have been concentrating on using screener data in the areas of mathematics and ELA. Screeners are used throughout the school year to help identify students that are on or above grade level, slightly below grade level and significantly below grade level. The three screeners that we are using are Dibels for reading (K - 2) Reading Plus in the area of reading (grades 3 & 4) and IXL in the areas of mathematics (K-12). In addition to providing diagnostic data, both of these programs also make recommendations and support students in building skills in discrete areas that help to improve their skill sets. Educators are able to use the recommendation to help inform classroom needs and as a result plan instructional opportunities accordingly.

In reading we have found that there is some ground to account for because of our remote learning in the spring. We are happy to report that there was significant progress in our data collection between benchmark one and two for our third and fourth graders. There are still some significant needs that we are making sure to address with tier II intervention.

Similarly, mathematics benchmark data (1 and 2) showed significant improvement in the majority of grade levels. One of the most exciting pieces of the data we were able to explore was the amount of time each student spent practicing skills and how the number of hours impacted the improvement for the student. We will continue to check in on student improvement throughout the spring with a final benchmark in May.

Social emotional wellness has also been a particular area of interest this year. While we are always looking to make sure our students and staff feel safe and supported, this year it was even more important. One of the ways we collected data here was through weekly surveys in the first six weeks of school. We were looking to determine spaces where students felt particularly anxious so that we could build support for those students as they navigated the unusual beginning of school. We continue to survey students and we were also awarded a Safe and Supportive Schools Grant. This grant will help us to assess areas where each school would benefit from focusing on specific action steps to help improve culture and climate for students and staff even more. We look forward to this work in individual buildings as well as drawing important through lines at the district level.

All of these areas have provided data sets and opportunities for us to build narratives that tell students' learning stories. We know that it is important to look at many data points when we are making decisions about programming for our students and the more we look to build a complete narrative, the more successful we will be at matching interventions and opportunities to our learners. We look forward to continuing to build this kind of culture around data.

Business and Finance Department

Submitted by Sherry Kersey, Director of Business and Finance

2020 Highlights

- The FY20 budget cycle ended favorably.
- COVID19 brought many changes to our building maintenance and preparation to bring staff and students safely back into the classrooms.
- In 2020, we continued to monitor operational changes that resulted in significant cost from prior years savings of approximately \$400,000.
- Food Service Management was outsourced to Whitsons Culinary Group.
- The Florence-Roche feasibility study progressed.
- Worked Collaboratively with Town Manager in Groton and Town Administrator in Dunstable to produce a FY21 budget.

The FY20 budget year closed favorably for the district, ending with a surplus of unspent funds of \$1,049,539 (2.46%) of our total \$42,629,722 budget. This is due to the school district operating remotely after March 13, 2020 per DESE guidelines. These funds will help replenish Excess & Deficiency (E & D) funds that have been appropriated for the Florence Roche Elementary School Feasibility Study of \$750,000 as well as an \$800,000 appropriation that was approved by the school committee and the towns to be used to balance the FY21 operating budget. The Massachusetts School Building Authority (MSBA) has begun reimbursing approximately 48.27% of the monthly expenses of the \$750,000 feasibility study which ultimately returns to E & D. Both of these events are positive movements toward restoring the balance of E & D to the level set as a goal by the school committee.

The school district made many repairs, improvements and purchases to prepare the buildings for the safe return of staff and students. The cost of those initiatives will cost approximately \$1.4 million over 2020 and 2021. Those costs included:

- Repairs to all HVAC systems so that all classrooms had working ventilation systems. Every classroom and all common areas in GDRSD buildings have been equipped with I-Wave Needlepoint Bipolar Ionization (NPBI). NPBI reduces or kills airborne pathogens including COVID19.
- Additional cleaning staff were added to wipe high touch areas all day, throughout all buildings.
- Excess classroom furniture was removed from classrooms to allow student desks to be 6 feet apart. This equipment is being stored offsite.
- 30 additional staff were added to support teachers working remotely. Additional classes that were added to accommodate 6 foot distancing and overall teacher/student support.
- PPE - The school district purchased several types of masks, face shields, gowns, gloves, etc. to provide a PPE box for every classroom.
- Purchased sanitizing stations and unimaginable amounts of hand sanitizer and wipes.
- Plexiglass was hung in common areas to protect staff. Plexiglass desk shields were purchased for staff and students to create safe barriers.
- Tents were rented in the Fall months for outdoor space to take mask breaks.

For the current and future year's budgets, we continue to monitor the most significant cost drivers. The school district had outsourced custodial services beginning in FY19 as an efficiency cost saving. A new vendor, MP Services, replaced SJ Services in light of the additional cleaning that was needed to comply with COVID19 guidelines. Out-of-district tuitions continue to escalate at a rate higher than the overall

budget grows annually. As students with Individualized Education Plans fall behind on receiving additional services and support, future budgets will need to address compensatory services that are due to these students.

FY20 marked the first year the school district would manage its food service department using a contracted service. Progress was being made toward efficiency changes, however the results of the COVID19 pandemic prevented a whole year of “typical” operations. The school district in collaboration with Whitsons, was able to provide weekly meals-to-go to families in need at no charge between mid-March and June 2020. In September 2020, DESE declared that all students qualify for free lunch through December 2020.

The Florence Roche Elementary School Feasibility Study is almost complete. Leftfield, LLC , the Owner’s Project Manager, and Studio G Architects have presented the completed feasibility study to the MSBA for consideration. The design options and funding request will be brought to the Town of Groton for a Town Meeting vote in 2021.

The district continued to work with the town manager and town administrator from our member towns to produce an FY21 budget that allowed the district to meet our budget guidance and continue to fund our capital needs. In order to balance revenue requirements with academic and operational budgetary requirements, \$800,000 was appropriated from E & D. This should be considered a one time appropriation. A five (5) year budget projection was prepared in order for the member towns to be able to better predict the annual funding request of the school district. We look forward to continued collaboration and leadership from 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 allowed the district to continue to fund our capital plan and improve all school facilities. The district completed a number of important projects during 2020 including:

- Purchased an additional truck for the maintenance department to increase the number of vehicles we have available for snow removal and day-to-day needs.
- Completed Phase II of a two-year project replacing flooring at the Middle School South.
- Troubleshoot and repair the HVAC system for the Middle School South library.
- Updated the HVAC control system at the Middle School North to improve remote management of building temperature.
- Much needed field repairs throughout the district, especially at the high school as well as some grounds keeping equipment.
- Support the technology refresh plan.

Pupil Personnel Services

Submitted by Jill Greene, Director of Pupil Personnel Services

2020 Highlights

- Ongoing professional development series for special educators to improve consistency of IEP development and expand specialized instructional practices.
- Continuing expansion of assessment and instructional materials district wide.
- Focusing on the guiding principle of “promoting student independence” by utilizing data based decision making and implementing consistent communication, and documented procedures and processes with accountability systems.

The Groton-Dunstable Regional School District provides a constellation of support services for students throughout the district. In addition to supports and services provided in general education environments, 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 continued to increase our continuum of services at the elementary schools and resources for all students PK-12 with multi-tiered academic, behavioral and social-emotional support.

Technology & Digital Learning Department

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

2020 Highlights

The past year has been an exciting and rewarding experience supporting our dedicated staff of licensed-instructional leaders, as well as non-instructional support personnel.

As lessons and curriculum materials transition to the digital realm, it is wonderful to support students taking greater ownership of their learning by engaging in creative assignments that require digital tools and technology access. The access to technology allows our staff to implement new instructional approaches that enable persistence and provide multiple methods to demonstrate mastery and proficiency. To meet all students' needs, the Department of Technology & Digital Learning continues to prepare students to thrive in a world that demands collaboration, innovative thinking, and adaptability and supports independence.

During the first remote learning phase, which began in March 2020, a Google Chromebook or Apple iPad was available to every student to support at-home learning. During the rolling pickup schedule, over 600 devices were loaned to students to support distance learning. Our recent investments in technology infrastructure, such as replacing wireless access points and teacher laptops and purchasing additional Chromebooks/iPads to support 1:1 computing, have been foundational to a thriving remote and hybrid learning environment. The infrastructure upgrades and the initial instructional and technology systems developed over the spring were beneficial to the opening of the 2020-2021 school year.

With equitable access across the district to digital tools, such as Google Docs and digital portfolios, and our district-wide 1:1 computing environment, students and staff have access to a powerful combination of instructional tools in documenting and representing mastery of the Massachusetts Curriculum Frameworks.

Our Investments in core educational software purchased to support all students have been very beneficial. As an example, our pre-kindergarten through second-grade students are working on Seesaw, a learning management system. Since the beginning of the school year, there have been over 100,000 student posts and over 15,000 family members' visits. The Department of Technology & Digital Learning will continue to support and pursue our role in improving academic outcomes for all of our students at GDRSD.

Human Resources

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

2020 Highlights

- 2020 changes in our administrative team.
- Seventeen (17) district employees retired.
- Implemented a wellness program for staff focused on stress management and work life balance.

New administrative hires in 2020 included Assistant Superintendent, Kristin DeFrancisco; Director of Building and Grounds, John Robichaud; SEL Coordinator, Alison Sancinito; Florence Roche Assistant Principal, Laura Taylor; High School/Elementary School Team Chair, Meghan Maloney-Perez and

Elementary School Team Chair, Kristin Colbert. In addition to new members of the administrative team, we welcomed a number of staff members to fill available vacancies. Given the current times, we were fortunate to be able to hire thirty (30) additional one-year staff members all in different capacities to help ensure our students would be able to return to in person learning this past fall. We also saw the retirement of seventeen (17) district employees many of which had been with the district for over 20 years.

Extended Day and Community Services

Submitted by Ms. Stasia Twomey, Director

2020 Highlights

- Continued new registration process, giving priority to current families.
- Teamed up with the GDRHS Football team to coach and referee Flag Football.
- Continued collaboration with Groton Senior Center.

The Extended Day Program continues to see an increase in registrations with over 320 students attending all of the program sites this year. This growth has necessitated the before and after-school program to continue the use of new locations and expansions in order to eliminate the waiting list and provide care for all families in need. In addition to February vacation week, the Extended Day Program safely and effectively offered Camp during the month of August.

Community Education continues to offer residents in our area fun and informative adult classes ranging from Writers Workshops to Holiday Floral Arrangements. At Florence Roche, Community Education was very proud to sponsor more than one hundred 3rd and 4th grade students in Mary Poppins Jr. We continued to grow our partnership with the Groton Senior Center offering free pickle ball and walking programs for seniors and our community throughout the week. In addition to these partnerships, we continue to offer several new classes for middle school and elementary students including Hip Hop, Acting Crazy, Ukulele and Chess Club. These along with old favorites like Flag Football, Kung Fu, Open Art and Tae Kwon Do, 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 new Groton-Dunstable Community Education webpage for updates, course offerings and to share your ideas!

Groton-Dunstable Regional High School

Submitted by Mr. Michael Woodlock, Principal

2020 Highlights

- 96% of our Graduating Seniors went on to a post-secondary academic opportunity. 88% of the class of 2020 went to a four year college/university, 8% to a two-year college/university, 3% went on to employment, and 1% enlisted in our nation's armed services.
- A priority this year was to make a change to our master schedule which would include a block for intervention and student enrichment. We call it our WIN (What I Need) Block. The overall goal of this block is to provide students with extra assistance in classes when needed, while also providing students opportunities to explore options not included in their schedules or to meet with teachers they have to go further than typical class content would take them. Due to the pandemic we were not able to fully realize the intent of this block because we needed to limit student movement in the building for contact tracing reasons. The intent moving forward is to bring WIN Block to its full potential in 2021.
- We had 344 Advanced Placement (AP) Tests taken. 77% of the tests taken earned a three or better which is the standard to receive college credit. 21.5% scored a 5 which is the highest score possible.

- This was an important year for GDRHS as we entered into our decennial accreditation cycle. Through the New England Association of Schools and Colleges (NEASC) High schools throughout the region go through an extensive process to engage in assessments to measure themselves against the standards developed by NEASC. To prepare for this the staff at GDRHS completed an extensive Self Study report which assessed our adherence to the strict standards. The self-study is the first step in this process and is followed by a team visit in early 2021 and a larger visit in 2023.

Like all other schools in the country and the world, GDRHS faced great obstacles in maintaining our academic integrity and overall success due to the global pandemic. Beginning in March we began a new and totally foreign style of education when we, along with everyone else, were forced to move to fully remote teaching and learning. Our staff and students did an amazing job of staying positive and making the very best of an obviously tough situation. Spring and summer were fraught with challenges on many fronts. Much attention in the spring was given to focusing on student and staff social and emotional health. Although many made the transition to remote learning very well, it was not as easy for others and this added to the difficulties in maintaining academic success. Summer was time dedicated to planning for the 2020-2021 school year which was not typical due to the unknown nature of the conditions expected in the fall. Guidelines shifted regularly throughout the summer and district and school staff had to continually update plans with input from a number of committees and groups which included staff, students, and parents.

At the high school the fall of 2020 introduced a hybrid of remote and in person learning. Students had the opportunity to be fully remote or to participate in a hybrid model which allowed them to be present in the school twice per week. Due to the nature of the high school schedule it was not feasible to have all students in school at the same time as they need to change classes four times per day and with the safety protocols and social distancing expectations in place making these transitions were considered unsafe. Despite the unusual circumstances, teachers and students have found a way to make this system work effectively. Focal points for this school year have been to maintain a safe learning space for all of our students and faculty. With the exceptional work of our administrators, administrative assistants, and our school nurses, protocols for entering, exiting, and transitioning from one class to another have created a safe environment for those in attendance. Strict adherence to the protocols at a high frequency amongst staff and by families has made it possible to establish consistency throughout the school year.

Many opportunities normally available to students were lost throughout 2020. Scheduled travel opportunities including two service learning options and our exchange program with our sister school in Pfungstadt, Germany and all of our athletic offerings in the Spring were cancelled. These are such an integral part of the high school experience for many students and made the situation all the more difficult for many of our students. Despite the setbacks, much work was done in the Spring to keep some clubs alive including an adapted Zoom performance of Shakespeare by our Drama Guild. Under the direction of our Athletic Director, Mr. Ricard, GDRHS participated in athletics that were permitted by the MIAA beginning in the Fall and did so without any COVID concerns. Winter athletics proceeded accordingly. It is with great appreciation to the staff, students as well as both communities that I can say, despite all the difficulties, 2020 was still a successful school year for our students.

Groton-Dunstable Regional Middle School

Submitted by Ms. Kathi McColum, Principal

The Groton Dunstable Regional Middle School faculty has been very busy between January 2020 and January 2021!

Student Engagement and Motivation:

In March 2020, how we ‘do school’ changed dramatically. As a faculty we have spent a great deal of time exploring and developing strategies around how best to use instructional practices that are likely to motivate and engage students in the content of lessons conducted in-person and remotely.

Curriculum Changes:

As of Fall 2020, eighth graders have been enrolled in a Civics course. Students explore the roots and foundations of U.S. democracy, how and why it developed over time and the role of individuals in maintaining a healthy democracy. Topics include: philosophical foundations, the development of the U.S. government, the institutions of that government and how they are based in the Constitution, the Constitution itself, the structure of MA state and local government, the role of freedom of the press, and the rights and responsibilities of citizenship.

Additionally, we were excited to welcome several new Integrated Arts Courses for 2020-2021:

- Ukulele - Students learn the basics of playing the ukulele. Topics covered will include music reading, the cultural relevance of the ukulele, and how to play chords, notes, and songs.
- Intro to Music Creation - Students learn the basics of reading and writing music. They will also work on listening and analytical skills. With these skills, they will be able to write their own music and perform it on multiple physical and virtual instruments.
- Genius Hour – Students can explore their own passions, guided into picking a topic of interest to explore through inquiry-based questions. This process allows students to think deeply and creatively as they seek to answer essential questions. Students might find a way to solve a problem, learn a new skill, or spread awareness.
- Music Technology - Students learn how to record and manipulate audio files, remix and produce songs, and the history of the technology used in recorded music.
- Guitar - Students learn the basics of playing the guitar and, music reading, the cultural relevance of the guitar, and how to play chords, notes, and songs.
- Journalism – Students will be able to discuss current events while exploring the fundamentals of journalism. Such topics will include the role of media in society, basic interviewing techniques, general ethical guidelines in the field, and a practical application in writing headlines and articles. They will also learn about the various roles people hold within television and print newsrooms.

Inclusive School Community:

We are embarking on a clear focus on building a more inclusive school community where all members of the community are valued and have a voice. Our faculty has continued work begun before the shut down in March 2020, endeavoring to enable all students to be seen, heard and valued as individuals. Teaching faculty and administration met in book groups to discuss books aimed at developing a more inclusive community. All members of our school community continue to keep PRIDE in our sights: Positivity, Respect, Integrity, Determination and Empathy. All students have had weekly lessons, discussions, activities to develop Social Emotional Learning in areas such as self-awareness, relationship skills, responsible decision making, self-management, and social awareness.

Florence Roche Elementary School

Submitted by Mr. Brian O’Donoghue, Principal

2020 Highlights

- Our professional development continued with a focus on social and emotional learning in support of success for all students.
- Teachers used professional time practicing self-advocacy and developing personalized learning plans to support their professional goal work.
- We continued to review student performance data at the district level and within grade level data meetings.

- The school building project moved forward with a variety of focus groups facilitated by Studio G Architects.
- The Florence Roche school community came together in response to the COVID-19 pandemic and continued to support students in a remote learning model.

During the 1st half of the school year, elementary teachers worked with a consultant trained in the Responsive Classroom approach. The tenet of Responsive Classroom is that the social curriculum is as important as the academic curriculum. Teachers read *The Power of Our Words* by Paula Denton, EdD as part of this experience. Sessions with the consultant focused on the importance of beginning each day building classroom community through a morning meeting. We also explored the impact of teacher language on a student's social and academic development.

Teachers had the opportunity during their professional time to reflect on and practice self-advocacy and personalized learning. This aligns with our district commitment to Universal Design for Learning. In turn, teachers worked with students to develop self-advocacy strategies to support their successful learning experience.

We continued our practice of analyzing student progress during grade level data meetings. This year our focus has been on student writing performance K-4. Writing instruction is guided by the *Lucy Calkins Units of Study*. Grade level teams assessed student writing samples using the common program rubric. This data helped us to identify strengths and areas for growth in our students' writing.

The Florence Roche school building project is moving forward. This year we began our work with Studio G Architects. School and district staff, parents and community members were involved in a variety of focus groups facilitated by Studio G. These focus groups provided the building committee with important information regarding what the community values and would like to see in their new Florence Roche School. Additionally, a team of Florence Roche staff members visited a few recently constructed schools to get an idea of what is possible in our new building. Our entire staff is very excited about the prospect of a new building!

In the middle of March, we moved to a fully remote learning model in response to the COVID-19 pandemic. As a district, we pulled together and organized a remote learning platform using our district technology resources. Teachers across all levels needed to step outside of their comfort zone and learn how to engage and teach students remotely. The Florence Roche staff demonstrated creativity and innovative practices in order to stay connected with their students and finish out the learning for the year.

The summer provided the opportunity to rethink our learning model and set up our school for the safe return of students and staff in 2020-2021.

Swallow Union Elementary School

Submitted by Mr. Peter Myerson, Principal

2020 Highlights

- We implemented 3 full-day kindergarten classrooms with half-day students integrated in each of these classrooms. The previous model was a single half-day classroom with morning and afternoon sessions. This model allowed our half students to receive more school time, as our half-day students transitioned home while our full day students went to lunch.
- We added two new programs that will enhance our learning for our students. We implemented the Lucy Calkins Phonics Program for grades K, 1, & 2. We also chose Mystery Science to carry out our Science curriculum for our 3rd and 4th grade students.
- As a school we finalized our Core Values. We used the acronym PAWS to help our students remember them: Perseverance, Acceptance, Wise Choices, Safety. We also recognized students who demonstrated these traits with Paw Cards throughout the school year.

- In March of 2020 we had to switch over to a fully remote learning platform. The district and our school did a tremendous job providing our students with the best possible learning opportunities with having no experience in this format. SU's students and staff persevered during the spring of 2020 and worked tirelessly to make the learning meaningful for our school community.

During this year we are one of the few elementary schools in the area to offer a hybrid model that would allow our students to attend 4 full days and 1 remote day our students were given a choice of hybrid or remote at the start of the school year. Roughly 80% of our students attend our hybrid model and 20% our in our remote program. Our remote students are taught by staff members on a full time basis. Our district has worked diligently all school year to make sure our students are following the many new protocols and procedures to make sure we all stay safe. The students and staff have done an excellent job with the new normal this year.

Much of the work this year has been focused on keeping our school open. We are making sure we are delivering the best possible education for our students academically, socially, and emotionally.

We are continuing to utilize student data to drive our instruction. We have adopted the Reading Plus assessment program as another tool to help us gather additional data regarding our students as readers. This is the first year we are using this program, and it is another piece to assist us in supporting our students

Boutwell Early Childhood Center

Submitted by Chrissy Conway, Director of Boutwell Early Childhood Center

2020 Highlights

In 2020, Boutwell staff continued to build upon Pyramid Model practices, and on using ProLADR along with other sources of data to make data based decisions. The Pyramid Model is a multi-tiered Positive Behavior Intervention and Supports (PBIS) framework that uses systems-thinking and implementation science to promote evidence-based practices. The ProLADR is a multi-domain tool, newly implemented in the 2019/2020 school year, to help educator's measure growth and developmental needs. This tool examines developmental growth and needs in the areas of social and emotional, early academics, creativity and the arts, and motor skills.

Professional development focused on phonemic awareness, Pyramid Model implementation and IEP development. In March 2020, Boutwell educators made the shift from in-person to remote instruction, providing a range of options and supports for students and families to engage in the remote space.

During the fall and winter of 2020, significant time was devoted to preparing classrooms for social distancing and on restructuring schedules and routines to ensure that students still benefit from an engaging early childhood experience with an emphasis on supporting their emotional needs. Preschool students were prioritized for in-person instruction by the district. As a result, students were able to return to their usual in-person schedules with all IEP services offered in-person. Prior to the first day of school, each family was provided with videos and stories about new procedures and expectations. Families were invited for individual classroom visits to build relationships with teachers. This was an intentional process that helped Boutwell staff to create a more positive school experience for our students. Students have adjusted to the new environment with more success than we could have hoped for, and we are thrilled to have them in school with us.

REPORT OF THE GREATER LOWELL TECHNICAL HIGH SCHOOL DISTRICT 2020

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 schedules, 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

Paul E. Morin	Dracut-Exp.2024	Lee Gitschier	Lowell-Exp.2024
Matthew Sheehan	Dracut-Exp.2022	Curtis J. LeMay	Lowell-Exp.2024
Kempton P. Giggey	Dunstable-Exp.2022	George W. O'Hare	Lowell-Exp.2022
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

- 62.4% high needs students, which is 13.7% higher than the state average of 48.7%.
- 44.8% economically disadvantaged students, which is 12% higher than the state average of 32.8%.
- 18.6% students with disabilities, which is .2% higher than the state average of 18.4%.

STUDENT SUCCESS INDICATORS

- The Massachusetts Department of Elementary and Secondary Education did not administer Spring 2020 MCAS for the 2019-2020 school year due to the cancellation of state assessments and school closures related to COVID-19.
- (2019) Graduation rate of 95.7%, which is 7.7% higher than the state average of 88.0%.
- (2019) Graduation rate of 86.6% for students with disabilities, which is 12.7% higher than the State average 73.9%.
- (2019) Dropout rate of .6%, which is more than three times lower than the state average of 1.8%.
- (2019) Retention rate of 0.9%, which is less than the state average of 1.2%.
- 38% of the Class of 2020 (189 students) were employed in their career major as of February 2020 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 is 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 2020 is 89%. To accommodate diverse schedules, both a daytime and an evening/weekends division are offered. The Placement Director reported that 84% of the graduates were placed in employment as of the fall of 2019. This percentage does not include the effects from Covid-19. 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 522 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

2019/2020

Excess and Deficiency	\$477,853
Other	\$233,573

Assessments

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

Dracut	\$4,909,836
Dunstable	\$297,740
Lowell	\$9,149,744
Tyngsboro	<u>\$1,401,924</u>
Total	\$15,759,244

State Aid

Chapter 70	\$28,840,290
Transportation	\$1,452,516
Total State Aid	<u>\$30,292,806</u>
TOTAL REVENUE	\$46,763,476

Expenses:

Operating	
Instruction	\$21,512,551
Plant	\$4,489,736
Fixed Charges	\$10,536,302
Administration	\$2,655,015
Other Services	\$5,829,436
Programs w/other Districts	\$204,505
OPEB	\$100,000
Debt Service (Building Project)	<u>\$1,435,931</u>
TOTAL EXPENSES	\$46,763,476

REPORT OF THE CONSERVATION COMMISSION 2020

The Dunstable Conservation Commission meets on the second and fourth Monday of each month, starting at 6:30pm. Since March, members have been meeting remotely. Despite the challenges of the COVID-19 pandemic, the Commission has continued to function and serve the public's needs. Meetings are open to the public. Please check the town website for meeting information: www.dunstable-ma.gov

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 2020:

Abbreviated Notice of Resource Area

Delineation (ANRAD) hearings/continuations	0
Notices of Intent hearings/continuations	3
Requests for Determination/continuations	4
Certificates of Compliance	4
Building Permits	1
Occupancy Permits	3
Site Visits	27
Demolition Permits	0
Enforcement Orders/Violations	3

We would like to thank Kieran Meehan who served on the Conservation Commission and Community Preservation Committee (CPC) from 2017 to 2020. Kieran left to fill a position on the Board of Selectmen. Members welcomed Alan Starbird in January of 2020. Alan took over in June as our representative on the CPC. The Board of Selectmen appointed Kate DeLoureiro to the Commission in July and Tiffany Naughton joined as Associate Member in August.

Members would also like to thank Tara Alcorn who left the Conservation Commission in December of 2020. Tara was a valued member of the Commission and will be missed. Tiffany Naughton was appointed in January of 2021.

The Administrative Assistant, along with members of the Tyngsboro and Pepperell Conservation Commissions, participated in Rain Barrel Day. Residents ordered rain barrels and picked them up at the Tyngsboro Town Hall on a Saturday in June.

There were at least four siting's of Blanding's Turtles in the spring. Blanding's are a threatened species under the Massachusetts Natural Heritage & Endangered Species Program.

At the Annual Town Meeting, residents voted to support the purchase of the 48-acre Emery property off High Street. This important parcel abuts Salmon Brook and lies across from the Town wellsite. In November, the Commission received word from the State that their project was awarded a LAND grant of \$192,975. In addition, Town Meeting approved \$10,000 from the Timber Fund and \$118,000 in Community Preservation Funds for the purchase.

During 2020, the western slope of Blanchard Hill was brush cut and the Stone Arch Bridge field, Blanchard Hill field and Unkety Woods mowed.

Members held a "Trail Day" in October to complete general trail maintenance on Spaulding Proctor. Additional days will be held in spring of 2021.

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

Useful Information

Please note that 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, the Conservation Commission does not grant 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 motorized vehicles on Conservation property. 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,

Alan Chaney - Chairman

Juan Amodei

Leah Basbanes

Al Starbird

Kate DeLoureiro

Marijan Andacic

Tiffany Naughton-Associate

Cheryl Mann-Administrative
Assistant

REPORT OF THE PLANNING BOARD 2020

To the Citizens of the Town of Dunstable, this is the 2020 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 7:30 pm on the 1st and 3rd Mondays of each month, or as required. The public is welcome at these meetings. Please go onto the town website for agenda information (www.dunstable-ma.gov). There are five board members; three are required to conduct regular business.

Members continued to work on the Town Center District Overlay, revisions to the Community Housing Bylaw and Zoning changes. Due to the pandemic, Zoning Bylaw changes were put on hold until 2021.

George Basbanes agreed to represent the Planning Board on the Community Preservation Committee.

Member Henry Fontaine left the Planning Board in September 2020. The Board would like to thank him for his service to the Town. Dave Greenwood joined the Board in October.

The Planning Board notes the following activities during 2020:

Plans not requiring subdivision approval	6	Building Permits signed	1
Definitive Hearings/continuations/mod.	0	Zoning Hearings/public info sessions	1
Scenic Road Hearings/continuations	1	Fee Schedule Hearing	0
Preliminary Meetings/continuations	0	Subdivision Approvals	0
Special Permit Hearings/continuations	4	Rules and Reg. Hearing	1

Respectfully Submitted,
Joe Vlcek, Chair
George Basbanes, Vice Chair
Jeffrey Pallis, Member at large

Joan Simmons, Member at large
Dave Greenwood, Member at large
Cheryl Mann, Administrative Assistant

REPORT OF THE CULTURAL COUNCIL 2020

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 to review all of the 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: Leslie Novak, Nancy Curran, Consuelo Walker, Anne Fenochetti and Carlton Chin.

The following is the annual report completed by the Dunstable Cultural Council for 2020.

Council Name: Dunstable Cultural Council

LCC Account Form

Submitted on: 12/18/2020

Municipal fiscal officer: Theresa Walsh

Council representative: Leslie Novak

Account Balance Beginning of Period (7/1/2019):	\$5,689.27
State Revenue (FY2020 Allocation):	\$4,800.00
Other Revenues:	\$0.00
Total Revenues:	\$4,814.09
Total Expenditures:	\$5,225.00
Account Balance End of Period (6/30/2020):	\$5,278.36
Local Revenue/Interest in Account Balance:	\$0.00

Amount Available for Granting

Account Balance End of Period (6/30/2020):	\$5,278.36
Total Expenditures from 7/1/2020 to 12/15/2020:	\$0.00
Total Pending Expenditures (Encumbered funds):	\$4,900.00
Additional Local Revenue/Interest 7/1/2020 to: 12/15/2020	\$0.00
Available Remaining Balance:	\$378.36
Locally Raised Funds/Interest:	\$0.00

Administrative Funds for 2021:	\$225.00
FY2021 Allocation:	\$4,900
Amount Available for Granting in FY2021:	\$5,053

Voting Meeting: 2/10/2021

Voting Meeting Attendance:

Anne Fenochetti	Present
Carlton Chin	Absent
Consuelo Walker	Present
Leslie Novak	Present
Nancy Curran	Present

Last date of Community Input: 6/12/2019

Total granted in FY2021 : \$5,053

REPORT OF THE WATER COMMISSION 2020

To the Water Users and Citizens of the Town of Dunstable, this is the 2020 Annual Report for the Dunstable Water Department (DWD). The Board would like to remind residents that you could learn more about the Water Department through our website at www.dunstable-ma.gov/water-department. 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 Karl Huber for his many years of leadership and hard work as the Board Chair for the Dunstable Board of Water Commissioners. Mr. Huber dedicated 18 years in this volunteer position providing support in seeing through multiple projects for the town of Dunstable. Karl retired in June 2020. We would like to welcome Mathew Morton, who joined the Board of Water Commissioners in July 2020 to fill his vacancy on the board. John O'Brien took over as Chair.

Though there were fewer meetings than the previous year due to the pandemic, the Water Board was up to date and involved in all areas of the Dunstable Water System through e-mail and zoom meetings.

The biggest success noted in the Water Department for 2020 was the completion of the long awaited Water Tower Project. The 100 year old system was upgraded, modernized and online by November 2020. To generate potential revenue, The Water Board is pursuing rental interest in setting up cellular equipment on the tower itself. The Board of Selectmen officially renamed the Water Tower access road to 100 Simmons Street in recognition of the Simmons Family. The Water Tower Project cost \$2.5 million. Thankfully the project had some savings which was used to offset early debt service to allow a more gradual increase in water rates for sustaining the cost of the project that was agreed at town meeting would fall to water ratepayers.

Small Water System Services (SWSS) continues as the maintenance group that provides water operator services to the town.

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 through Thursday 8am – 4pm, Friday 9am – 1pm. The Water Board generally meets the 4th Wednesday of the month. The public is invited. Thank you for your continued support.

Respectfully,

John O'Brien - Chair
Mathew Morton – Commissioner
Scott Wilkins – Commissioner
Susan Bresnick, Department Assistant

NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS 2020

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 \$1,030 represents Dunstable's share.

NMCOG devotes a large share of its resources to transportation issues. In the past two years, the Council has assisted the Town in planning for improvements along the Route 113, attainment of the Green Community designation, and implementation of the Master Plan. It should be noted that the preliminary steps for that project to begin were approved by residents at the Special Town Meeting held on January 28, 2021. NMCOG also undertakes an annual traffic-counting program, collecting over one hundred counts at various locations throughout the region. Many of these counts are conducted within 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. 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
Kieran D. Meehan, Councilor, Dunstable Board of Selectmen

REPORT OF THE PARKS & RECREATION COMMISSIONS 2020

Dunstable maintains two boards dedicated to the maintenance of public park spaces and encouraging and facilitating recreational activities for the Town's residents. The Park Commission has served the town for 110 years. Park Commission primary responsibilities include landscaping and maintenance of the Town Common, Dunstable Fields located behind Swallow Union School, and Larter Family Memorial Field. These facilities include playgrounds, three baseball diamonds, one softball field, soccer fields, and the tennis courts.

The Recreation Commission facilitates athletic field scheduling and works with the Groton Dunstable Youth Soccer league and other organizations to promote athletic opportunities for Dunstable's youth and adults. Recreations also works to identify new recreational opportunities for the town's populace. Youth and adult tennis lessons were held at the town's tennis courts this summer.

The Park and Recreations Commissioners activities were hampered by the COVID-19 pandemic. Many planned sports activities were cancelled or postponed. Additional effort was placed on maintenance and improvements of the facilities.

The commissioners met frequently often on a monthly basis and worked on a variety of improvements for the town and are actively making plans for more improvements. Significant accomplishments in the past year include:

- Secured Community Preservation Funds for restoration of the town tennis courts
- Performed maintenance on the Swallow Union and Larter Field playgrounds
- Supported holding Town Meeting in the open at Larter Field to meet pandemic health requirements

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. The committees would like to thank and acknowledge David Greenwood and James Tully for their years of support as committee members.

Respectfully Submitted for Park,
Philip DeNyse, Chairperson
Tiffany Naughton
Jean Phelan

Respectfully Submitted for Recreations,
Tiffany Naughton, Chairperson
Dawn Dorr
Jeffery Hastings
Charlie Lippman
Brian Locapo

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE 2020

The Community Preservation Committee (CPC) 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 and must come under the heading of Historical Preservation, Affordable Housing, Conservation, Recreation, or Administrative.

The Town of Dunstable adopted the Community Preservation Act (CPA) 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 73% was received in November 2020, resulting in a deposit of \$207,001 into our CPA account. Due to the growing popularity of this program (176 communities now take part), the Legislature has increased the statewide recording fees that provide revenue for the Community Preservation Trust Fund.

The following requests were submitted and approved for funding for FY 2020:

\$182,000 (\$152,000 from the CPA Undesignated Reserve and \$30,000 from the CPA Open Space Reserve) to remove and replace the court surface, fencing, net posts, and repaint and restripe for tennis and pickle ball. Funding requested by the Parks Commission.

\$3,000 from the CPA Historic Reserve for fencing to protect an historic well off of Pond St. that used to feed the watering trough in the center of town. Funding requested by the Board of Selectmen.

\$6,000 from the CPA Historic Reserve to complete the restoration work of the Town Hall that began last year. Funding requested by the Board of Selectmen.

\$118,000 from the CPA Undesignated Reserve for the acquisition of 48 acres (Emery Parcel) of open space abutting Salmon Brook and other town conservation land. Funding requested by the Conservation Commission.

\$100,000 from the CPA Historical Reserve for the restoration of the McLoon House located at 59 Main Street as part of the 100 acre McLoon Farm recently bequeathed to the Dunstable Rural Land Trust by the estate of Olive McLoon. Funding requested by the Dunstable Rural Land Trust and the Dunstable Historical Commission. PLEASE NOTE: This project was voted and approved for funding by the CPC in September 2020 but, due to COVID19 restrictions, it has yet to be approved at Town Meeting. No funding can be disbursed until and unless Town Meeting votes to approve.

Administrative Funds may be voted by the CPC for Legal, Engineering, or Consulting Services without a Town Meeting vote. This fund is allocated at ATM and may consist of up to 5% of the CPA budget.

\$1,750 from the CPA Administrative Fund for continued membership to the Community Preservation Coalition that provides valuable assistance in navigating the many rules and regulations of the CPA.

Respectfully submitted,

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

REPORT OF THE LIBRARY BOARD OF TRUSTEES 2020

This year the Dunstable Free Public Library started strong with many programs and an uptick in circulation. On March 14th we closed our doors due to the Covid-19 pandemic. Working with the State and with the support and guidance of the Board of Trustees; John Callahan, Joanne Mikol and Robyn DeAngelis we began offering curbside services in May of 2020. We worked tirelessly to make sure staff and the community felt confident and assured that we took the pandemic and everyone's health into consideration moving forward.

We started with staff working in preparation for curbside and home delivery. Karen Debrececi our Children's Librarian prepared for a virtual Summer Reading program and continued into the fall in winter with virtual programming. Anne Fenochetti worked at curbside and home delivery making sure patron's needs were met. Nancy Webb and Suzanne Wall worked in the cataloging aspect of newly purchased material. Hours were staggered amongst the staff and each person had their own work station.

Curbside and home delivery were offered Tuesdays 3:00pm – 8:00 pm, Wednesday and Thursday 10:00 am – 3:00 pm and Saturdays 10:00 am – 2:00 pm. Moving forward we have been allotted money from the state with all other public libraries to offset virtual programs throughout the rest of the year.

We are very grateful to our Board of Library Trustees for allowing us to move forward and keeping public health a top priority. The staff did a commendable job stepping up to make sure the town had services during this very trying time in our country.

Respectfully,

Mary Beth Pallis, Library Director

REPORT OF THE COMMISSIONERS OF TRUST FUNDS 2020

The Commissioners of Trust Funds is an elected commission which consists of 3 elected commissioners. It manages all of the trust funds of the town in conjunction with the Treasurer unless a donor otherwise provides. The Commission develops investment philosophy and strategies for investment of securities, and works with Treasurer to ensure prudent investments. The Commission also invests all trust funds in accordance with the Statement of Trust Funds Policy and distributes the income from trusts in accordance with terms of each. The Commission also keeps a record of its doings and makes a report at the close of each financial year showing fund totals, their investments, receipts and disbursements. The Commission thanks Derek Madden for his service. Mr. Madden was replaced by Mr. Hughes.

The Commission oversee the following trusts.

ER Bennett
Sarah Parkhurst Charity
Sarah Parkhurst Lecture
Harriett Proctor Charity
Sarah Parkhurst Roby
Butterfield Relief Poor

Thanksgiving meals were provided to 21 residents through the Sara Parkhurst Trust. Market Basket gift cards were also given out to families in need at Christmas time.

The Commissioners requested that the Babcock Scholarship Committee oversee how the Shirley and Russell Tobey Scholarship should be awarded and recommend to whom it would go. Happily they agreed to do so. The first Tobey Scholarship was awarded to Lauren Hill in the amount of \$1,000.00.

The E. R. Bennett Trust was researched, and that money is to be used for the upkeep of Town Hall grounds.

Respectfully submitted,

Alan Chaney, Commissioner
Susan Tully, Commissioner
Jon Hughes, Commissioner

REPORT OF THE ADVISORY BOARD 2020

The Advisory Board (AB), sometimes referred to as the Finance Committee or FinCom, is a six-member board. Each year, two of the six members are up for re-election for a three-year term. The Board's charge is to review all articles presented at the Annual or Special Town Meetings and make recommendations in the best interest of the town and the citizens. They also work closely with the Town Administrator, Town Accountant, and the other town boards and municipal departments to create the town budget and evaluate new and ongoing initiatives.

Revenue for the town comes from a variety of sources, with residential property taxes being, by far, the largest source. Proposition 2 ½ limits the annual property tax levy limit increase to 2 ½ %. That, combined with other revenues such as motor vehicle excise tax, building permits, and PILOTs (payments in lieu of taxes as with our two new solar fields), etc. help to fund our Operating Budget expenditures. Free Cash, which is unused and unexpected funds from the previous budget, is also available but because the amount varies from year to year, it is not good financial practice to plan to use it in the Operating Budget. Typically, the AB prefers to use Free Cash for one-time capital projects such as the purchase of equipment for various departments or repairs to town buildings. Unfortunately, for the past several years, we have been forced to use Free Cash to fund the day-to-day operating budget in order to avoid a Proposition 2 ½ override.

Proposition 2 ½ was approved by voters in 1980 to gain control of the ever-increasing cost of property taxes. This legislation put into place a 2 ½ % levy limit and required that any spending above that limit must be approved by a town meeting vote and, again, as a ballot question at a town election.

While it is never a good time to ask the taxpayers to approve a Proposition 2 ½ override, an override was being considered for both municipal and school needs before the COVID-19 pandemic hit. Due, in part, to federal funds related to COVID-19 relief, the AB was able to work out a budget with the GDRSD so that major cuts were not needed in either the school or municipal budgets. However, to fund continued annual increases in our school budget and requests for needed additions to our town infrastructure that are not being funded, an override is needed. The AB will therefore be looking at a 3-5 year projection of the future needs of the Town in order to come up with a number to propose for an override for fiscal year 2023.

This year has been unique, for sure. Beginning in April, and due to the COVID 19 pandemic, meetings have all been held virtually, via "ZOOM". Along with our usual budget discussions, we have been dealing with a Street Light Revenue Grant the town received for 33% of the cost to convert to LED lighting, the Rt. 113 Improvement Project coming soon to the center of town, and the Affordable Housing project and study proposed for the Mixed-Use District.

We were sorry to lose Marie and Lori before their terms expired but we appreciate their time and contributions to our committee and to the town. We are also pleased to welcome the residents who have volunteered to fill their positions. At the time of this report that includes James Frey.

Respectfully submitted,

Harold Simmons, Chair
Jake Lewon, Vice Chair
Leo Tometich, Secretary
Paul Dalida
Marie Gamache
Lori De Grandis

REPORT OF THE BOARD OF ASSESSORS 2020

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

Brett Rock, Chairman
Robert Ricardelli

Office Staff

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

F/Y 2021 TAX LEVY COMPUTATIONS

Total amount to be raised	\$12,285,397.26
Total receipts and other revenue	\$ 2,291,904.00
Local tax levy	\$ 9,993,493.26

F/Y 2020 TOTAL VALUATIONS BY CLASS

	<u>Parcels</u>	<u>Value</u>	<u>Levy %</u>	<u>Tax Dollars</u>
Residential	1333	\$ 581,215,490	95.4396	\$9,537,746.19
Commercial	5	4,455,765	.7317	\$ 73,119.10
Industrial	18	3,607,800	.5924	\$ 59,204.00
Personal Property	41	19,708,956	3.2363	\$ 323,423.97
Total:	1,397	\$ 608,988,011	100.0000	\$ 9,993.493.26

F/Y 2021 TAX RATE \$16.41 PER THOUSAND, ALL CLASSES

Levy Limit Components

F/Y 2020 BASE	9,137,869
Amended New Growth	0
+2.5%	228,447
Allowable Growth	316,116
Subtotal	9,682,432
Debt Exclusion	489,288
Max Levy	10,171,720

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, 2020

GENERAL ACCOUNT

Cash on Deposit July 1, 2019	\$1,895,686.21	
Receipts During the Year	\$13,988,323.29	
Interest Earned	\$9,624.50	
Expenditures During the Year	-\$13,641,500.53	
Cash on Deposit June 30, 2020		\$2,252,133.47

STABILIZATION FUND

Cash on Deposit July 1, 2019	\$324,041.17	
Receipts During the Year		
Interest Earned	\$4,921.26	
Expenditures During the Year		
Cash on Deposit June 30, 2020		\$328,962.43

CONSERVATION COMMISSION LAND FUND

Cash on Deposit July 1, 2019	\$9,895.48	
Receipts During the Year	\$120.00	
Interest Earned	\$80.56	
Expenditures During the Year	-\$5,100.00	
Cash on Deposit June 30, 2020		\$4,996.04

CONSERVATION COMMISSION TIMBER

Cash on Deposit July 1, 2019	\$567.00	
Receipts During the Year		
Interest Earned	\$5.68	
Expenditures During the Year		
Cash on Deposit June 30, 2020		\$572.68

SUBDIVISION ACCOUNTS

Cash on Deposit July 1, 2019	\$5,646.16	
Receipts During the Year		
Interest Earned	\$4.85	
Expenditures During the Year		
Cash on Deposit June 30, 2020		\$5,651.01

PERFORMANCE BONDS ACCOUNT

Cash on Deposit July 1, 2019	\$223,423.66	
Receipts During the Year		
Interest Earned	\$166.31	
Expenditures During the Year	-\$105,131.03	
Cash on Deposit June 30, 2020		\$118,458.94

COMMUNITY PRESERVATION FUND

Cash on Deposit July 1, 2019	\$985,471.95	
Receipts During the Year	\$446,790.41	
Interest Earned	\$9,808.92	
Expenditures During the Year	-\$204,383.12	
Cash on Deposit June 30, 2020		\$1,237,688.16

CULTURAL COUNCIL FUND

Cash on Deposit July 1, 2019	\$3,439.87	
Receipts During the Year	\$4,800.00	
Interest Earned	\$14.09	
Expenditures During the Year	-\$2,975.00	
Cash on Deposit June 30, 2020		\$5,278.96

HIGHWAY STABILIZATION

Cash on Deposit July 1, 2019	\$10,348.00	
Receipts During the Year		
Interest Earned	\$157.15	
Expenditures During the Year		
Cash on Deposit June 30, 2020		\$10,505.15

WATER STABILIZATION

Cash on Deposit July 1, 2019	\$51,550.60	
Receipts During the Year		
Interest Earned	\$782.90	
Expenditures During the Year		
Cash on Deposit June 30, 2020		\$52,333.50

53G Accounts

Cash on Deposit July 1, 2019	\$20,179.43	
Receipts During the Year	\$21,158.10	
Interest Earned	\$18.16	
Expenditures During the Year	-\$22,998.22	
Cash on Deposit June 30, 2020		\$18,357.47

Tobey Scholarship

Cash on Deposit July 1, 2019	\$163,841.46	
Receipts During the Year		
Interest Earned	\$2,488.31	
Expenditures During the Year		
Cash on Deposit June 30, 2020		\$166,329.77

TAX TITLE ACCOUNT

\$65,437.57

WATER DEPARTMENT STOCK

AT & T and Comcast		
Value of Stocks on June 30, 2020		\$6,268.41

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, 2020

Tax	Levy	Refund	Payment to Treasurer	Abatements Tax Title	Uncollected
Year 2020					
Real Estate	\$9,490,504.13	\$15,695.51	\$9,388,584.99	\$25,435.90	\$92,178.75
Personal Property	\$160,449.91		\$159,091.82	\$1,069.47	\$288.62
MV Excise	\$575,012.02	\$2,919.47	\$509,168.39	\$8,156.99	\$60,606.11
CPA	\$284,715.11		\$280,529.11	\$1,424.08	\$2,761.92
Year 2019					
Real Estate	\$50,056.11		\$20,235.24	\$6,047.77	\$23,773.10
MV Excise	\$113,151.23	\$5,390.76	\$101,504.57	\$9,007.71	\$8,029.71
CPA	\$1,553.00		\$658.37	\$181.43	\$713.20
Year 2018					
Real Estate	\$29,639.59		\$5,383.99	\$6,181.10	\$18,074.50
MV Excise	\$10,337.22	\$255.00	\$4,761.26	\$255.00	\$5,575.96
CPA	\$841.71		\$194.25	\$185.44	\$462.02
Year 2017					
Real Estate	\$19,848.16		\$7,789.04	\$5,997.84	\$6,061.28
MV Excise	\$1,674.39		\$366.15		\$1,308.24
CPA	\$521.81		\$230.38	\$142.28	\$149.15
Year 2016					
Real Estate	\$9,602.32		\$1,739.41	\$5,021.28	\$2,841.63
MV Excise	\$1,573.34	\$136.67	\$56.25	\$136.67	\$1,517.09
CPA	\$288.07		\$64.30	\$150.64	\$73.13
Year 2015					
Real Estate	\$6,108.38		\$1,139.56	\$4,968.82	\$0.00
MV Excise	\$1,281.78			\$1,281.78	\$0.00
CPA	\$149.06			\$149.06	\$0.00
Year 2014					
Real Estate	\$4,683.70			\$4,683.70	\$0.00
CPA	\$140.52			\$140.52	\$0.00
Year 2013					
Real Estate	\$4,382.70			\$4,382.70	\$0.00
CPA	\$122.80			\$122.80	\$0.00
Roll Back Tax	\$50,140.39		\$50,140.39		\$0.00
Tax Title	\$65,437.57				
TOTAL TAXES					
	\$10,531,637.40				
DEMANDS AND					
OTHER COSTS					
	\$6,868.00				
INTEREST					
	\$18,643.98				
TOAL PAID					
TOWN TREASURER	\$10,557,149.38				

Respectfully Sibmitted,
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, 2020

Dunstable

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2020
(Unaudited)

	Governmental Fund Types		Capital Projects	Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue		Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	1,701,457.06	2,140,426.94	45,981.87	3,850.43		536,415.26		4,428,131.56
Investments						500.00		500.00
Receivables:								
Personal property taxes	288.62							288.62
Real estate taxes	142,928.98	4,159.70						147,088.68
Deferred taxes								0.00
Allowance for abatements and exemptions	(67,131.06)							(67,131.06)
Special assessments								0.00
Tax liens	63,586.74							63,586.74
Tax foreclosures								0.00
Motor vehicle excise	77,037.11							77,037.11
Other excises								0.00
User fees				5,290.64				5,290.64
Utility liens added to taxes								0.00
Departmental								0.00
Other receivables								0.00
Due from other governments								0.00
Due to/from other funds								0.00
Working deposit								0.00
Prepays								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds							700,000.00	700,000.00
Amounts to be provided - vacation/sick leave								0.00
Total Assets	1,918,167.45	2,144,586.64	45,981.87	9,141.07	0.00	536,915.26	700,000.00	5,354,792.29

LIABILITIES AND FUND EQUITY

Liabilities:									
Accounts payable								0.00	
Warrants payable								336,863.44	
Accrued payroll and withholdings	236,061.82	94,616.79	832.00					1,951.37	
Accrued claims payable	89,436.32	13,670.87						103,556.16	
IBNR								0.00	
Other liabilities	240.90							0.00	
Agency Funds								240.90	
Deferred revenue:								140,518.60	
Real and personal property taxes	76,086.54	4,159.70						80,246.24	
Deferred taxes								0.00	
Prepaid taxes/fees								0.00	
Special assessments								0.00	
Tax liens	63,586.74							63,586.74	
Tax foreclosures								0.00	
Motor vehicle excise	77,037.11							77,037.11	
Other excises								0.00	
User fees							5,290.64	5,290.64	
Utility liens added to taxes								0.00	
Departmental								0.00	
Deposits receivable								0.00	
Other receivables								0.00	
Due from other governments								0.00	
Due to other governments	2,706.25							2,706.25	
Due to/from other funds								0.00	
Bonds payable								700,000.00	
Notes payable			337,000.00					337,000.00	
Vacation and sick leave liability								0.00	
Total Liabilities	545,155.68	112,447.36	337,832.00		9,141.07	0.00	142,469.97	1,847,046.08	
Fund Equity:									
Reserved for encumbrances								0.00	
Reserved for expenditures								0.00	
Reserved for continuing appropriations	56,847.34	205,775.40						262,622.74	
Reserved for petty cash	50.00							50.00	
Reserved for appropriation deficit								0.00	
Reserved for snow and ice deficit								0.00	
Reserved for COVID-19 deficit		(27,283.42)						(27,283.42)	
Reserved for debt service								0.00	
Reserved for premiums								0.00	
Reserved for working deposit								0.00	
Undesignated fund balance	1,316,114.43	1,853,648.30	(291,850.13)				394,445.29	3,272,357.89	
Unreserved retained earnings					0.00			0.00	
Investment in capital assets								0.00	
Total Fund Equity	1,373,011.77	2,032,140.28	(291,850.13)		0.00	0.00	394,445.29	3,507,747.21	
Total Liabilities and Fund Equity	1,918,167.45	2,144,586.64	45,981.87		9,141.07	0.00	536,915.26	5,354,792.29	

TOWN OF DUNSTABLE
STATEMENT OF REVENUE, BUDGET VS ACTUAL
July 1, 2019 - June 30, 2020

GENERAL FUND

**ACTUAL
RECEIPTS**

TAXES

Personal Property Current	\$ 159,091.82
Personal Property Prior	-
Real Estate Current	9,372,889.48
Real Estate Prior	36,287.24
Rollback Taxes	50,140.39
Motor Vehicle Excise Current	505,904.81
Motor Vehicle Excise Prior	101,545.15
	<u>\$ 10,225,858.89</u>

INTEREST

Interest on Property Tax	15,369.58
Interest on Motor Vehicle	3,274.40
Interest on Investments	9,624.50
	<u>\$ 28,268.48</u>

LICENSES & PERMITS

Selectman Permit Revenue	-
Driveway Permits	375.00
Cable T V	91.00
Camp License	10.00
Firearms Licenses	2,393.75
Fire Permits	5,019.00
Building Permits	34,530.05
Solar Building/Electrical Permits	486,261.00
Gas Permits	3,440.00
Plumbing Permits	3,790.00
Electrical Permits	6,990.00
Planning Board Special Permits	1,315.00
Common Victullar	75.00
Street Opening	1,300.00
BOH - License	45.00
Dog Licenses	2,312.00
	<u>\$ 547,946.80</u>

FINES & VIOLATIONS

Non Criminal Fines	
Court Fines	235.00
	<u>\$ 235.00</u>

GENERAL GOVERNMENT***Selectmen***

Rental Income	100.00
Notary Fees	93.00

Tax Collector-Treasurer

Demand Fees	6,868.00
R M V Surcharge	2,720.00
Municipal Lien Certificates	3,375.00

Assessors***Town Clerk***

Certified Vitals	1,630.00
Business Certificates	260.00
Other Miscellaneous	27.00

Planning Board

Application Fees	-
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Board of Appeals

Filing Fees	
Hearings	
	<hr/>
	\$ 15,073.00

PUBLIC SAFETY***Police Department***

Police Reports	-
R M V Violations	13,784.35
Sp. Duty Surcharge	8,628.80
Miscellaneous	
	<hr/>
	\$ 22,413.15

OTHER DEPARTMENTAL

Highway Miscellaneous	597.98
	<hr/>
	\$ 597.98

STATE & FEDERAL RECEIPTS

State Owned Land	42,435.00
Chapter 70 Education Aid	-
School Transportation Reimb.	-
Abate. for Elderly & Veterans	502.00
Unrestr. General Government Aid	261,176.00
Veteran's Benefits	10,615.00
Miscellaneous State Revenue	115.10
Federal Gas Tax Refund	3,435.00
	<hr/>
	\$ 318,278.10

TOTAL REVENUES

\$11,158,671.40

TOWN OF DUNSTABLE
SCHEDULE OF GENERAL FUND DEPARTMENTAL PAYMENTS
JULY 1, 2019 - JUNE 30, 2020

	ORIGINAL BUDGET	ADJUSTED BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
GENERAL GOVERNMENT				
TOWN ADMINISTRATOR				
Town Administrator Salary	60,000.00	60,000.00	58,744.82	1,255.18
Assitant Town Administrator	61,200.00	61,200.00	61,199.89	0.11
	121,200.00	121,200.00	119,944.71	1,255.29
Office Supplies	400.00	400.00	0.00	400.00
Dues & Subscriptions	880.00	880.00	630.00	250.00
Trainings & Meetings	2,000.00	2,000.00	2,524.95	-524.95
	3,280.00	3,280.00	3,154.95	125.05
SELECTMEN				
Salaries	0.00	0.00	0.00	0.00
Energy	200.00	200.00	306.23	-106.23
OBED Study	0.00	0.00	375.00	-375.00
Professional & Technical	300.00	300.00	34.50	265.50
Professional & Technical - Special Legal	7,500.00	7,500.00	0.00	7,500.00
Communication	1,200.00	1,200.00	1,516.77	-316.77
Office Supplies	300.00	300.00	70.26	229.74
In State Travel	100.00	100.00	0.00	100.00
Dues and Memberships	900.00	900.00	769.00	131.00
Dues and Memberships - No Midd C of G	5,800.00	5,800.00	1,005.36	4,794.64
	16,300.00	16,300.00	4,077.12	12,222.88
Stormwater Consulting Fees (STM10/14)	0.00	28,896.11	12,354.14	16,541.97
	0.00	28,896.11	12,354.14	16,541.97
FINANCE COMMITTEE				
Dues & Memberships	150.00	150.00	135.00	15.00
	150.00	150.00	135.00	15.00
Reserve Fund	30,000.00	1,072.18	0.00	1,072.18
	30,000.00	1,072.18	0.00	1,072.18
ACCOUNTANT				
Salary	23,872.00	15,122.00	11,250.00	3,872.00
Clerical	10,966.00	10,966.00	14,808.65	-3,842.65
	34,838.00	26,088.00	26,058.65	29.35
Professional Services-Audit	14,000.00	14,000.00	14,000.00	0.00
Professional & Technical Services	4,500.00	4,500.00	17,258.99	-12,758.99
Professional & Services-Accountant	0.00	11,650.00	0.00	11,650.00
Communications	0.00	0.00	25.56	-25.56
Office Supplies	750.00	750.00	229.15	520.85
In State Travel	650.00	650.00	0.00	650.00
Dues and Memberships	100.00	100.00	95.00	5.00
	20,000.00	31,650.00	31,608.70	41.30
ASSESSORS				
Associate Assessor	30,350.00	30,350.00	30,350.00	0.00
Clerical	16,121.00	16,121.00	15,241.42	879.58
	46,471.00	46,471.00	45,591.42	879.58
Professional Services	9,680.00	9,680.00	7,865.10	1,814.90
Prof Serv - Prop Review Assessment	5,000.00	5,000.00	4,611.00	389.00
Communication	125.00	125.00	128.50	-3.50
Office Supplies	900.00	900.00	50.98	849.02
In State Travel	700.00	700.00	0.00	700.00
Dues & Memberships	150.00	150.00	239.00	-89.00
	16,555.00	16,555.00	12,894.58	3,660.42

TREASURER-TAX COLLECTOR

Salary	69,223.00	69,223.00	69,223.00	0.00
Certification Stipend	1,000.00	1,000.00	1,000.00	0.00
	<u>70,223.00</u>	<u>70,223.00</u>	<u>70,223.00</u>	<u>0.00</u>
Professional Services	15,230.00	15,230.00	14,192.55	1,037.45
Communication	5,800.00	5,800.00	6,198.63	-398.63
Office Supplies	1,550.00	1,550.00	1,777.11	-227.11
In State Travel	247.00	247.00	0.00	247.00
Dues & Memberships	50.00	50.00	100.00	-50.00
Other Charges	540.00	540.00	0.00	540.00
	<u>23,417.00</u>	<u>23,417.00</u>	<u>22,268.29</u>	<u>1,148.71</u>

LEGAL DEPARTMENT

Professional Services	30,000.00	30,000.00	27,762.06	2,237.94
	<u>30,000.00</u>	<u>30,000.00</u>	<u>27,762.06</u>	<u>2,237.94</u>

TOWN CLERK

Salary	37,315.00	37,315.00	37,315.00	0.00
Temp Help Wages	500.00	500.00	476.00	24.00
Certification Stipend	1,000.00	1,000.00	1,000.00	0.00
	<u>38,815.00</u>	<u>38,815.00</u>	<u>38,791.00</u>	<u>24.00</u>
Professional Services	700.00	700.00	261.19	438.81
Communication	300.00	300.00	30.20	269.80
Office Supplies	500.00	500.00	70.34	429.66
In State Travel	300.00	300.00	118.08	181.92
Dues & Memberships	150.00	150.00	60.00	90.00
	<u>1,950.00</u>	<u>1,950.00</u>	<u>539.81</u>	<u>1,410.19</u>

DOG LICENSE PROGRAM

Communication	150.00	150.00	0.00	150.00
Supplies	500.00	500.00	350.57	149.43
	<u>650.00</u>	<u>650.00</u>	<u>350.57</u>	<u>299.43</u>

ELECTION & REGISTRATION

Election & Reg Stipends	4,000.00	4,000.00	2,213.13	1,786.87
	<u>4,000.00</u>	<u>4,000.00</u>	<u>2,213.13</u>	<u>1,786.87</u>
Registrar Salary	225.00	225.00	200.00	25.00
	<u>225.00</u>	<u>225.00</u>	<u>200.00</u>	<u>25.00</u>
Repair & Maintenance	500.00	500.00	0.00	500.00
Professional Services	6,000.00	6,000.00	2,181.60	3,818.40
Communication	4,000.00	4,000.00	1,329.50	2,670.50
Other Supplies	5,000.00	5,000.00	791.33	4,208.67
	<u>15,500.00</u>	<u>15,500.00</u>	<u>4,302.43</u>	<u>11,197.57</u>

CONSERVATION COMMISSION

Clerical Wages	18,984.00	18,984.00	15,078.44	3,905.56
	<u>18,984.00</u>	<u>18,984.00</u>	<u>15,078.44</u>	<u>3,905.56</u>
Professional Services	125.00	125.00	21.25	103.75
Communication	175.00	175.00	65.23	109.77
Office Supplies	225.00	225.00	947.55	-722.55
Other Supplies	200.00	200.00	0.00	200.00
In State Travel	70.00	70.00	0.00	70.00
Dues & Memberships	700.00	700.00	603.00	97.00
Other Charges	150.00	150.00	0.00	150.00
	<u>1,645.00</u>	<u>1,645.00</u>	<u>1,637.03</u>	<u>7.97</u>

PLANNING BOARD

Clerical Wages	18,984.00	18,984.00	14,535.95	4,448.05
	<u>18,984.00</u>	<u>18,984.00</u>	<u>14,535.95</u>	<u>4,448.05</u>
Professional Services	800.00	800.00	1,086.35	-286.35
Communication	225.00	225.00	63.65	161.35
Office Supplies	225.00	225.00	100.00	125.00
	<u>1,250.00</u>	<u>1,250.00</u>	<u>1,250.00</u>	<u>0.00</u>

BOARD OF APPEALS

Professional Services	1,000.00	1,000.00	0.00	1,000.00
Office Supplies/Communication	500.00	500.00	0.00	500.00
	1,500.00	1,500.00	0.00	1,500.00

TOWN HALL

Janitor/Recycler Wages	5,413.00	5,413.00	4,401.92	1,011.08
	5,413.00	5,413.00	4,401.92	1,011.08
Energy	14,000.00	14,000.00	14,356.09	-356.09
Non-Energy Utilities	5,000.00	5,000.00	2,876.17	2,123.83
Repair & Maintenance	9,000.00	9,000.00	11,590.48	-2,590.48
Other Property Related Services	4,500.00	8,500.00	7,697.64	802.36
Professional Services	1,000.00	1,000.00	1,292.98	-292.98
Communication	4,500.00	4,500.00	5,407.92	-907.92
Office Supplies	2,500.00	2,500.00	1,524.91	975.09
Custodial Supplies	500.00	500.00	483.41	16.59
Repair Town Hall Furnace (Art. 10)	0.00	1,503.60	0.00	1,503.60
	41,000.00	46,503.60	45,229.60	1,274.00

TOWN REPORTS

Communication	300.00	300.00	150.00	150.00
Other Services	2,800.00	2,800.00	1,881.60	918.40
	3,100.00	3,100.00	2,031.60	1,068.40

TOWN PLANNING ENGINEER

Engineer - Prof Services	10,000.00	10,000.00	5,645.46	4,354.54
	10,000.00	10,000.00	5,645.46	4,354.54

TOWN PROPERTY - SPECIAL ARTICLES

Town Hall A/C	0.00	10,658.45	0.00	10,658.45
P/S Bldg Costs (Art. 8)	0.00	3,329.48	427.54	2,901.94
P/S Bldg. Survey (Art. 9)	0.00	5,210.00	0.00	5,210.00
	0.00	19,197.93	427.54	18,770.39

TOTAL GENERAL GOVERNMENT

575,450.00	603,019.82	512,707.10	90,312.72
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PUBLIC SAFETY**POLICE DEPARTMENT**

Chief Salary	121,232.00	121,232.00	124,094.73	-2,862.73
Officer Wages	530,884.00	530,884.00	517,245.31	13,638.69
Admin Assistant Wages	39,438.00	39,438.00	40,325.88	-887.88
Police Wages-Part Time	35,000.00	35,000.00	44,397.94	-9,397.94
Custodian Wages	4,400.00	4,400.00	4,066.40	333.60
Police Overtime	130,000.00	130,000.00	102,841.36	27,158.64
Police Differentials	21,000.00	21,000.00	14,409.16	6,590.84
	881,954.00	881,954.00	847,380.78	34,573.22
Energy	9,000.00	9,000.00	9,000.00	0.00
Repair & Maintenance	3,000.00	3,000.00	2,974.85	25.15
Cruiser Repairs and Maint.	8,000.00	8,000.00	8,000.00	0.00
Radio Repair & Maintenance	8,250.00	8,250.00	8,250.00	0.00
Other Property Related Services	3,000.00	3,000.00	3,200.00	-200.00
Professional & Technical	11,000.00	11,000.00	9,839.45	1,160.55
Prof & Tech Tuition Reimbursement	2,700.00	2,700.00	2,700.00	0.00
Radio Communication	83,000.00	83,000.00	83,025.15	-25.15
Station Communication	3,500.00	3,500.00	3,300.00	200.00
Other Services - Lock Up	3,000.00	3,000.00	3,000.00	0.00
Office Supplies	3,500.00	3,500.00	3,500.00	0.00
Vehicle Supplies	29,000.00	29,000.00	29,000.00	0.00
Other Supplies	25,400.00	25,400.00	25,301.00	99.00
Dues & Memberships	12,900.00	12,900.00	11,754.57	1,145.43
New Cruiser Lease	41,000.00	41,000.00	41,000.00	0.00
	246,250.00	246,250.00	243,845.02	2,404.98
Police Toughbooks (5/18)	0.00	6.68	0.00	6.68
ATM 5/19 Roof& Siding Repair	16,000.00	16,000.00	16,000.00	0.00
	16,000.00	16,006.68	16,000.00	6.68
Police PY Encumbrance	0.00	5,500.00	5,500.00	0.00
	0.00	5,500.00	5,500.00	0.00

FIRE DEPARTMENT

Fire Chief Wages	85,850.00	91,388.68	100,007.39	-8,618.71
Fire Dept Wages - On Call	40,704.00	40,704.00	34,781.40	5,922.60
Fire Dept Wages - Severance	0.00	34,328.32	34,328.32	0.00
Fire Department Training Wages	10,848.00	10,848.00	8,119.75	2,728.25
	137,402.00	177,269.00	177,236.86	32.14
Energy	4,500.00	4,500.00	4,708.74	-208.74
Water	0.00	0.00	234.18	-234.18
Apparatus/Vehicle Repair & Maintenance	15,000.00	15,000.00	8,294.52	6,705.48
Professional Services	3,500.00	3,500.00	8,738.47	-5,238.47
New Hire Physicals	1,000.00	1,000.00	1,032.00	-32.00
Communications	6,500.00	6,500.00	5,798.65	701.35
Office Supplies	600.00	600.00	866.68	-266.68
Building & Equipment Maint. Supplies	3,000.00	3,000.00	12,199.39	-9,199.39
Vehicle Supplies	4,500.00	4,500.00	11,251.56	-6,751.56
Food Service & Rehap	0.00	0.00	414.05	-414.05
Firefighting Supplies	7,000.00	7,000.00	2,987.72	4,012.28
Other Training Supplies	2,000.00	2,000.00	1,355.23	644.77
Dues & Membership	1,500.00	1,500.00	1,631.39	-131.39
Fire New Equipment	18,500.00	18,500.00	7,534.00	10,966.00
	67,600.00	67,600.00	67,046.58	553.42
FY16 ATM Communications Equip	0.00	12,201.40	0.00	12,201.40
	0.00	12,201.40	0.00	12,201.40

INSPECTORS

Building Inspector Salary	24,794.00	24,794.00	24,794.00	0.00
Building Inspector Part-Time Wages	4,602.00	4,602.00	4,602.00	0.00
	29,396.00	29,396.00	29,396.00	0.00
Building Inspector Expense	1,500.00	1,500.00	646.41	853.59
	1,500.00	1,500.00	646.41	853.59
Gas Inspector Salary	3,500.00	3,500.00	3,500.00	0.00
	3,500.00	3,500.00	3,500.00	0.00
Plumbing Inspector Salary	3,500.00	3,500.00	3,500.00	0.00
	3,500.00	3,500.00	3,500.00	0.00
Electrical Inspector Salary	12,000.00	12,000.00	12,000.00	0.00
	12,000.00	12,000.00	12,000.00	0.00

EMERGENCY MANAGEMENT

Communications	2,600.00	2,600.00	173.45	2,426.55
Office Supplies	0.00	0.00	636.67	-636.67
Other Supplies	250.00	250.00	1,875.00	-1,625.00
In-State Travel	150.00	150.00	0.00	150.00
New Equipment	1,000.00	1,000.00	0.00	1,000.00
	4,000.00	4,000.00	2,685.12	1,314.88

ANIMAL CONTROL/DOG OFFICER

Stipend	11,000.00	11,000.00	11,000.00	0.00
Supplies	2,000.00	2,000.00	0.00	2,000.00
	13,000.00	13,000.00	11,000.00	2,000.00

TREE WARDEN

Services & Supplies	22,150.00	22,150.00	21,874.20	275.80
	22,150.00	22,150.00	21,874.20	275.80

TOTAL PUBLIC SAFETY	1,438,252.00	1,495,827.08	1,441,610.97	54,216.11
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EDUCATION

G.D.R.S. District	6,156,947.00	6,156,947.00	6,156,947.00	0.00
G.D.R.S. District Debt	243,479.00	243,479.00	243,479.00	0.00
G.D.R.S. Capital Assessment	119,618.00	119,618.00	119,618.00	0.00
G.L.R.V.T.H.S.	264,072.00	264,072.00	263,522.00	550.00
G.L.R.V.T.H.S. Distric Debt	34,218.00	34,218.00	34,218.00	0.00
	6,818,334.00	6,818,334.00	6,817,784.00	550.00

TOTAL EDUCATION	6,818,334.00	6,818,334.00	6,817,784.00	550.00
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PUBLIC WORKS & FACILITIES

HIGHWAY DEPARTMENT

Wages Operations Staff	202,151.00	202,151.00	203,462.40	-1,311.40
Part Time Wages	5,547.00	5,547.00	0.00	5,547.00
Clerical Wages	18,119.00	18,119.00	18,628.83	-509.83
Overtime	5,600.00	5,600.00	2,880.68	2,719.32
	231,417.00	231,417.00	224,971.91	6,445.09

Energy	6,760.00	6,760.00	6,930.15	-170.15
Repair & Maintenance	42,840.00	42,840.00	41,702.50	1,137.50
Paving Service	67,500.00	67,500.00	67,500.00	0.00
BrushSigns& Line Paint	28,239.00	28,239.00	24,756.49	3,482.51
Repair & Maintain Building	5,000.00	5,000.00	1,811.43	3,188.57
Leases & Rentals	13,063.00	13,063.00	13,027.03	35.97
Professional & Technical	3,000.00	3,000.00	451.64	2,548.36
Communication	5,304.00	5,304.00	1,534.31	3,769.69
Office Supplies	902.00	902.00	427.31	474.69
Custodial & Housekeeping Supplies	0.00	0.00	22.48	-22.48
Vehicular Supplies	33,000.00	33,000.00	13,614.67	19,385.33
Public Works Supplies	8,375.00	8,375.00	6,116.85	2,258.15
	213,983.00	213,983.00	177,894.86	36,088.14

Higway Hot Box (5/18)	0.00	1,500.00	0.00	1,500.00
Highway Truck (5/18)	0.00	1,833.25	0.00	1,833.25
Road Paving (5/19)	48,000.00	48,000.00	48,000.00	0.00
	48,000.00	51,333.25	48,000.00	3,333.25

Snow Removal

Wages	56,175.00	56,175.00	42,607.64	13,567.36
Overtime	0.00	0.00	2,700.00	-2,700.00
Snow Removal Repair & Maintain	5,583.00	5,583.00	17,802.25	-12,219.25
Snow Removal Outside Plow Companies	25,583.00	25,583.00	27,319.25	-1,736.25
Snow Removal Vehicular Supplies	6,090.00	6,090.00	8,290.74	-2,200.74
Snow Removal Salt	192,454.00	174,587.00	81,419.18	93,167.82
	285,885.00	268,018.00	180,139.06	87,878.94

Transfer to Water Enterprise Fd	0.00		35,248.50	-35,248.50
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Street Lights	11,500.00	14,700.00	12,819.10	1,880.90
	11,500.00	14,700.00	12,819.10	1,880.90

TRANSFER STATION / LANDFILL

Landfill Expense	2,900.00	2,900.00	2,827.30	72.70
Transfer Station Professional and Tech	4,500.00	4,500.00	0.00	4,500.00
Transfer Station Other Purchases	2,000.00	2,000.00	0.00	2,000.00
	9,400.00	9,400.00	2,827.30	6,572.70

Transfer Station PR Yr Encumbrance	0.00	4,500.00	3,429.93	1,070.07
	0.00	4,500.00	3,429.93	1,070.07

CEMETERY DEPARTMENT

Wages	11,500.00	11,500.00	11,500.00	0.00
Water	750.00	750.00	572.00	178.00
Other Property Related Services	2,000.00	2,000.00	624.10	1,375.90
Repair & Maintenance Service	600.00	600.00	2,930.08	-2,330.08
Building & Equipment Repair	1,000.00	1,000.00	534.33	465.67
Other Supplies	600.00	600.00	49.11	550.89
Groundskeeping Supplies	1,100.00	1,100.00	0.00	1,100.00
	6,050.00	6,050.00	4,709.62	1,340.38

TOTAL PUBLIC WORKS	817,735.00	810,901.25	701,540.28	109,360.97
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HUMAN SERVICES**BOARD OF HEALTH**

Clerical Wages	12,522.00	12,522.00	10,216.96	2,305.04
	12,522.00	12,522.00	10,216.96	2,305.04
Rentals & Leases	1,700.00	1,700.00	0.00	1,700.00
Communication	400.00	400.00	192.00	208.00
Office Supplies	400.00	400.00	188.06	211.94
Dues & Memberships	400.00	400.00	150.00	250.00
Nashoba Assessment	8,610.00	8,610.00	8,585.92	24.08
Nashoba Nursing	4,100.00	4,100.00	3,918.20	181.80
Mental Health Assessment	400.00	400.00	0.00	400.00
TADS Program	2,000.00	2,000.00	2,000.00	0.00
	30,532.00	30,532.00	25,251.14	2,975.82

COUNCIL ON AGING

Wages	8,500.00	8,500.00	8,500.00	0.00
	8,500.00	8,500.00	8,500.00	0.00
COA Bus	6,500.00	6,500.00	3,744.40	2,755.60
Office Supplies	250.00	250.00	114.26	135.74
Food Service Supplies	4,500.00	4,500.00	4,183.50	316.50
In State Travel	1,250.00	1,250.00	252.01	997.99
Dues and Memberships	400.00	400.00	495.00	-95.00
	12,900.00	12,900.00	8,789.17	4,110.83

VETERANS SERVICES

Salary	5,691.00	5,691.00	5,691.00	0.00
	5,691.00	5,691.00	5,691.00	0.00
Professional & Technical	700.00	700.00	31.86	668.14
Communication	1,632.00	1,632.00	1,945.43	-313.43
Office Supplies	800.00	800.00	389.48	410.52
Other Supplies	400.00	400.00	0.00	400.00
Food Services	400.00	400.00	198.00	202.00
In State Travel	100.00	100.00	0.00	100.00
Dues & Memberships	60.00	60.00	50.00	10.00
Veteran's Benefits	20,000.00	1,551.50	192.00	1,359.50
	24,092.00	5,643.50	2,806.77	2,836.73

TOTAL HUMAN SERVICES	81,715.00	63,266.50	51,038.08	12,228.42
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CULTURE & RECREATION**LIBRARY**

Wages	112,911.00	112,911.00	112,495.50	415.50
	112,911.00	112,911.00	112,495.50	415.50
Energy	15,000.00	15,000.00	16,351.51	-1,351.51
Water	500.00	500.00	561.00	-61.00
Repair & Maintenance	3,200.00	3,200.00	4,105.14	-905.14
Other Property Related Services	2,500.00	2,500.00	3,322.12	-822.12
Communication	550.00	550.00	574.02	-24.02
Office Supplies	1,300.00	1,300.00	2,846.54	-1,546.54
Other Supplies Collection Materials	36,000.00	36,000.00	26,437.18	9,562.82
Library Art 8 FY16 STM Design/Rep Egress	0.00	2,040.00	1,047.02	992.98
	59,050.00	61,090.00	55,244.53	5,845.47

MVL Consortium Dues	13,300.00	13,300.00	13,300.00	0.00
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TECHNOLOGY	25,700.00	26,900.00	26,900.00	0.00
	25,700.00	26,900.00	26,900.00	0.00

RECREATION COMMISSION

Other Purchased Services	6,400.00	6,400.00	5,742.00	658.00
	6,400.00	6,400.00	5,742.00	658.00

PARKS DEPARTMENT				
Energy	3,000.00	3,000.00	1,155.64	1,844.36
Other Property Related Services	44,000.00	44,000.00	50,892.34	-6,892.34
Other Services	9,000.00	9,000.00	3,952.02	5,047.98
	56,000.00	56,000.00	56,000.00	0.00
MEMORIAL DAY				
	700.00	700.00	0.00	700.00
	700.00	700.00	0.00	700.00
TOTAL CULTURE & RECREATION	274,061.00	277,301.00	269,682.03	7,618.97
DEBT SERVICE				
Long Term Debt	299,000.00	160,000.00	160,000.00	0.00
Long Term Interest	29,006.00	29,006.00	25,706.00	3,300.00
Temporary Loan Interest	3,300.00	3,300.00	1,349.75	1,950.25
	331,306.00	192,306.00	187,055.75	5,250.25
TOTAL DEBT SERVICE	331,306.00	192,306.00	187,055.75	5,250.25
Transfers - Other				
Transfers to Capital Projects	0.00	139,000.00	139,000.00	0.00
A9 ATM 5/19 Transfer Cap Project-Backhoe	52,000.00	52,000.00	52,000.00	0.00
	52,000.00	191,000.00	191,000.00	0.00
TOTAL TRANSFERS-OTHER	52,000.00	191,000.00	191,000.00	0.00
INSURANCE & BENEFITS				
County Retirement	274,244.00	275,071.82	275,071.82	0.00
Insurances:				
Group Health Insurance	264,100.00	282,100.00	282,095.61	4.39
Medicare Town Share	29,060.00	29,060.00	27,940.61	1,119.39
Liability (Buildings, Vehicles, Workers)	114,026.00	114,026.00	109,132.00	4,894.00
	681,430.00	700,257.82	694,240.04	6,017.78
TOTAL INSURANCE & BENEFITS	681,430.00	700,257.82	694,240.04	6,017.78
State Assessment				
	0.00		3,295.00	-3,295.00
	0.00	0.00	3,295.00	-3,295.00
TOTAL STATE ASSESSMENTS	0.00	0.00	3,295.00	-3,295.00
TOTAL GENERAL FUND	11,070,283.00	11,152,213.47	10,869,953.25	282,260.22
DEPARTMENTAL PAYMENTS				

Town of Dunstable
STATEMENT OF CHANGE IN FUND BALANCE - SPECIAL REVENUE FUNDS
JULY 1, 2019 - JUNE 30, 2020

ACCOUNT NUMBER		BALANCE 6/30/2019	RECEIPTS	TRANS.	EXPENDED PAYROLL	EXPENDED OTHER	BALANCE 6/30/2020
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	1,594.02	2,374.25		-		3,968.27
2022-01-161-3280-0000-000	Extended Polling Hours State Grant	9,427.24	574.62		319.50		9,682.36
2150-10-210-3560-0000-000	Police Special Duty	2,284.76	130,967.31		137,215.91		(3,963.84)
2240-04-430-4320-0000-000	SW Disposal Revolving	-	150,150.00			89,317.80	60,832.20
2260-00-000-3590-0000-000	Permit Fee Revolving	(20.00)	3,185.00			4,025.00	(860.00)
2265-10-175-3590-0000-000	ANR Revolving	38.79	3,575.00			3,104.38	509.41
2280-10-171-3560-0000-000	Wetland By-Law Fees	-	25.00			-	25.00
2320-00-000-0000-0000-000	Res Res 91 River St	200,000.00	-			-	200,000.00
2390-12-422-3520-0000-000	Hwy Chapter 90 Improvement Grant	(25,882.21)	113,046.34			168,659.96	(81,495.83)
2440-10-491-3280-0000-000	Cemetery Revolving Fund	0.00	6,745.00		3,445.00	3,300.00	0.00
2470-10-631-3560-0000-000	Town Recreation Revolving Fund	23,631.66	1,200.00			7,003.43	17,828.23
2475-10-210-3560-0000-000	Law Enforcement Revolving	3,278.77	-			1,200.00	2,078.77
2480-10-541-3560-0000-000	COA Transportation Revolving Fund	4,408.10	600.00			600.00	4,408.10
2600-13-122-3560-0000-000	Butterfield Relief/Poor	13,042.64	713.00				13,755.64
2602-13-491-3560-0000-003	Butterfield Cemetery Fund	18,960.08	1,425.00				20,385.08
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	20.00				525.00
2605-13-541-3560-0000-002	Elder Affairs Donations	9,765.62	1,498.75			414.96	10,849.41
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	79.04	-				79.04
2611-13-610-3560-0000-008	Library Germaine Crawford	681.84	-			150.00	531.84
2612-13-610-3560-0000-009	Library Lloyd Barnes Mem.	141.00	-				141.00
2614-13-631-3560-0000-000	Dunstable Road Race Donations	316.12	-				316.12
2615-13-699-3560-0000-000	Cultural Council Grant	5,689.27	4,814.09			5,225.00	5,278.36
2616-13-699-3560-0000-001	Cultural Council Fundraiser	133.20	-				133.20
2617-13-693-3560-0000-000	Summer Concert Donations	15,661.39	6,692.30			2,765.00	19,588.69
2618-13-610-3560-0000-003	Library Trustee Account	19,132.74	6,274.83			9,470.40	15,937.17
2623-13-610-3560-0000-028	Library Helen Kennedy Mem	17,171.95	-				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	640.22	-				640.22
2630-13-000-3280-0000-000	Korean/Vietnam Memorial Donatio	17.67	-				17.67
2631-13-000-3280-0000-000	Flag Donations	714.74	-				714.74
2661-10-171-3560-0000-000	Conservation Wetland Act	19,052.65	67.50			125.00	18,995.15
2662-20-171-3300-0000-000	Town Forest Timber	11,944.10	42,886.15				54,830.25
2779-11-233-3590-0000-000	FEMA-Covid 19	-	6,279.00		24,579.70	8,982.72	(27,283.42)
2782-11-422-3510-2009-000	FEMA Ice Storm Grant	30,476.00	-				30,476.00
2787-12-220-3510-0000-000	FEMA Fire Recruit	25.00	25,356.00			41,481.46	(16,100.46)
2788-00-220-3510-0000-000	Fire-MIIA Grant	-	1,330.00			1,330.00	-
2791-02-220-4663-2020	Fire-Turnout Gear	-	-	-		2,408.00	(2,408.00)
2800-12-541-3520-0000-000	Elder Affairs Grant	-	6,108.00		4,724.78		1,383.22
2801-12-541-3520-0000-001	Elder Affairs Pharmacy	163.61	-				163.61
2802-12-610-3520-0000-001	Library Incentive Grant	274.30	2,549.85				2,824.15
2803-12-610-3520-0000-002	Library Equal. Grant	610.67	1,472.87			76.44	2,007.10
2804-12-610-3520-0000-000	Library NR Circulation Grant	857.17	145.46				1,002.63
2815-00-000-3590-0000-000	Community Compact Grant	3,279.96	-				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	1,817.05			1,878.75	-
2832-12-220-3280-0000-000	Fire SAFE State Grant	2,263.38	3,065.00		2,595.00	1,456.78	1,276.60
2833-12-220-3280-0000-000	Fire Senior SAFE Grant	1,060.91	2,055.00		168.00	654.34	2,293.57
2840-12-291-3520-2009-000	Emergency Management Grant	2,283.90	-				2,283.90
2860-00-000-3280-0000-000	Conservation Restriction Grant	(254,280.00)	255,390.00				1,110.00
2870-12-433-3590-0000-000	Sustain Materials Grant	-	10,306.56			3,013.07	7,293.49
		437,730.35	527,012.37	-	173,047.89	353,629.42	436,282.12

	3010	3019	3018	3016	3017	3015	6/30/2020
	Highway Truck	Highway Backhoe	Water Systems Improv Proj	Water System Engineering	Main Street Engineering	Salt Shed	TOTAL CAPITAL PROJECTS
Revenue				-		18,000.00	18,000.00
Expenditures	-	87,000.00	1,418,291.48	1,100.00	40,906.97	-	1,547,298.45
Surplus/Deficit	(132,000.00)	(87,000.00)	(1,448,400.37)	(1,100.00)	49,966.20	18,000.00	(1,529,298.45)
Transfers In	33,000.00	0.00	0.00	38,000.00	50,000.00	18,000.00	139,000.00
Transfers Out							-
Change in Fund Balance	(99,000.00)	(87,000.00)	(1,448,400.37)	36,900.00	99,966.20	36,000.00	(1,461,534.17)
Beg Fund Balance	(131,000.00)		-	(158,692.88)	49,966.20	(107,000.00)	(346,726.68)
Change in Fund Balance	(99,000.00)	(87,000.00)	(1,448,400.37)	36,900.00	99,966.20	20,000.00	(1,477,534.17)
End Fund Balance	99,000.00	87,000.00	1,448,400.37	(36,900.00)	(13,173.24)	144,312.91	1,728,640.04
Cash	1,000.00	-	(6,284.48)	(7,792.88)	59,059.23	-	45,981.87
TOTAL ASSETS	1,000.00	-	(6,284.48)	(7,792.88)	59,059.23	-	45,981.87
Bond Anticipation Note	(99,000.00)	(35,000.00)	-	(114,000.00)	-	(89,000.00)	(337,000.00)
TOTAL LIABILITIES	(99,000.00)	(35,000.00)	-	(114,000.00)	-	(89,000.00)	(337,000.00)
Undesignated Fund Balance	98,000.00	35,000.00	7,116.48	121,792.88	(59,059.23)	89,000.00	291,850.13
TOTAL FUND BALANCE	98,000.00	35,000.00	7,116.48	121,792.88	(59,059.23)	89,000.00	291,850.13
TOTAL LIABILITIES & FUND EQUITY	(1,000.00)	-	7,116.48	7,792.88	(59,059.23)	-	(45,149.87)

**TOWN OF DUNSTABLE
WATER ENTERPRISE FUND
JULY 1, 2019 - JUNE 30, 2020**

	Budget	Actual	
Fund Balance as of July 1, 2019			
Reserve for Encumbrances		-	
Reserve for Continuing Appropriations		-	
Unreserved Retained Earnings/(Deficit)		17,740.14	
			17,740.14
 Receipts:			
User Charges		101,929.60	101,929.60
Special Assessments			
Interest on Charges		61.86	61.86
Connection Fees		-	-
Interest on Investment		171.22	171.22
Miscellaneous			1,875.00
			<hr/>
Intergovernmental(Budgeted Transfer)			35,248.50
			 139,286.18
 Expended:			
Wages	15,500.00		14,594.72
Energy	9,800.00		10,906.43
Repair & Maintenance	6,000.00		5,491.00
Training	500.00		-
Professional Services	82,000.00		111,205.41
Communication	200.00		161.57
Office Supplies	500.00		-
Building & Equip/Maint Supplies	7,000.00		14,213.22
Public Works Supplies	6,700.00		113.97
Intergovernmental(Budgeted Transfer)	200.00		340.00
Dues & Memberships			
	0	-	
Special Projects, Capital Asset Repair			
	<hr/>	<hr/>	<hr/>
	128,400.00	-	157,026.32

Other Financing Uses-Intergovernmental

0.00

Fund Balances as of June 30, 2020:

Reserve for Encumbrances

0.00

Reserve for Continuing Appropriations

Unreserved Retained Earnings/(Deficit)

0.00

Combining Balance Sheet - Enterprise Funds
as of June 30, 2020
(Unaudited)

(Insert Name)
Enterprise Fund

<u>ASSETS</u>	
Cash and cash equivalents	3,850.43
Investments	
Receivables:	
User Fees	5,290.64
Special assessments	
Utility liens added to taxes	
Tax foreclosures	
Departmental	
Other receivables	
Due from other governments	
Due to/from other funds	
Prepays	
Inventory	
Fixed assets, net of accumulated depreciation	
Amounts to be provided - vacation and sick leave	
Total Assets	9,141.07
<u>LIABILITIES AND FUND EQUITY</u>	
Liabilities:	
Accounts payable	
Warrants payable	3,401.46
Accrued payroll and withholdings	448.97
Other liabilities	
Deferred revenue:	
User Charges	5,290.64
Special assessments	
Utility liens added to taxes	
Tax foreclosures	
Departmental	
Other receivables	
Due from other governments	
Due to other governments	
Due to/from other funds	
Vacation and sick leave liability	
Total Liabilities	9,141.07
Fund Equity:	
Reserved for encumbrances	
Reserved for expenditures	
Reserved for continuing appropriations	
Reserved for petty cash	
Reserved for appropriation deficit	
Reserved for debt service	
Unreserved retained earnings	
Investment in capital assets	
Total Fund Equity	0.00
Total Liabilities and Fund Equity	9,141.07

TOWN OF DUNSTABLE
EXPENDABLE TRUST FUNDS - CHANGES IN FUND BALANCE
June 30, 2020

<u>Account #</u>		<u>BALANCE</u> <u>6/30/2019</u>	<u>INCOME</u>	<u>TRANSFERS</u>	<u>EXPENDED</u>	<u>BALANCE</u> <u>6/30/2020</u>
2500-40-000-3300-0000-021	Stabilization Fund	324,041.17	4,921.26			328,962.43
2501-40-422-3300-0000-000	Highway Stabilization Fund	10,348.00	157.15			10,505.15
2502-40-450-3300-0000-000	Water Stabilization Fund	51,550.60	782.90			52,333.50
2619-13-171-3560-0000-019	Conservation Timber	567.00	5.68			572.68
2620-13-171-3560-0000-019	Conservation Land Fund	8,495.48	200.56		3,700.00	4,996.04
2621-13-610-3560-0000-022	James McKenna Memorial	4,620.46	65.30		300.00	4,385.76
2622-13-610-3560-0000-026	Majorie Olney Library	7,071.20	106.47			7,177.67
5300-04-491-3590-0000-000	Cemetery Perpetual Care	25,604.35	3,001.34		2,541.19	26,064.50
5301-04-491-3590-0000-001	H C Proctor Cemetery Chapel	28,093.58	423.03			28,516.61
5302-06-610-3590-0000-000	Asa T Butterfield Library	(90.36)	326.99			236.63
5304-04-491-3590-0000-006	E D & May Swallow Cemetery	1,020.45	34.19			1,054.64
5305-06-610-3590-0000-007	Ellen Kendall Library	2.61	0.79			3.40
5306-06-610-3590-0000-008	E R Bennett Grounds	946.11	21.78			967.89
5307-04-491-3590-0000-009	Fred Fletcher Cemetery	127.32	80.50			207.82
5308-04-491-3590-0000-011	Meeting House Hill Cemetery	2,654.24	61.05			2,715.29
5309-06-610-3590-0000-012	Owen Parkhurst	1,244.45	17.24			1,261.69
5310-04-491-3590-0000-013	Rideout Cemetery P C	758.21	17.46			775.67
5311-01-192-3590-0000-014	S A Parkhurst Roby Bldg Fund	93.04	31.51			124.55
5312-04-420-3590-0000-015	Sarah A Roby Highway Fund	4,994.28	90.26			5,084.54
5313-06-610-3590-0000-017	S A Parkhurst Free Lecture	2,160.26	107.83			2,268.09
5314-06-610-3590-0000-018	C & H Grasse Trust	406.55	156.70			563.25
8200-00-000-3590-0000-000	Unemployment Comp Fund	278.76	13,179.72			13,458.48
8509-00-000-3590-0000-000	Toby Scholarship Donations	163,841.46	2,488.31			166,329.77
8510-00-000-3010-0000-023	Scholarship Donations	406.88	6.12			413.00
8511-00-000-3010-0000-024	Educational Donations	1,062.85	16.00			1,078.85
8512-00-000-3010-0000-025	Senior Donations	2,827.01	42.58			2,869.59
8513-00-000-3590-0000-016	S A Parkhurst Charity	3,344.02	124.08		200.00	3,268.10
8514-00-000-3590-0000-010	H C Proctor Charity	1,419.11	92.13			1,511.24
TOTAL EXPENDABLE		<u>647,889.09</u>	<u>26,558.93</u>	<u>-</u>	<u>6,741.19</u>	<u>667,706.83</u>

TOWN OF DUNSTABLE
BALANCE SHEET - TRUST FUNDS
June 30, 2020

ASSETS	NON-EXPENDABLE	EXPENDABLE	TOTAL
Cash	118,539.54	667,206.83	785,746.37
Investment - Stock	500.00	-	500.00
TOTAL ASSETS	<u>119,039.54</u>	<u>667,206.83</u>	<u>786,246.37</u>
LIABILITIES			
Warrants Payable	-	-	-
TOTAL LIABILITIES	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES			
Harriett C Proctor Chapel		28,516.61	28,516.61
Asa T. Butterfield Library	21,200.00	236.63	21,436.63
Cemetery Perpetual Care	62,456.00	26,064.50	88,520.50
E D & May Swallow Cemetery	1,000.00	1,054.64	2,054.64
Ellen Kendall Library Fund	50.00	3.40	53.40
E R Bennett Public Grounds	500.00	967.89	1,467.89
Fred Fletcher Cemetery Fund	2,532.54	207.82	2,740.36
Meeting House Hill Cemetery	1,400.00	2,715.29	4,115.29
Owen Parkhurst Library Fund	1,000.00	1,261.69	2,261.69
Rideout Cemetery PC	401.00	775.67	1,176.67
Sarah Parkhurst Roby Bldg.	2,000.00	124.55	2,124.55
Sarah Roby Highway Fund	1,000.00	5,084.54	6,084.54
Sarah Parkhurst Free Lecture	5,000.00	2,268.09	7,268.09
Charles & Hazel Grasse Trust	10,000.00	563.25	10,563.25
Marietta Parkhurst Water	500.00		500.00
Conservation Timber Fund		572.68	572.68
Conservation Land Fund		4,996.04	4,996.04
James McKenna Memorial		4,385.76	4,385.76
Majorie Olney Library		7,177.67	7,177.67
Stabilizaion Fund		328,962.43	328,962.43
Stabilizaion Fund - Highway		10,505.15	10,505.15
Stablization Fund - Water		52,333.50	52,333.50
Unemployment Comp Fund		13,458.48	13,458.48
Toby Scholarship Donation		166,329.77	166,329.77
Scholarship Fund		413.00	413.00
Educational Fund		1,078.85	1,078.85
Senior Fund		2,869.59	2,869.59
Sarah Parkhurst Charity	5,000.00	3,268.10	8,268.10
Harriet C Proctor Charity	5,000.00	1,511.24	6,511.24
TOTAL FUND BALANCE	<u>119,039.54</u>	<u>667,706.83</u>	<u>786,746.37</u>
TOTAL LIABILITIES & FUND BALANCE	<u>119,039.54</u>	<u>667,706.83</u>	<u>786,746.37</u>

TOWN OF DUNSTABLE
STATEMENT OF LONG TERM DEBT GROUP OF ACCOUNTS
June 30, 2020

Not updated -last year's numbers

	<i>Original Loan</i>	<u>Balance 07/01/19</u>	<u>Retirements</u>	<u>Balance 06/30/20</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	225,000.00	75,000.00	300,000.00
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	20,000.00	6,500.00	26,500.00
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	235,000.00	78,500.00	313,500.00
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	700,000.00	(80,000.00)	620,000.00
TOTAL:		<u>1,180,000.00</u>	<u>80,000.00</u>	<u>1,260,000.00</u>

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF DUNSTABLE
WARRANT
ANNUAL TOWN MEETING – May 15, 2021

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 Larter Field, 80 Groton Street in said Dunstable on Saturday, May 15, 2021, at 10:00 a.m., and thereafter continuing from day to day until completed, with a back-up date of Saturday, May 22, 2021, at 10:00 a.m. in the event that inclement weather or other circumstances require a postponement, 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 - Unpaid Bills of FY19: 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 FY2019, including the following, or take any action in relation thereto.

Small Water Systems \$450.00

Sponsored by the Board of Selectmen

Requires a 4/5ths Vote

FISCAL YEAR 2021

ARTICLE 3 - Transfer to Water Enterprise Fund: To see if the Town will vote to appropriate from Free Cash (Surplus Revenue) 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 FY2021, or take any action in relation thereto.

Sponsored by the Advisory Board

FISCAL YEAR 2022

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 2022, beginning July 1, 2021, as follows, or take any action in relation thereto.

	FY20	FY21	FY22 (Proposed)
Town Clerk	\$37,315	\$38,210	\$38,974

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 2022, beginning July 1, 2021, or take any action in relation thereto.

Sponsored by the Advisory Board

ARTICLE 6 - Free Cash Transfer for FY22: To see what sum the Town will vote to appropriate from Free Cash (Surplus Revenue) to meet the appropriations of Fiscal Year 2022, beginning July 1, 2021 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 Board

ARTICLE 7 - 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 2022 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	\$120,000

Sponsored by the Advisory Board

ARTICLE 8 - Borrowing for Roads Department Loader: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money in order to pay for a Roads Department loader, including any appurtenant equipment, or take any action in relation thereto.

Sponsored by the Advisory Board

ARTICLE 9 - Borrowing for Fire Department Rescue Vehicle: To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money in order to pay for a Fire Department rescue vehicle, including any appurtenant equipment, or take any action in relation there.

Sponsored by the Advisory Board

ARTICLE 10 - Free Cash for Stormwater Permit Compliance: To see if the Town will vote to appropriate from Free Cash (Surplus Revenue) a sum of money to replenish the Stormwater Fund to continue compliance activities associated with our federal stormwater permit, or take any action in relation thereto.

Sponsored by the Town Administrator

ARTICLE 11 - Free Cash for Library Roof: To see if the Town will vote to appropriate a sum of money from Free Cash (Surplus Revenue) for the replacement of the roof at the Library, or take any action in relation thereto.

Sponsored by the Library Trustees

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 Regional School District

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 – McLoon House Preservation: 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 historic preservation of the McLoon House located at 59 Main Street, and to authorize the Board of Selectmen and the Community Preservation Committee to enter into any grant agreement or other agreements related to such appropriation, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ARTICLE 15 - CPC – High School Stadium: 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 allocation for the renovation of the Groton Dunstable High School Stadium, or take any action in relation thereto.

Sponsored by the Community Preservation Committee

ZONING AND GENERAL BYLAW AMENDMENTS

ARTICLE 16 - Town Center District Zoning Bylaw and Map Amendment: To see if the Town will vote to amend the Zoning Bylaws by making the following additions and deletions, 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 (deletions in ~~strike through~~ and insertions underlined):

1. Inserting under Section 3.2 Overlay Districts:

3.2(d) Town Center

An overlay district known as the Town Center District is hereby established. The Town Center District shall consist of those areas bounded and shown on a map entitled “Town Center District (TCD)” dated July 25, 2017, incorporated in these Zoning Bylaws. The Town Center District will overlay and be supplementary to the underlying zoning districts.

2. Amending the first sentence of Section 6.2.1(b)i. as follows:

Except as otherwise provided in these Zoning Bylaws, nNot more than one accessory dwelling unit may be established on a lot.

3. Adding a new Section 22 as follows:

Section 22. Town Center District.

A. Introduction: The Town Center District (TCD) is an overlay district established to provide a comprehensive set of criteria to be applied in Dunstable’s town center to distinguish its unique qualities from other business areas within the town. These criteria are established for the continuance and enhancement of the historic town center area as the functional and symbolic center of Dunstable. The intent of this district is to allow owners of existing historical home sites and qualifying new buildings to incorporate additional uses within principal or accessory buildings while maintaining the historic integrity of the structures, the site, and the town center area.

B. Purposes: The TCD is established to achieve the following objectives for the town: to maintain continuance and enhancement of the historical town center area; to generate a sense of pride and confidence in the preservation of history in the town center; to create and maintain an attractive and aesthetic cultural and business environment throughout the area; to maintain a consistently high level of design quality; to encourage pedestrian activity by creating a positive pedestrian experience; to protect property values through quality and design control; and to provide incentives for new and existing businesses in the town center area. Encourage the adaptive reuse of historic properties to maintain and increase property values.

C. Uses Permitted by Special Permit: Uses permitted by Special Permit from the Planning Board in the TCD are:

Note: For the purpose of this bylaw “existing buildings” is a building that is at least 10 years old at the time this bylaw was approved. The burden shall be upon the applicant to demonstrate compliance with this subsection

1. Conversion of existing one-family dwellings to 2-family dwellings;

2. Authorization of multi-family dwellings existing at the time of adoption of this subsection;

3. Conversion of existing buildings to incorporate a multi-family arrangement on upper floors of commercial buildings, with the number of such dwelling units being limited to no more than two per floor; and provided that the primary use of the first floor (at least 51% of the gross floor area) must be commercial;

4. Conversion of existing buildings for use as gift or antique shops;

5. Conversion of existing buildings for use as Bed and Breakfast Establishments in accordance with the provisions of Section 6.7.8. thru 6.7.11 of these Bylaws;

6. Conversion of existing buildings for use as restaurants, cafés, taverns or pubs, serving alcohol on premises (with no drive-up or drive-through service);

7. Conversion of existing buildings for the on-premises consumption and retail sales of alcohol products brewed or fermented on site.
8. Conversion of existing buildings for use as government, educational, not-for-profit or religious facilities;
9. Conversion of existing buildings for use as professional offices;
10. With regards to home occupations in the TCD, the provisions of Section 6.1.(g)v. shall apply, but the referral shall be to the Planning Board, which shall serve as the special permit granting authority for such uses in the TCD;
11. Conversion of existing buildings for use as museums, art galleries, art studios, performing arts theaters, and other similar cultural uses;
12. Conversion of existing buildings for use as agricultural cooperatives.

D. Requirements:

1. Any new construction in the TCD, which is incidental to any Special Permit, shall conform to the density and dimensional requirements in Section 11 of these Bylaws.
2. Applicants shall comply with the requirements for Site Plans as set forth in The Planning Board's Rules and Regulations Governing Site Plans in Dunstable, Massachusetts and Rules and Regulations Governing Special Permits in Dunstable, provided that specific requirements of such Rules and Regulations may be waived by the Planning Board at the request of the applicant as long as the Board deems that such waiver will not impair the due and proper interests of the Town or otherwise adversely affect the review process.
3. Applicants shall submit with the Site Plan package, an architectural design plan ensuring that changes to the building will preserve the integrity of the historical district.
4. The burden shall be upon any applicant to demonstrate that the building or buildings, which are the subject of the Special Permit application, were in existence at the time of adoption of this Section.
5. Any required parking for additional uses shall be located to the side or rear of the building and screened from view from the adjacent public way.

E. Criteria for Approval: In addition to the requirements of the above referenced Planning Board Rules and Regulations, the Planning Board may issue a special permit in the TCD upon finding that:

1. The appearance of the exterior of any existing building which is the subject to a Special Permit application under this Section shall not be substantially changed as viewed from any street adjacent to the site in order to make possible the use applied for. The historic architectural character of each building shall be maintained or restored. Buildings shall be rehabilitated to reveal their historic materials and details. Missing architectural elements shall be recreated. Significant existing materials shall be retained by stabilizing, repairing or matching them with compatible new materials as required.
2. Any renovations or replacement of an existing building shall be compatible with the historic architecture of the existing buildings in the TCD. The architectural character of each historic period is made up of several key factors. Each period interpreted these design elements in its own characteristic fashion. These factors or elements are:
Scale – Relationship to human size, form and perception.

Rhythm – The pattern of repeating elements such as windows, columns, arches and other façade elements, trees, other buildings, etc.

Form – Overall shapes, combinations or shapes as seen from different perspectives, skylines, and contours.

Massing – Height, setback of major building elements, roof panes.

Proportion – The relationship among the dimensions of various elements.

Features – Building elements such as windows, doors, cornices, roofs, porches, widow walks, balconies, cupolas, and decorative trim.

Materials – The “skin” of each building, consisting traditionally of brick, cast iron, steel, sheet metal, wood, glass, terra cotta and slate.

Signs – Refer to Section 13 of the Zoning Bylaw.

Maintenance Advisory - Owners of all buildings should provide sufficient maintenance to keep such buildings from falling into a state of poor repair. Owners shall therefore be responsible for providing maintenance necessary to prevent the deterioration of the structure, which could cause either an unsafe condition or a detrimental effect upon the character of the Town Center District or which could lead to a later claim that deterioration has become so advanced that demolition or removal of the architectural features is necessary.

F. New Buildings in the TCD

1. The demolition of buildings in the TCD may be subject to the Demolition Delay Bylaw, General Bylaws, of the Town of Dunstable.

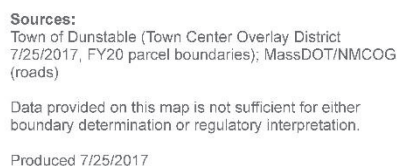
2. A new building located in the TCD may be governed by the TCD’s provisions if (i) it is constructed in the footprint of the original building on a parcel, and (ii) the Planning Board finds, through a special permit decision, that the building will be compatible with the other historic structures in the TCD.

3. Any replacement building in the TCD that does not qualify to be governed by the TCD’s provisions shall comply with all underlying rules and regulations of the Zoning Bylaw.

4. Amending Section 6.7. by adding the following:

6.7.12. Town Center Uses, as set forth in Section 22 of this Zoning Bylaw.

5. Amending the Zoning Map of Dunstable, Mass. by designating the new Town Center District, as shown on a map entitled “Town Center District (TCD)” dated July 25, 2017, and on file with the Town Clerk and available for inspection during regular Town Hall business hours.



ARTICLE 17 - Various Amendments to Zoning Bylaws: To see if the Town will vote to amend the Zoning Bylaws by making various housekeeping amendments concerning “Section 6.7 Uses Permitted by Special Permit” and “Section 20 Definitions” of the Zoning Bylaws 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 (deletions in ~~strickethrough~~ and insertions underlined):

~~6.7.9. Left blank intentionally [Amended ATM 5/13/19 Article 23]~~

~~6.7.9~~10.

~~6.7.10~~4. Minimum Special Requirements:

(a) The Bed and Breakfast establishment and operation shall be located within an existing owner (or tenant) occupied single family dwelling as of ~~existing~~ the adoption of this section. [Amended May 13, 2019 Article 23]

(g) No cooking facilities, including, but not limited to, stoves, microwave ovens, toaster ovens, and hot plates, shall be available to guests; ~~and no meals, except breakfast, shall be served to guests. Alcohol shall also be prohibited from being served on the premises to any Bed and Breakfast guest. Meals~~ provided shall be limited to the guests. Additionally, there shall be at least one (1) bathroom exclusively dedicated to the guests of the Bed and Breakfast establishment. [Amended May 13, 2019 Article 23]

~~6.7.11~~3. Mixed uses, as set forth in Section 23 of this Bylaw [subject to enactment].

SECTION 20. DEFINITIONS. In this bylaw, the following terms shall have the meanings described below:

20.3. A Bed and Breakfast Establishment is a single-family dwelling having a mixed use as a home for the residential owner or tenant and as an accessory use for guest(s) lodging on a short-term basis. Meals provided shall be limited to the guest(s) ~~shall be limited to breakfast~~. The home is to be the primary and legal residence of the owner or tenant. [Amended May 13, 2019 Article 23]

20.4. Boarding House. See Rooming House

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ARTICLE 18 - SECTION 29. COMMUNITY HOUSING. To see if the Town will vote to amend the Zoning Bylaws 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 (deletions in ~~strickethrough~~ and insertions underlined):

29.1 Purpose

The purpose of this Section is to promote the public health, safety and welfare by encouraging the creation of housing that more people can afford, especially people who live and work in the Town of Dunstable, in order to meet the Town's goal of providing diversity and to mitigate the impacts of market-rate residential development on housing costs.

29.2 Definitions

As used in this By-law:

29.2.1 "Area Median Income (AMI)" shall mean the median income of the Lowell Metropolitan Statistical Area, or other applicable area as may be determined or defined by the U.S. Department of

Housing and Urban Development regulations, at 24 C.F.R. 5.609, adjusted for household size, as amended from time to time.

29.2.2 "Community Housing" shall mean housing for an eligible household for which, in perpetuity, the maximum sale/resale price or the maximum rent shall be as set forth in the LIP Guidelines.

29.2.3 "Eligible Household" shall mean a household whose total combined annual income does not exceed 80% of AMI.

29.2.4 "Local Initiative Program (LIP)" shall be as set forth in 760 CMR 56.00 and the guidelines enacted thereunder, as may be amended from time to time (the LIP Guidelines).

29.2.5 "Phased or Segmented Project" shall mean a Project on one or more adjoining lots, which lot or lots is/are in common ownership or common control at the time of application for a building permit or within four years prior to such application, for which one or more building permits is/are sought within a period of four years from the date of application for any building permit for the Project.

29.2.6 "Project" shall mean developments subject to the Community Housing requirements of this Section.

29.2.7 "Residential" shall mean housing that is single-family, duplex, multiple family, apartment, townhouse, garden apartment, boarding and lodging, and conversion of a single-family home into more than one Residential unit.

29.3 Applicability

This Section shall apply to the issuance of certificates of occupancy for (a) the creation of ~~six (6) or more~~ a residential subdivision units, including Phased or Segmented Projects, whether by new construction, expansion of floor space of existing buildings, reconfiguration of floor space resulting in a reduction in the number of Residential units, or change of use in one or more existing buildings and (b) to any subdivision of land, in accordance with M.G.L. c. 41, Sec. 81U, for the development of ~~six (6) or more~~ Residential units, including Phased or Segmented Projects.

29.4 Community Housing Requirements

29.4.1 One of the first six units in a Project with Residential Units shall be Community Housing. In a Project with more than six total units, one of each of the next six units shall be Community Housing. ~~Fractional numbers shall be rounded to the nearest whole number.~~ Section 29.6 shall apply to any fractional number ~~rounded down~~ of units.

29.4.2 Community Housing units shall meet all LIP requirements. To the extent this Section (or rules promulgated thereto) is inconsistent with LIP requirements; the more stringent requirement shall prevail. To the extent that it is not clear whether the requirements of LIP or this Section are more stringent, the LIP requirements shall prevail.

29.4.3 There shall be a local preference for Community Housing units as may be consistent with the LIP Guidelines and federal and state law.

29.5 Community Housing Administration

29.5.1 The Board of Selectmen or a designee shall be charged with the administration of this program, including the monitoring of the long-term affordability of all Community Housing units.

29.5.2 Prior to issuance of the certificate of occupancy for the first market rate dwelling unit within a Residential Subdivision Project with ~~six or more~~ any affordable units the applicant shall submit to the Board of Selectmen or the designee, for review and approval, the following documents:

1. A housing plan showing the location, square footage, unit types, number and types of rooms, and location of all units (designating the Community Housing units) and number of Community Housing Units. Also to be included are elevations, floor plans, outline specifications for the market-rate and the Community Housing units (demonstrating comparability between Community Housing and market-rate units);
2. A proposed deed rider or rental restrictions, monitoring services agreement, regulatory agreement (if required by LIP), condominium documents (or outline of the affordability requirements), and marketing plan (including the tenant selection plan) and any other materials requested by the Board of Selectmen or the designee.
3. If a condominium is proposed, the condominium documents shall meet the following requirements:
 - a. Percentage (beneficial) interests shall be based on the sales price of the Community Housing units at the time of the recording of the master deed;
 - b. All votes shall be one unit - one vote except where the condominium statute requires percentage/beneficial interest votes. See G.L. c.183, S. 10;
 - c. There shall be no amendments to the Community Housing provisions;
 - d. In the event of condemnation or casualty or purchase by other than an Eligible Household (i.e. such a household cannot be located) – excess proceeds above maximum sale or resale price shall to be donated to the Town's Affordable Housing Trust Fund established pursuant to G.L. c. 44, s. 55C.
4. Any costs associated with technical review required by the Board of Selectmen or the designee to review the housing plan, the documents subject to legal review or to otherwise administer this program, shall be paid by the applicant.

29.5.3 The Building Commissioner shall not issue any certificate of occupancy for a dwelling unit within a Residential Project that has not complied with the requirements of this Section.

~~29.6 Smaller Developments~~

~~In a smaller development of less than six units, or in a Project of more than six units where a fractional number has been rounded down, prior to the issuance of the certificate of occupancy for each market rate dwelling unit, the developer shall be required to make a payment in lieu to the Town's Affordable Housing Trust Fund in accordance with the following formula:~~

~~Sales Price of Unit X Contribution Factor~~

~~The Contribution Factor is based upon the number of units in the subdivision:~~

~~Number of Units in Subdivision ————— Contribution Factor~~

~~2 to 5 ————— 3%~~

The development of one single family unit shall be exempt from this requirement.

Example: The Trust Payment due upon the initial sale of a \$500,000 unit in a 5 unit Project would be \$500,000 x .03 = \$15,000

29.6 Subdivision developments where the number of units is not evenly divisible by six (6).

Prior to the issuance of a certificate of occupancy for each market rate dwelling unit, the developer shall be required to make a payment to the Town's Affordable Housing Trust Fund. This payment will be based on the remaining number of units after the total number of units in the subdivision is divided by six (6) times 3% of the average price of the market rate units.

Mathematically expressed as:

(Number of Units mod 6) X (3% of average price of market rate units)

The 3% rate is based on the fact that the affordable unit must sell for 20% less than the market rate units. Spreading this 20% reduction in total gross revenue across six (6) units would be 3.33% per unit.

Examples:

Each of these examples reflects the one (1) of every six (6) units must be an affordable unit.

Example 1: The Trust Payment due upon the initial sale of a \$500,000 unit in a 5 unit subdivision Project where the average asking price is \$500,000:

5 mod 6 = 5 remaining units.

5 remaining units X (0.03 X \$500,000) = \$75,000

Instead of making this Trust Payment the developer has the option to make one of the remaining 5 units an affordable unit.

Example 2: The Trust Payment due in a 6 unit subdivision Project where the average asking price is \$500,000, 1 of the units must be affordable:

6 mod 6 = 0 remaining units.

0 remaining units X (0.03 X \$500,000) = \$0

Example 3: The Trust Payment due in a 18 unit subdivision Project where the average asking price is \$500,000, 3 of the units must be affordable:

18 mod 6 == 0 remaining units

0 remaining units X (0.03 X \$500,000) = \$0

Example 4: The Trust Payment due in a 22 unit subdivision Project, where 3 of the units must be affordable:

22 mod 6 == 4 remaining units

4 remaining units X (0.03 X \$500,000) = \$60,000

Instead of making this Trust Payment the developer could decide to make one of the remaining 4 units an affordable unit.

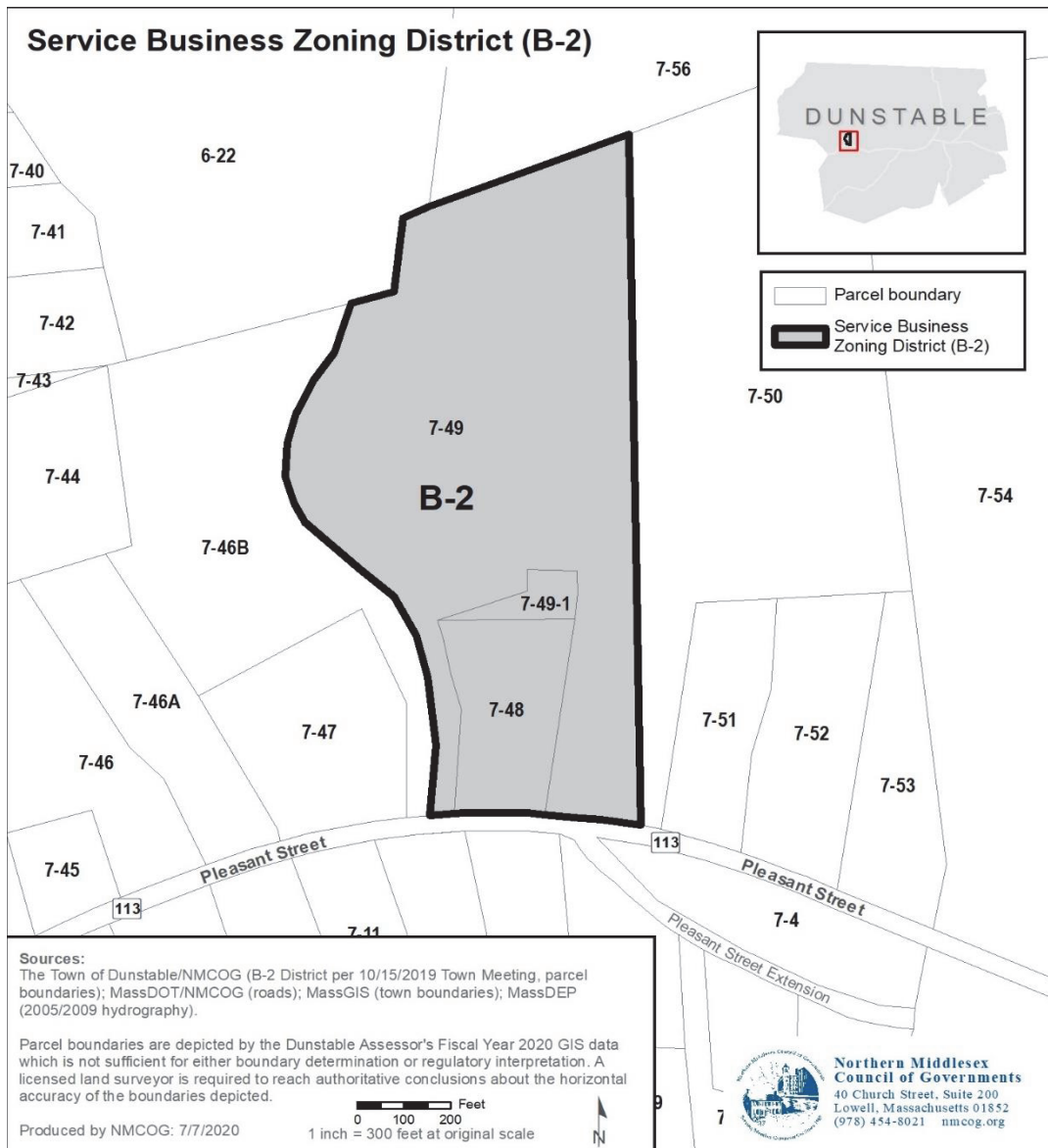
29.6.1 The Planning Board may authorize a payment to the Affordable Housing Trust Fund, determined in accordance with 29.6, in lieu of providing some or all of the affordable units otherwise required for the Project.

29.7 Community Housing Rules

The Board of Selectmen may promulgate rules for the implementation of this program.

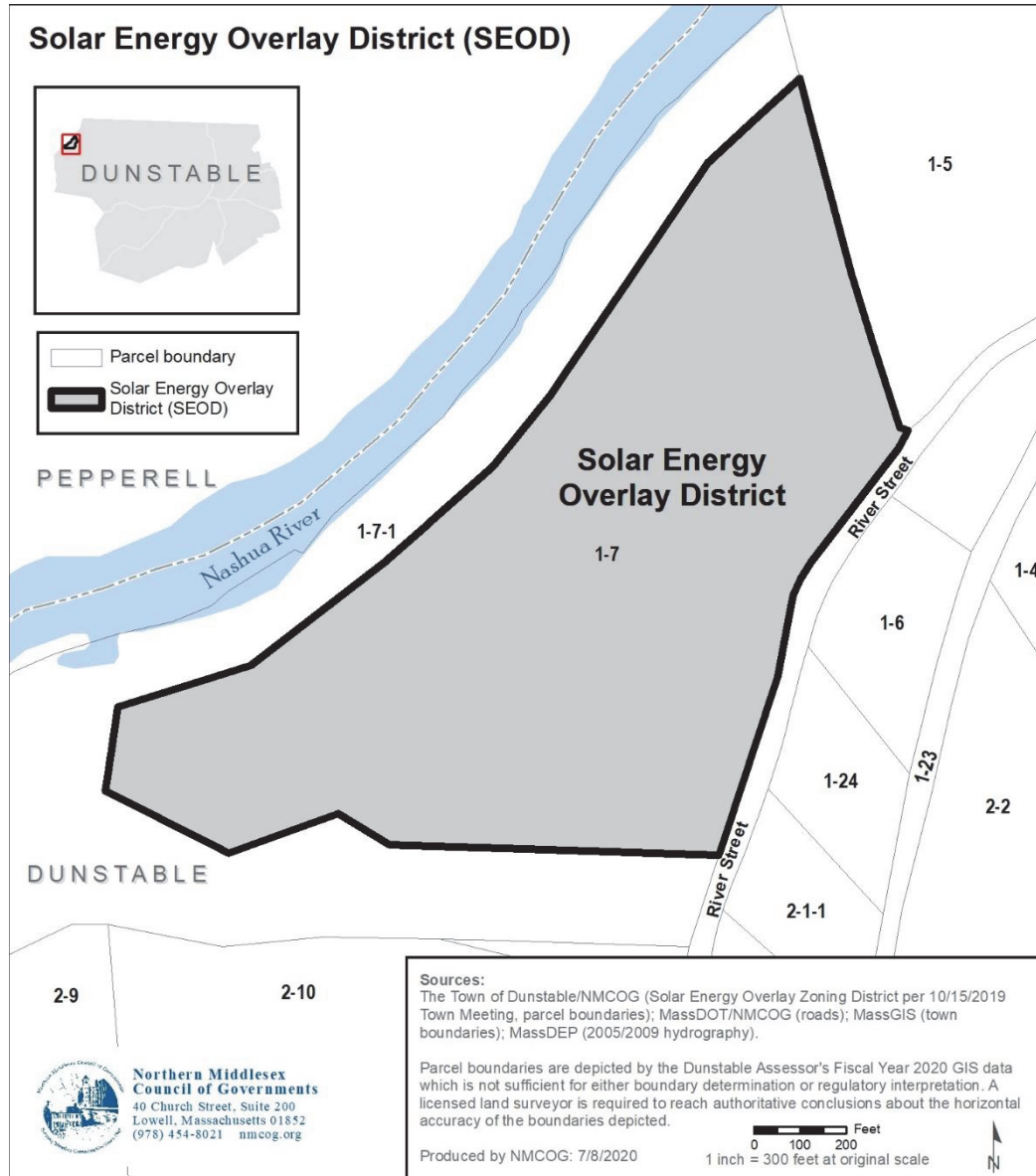
Sponsored by the Planning Board

ARTICLE 19 - Section 2. Zoning Map. To see if the Town will vote to amend the Zoning Bylaws by removing the map in B-2 Service Business District and replacing it with the map below, or take any action in relation thereto:



Sponsored by the Planning Board

ARTICLE 20 - Section 2. Zoning Map. To see if the Town will vote to amend the Zoning Bylaws by removing the map in the Solar Energy Overlay District and in Section 32. Solar Overlay District and replacing them both with the map below, and/or take any action in relation thereto:



Sponsored by the Planning Board

ARTICLE 21 - Section 11.8 Growth Rate Limitation. To see if the Town will vote to amend the Zoning Bylaw relative to Growth Rate Limitation by changing the lapse date in subsection 11.8.1 from Monday May 10, 2021 to Monday May 12, 2031, or take any action in relation thereto.

Sponsored by the Planning Board

ARTICLE 22 - Amending the Advisory Board Bylaw: To see if the Town will vote to amend the General Bylaws by amending Section 1 of the Advisory Board Bylaw as follows, or take any action in relation thereto (deletions in strikethrough and insertions underlined):

Section 1. There shall be an Advisory Board consisting of six legal voters of the town, each of whom shall be elected for a term of three (3) years on the Official Ballot of the Annual Town Meeting. No elective town officer shall be eligible or qualified to serve on said Board. A quorum of the Board shall be a majority of the members then serving on the Board, but in no event shall the quorum be less than three (3). An affirmative vote of the Board shall require a majority of the members present and voting at a meeting, but in no event less than three (3).

Sponsored by the Advisory Board

ARTICLE 23 - Stormwater Management and Erosion Control and Post Construction Bylaw: To see if the Town will vote to amend the General Bylaws by amending adopting a new bylaw as follows or take any action in relation thereto:

1. PURPOSE

1.1 To acknowledge and address the fact that the United States Environmental Protection Agency has identified sedimentation and polluted stormwater runoff from land disturbance activities and polluted stormwater runoff from land development as major sources of water pollution, impacting drinking water supplies, natural habitats, and recreational resources;

1.2 To provide for the health, safety, and general welfare of the citizens of the Town of Dunstable through the protection of water bodies and groundwater resources by the regulation of activities that result in disturbance of land and the creation of stormwater runoff;

1.3 To establish the Town of Dunstable's legal authority to ensure compliance with the provisions of this Bylaw through the establishment of stormwater management standards and conditions that result in the minimization of offsite and downstream adverse impacts from development and redevelopment projects to abutters, townspeople and the general public;

2. OBJECTIVES

2.1 To comply with state and federal statutes and regulations relating to stormwater discharges of new and final conditions that result from development and redevelopment projects to minimize adverse impacts offsite and downstream which would be borne by abutters, townspeople and the general public and to ensure compliance with the provisions of this Bylaw through inspections, monitoring and enforcement by:

- (A) Protecting water resources;
- (B) Preventing pollutants from entering the Municipal Separate Storm Sewer System (MS4) and to minimize discharge of pollutants from the MS4;
- (C) Controlling the volume and rate of stormwater runoff resulting from land disturbance activities and redevelopment sites into the Town's stormwater drainage system in order to minimize and prevent potential impacts of flooding and erosion;
- (D) Requiring practices to manage and treat stormwater runoff generated from new development and redevelopment;
- (E) Protecting groundwater and surface water from degradation or depletion;
- (F) Promoting infiltration and the recharge of groundwater;
- (G) Requiring practices that minimize soil erosion and sedimentation;
- (H) Preventing flooding and erosion on abutting properties;
- (I) Ensuring that soil erosion and sedimentation control measures and stormwater runoff management practices are incorporated into the site planning and design process and are implemented and maintained;
- (J) Ensuring adequate long-term operation and maintenance of structural stormwater best management practices so they work as designed and;
- (K) Requiring practices to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction sites that may cause adverse impacts to water quality.

3. DEFINITIONS

ABUTTER: The owner(s) of land adjacent to a land disturbance site.

AGRICULTURAL USE: The normal maintenance or improvement of land in agricultural or aquacultural use, as defined by the Massachusetts Wetlands Protection Act (M.G.L. c. 131 § 40) and its implementing regulations (310 CMR 10.00).

ALTERATION OF DRAINAGE CHARACTERISTICS: Any activity on an area of land that changes the water quality, force, direction, timing or location of runoff flowing from the area. Such changes include: change from distributed runoff to confined, discrete discharge, change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.

APPLICANT: The owner of record of the land shown on any plan or application submitted for approval to the Planning Board or other approving authority in accordance with this Bylaw and its Regulations.

AUTHORIZED ENFORCEMENT AGENCY: The Town of Dunstable Planning Board, its employees or agents designated to enforce the requirements of this Bylaw.

BEST MANAGEMENT PRACTICE (BMP): An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff

THE BOARD: Town of Dunstable's Planning Board

CERTIFICATE OF COMPLETION: A document issued by the Issuer of a Land Disturbance Permit which confirms that all documents, final digital and hard copy as-built plans, and final reports have been submitted and all work required by the terms of a Land Disturbance Permit has been satisfactorily completed in accordance with this Bylaw and its Regulations.

CLEARING: Any activity that removes the vegetative surface cover and/or organic layer. Clearing activities generally include grubbing activity as defined below.

DESIGNATED AGENT: Any person or entity designated by the Planning Board and approved by the Board of Selectmen to assist in the administration, implementation and enforcement of this Bylaw and its Regulations.

DESIGN CRITERIA: Engineering design criteria as contained in the Regulations authorized under this Bylaw.

DETENTION: The temporary storage of stormwater runoff.

DEVELOPMENT: The modification of land to accommodate a new use or expansion of an existing use, usually involving construction.

DISTURBANCE OF LAND: Any action, including clearing and grubbing, that causes a change in the position, location, or arrangement of soil, sand, rock, gravel, or similar earth material.

EROSION: The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity, or vehicle traffic and the subsequent detachment and transportation of soil particles.

GRADING: Changing the level or shape of the ground surface

GRUBBING: The act of clearing land surface by digging up roots and stumps.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that limits water infiltrating the underlying soil. Impervious surface includes without limitation: roads, paved parking lots, sidewalks, sports courts and rooftops. Impervious surface also includes soils, gravel driveways, and similar surfaces with a Rational Method runoff coefficient greater than 0.85 or a NRCS Method Curve Number greater than 85.

LAND-DISTURBING ACTIVITY or LAND DISTURBANCE: Any activity, including clearing and grubbing, that causes a change in the position or location of soil, sand, rock, gravel, or similar earth material.

LAND DISTURBANCE PERMIT: A permit issued by the Planning Board or its Designated Agent pursuant to this Bylaw.

LOT: An area of land, in uniform ownership, with definite boundaries ascertainable by deed, plan, or other means.

MASSACHUSETTS ENDANGERED SPECIES ACT: (M.G.L. c. 131A) and its implementing regulations at (321 CMR 10.00) which prohibit the "taking" of any rare plant or animal species listed as Endangered, Threatened, or of Special Concern.

MASSACHUSETTS STORMWATER MANAGEMENT POLICY: The Policy issued by the Department of Environmental Protection, and as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act G.L. c. 131 § 40 and Massachusetts Clean Waters Act G.L. c. 21, §. 23-56. The Policy addresses stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity of runoff from a site.

MASSACHUSETTS WETLANDS PROTECTION ACT: (M.G.L. c.131, s. 40) and its implementing regulations (310 CMR 10.00)

MUNICIPAL STORM DRAIN SYSTEM or MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4): The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and/or other drainage structure that together comprise the storm drainage system owned or operated by the Town of Dunstable.

NEW DEVELOPMENT: Any construction activities or disturbance of land resulting in total earth disturbances equal to or greater than 22,000 square feet (or activities that are part of a larger common plan of development disturbing greater than 22,000 square feet) on an area that has not previously been developed to include impervious cover.

OPERATION AND MAINTENANCE PLAN: A plan developed by a Massachusetts licensed Professional Engineer (PE) describing the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

OUTFALL: The point at which stormwater flows out from a discernible, confined point source or concentrated conveyance into waters of the Commonwealth.

OUTSTANDING RESOURCE WATERS (ORWs): Waters designated by Massachusetts Department of Environmental Protection as ORWs. These waters have exceptional sociologic, recreational, ecological and/or aesthetic values and are subject to more stringent requirements under both the Massachusetts Water Quality Standards (314 CMR 4.00) and the Massachusetts Stormwater Management Standards. ORWs include vernal pools certified by the Natural Heritage Program of the Massachusetts Department of Fisheries and Wildlife and Environmental Law Enforcement, all Class A designated public water supplies with their bordering vegetated wetlands, and other waters specifically designated.

OWNER: Shall be the owner of record of the lot or lots shown on any plan submitted. The owner shall submit the title reference or references from the Middlesex North District Registry of Deeds or Land Court if Registered Land indicating the owner of record.

PAVEMENT: The surface of an area which consists of but is not limited to bituminous concrete, cement concrete, or paving bricks made of masonry or stone or like material that creates a impervious surface.

PAVING: The act of installing pavement.

PERMITTEE: The person who holds a Land Disturbance Permit and therefore bears the responsibilities and enjoys the privileges conferred thereby.

PERSON: An individual, partnership, association, firm, company, trust, corporation, other legally established entity, agency, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POINT SOURCE: Any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, or container from which pollutants are or may be discharged.

RECHARGE: Addition of stormwater runoff to the groundwater by natural or artificial means.

REDEVELOPMENT: Development, rehabilitation, expansion, demolition or phased projects that disturb the ground surface on previously developed sites.

REGULATIONS: The regulations promulgated by the Planning Board in accordance with Section 6.2 of this Bylaw.

RETENTION: The holding of stormwater runoff in a basin without release except by means of evaporation, infiltration, or emergency bypass.

RUNOFF: Rainfall, snowmelt, groundwater seepage or irrigation water flowing over the ground surface.

SEDIMENT: Mineral or organic soil material that is transported, by wind or water, from its origin to another location; the product of erosion processes.

SEDIMENTATION: The process or act of deposition of sediment.

SITE: Any lot or parcel of land or area of property where land-disturbing activities are, were, or will be performed.

SLOPE: The incline of a ground surface expressed as a ratio of horizontal distance to vertical distance.

SOIL: Earth materials including duff, humic materials, sand, rock, silt, clay and gravel.

STORMWATER: Stormwater runoff, snow melt runoff, surface water runoff and drainage.

STORMWATER MANAGEMENT PLAN: A document containing narrative, drawings and details prepared by a Massachusetts licensed qualified Professional Engineer (PE) which includes structural and non-structural best management practices to manage and treat stormwater runoff generated from regulated development activity. A Stormwater Management Plan also includes an Operation and Maintenance Plan describing the maintenance requirements for structural best management practices.

TOTAL SUSPENDED SOLIDS (TSS): Material, including but not limited to, trash, debris, soils, silts, sediment, particulates and sand suspended in stormwater.

WATERCOURSE: A natural or man-made channel through which water flows, including a river, brook, or stream.

WETLAND RESOURCE AREA: Areas specified in the Massachusetts Wetlands Protection Act M.G.L. c. 131, s.40 and regulations promulgated thereunder, and in the Town of Dunstable Wetlands Protection Bylaw and regulations promulgated thereunder.

WETLANDS: As defined in the Dunstable Wetlands Protection Bylaw and Conservation Commission regulations.

4. AUTHORITY

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, and pursuant to the regulations of the federal Clean Water Act found at 40 CFR 122.34.

5. APPLICABILITY

5.1 This Bylaw shall apply to all development and redevelopment operations, to all water entering directly or indirectly into the Municipal Storm Drain System on public or ways within the Town, and to any direct discharge into the surface waters, ground waters and watercourses within the Town. Except in accordance with a Land Disturbance Permit issued pursuant to this Bylaw, no person shall perform any Land Disturbance that results in one or more of the Regulated Activities defined in Section 5.2 that is not an Exempt Activity listed in Section 5.3.

5.2 Regulated Activities subject to a Land Disturbance Permit shall include two tiers of permitting:

(A) Tier I

- i. Land Disturbance of 22,000 square feet or more of land, associated with development or redevelopment of a site; or
- ii. Development or Redevelopment involving multiple separate activities in discontinuous locations or on different schedules if the activities are part of a larger common plan of development that all together disturbs 22,000 square feet or more of land; or
- iii. Paving or other change in surface material that will create or disturb 22,000 square feet or more of Impervious Surface; or
- iv. Construction of a new drainage system or alteration of an existing drainage system or conveyance serving a drainage area of 22,000 square feet or more of land; or

- v. Any other activity altering the surface of an area of 22,000 square feet or more that will, or may, result in increased stormwater runoff flowing from the Site into a public way or the Municipal Storm Drain System.

(B) Tier II

- i. Land Disturbance of 40,000 square feet or more of land, associated with development or redevelopment of a site; or
- ii. Development or Redevelopment involving multiple separate activities in discontinuous locations or on different schedules if the activities are part of a larger common plan of development that all together disturbs 40,000 square feet or more of land; or
- iii. Paving or other change in surface material that will create or disturb 40,000 square feet or more of Impervious Surface; or
- iv. Construction of a new drainage system or alteration of an existing drainage system or conveyance serving a drainage area of 40,000 square feet or more of land; or
- v. Any other activity altering the surface of an area of 40,000 square feet or more that will, or may, result in increased stormwater runoff flowing from the Site into a public way or the Municipal Storm Drain System; or
- vi. Land Disturbance where there is a 15% or greater slope and where the Land Disturbance is greater than or equal to 200 square feet within the sloped area.

5.3 Exemptions: The following activities or flows from the following sources are exempt from the provisions of this Bylaw:

- (A) Normal maintenance and improvement of land in agricultural use as defined by the Wetlands Protection Act regulation 310 CMR 10.04;
- (B) Maintenance of existing landscaping, gardens or lawn areas associated with a single family dwelling, commercial, industrial and/or multi-family dwelling;
- (C) The construction of fencing that will not substantially alter existing terrain or drainage patterns;
- (D) Construction of utilities other than drainage (gas, water, electric, telephone, etc.) which will not alter terrain or drainage patterns;
- (E) . Construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity or the original purpose of the site
- (F) Municipal waterline flushing;
- (G) Flow from potable water sources;
- (H) Springs;
- (I) Natural flow from riparian habitats and wetlands;
- (J) Diverted stream flow;
- (K) Rising groundwater;
- (L) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005 (2), or uncontaminated pumped groundwater;
- (M)
- (N) Water from the exterior foundation drains, roof drains, footing drains (not including active ground water dewatering systems), or air conditioning condensation;
- (O) Discharge from landscape irrigation or lawn watering;
- (P) Water from residential activities, including, but not limited to, car washing, washing walkways, patios, house siding, windows, or similar exterior structure related washing activities;

- (Q) Discharge from de-chlorinated swimming pool water(less than one ppm total chlorine) provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
- (R) Discharge from street sweeping;
- (S) Uncontaminated groundwater discharge from a sump pump;
- (T) Discharges or flows resulting from fire-fighting activities;
- (U) Dye testing, provided verbal notification is given to the Planning Board or its Designated Agent prior to the time of the test and providing resulting concentrations are not at levels detrimental to resident aquatic organisms;
- (V) Non-storm water discharge permitted under an NPDES permit or a Surface Water Discharge Permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency or the Department of Environmental Protection, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations; and
- (W) Discharge for which advanced written approval is received from the Planning Board or its Designated Agent as necessary to protect public health, safety, welfare or the environment.
- (X) Construction of utilities other than drainage systems that will not alter terrain, ground cover or drainage patterns;
- (Y)
- (Z) Emergency repairs to any stormwater management facility or practice that poses a threat to public health, safety, welfare or the environment;
- (AA) Repair of septic systems when required by the Board of Health for the protection of public health;
- (BB) Any work or projects for which all necessary local approvals and permits have been issued prior to the effective date of this Bylaw;
- (CC) Any land disturbance that results in a cumulative land disturbance of less than 22,000 square feet, provided that appropriate erosion and sedimentation controls are in place and properly maintained;
- (DD) The construction of fencing that will not alter existing terrain or drainage patterns; and
- (EE) The construction, improvement and maintenance of Town public ways and appurtenances.

5.4 When there is any question as to whether an activity is exempt from this Bylaw and the Regulations, the Planning Board shall make a definitive ruling as to the applicability of this Bylaw and the Regulations to the activity in question.

5.5 As authorized in the Phase II Small MS4 General Permit for Massachusetts, Stormwater discharges resulting from the activities identified in Section 5 that are wholly subject to jurisdiction under the Wetlands Protection Act and demonstrate compliance with the Massachusetts Stormwater Management Policy as reflected in an Order of Conditions issued by the Conservation Commission or Condition of Approval issued by the Planning Board for a Subdivision or Site Plan Special Permit are exempt from compliance with this Bylaw

6. ADMINISTRATION

6.1. The Planning Board, shall administer, implement and enforce this Bylaw. Any powers granted to or duties imposed upon the Planning Board in this Bylaw may be delegated in writing to a Designated Agent upon a majority vote of the Planning Board and approval by the Board of Selectmen.

6.2 The Planning Board shall promulgate the Regulations to implement this Bylaw and shall establish fees and penalties to enforce this Bylaw. The Planning Board may periodically amend the Regulations, fees, and penalties as needed to effectuate the purposes of this Bylaw. Adoption of and revisions to regulations may only be made after conducting a public hearing to receive comments on any proposed regulations or revisions. Such hearing dates shall be advertised once in a newspaper of general circulation in Dunstable, at least 14 days before the hearing date. Such hearing shall comply with all aspects of the Massachusetts Open Meeting Law.

6.3 In promulgating the Regulations under this Bylaw, the Planning Board shall, at a minimum, follow and utilize the specifications and standards of the latest edition of the Massachusetts Stormwater Management Handbook as amended and issued by Massachusetts Department of Environmental Protection, or any successor publication so issued in this context.

6.4 Failure on the part of the Planning Board to promulgate the Regulations authorized by this Bylaw or fee and penalty structures shall not have the effect of suspending or invalidating this Bylaw.

6.5 The Planning Board or its Designated Agent shall review all applications for a Land Disturbance Permit, conduct inspections, issue a final permit and conduct any necessary enforcement action, as set forth herein:

6.5.1 Land Disturbance Permits shall be issued as follows:

(A) Tier I Land Disturbance Permits shall be issued by the Planning Board's Designated Agent and shall not require review by the Planning Board.

(B) Tier II Land Disturbance Permits shall be issued by the Planning Board.

6.5.2 Following receipt of a completed application, the Planning Board or its Designated Agent shall seek review and comments from the Road Commissioners and Town Engineer. The Planning Board or its Designated Agent shall not make a decision on the pending permit until it has received comments from the Road Commissioners and the Town Engineer or until these entities have allowed thirty (30) calendar days to elapse after receipt of the application materials without submission of comments.

6.5.3 When issuing a decision on an application, the Planning Board or its Designated Agent shall:

6.5.3.1 Approve the application and issue a Land Disturbance Permit upon finding that the proposed stormwater controls meet the objectives and requirements of this Bylaw and the Regulations;

6.5.3.2 Approve the application and issue a Land Disturbance Permit with conditions necessary to ensure that the project's stormwater controls will meet the objectives and requirements of this Bylaw and the Regulations;

6.5.3.3 Disapprove the application and deny a permit if it finds (a) that the proposed stormwater controls fail to meet the objectives and requirements of this Bylaw or the Regulations, or (b) that the information submitted with the application was insufficient to allow one of the determinations set forth Section 6.5.3.1 or Section 6.5.3.2.

6.5.4 The Planning Board or its Designated Agent shall take final action on an application within sixty (60) days of date the application was filed with the Town. A copy of the final action shall be filed with the Town Clerk. Certification by the Town Clerk that the allowed time has passed without final action being taken shall be deemed a grant of the Land Disturbance Permit.

6.6 The filing of an application for a Land Disturbance Permit required under this Bylaw shall constitute a grant of permission to the Planning Board and/or its Designated Agent to enter the site in order to verify the information in the application and to inspect for compliance with permit conditions.

6.7 Appeals: A decision on an application for a Land Disturbance Permit by the Planning Board shall be final. Further relief from a decision by the Planning Board made under this Bylaw shall be reviewable in the Superior Court pursuant to M.G.L. c. 249, § 4. The remedies listed in this Bylaw are not exclusive of any other remedies available under any applicable federal, state or local law.

6.8 Any action by the Designated Agent of the Planning Board may be appealed to the Planning Board.

7. PROHIBITED ACTIVITIES

7.1 Illicit Discharges: No person shall dump, discharge, cause or allow to be discharged any pollutant or non-stormwater discharge into the Municipal Storm Drain System or the surface and ground waters and watercourses within the Town of Dunstable except as noted in Section 8 of this Bylaw.

7.2 Illicit Connections: No person shall construct, use, allow, maintain or continue any illicit connection to the Municipal Storm Drain System, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

7.3 Obstruction – Storm Drainage Systems: No person shall obstruct or interfere with the normal flow of stormwater in or out of the Municipal Storm Drain System without prior written approval from the Planning Board or its Designated Agent.

8. PERMIT PROCEDURES

Permit procedures and requirements, including permit submittals, right-of-entry, fee schedule (including requirements to post acceptable security), fine schedule, and public hearing process, shall be defined and included as part of the Regulations.

9. FEES

The Planning Board shall establish fees to cover expenses connected with application review and monitoring permit compliance. The fees shall be sufficient to cover Town secretarial staff and professional staff. The Planning Board is also authorized to retain and charge the Applicant fees to cover the cost for a Massachusetts licensed Professional Engineer or other professional consultant to advise the Planning Board or its Designated Agent on any or all aspect of the project. The Applicant for a Land Disturbance Permit may be required to establish and maintain an escrow account to cover the costs of said consultants. Applicants must pay review fees to the Town before the review process may begin.

10. SURETY

The Planning Board or its Designated Agent may require the Permittee to post before the start of land disturbance activity, a surety bond, irrevocable letter of credit, cash, or other acceptable security. The form of the bond shall be approved by Town Counsel, and be in an amount deemed sufficient to ensure that the work will be completed in accordance with the permit. If the project is phased, the Planning Board or its Designated Agent may release part of the bond as each phase is completed in compliance with the permit but the bond may not be fully released until the Planning Board or its Designated Agent has received the final report as required in the Regulations and issued a Certificate of Completion.

11. PERFORMANCE STANDARDS

Criteria for erosions and sediment control and post-construction stormwater management, including stormwater performance standards, shall be defined and included as part of Regulations.

12. INSPECTIONS

12.1 The Board shall inspect the project site at the following stages:

(A) Initial Site Inspection: prior to approval of any plan.

(B) Erosion Control Inspection: to ensure erosion control practices are in accord with the filed plan.

(C) Bury Inspection: prior to backfilling of any underground drainage or stormwater conveyance structures.

(D) Final Inspection. After the stormwater management system has been constructed and before the surety has been released, the applicant must submit a record plan detailing the actual stormwater management system as installed. The Board shall inspect the system to confirm its "as-built" features. This inspector shall also evaluate the effectiveness of the system in an actual storm. If the inspector finds the system to be adequate, he or she shall so report to the Board which will issue a Certificate of Completion.

12.2 If the system is found to be inadequate by virtue of physical evidence of operational failure, even though it was built as called for in the Stormwater Management Plan, it shall be corrected by the permittee before the performance guarantee is released. If the permittee fails to act the Town may use the surety bond to complete the work. Examples of inadequacy shall be limited to: errors in the infiltrative capability, errors in the maximum groundwater elevation, failure to properly define or construct flow paths, or erosive discharges from basins.

13. ENFORCEMENT

13.1 The Planning Board or its Designated Agent shall enforce this Bylaw, its Regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations including injunctive relief and monetary damages and costs of litigation and attorney fees for such violations and for abatement and mitigation and compliance actions.

13.2 The Planning Board or its Designated Agent may issue a written order to enforce the provisions of this Bylaw or the Regulations thereunder, which may include:

- (A) A requirement to cease and desist from the land-disturbing activity until there is compliance with this Bylaw or provisions of the land-disturbance permit;
- (B) Maintenance, installation or performance of additional erosion and sediment control measures;
- (C) Monitoring, analyses, and reporting;
- (D) Remediation of erosion and sedimentation resulting directly or indirectly from the land-disturbing activity; and
- (E) Compliance with the Operation and Maintenance Plan.

13.3 If the enforcing person determines that abatement or remediation of erosion and sedimentation is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town of Dunstable may, at its option, undertake such work, and the property owner shall reimburse the Town's expenses.

13.4 Within thirty (30) days after completing all measures necessary to abate the violation or to perform remediation, the violator (if different than the property owner) and the property owner shall be notified of the costs incurred by the Town of Dunstable, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the Planning Board within thirty (30) days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within thirty (30) days following a decision of the Planning Board affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall begin to accrue interest at the rate provided in M.G.L. 59, § 57, after the thirty-first day following the day on which the costs were due. Said costs and interest may be secured through a municipal charges lien on the property, pursuant to M.G.L. c. 40, § 58.

13.5 Criminal Penalty. Any person who violates any provision of this Bylaw, Regulation, order or permit issued there under, shall be punished by a fine of not more than \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

13.6 Non-Criminal Disposition. As an alternative to criminal prosecution or civil action, the Town of Dunstable may elect to utilize the non-criminal disposition procedure set forth in G.L. Ch. 40, §21D, which has been adopted by the Town in the Town of Dunstable Non-Criminal Disposition Bylaw, in which case the Planning Board or its Designated Agent shall be the enforcing person. The penalty for each violation shall be \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

14. WAIVERS

14.1 The Planning Board may grant a waiver from the provisions of this Bylaw at its discretion and after due consideration and consultation with the Board of Selectmen, Conservation Commission, Board of Health, Road Commissioners and Town Engineer where it makes a written finding that such action is:

- (A) Allowed by federal, state and local statutes and/or regulations;
- (B) In the public interest; and
- (C) Consistent with the purpose and intent of this Bylaw.

14.2 Any applicant may submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of the Bylaw does not further the purposes or objectives of this Bylaw.

14.3 All waiver requests shall be discussed and voted on at the public hearing for the project.

14.4 If in the Board's opinion, additional time or information is required for review of a waiver request, the Board may continue a hearing to a date certain announced at the meeting. In the event the applicant objects to a continuance, or fails to provide requested information, the waiver request shall be denied.

14.5 No waiver shall be granted unless the Applicant demonstrates that the enforcement of this Bylaw would be manifestly unjust and the Applicant has established that a level of protection for public health, safety, welfare or the environment at least equivalent to that provided under this Bylaw can be achieved without strict application of this Bylaw and/or the Regulations.

15. SEVERABILITY

If any provision, paragraph, sentence, or clause of this Bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect.

ADMINISTRATIVE AND LAND PURCHASES

ARTICLE 24 - Drew Property Acquisition: To see if the Town will vote to authorize the Conservation Commission to acquire by gift, purchase, eminent domain, or otherwise, certain real property together with any improvements thereon known as the Drew property located off of Main Street, identified as a portion of Assessor's Parcel 12-116-0, and being a portion of the premises described in a deed dated October 18, 1972, recorded with Middlesex North District Registry of Deeds in Book 2023, Page 533, containing 1.27 acres, more or less, and shown on a plan labeled "Plan of Land in Dunstable, Mass." prepared by Goldsmith, Prest & Ringwall, Inc. and dated January 5, 2021, which is on file with the Town Clerk, and to fund the costs of such acquisition of said property, transfer the sum of \$27,500 from the Timber Fund, or take any action in relation thereto.

Sponsored by the Conservation Commission

ARTICLE 25 - Timber Fund Transfer: To see if the Town will vote to transfer from available funds in the Timber Fund the sum of \$17,330.25, or any other amount, to the Conservation Fund established pursuant to M.G.L. c. 40, Section 8C, or take any action in relation thereto.

Sponsored by the Conservation Commission

ARTICLE 26 - 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 Board

ARTICLE 27 - Route 113 Layouts: To see if the Town will vote as follows:

1. To accept as a public way a certain existing roadway known as Main Street, shown on a plan entitled "RIGHT-OF-WAY PLAN OF LAND SHOWING PROPOSED TOWN LAYOUT", dated April 9, 2021, as amended and on file with the Town Clerk, said roadway having been laid out by the Board of Road Commissioners and approved by the Planning Board; and further to authorize the Board of Road Commissioners and the Board of Selectmen to accept on behalf of the Town any deeds or releases of interests in real property from any parties necessary or sufficient for such roadway; and
2. To accept as a public way the areas shown on a plan entitled "RIGHT-OF-WAY PLAN OF LAND SHOWING PROPOSED TOWN LAYOUT ALTERATIONS & ASSOCIATED EASEMENTS", dated April 12, 2021, as amended and on file with the Town Clerk, said roadway having been laid out by the Board of Road Commissioners and approved by the Planning Board; and further to authorize the Board of Road Commissioners and the Board of Selectmen to accept on behalf of the Town any deeds or releases of interests in real property from any parties necessary or sufficient for such roadway; or take any action in relation thereto.

Sponsored by the Board of Road Commissioners

ARTICLE 28 - Article 97 Mitigation: To see if the Town will vote to appropriate a sum of money for the purpose of mitigating the use or conveyance of any lands subject to Article 97 of the

Massachusetts Constitution related to the Town Common or the Route 113 improvement project, or take any action in relation thereto.

Sponsored by the Board of Selectmen

ARTICLE 29 - Acceptance of Bear Hill Road: To see if the Town will vote to accept as a public way a certain existing roadway known as Bear Hill Road, shown as “Proposed Bear Hill Road” on a plan entitled “Definitive Subdivision Plan – Bear Hill Estates – Dunstable, Mass. owned by Joseph T. Maguire and Linda H. Maguire”, dated March 3, 2016, revised through June 13, 2016, by Whitman & Bingham Associates, LLC, Registered Professional Engineers & Land Surveyors, and on file with the Town Clerk, said roadway having been laid out by the Board of Road Commissioners and approved by the Planning Board; and further to authorize the Board of Road Commissioners and the Board of Selectmen to accept on behalf of the Town any deeds or releases of interests in real property from any parties necessary or sufficient for such roadway; or take any action in relation thereto.

Sponsored by the Board of Road Commissioners

ARTICLE 30 - Appointed Town Clerk: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact special legislation to change the position of Town Clerk from elected to appointed, 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

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 18, 2021 at 12:00 o'clock noon, to cast their ballots for the following officers and ballot questions:

Board of Selectmen, one position for three years; Board of Assessors, one position for three years and one position for two years; Board of Health, one position one for three years; Board of Road Commissioners, one position 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 and one position for one year; Planning Board, one position for five years and one position for two years; Commissioners of Trust Funds, one position for three years and one position for two years; Groton-Dunstable Regional School Committee, one position for three years and one position for two years; Advisory Board, two positions for three years, one position for two years, and one position for one year; Library Trustees, one position for three years; Town Moderator, one position for three years.

Ballot Questions

1. Shall the town of Dunstable be allowed to assess an additional \$125,000 in real estate and personal property taxes for the purposes of funding the operating budget of the Police Department for the fiscal year beginning July 1, 2021?

Yes ___ No ___

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 pay for a Roads Department loader, including any appurtenant equipment?

Yes ___ No ___

3. 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 a Fire Department rescue vehicle, including any appurtenant equipment?


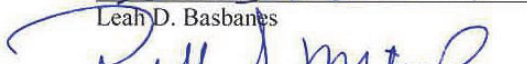

Yes ___ No ___

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 12 day of April, two thousand and twenty-one.

DUNSTABLE BOARD OF SELECTMEN


Leah D. Basbanes

Ronald J. Mikol

Kieran

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

FY22 Proposed Budget

	Actual FY19	Actual FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
REVENUE					
Prior Year Levy Limit	8,392,641	8,779,036	9,137,868	\$9,682,432	9,682,432
2 1/2 % Allowed Increase	209,816	219,476	228,447	242,061	242,061
New Growth	170,614	139,356	130,000	200,000	200,000
Override - Police Department	-				125,000
Total Permanent Tax Base	8,773,071	9,137,868	9,496,315	10,124,493	10,249,493
Excluded Debt	561,136	530,275	492,516	71,000	71,000
Levy Limit	9,334,207	9,668,143	9,988,831	10,195,493	10,320,493
Cherry Sheet Receipts (State Aid)	322,785	322,785	335,000	326,561	326,561
Local Receipts	740,000	720,000	740,000	750,000	750,000
Transfer Stabilization				(75,000)	
Free Cash for Operating Expenses	133,967	179,842	252,230	252,320	451,600
Free Cash for Town Articles	251,912	166,592	100,623	413,626	50,000
Free Cash for GDRSD Capital	284,330	119,618	78,830	170,422	64,202
Community Preservation	492,000	148,500	-	174,268	174,268
Misc. Revolving Accounts	44,500	-	-		
Curbside Trash Revolving Account		80,000	120,000	120,000	120,000
Miscellaneous Revenue	50,000	-	-		
Water Enterprise	128,400	128,400	128,400	181,316	181,316
Overlay Surplus (Abatements)	-				
Est. Receipts & Other Rev.	2,447,894	1,865,737	1,755,083	2,313,513	2,117,947
Total Available Revenue	11,782,101	11,533,880	11,743,914	12,509,006	12,438,440
Excess Levy Capacity	-				
Total Amount to be Appropriated	11,782,101	11,533,880	11,743,914	12,509,006	12,438,440

Total new money for operating	390,662	443,622	442,061
Starting Free Cash Balance	480,659	698,068	698,086
Available Free Cash Balance	48,976	(138,300)	132,284

	Actual FY19	Act/Bud FY20	Advisory FY21	Requested FY22	Advisory FY22
EXPENSES					
General Government	570,295	575,450	599,191	637,537	620,865
Public Safety	1,387,585	1,422,252	1,477,733	1,629,274	1,603,610
Schools	6,638,201	6,818,334	7,085,766	7,654,408	7,507,314
Public Works	825,236	774,235	798,727	1,185,087	822,074
Human Services	92,613	81,715	81,833	82,937	77,937
Library & Recreation	265,772	274,061	284,587	293,167	289,636
Debt Service	327,680	327,680	272,375	99,300	99,300
Insurance & Assessments	637,487	669,430	750,124	830,920	858,920
Total Town Budget	10,744,869	10,943,158	11,350,336	12,412,630	11,879,656
ok budget		ok budget	excl'd Capital		
Total Town Operating	3,778,988	3,797,144	3,992,195	4,658,922	4,273,042
Total School Operating	6,333,978	6,540,637	6,838,290	7,454,880	7,307,786
Total Debt	631,903	605,703	519,851	298,828	298,828
Overlay - Abatements and Exemption	25,000	30,000	30,000	30,000	30,000
Cherry Sheet Charges	7,500	7,299	7,299	3,200	3,200
Water Enterprise	128,400	128,400	128,400	181,316	181,316
Curbside Trash Pickup Expenses		80,000	120,000	120,000	120,000
Town Warrant Articles	251,912	166,592	100,623	413,626	50,000
Community Preservation	492,000	148,500	-	174,268	174,268
Total Expenses	11,649,681	11,504,275	11,736,658	13,335,040	12,438,440
Surplus/ (Deficit)	132,420	29,606	7,257	(826,034)	(0)

11,275,835.00	12,412,630	11,879,656
78,830		
<u>11,354,665.00</u>		
11,350,336		
4,329.40		

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
GENERAL GOVERNMENT				
Town Administrator				
Administrator Salary	60,000	77,812	93,636	94,386
Assistant Administrator Salary	61,200	62,424	63,672	63,672
Other Purchase Services	-			
Office Supplies	400	400	400	400
Dues & Subscriptions	880	880	880	880
Training & Meetings	2,000	2,000	2,000	2,000
SALARIES	121,200	140,236	157,308	158,058
EXPENSES	3,280	3,280	3,280	3,280
Total	124,480	143,516	160,588	161,338
Selectmen				
Salaries	-			
Energy	200			
Professional and Tech	300	330	330	330
Special Legal	7,500	6,000	6,000	6,000
Communication	1,200	1,200	1,200	1,200
Office Supplies Expense	300	300	300	300
In-State Travel	100	100	100	100
Dues and Membership	900	900	900	900
No. Midd. Council of Govt	5,800	5,800	5,800	5,800
SALARIES	-	-	-	-
EXPENSES	16,300	14,630	14,630	14,630
Total	16,300	14,630	14,630	14,630
Fincom				
Dues and Memberships	150	150	150	150
Reserve Account	30,000	30,000	30,000	30,000
Total	30,150	30,150	30,150	30,150
Accountant				
Accountant Salary	23,872	20,000	30,000	30,000
Assistant Accountant Salary	10,966	11,185	11,408	11,408
Annual Audit	14,000	15,000	16,000	16,000
Professional and Tech	4,500	6,000	6,000	6,000
Office Supplies	750	750	750	750
In-State Travel	650	850	850	850
Dues and Membership	100	100	100	100
SALARIES	34,838	31,185	41,408	41,408
EXPENSES	20,000	22,700	23,700	23,700
Total	54,838	53,885	65,108	65,108
Assessors				
Salaries	-	-	-	-
Principle Assessor Salary	30,350	31,074	31,695	31,695
Associate Assessor Salary	16,121	17,181	17,522	17,522
Professional and Technical	9,680	10,180	13,780	13,780
Prof & Tech Prop Review Assessment	5,000	12,000	12,000	12,000
Communication	125	125	125	125
Office Supplies	900	900	900	900
In-State Travel	700	700	700	700
Dues and Memberships	150	150	150	150
SALARIES	46,471	48,255	49,217	49,217
EXPENSES	16,555	24,055	27,655	27,655
Total	63,026	72,310	76,872	76,872
Treasurer/Collector				
Salary	70,223	71,614	73,031	73,031
Treasurer/Collector Certification				
Professional and Technical	15,230	15,230	15,230	15,230
Communication	5,800	5,800	5,800	5,800
Office Supplies	1,550	1,550	1,550	1,550
In-State Travel	247	247	247	247
Dues and Memberships	50	100	100	100
Other Bank Charges	540	490	490	490
SALARIES	70,223	71,614	73,031	73,031
EXPENSES	23,417	23,417	23,417	23,417
Total	93,640	95,031	96,448	96,448
Town Counsel				
Professional and Technical	30,000	30,000	30,000	30,000

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
GENERAL GOVERNMENT				
Dog Program				
Communication	150	150	200	200
Other Supplies	500	500	600	600
Total	650	650	800	800
Town Clerk				
Salary	37,315	38,210	38,974	38,974
New Line - Proposed Assistant Clerk			8,736	
Temp Wages	500	2,000	8,736	
Certification	1,000	1,000	1,000	1,000
Professional and Technical	700	700	700	700
Communication	300	300	300	300
Office Supplies	500	500	500	500
In-State Travel	300	300	300	300
Dues and Memberships	150	150	150	150
SALARIES	38,815	41,210	57,446	39,974
EXPENSES	1,950	1,950	1,950	1,950
Total	40,765	43,160	59,396	41,924
Elections				
Wages	5,000	7,000	2,000	2,000
Repairs and Maintenance	500	500	500	500
Professional and Tech	6,000	10,000	3,000	3,000
Communication	4,000	6,000	3,000	3,000
Other Supplies	5,000	500	1,500	1,500
SALARIES	4,000	7,000	2,000	2,000
EXPENSES	15,500	17,000	8,000	8,000
Total	19,500	24,000	10,000	10,000
Registrar				
Salary	\$ 225	\$ 225	\$ 250	\$ 250
Conservation				
Clerical Wages	18,984	14,446	15,111	15,111
Professional and Technical	125	280	280	280
Communication	175	175	175	175
Office Supplies	225	225	225	225
Other Supplies	200	300	300	300
In-State Travel	70	70	70	70
Dues and Memberships	700	800	800	800
Other Expenses	150	150	150	150
SALARIES	18,984	14,446	15,111	15,111
EXPENSES	1,645	2,000	2,000	2,000
Total	20,629	16,446	17,111	17,111
Planning Board				
Clerical Wage	18,984	14,446	15,111	15,111
Professional and Tech	800	900	900	950
Communication	225	225	225	225
Office Supplies	225	225	225	225
SALARIES	18,984	14,446	15,111	15,111
EXPENSES	1,250	1,350	1,350	1,400
Total	20,234	15,796	16,461	16,511
Zoning Board				
Wages	-	-	-	-
Professional & Technical	1,000	816	816	816
Office Supplies	500	500	500	500
SALARIES	-	-	-	-
EXPENSES	1,500	1,316	1,316	1,316
Total	1,500	1,316	1,316	1,316
Town Hall				
Clerical Wages	\$ -			
Part Time Wages	\$ -			
Janitor/Recycler Wages	5,413	5,650	5,762	5,762
Hall Energy	14,000	12,000	12,000	12,000
Non- Energy Utilities	5,000	5,120	5,120	5,120
Repairs and Maint.	9,000	9,000	9,120	9,120
Property Related Services	4,500	4,500	4,600	4,600
Professional and Tech	1,000	1,000	1,000	1,000
Communication	4,500	4,750	4,750	4,750
Office Supplies	2,500	2,500	2,500	2,500
Bldg Repair & Maintenance Supplies	-			
Custodial Housekeeping Supplies	500	530	530	530
SALARIES	5,413	5,650	5,762	5,762
EXPENSES	41,000	39,400	39,620	39,620
Total	46,413	45,050	45,382	45,382

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
GENERAL GOVERNMENT				

Town Reports				
Communication	300	325	325	325
Other Services	2,800	2,700	2,700	2,700
Total	3,100	3,025	3,025	3,025

Town Engineer				
Engineering Services	10,000	10,000	10,000	10,000

TOTAL GENERAL GOVERNMENT	575,450	599,191	637,537	620,865			
SALARIES	359,153	374,268	416,644	399,922			
EXPENSES	216,297	224,923	220,893	220,943			
\$	575,450	\$	599,191	\$	637,537	\$	620,865
\$	-	\$	-	\$	-	\$	-

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
PUBLIC SAFETY				

Police Department				
Chief Salary	121,232	123,665	128,558	128,558
Wages	760,722	803,833	891,111	902,934
Energy	9,000	9,000	9,000	9,000
Maint and Repair Service	3,000	3,000	3,000	3,000
Cruiser Repairs and Maint.	8,000	8,000	8,000	8,000
Radio Repair & Maintain Service	8,250	8,250	8,250	8,250
Property Related Services	3,000	3,000	4,500	4,500
Professional & Tech (Training)	11,000	11,000	11,000	11,000
Tuition Reimbursement	2,700	2,700	2,700	2,700
Police Radio Communication/School R	83,000	83,000	86,000	86,000
Communication (Phone)	3,500	3,500	3,500	3,500
Lockup	3,000	3,000	3,000	3,000
Office Supplies	3,500	3,500	3,500	3,500
Cruiser Supplies	29,000	29,000	29,000	29,000
Other Supplies	25,400	22,400	22,400	22,400
Dues and Memberships	12,900	12,900	12,900	12,900
Cruiser Cap Lease	41,000	42,000	42,000	42,000
SALARIES	881,954	927,498	1,019,669	1,031,492
EXPENSES	246,250	244,250	248,750	248,750
Total	1,128,204	1,171,748	1,268,419	1,280,242

Fire Department				
Chief Salary	85,850	85,800	87,516	87,516
Wages, on call/per diem	40,704	52,000	54,949	54,949
Wages, training	10,848	11,160	11,322	11,322
Station Coverage			11,322	10,950
On-Call Stipend			10,950	
Energy	4,500	3,500	3,000	3,000
Water			500	
Rentals and Leases			200	
Repairs and Maint Expense	15,000	15,000	15,000	15,000
Professional & Tech Services	3,500	4,500	2,000	2,000
Computer Repairs & Software Licenses			4,400	4,400
Communications	6,500	7,000	9,000	9,000
Office Supplies	600	800	1,000	1,000
Building Repairs and Maint	3,000	3,000	9,000	5,500
Vehicular Supplies	4,500	7,000	7,000	5,000
Firefighting Supplies	7,000	6,000	6,000	6,000
Custodial			500	500
Training - Chief Only			500	
Food Service & Rehab Supplies			500	
EMS Equipment & Supplies			6,000	1,000
Other Supplies - Training	2,000	1,500	1,500	
Groundskeeping			500	
Uniforms			1,000	500
Dues and Memberships	1,500	1,800	2,500	2,300
Personal Protective Equipment & Supp.			6,000	1,500
New Fire Department Equipment			3,000	
Fire Department Equipment Replaceme	18,500	13,000	10,000	10,000
Medical for new Hires	1,000	4,000	2,500	1,500
SALARIES	137,402	148,960	176,059	164,737
EXPENSES	67,600	67,100	91,600	68,200
Total	205,002	216,060	267,659	232,937

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
PUBLIC SAFETY				
Inspectors				
Building Inspector Salary	24,794	25,290	25,796	25,796
Building Inspector Part-time Wages	4,602	5,000	5,000	5,000
Gas Inspector Salary	3,500	4,000	4,000	4,000
Plumbing Inspector Salary	3,500	4,000	4,000	4,000
Electrical Inspector Salary	12,000	12,000	12,000	12,000
Dog Officer Salary	11,000	11,000	11,000	11,000
Building Inspector Expense	1,500	1,500	1,500	1,500
Dog Officer Expense	2,000	2,000	2,000	2,000
SALARIES	59,396	61,290	61,796	61,796
EXPENSES	3,500	3,500	3,500	3,500
Total	62,896	64,790	65,296	65,296
Emergency Management				
Communications	2,600	1,500	1,500	1,500
Other Supplies	250	250	250	250
New Equipment	1,000	1,000	1,000	1,000
In-State Travel	150	150	150	150
Total	4,000	2,900	2,900	2,900
Tree Warden				
Other Property Service	22,000	22,000	24,765	22,000
Public Works Supplies	85	85	85	85
Dues and Memberships	65	150	150	150
Total	\$ 22,150	\$ 22,235	\$ 25,000	\$ 22,235
	\$ 1,422,252	\$ 1,477,733	\$ 1,629,274	\$ 1,603,610
TOTAL PUBLIC SAFETY	1,422,252	1,477,733	1,629,274	1,603,610
SALARIES	1,078,752	1,137,748	1,257,524	1,258,025
EXPENSES	343,500	339,985	371,750	345,585
	\$ -	\$ -	\$ -	\$ -

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
SCHOOLS				
GDRSD (GDRSD Operating + Capital)	6,276,565	6,767,185		
Operating	6,156,947	6,475,665	7,000,663	7,000,663
Capital	119,618	78,830	170,422	64,202
Debt	243,479	212,690	166,081	166,081
GLRVTS				
Operating	264,072	283,795	283,795	242,921
Debt	34,218	34,786	33,447	33,447
Essex Agricultural				
Tuition	-	-	-	-
Transportation	-	-	-	-
TOTAL SCHOOLS	6,818,334	7,085,766	7,654,408	7,507,314
	\$ 6,818,334	\$ 7,085,766	\$ 7,654,408	\$ 7,507,314

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
PUBLIC WORKS				
Highway Department				
Salary	202,151	209,163	352,762	214,171
Part-Time Wages	5,547	6,500	6,500	6,500
Clerical Wages	18,119	18,481	19,335	18,850
Overtime	5,600	8,000	8,000	8,000
Clothing	-	2,700	2,700	2,700
Energy	6,760	6,895	7,033	7,033
Repairs and Maint Service	42,840	43,637	44,947	44,947
Paving Service	67,500	67,500	250,000	67,000
Brush, Signs, Line Paint	28,239	29,369	29,369	29,369
Repairs and Maintain Building	5,000	5,000	10,000	10,000
Leases and Rentals	13,063	15,600	45,000	15,600
Mach. Professional and Tech	3,000	3,090	3,200	3,200
Communication	5,304	5,463	10,500	5,463
Supplies	902	902	902	902
Machinery Vehicular Supplies	33,000	37,500	37,500	37,500
Machinery Public Works Supplies	8,375	8,626	8,799	8,799
Basin Cleaning and Sweeping - MS4			10,000	5,000
Dues and Memberships	-	1,000	1,000	1,000
SALARIES	231,417	242,144	386,597	247,521
EXPENSES	213,983	227,282	460,950	238,513
Total	445,400	469,426	847,547	486,034
Snow Removal				
Wages	56,175	56,175	56,175	56,175
Repair and Maintenance Services	5,583	5,583	5,583	5,583
Plowing Outside Plow Companies	25,583	25,583	25,583	25,583
Vehicular Supplies	6,090	6,090	6,090	6,090
Supplies Sand & Salt	192,454	192,454	192,454	192,454
SALARIES	56,175	56,175	56,175	56,175
EXPENSES	229,710	229,710	229,710	229,710
Total	285,885	285,885	285,885	285,885
Street Lights				
Energy	11,500	11,500	11,500	10,000
Transfer Station				
Wages	-	-	-	-
Landfill Expense	2,900	5,000	12,000	12,000
Curbside trash pickup				
Professional and Technical	9,000	4,500	5,500	5,500
Other Services				
Other Supply	2,000	2,000	2,000	2,000
Rentals and Leases				
SALARIES	-	-	-	-
EXPENSES	13,900	11,500	19,500	19,500
Total	13,900	11,500	19,500	19,500
Cemetery				
Wages	11,500	11,966	12,205	12,205
Non-Energy Utilities(Water)	750	1,250	1,250	1,250
Repairs and Maint Services	2,000	3,000	3,000	3,000
Other Property Related Services	600	600	600	600
Build and Equip Repair Supplies	1,000	1,000	1,000	1,000
Grounds keeping Supplies	600	1,500	1,500	1,500
Other Supplies	1,100	1,100	1,100	1,100
SALARIES	11,500	11,966	12,205	12,205
EXPENSES	6,050	8,450	8,450	8,450
Total	17,550	20,416	20,655	20,655
	\$ 774,235	\$ 798,727	\$ 1,185,087	\$ 822,074
TOTAL PUBLIC WORKS	774,235	798,727	1,185,087	822,074
SALARIES	299,092	310,285	454,977	315,901
EXPENSES	475,143	488,442	730,110	506,173

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
HUMAN SERVICES				
Board of Health				
Board of Health Wages	12,522	12,821	13,077	13,077
Nashoba Bd of Health Assm	8,610	9,030	9,482	9,482
Rentals and Leases	1,700	1,700	1,700	1,700
Communications	400	400	400	400
Supplies	400	400	400	400
Dues and Memberships	400	400	400	400
Town Nurse Assessment	4,100	4,305	4,521	4,521
Mental Health	400		2,000	2,000
TADS	2,000	2,000		
SALARIES	12,522	12,821	13,077	13,077
EXPENSES	18,010	18,235	18,903	18,903
Total	30,532	31,056	31,980	31,980
Council on Aging				
Council On Aging Wages	8,500	9,000	9,180	9,180
Council on Aging Bus	6,500	5,000	5,000	5,000
Council on Aging Office Supplies	250	250	250	250
COA Food and Service	4,500	4,500	4,500	4,500
Council on Aging In-St Travel	1,250	1,250	1,250	1,250
COA Dues and Memberships	400	500	500	500
SALARIES	8,500	9,000	9,180	9,180
EXPENSES	12,900	11,500	11,500	11,500
Total	21,400	20,500	20,680	20,680
Veterans Affairs				
Veterans Agent Salary	5,691	5,805	5,805	5,805
Expenses	4,092	4,472	4,472	4,472
Veterans Benefits	20,000	20,000	20,000	15,000
SALARIES	5,691	5,805	5,805	5,805
EXPENSES	24,092	24,472	24,472	19,472
Total	29,783	30,277	30,277	25,277
	\$ 81,715	\$ 81,833	\$ 82,937	\$ 77,937
TOTAL HUMAN SERVICES	81,715	81,833	82,937	77,937
SALARIES	26,713	27,626	28,062	28,062
EXPENSES	55,002	54,207	54,875	49,875

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
LIBRARY, PARKS & RECREATION				
Library Operations				
Salaries and Wages	112,911	115,601	121,363	117,832
Energy	15,000	15,000	15,000	15,000
Non-Energy Utilities	500	500	1,713	1,713
Repairs and Maint	3,200	3,200	4,805	4,805
Other Pro Related Serv	2,500	2,500	2,500	2,500
Professional & Technical Services	-			
Communication	550	550	250	250
Office Supplies	1,300	1,300	1,300	1,300
Other Supplies	36,000	37,836	37,836	37,836
SALARIES	112,911	115,601	121,363	117,832
EXPENSES	59,050	60,886	63,404	63,404
Total	171,961	176,487	184,767	181,236
Library Consortium				
M.V.L. Consortium Dues	13,300	13,300	13,300	13,300
Technical Expenses				
Professional & Technical Services	22,700	23,700	24,000	24,000
Other Supplies	3,000	3,000	3,000	3,000
Total	25,700	26,700	27,000	27,000
Recreation Department				
Rec. Other Purchased Service	6,400	6,400	6,400	6,400
Parks Department				
Energy Expense	3,000	3,000	3,000	3,000
Other Property Related Services	44,000	49,000	49,000	49,000
Other Purchased Services	9,000	9,000	9,000	9,000
Total	56,000	61,000	61,000	61,000

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
LIBRARY, PARKS & RECREATION				

Memorial Day Committee				
Expenses	700	700	700	700

	\$ 274,061	\$ 284,587	\$ 293,167	\$ 289,636
TOTAL LIBRARY & RECREATION	274,061	284,587	293,167	289,636
SALARIES	112,911	115,601	121,363	117,832
EXPENSES	161,150	168,986	171,804	171,804

Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
DEBT & INTEREST				

Long Term Principal				
Long Term Principal	\$ 299,000	\$ 249,000	\$ 89,000	\$ 89,000

Long Term Interest				
Long Term Interest	29,006	23,375	7,000	7,000

Temporary Loan Interest				
Temporary Loan Interest	-	-	3,300	3,300

TOTAL DEBT & INTEREST	328,006	272,375	99,300	99,300
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Department/Account	Voted FY20	Town Meeting Approved FY21	Requested FY22	Advisory Recommended FY22
INSURANCE & ASSESSMENTS				

County Retirement				
County Retirement System	274,244	293,124	367,320	367,320

Group Health Insurance - 914				
Group Health Insurance	264,100	307,000	307,000	331,000

Unemployment Account				
Unemployment	1,000			

FICA Town Share				
Medicare Town Share	29,060	30,000	31,600	33,100

Bldg./Vehicle Liab. Ins				
Bldg./Vehicle Liab. Ins.	101,026	120,000	125,000	127,500

TOTAL INSURANCE & ASSESSMENTS	669,430	750,124	830,920	858,920
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Total Budget	10,943,484	11,350,336	12,412,630	11,879,656
	\$ 10,943,484	\$ 11,350,336	\$ 12,412,630	\$ 11,879,656

Municipal Salaries	1,876,622	1,965,528	2,278,570	2,119,742
Municipal Operations	1,251,092	1,276,543	1,549,432	1,294,380
Insurance & Assessments	669,430	750,124	830,920	858,920
Municipal Operations - TOTAL	3,797,144	3,992,195	4,658,922	4,273,042
Municipal Debt & Interest	328,006	272,375	99,300	99,300
Town Operations & Debt - TOTAL	4,125,150	4,264,570	4,758,222	4,372,342
Schools - Operations	6,540,637	6,838,290	7,454,880	7,307,786
Schools - Debt & Interest	277,697	247,476	199,528	199,528
Schools Operations & Debt - TOTAL	6,818,334	7,085,766	7,654,408	7,507,314
Total Budget for the Fiscal Year	10,943,484	11,350,336	12,412,630	11,879,656