



# Dunstable Town Meeting

## May 14, 2018

# 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.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Thoughts from the Selectmen

- Dedication of Town Report
- The year in Review



# Water Commission - Infrastructure Project Update

- Tank Site survey is in:
  - Wright Pierce is starting to proceed on the preliminary design.
  - Wright Pierce will be scheduling a day to mark out proposed tank location for borings.
- Water Main Survey is in:
  - Wright Pierce is starting the preliminary design for this:
    - Wetlands flagged previously
    - Will be marking out boring locations along road (same time as for tank site)
    - Need to receive water service tie-cards from Town as requested.
  - Waiting for Whitewater to open/close the two valves requested to confirm 12" piping is where it is thought to be (if it's not, more survey could be needed).
- Access Road Improvement (including electrical service and pumping station work):
  - Still waiting for the Survey to be completed and submitted. We keep being told it will be any week now.
  - Wright Pierce can't start that portion of the work until the survey is completed.
- USDA Funding Application:
  - Wright Pierce will start this soon once the preliminary design items needed for the reports are further along.



# Water Commission - Infrastructure Project Update – Cont.

By June 29, 2018 we shall submit a(n):

- Standard Operating Procedures (SOP)
- Corrective Action Plan
- Updated Emergency Response Plan

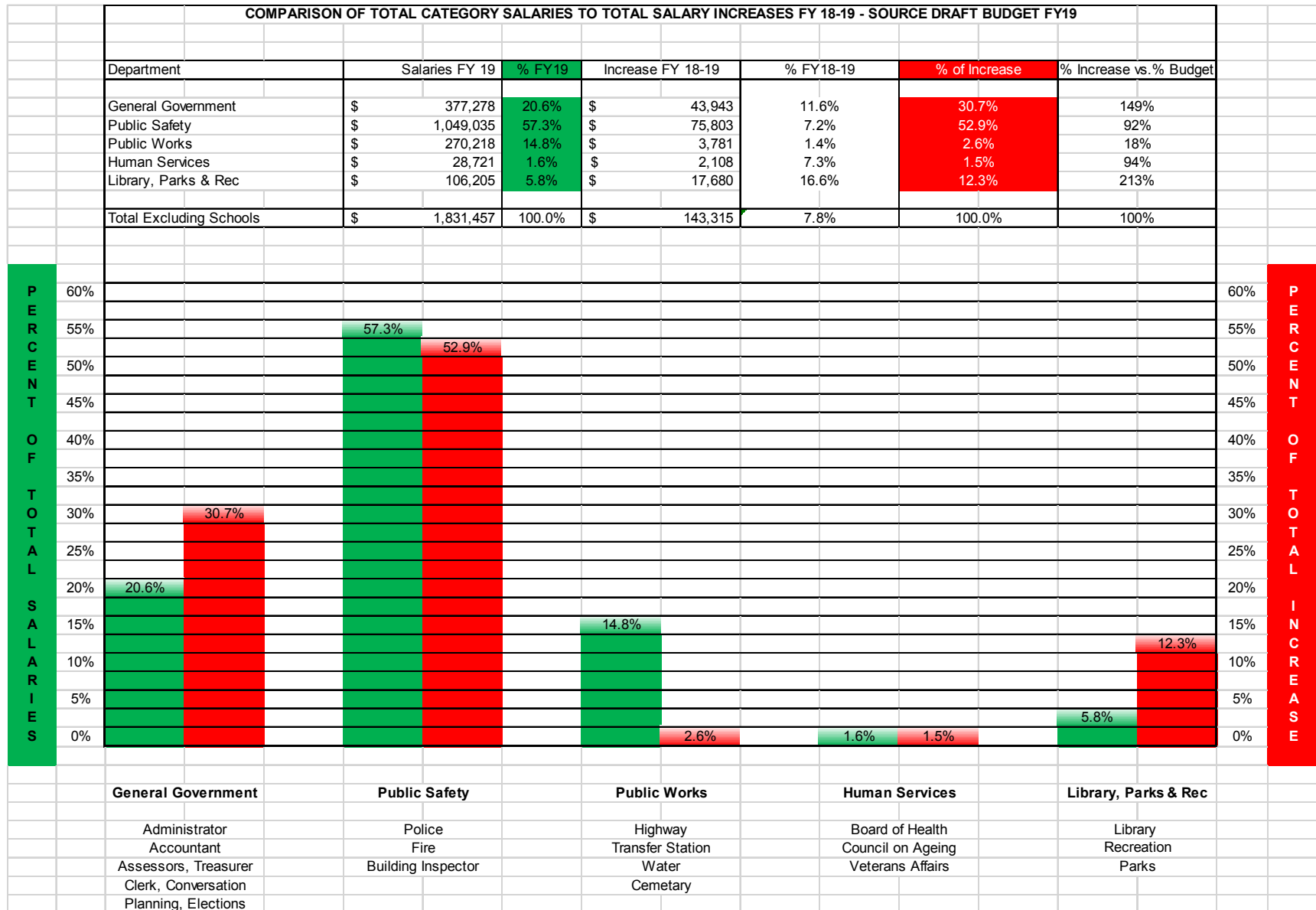
By September 30, 2018 we shall submit a complete WS33 permit application and design for a 75,000 gallon elevated storage tank

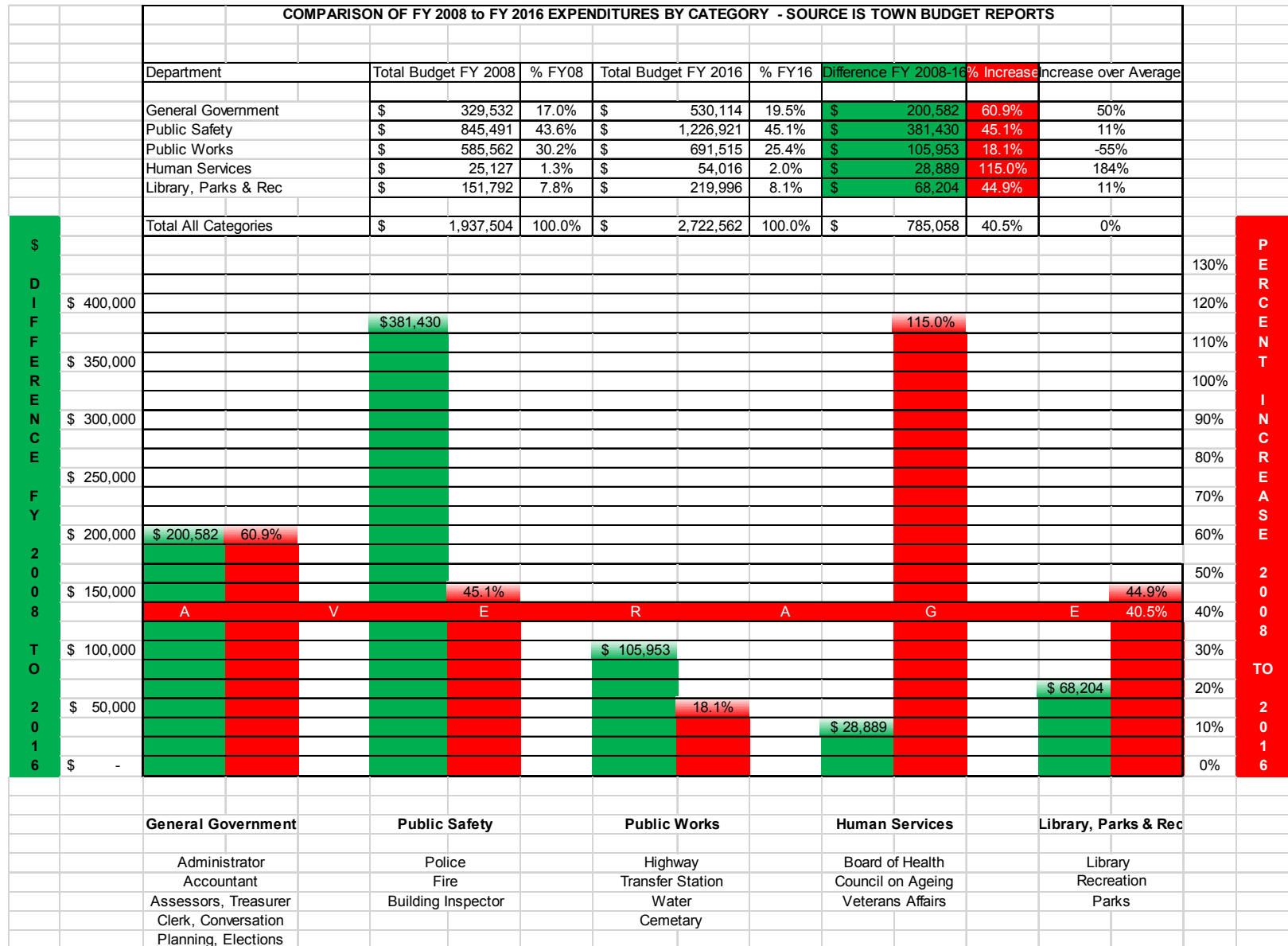
By December 31, 2019, we shall complete the installation of the 75,000 gallon above ground storage tank, distribution piping modifications and the removal and demolition of the old hydropneumatic tanks.



# Road Commissioners

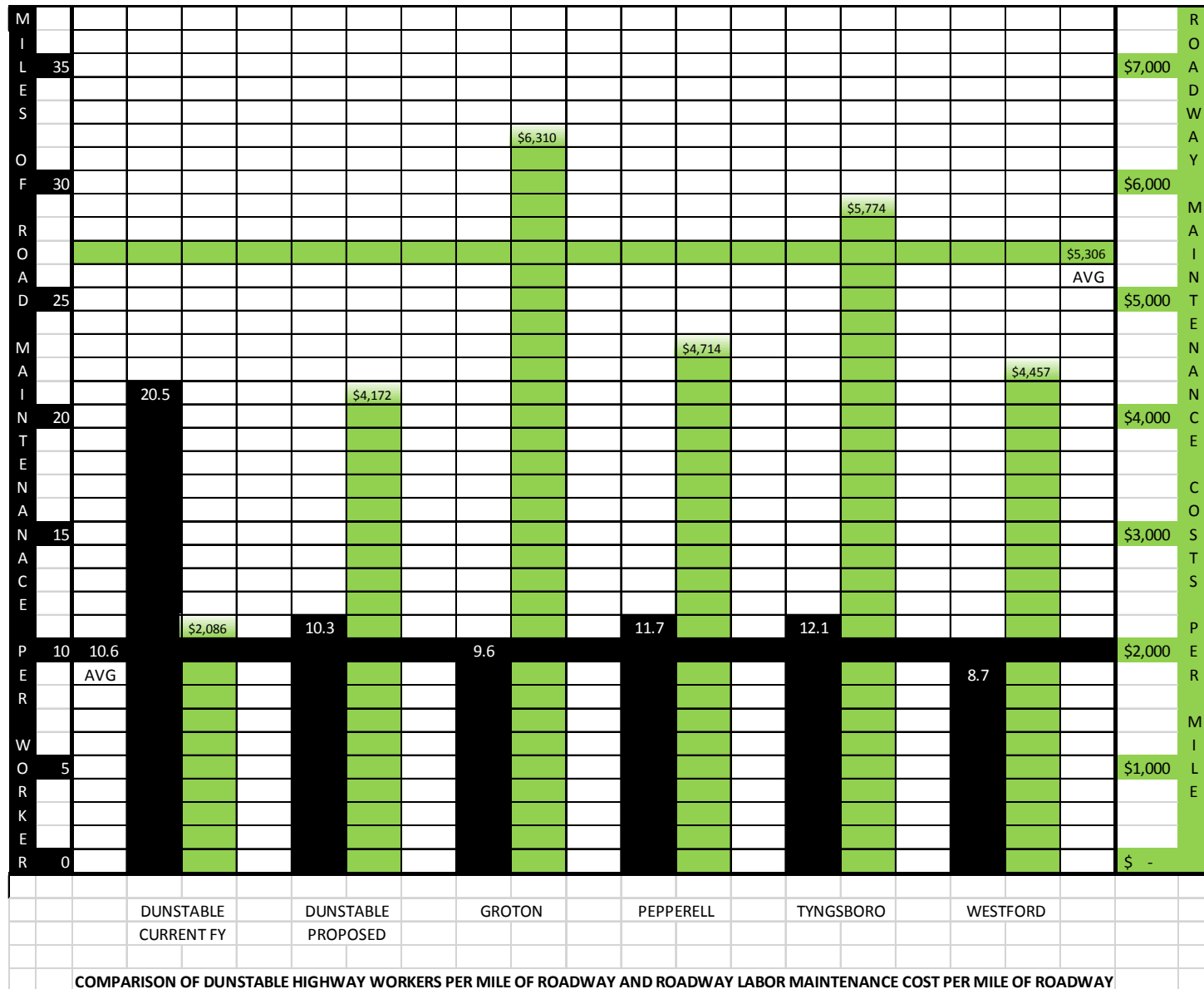








COMPARISON OF FY 2016 to PROPOSED FY 2019 EXPENDITURES BY CATEGORY - SOURCE IS TOWN BUDGET REPORTS									
Department		Total Budget FY 2016	% FY16	Total Budget FY 2019	% FY19	Difference FY 2016-19	% Increase	Increase over Average	
General Government		\$ 329,532	17.0%	\$ 587,715	19.1%	\$ 258,183	78.3%	34%	
Public Safety		\$ 845,491	43.6%	\$ 1,387,515	45.2%	\$ 542,024	64.1%	10%	
Public Works		\$ 585,562	30.2%	\$ 736,331	24.0%	\$ 150,769	25.7%	-144%	
Human Services		\$ 25,127	1.3%	\$ 92,316	3.0%	\$ 67,189	267.4%	358%	
Library, Parks & Rec		\$ 151,792	7.8%	\$ 265,772	8.7%	\$ 113,980	75.1%	29%	
Total All Categories		\$ 1,937,504	100.0%	\$ 3,069,649	100.0%	\$ 1,132,145	58.4%	0%	
D I F F E R E N C E  F Y  2 0 1 6  T O  F Y  2 0 1 9	\$ 550,000	\$542,024				\$ 267.4%			160%
	\$ 500,000								150%
	\$ 450,000								140%
	\$ 400,000								130%
	\$ 350,000								120%
	\$ 300,000								110%
	\$ 250,000	\$ 258,183	78.3%					75.1%	100%
	\$ 200,000	A	V	E	R	A	G	E	90%
	\$ 150,000								80%
	\$ 100,000			\$ 150,769					70%
	\$ 50,000				25.7%				60%
	\$ -					\$ 67,189			50%
									40%
									30%
									20%
									10%
									0%
General Government		Public Safety		Public Works		Human Services		Library, Parks & Rec	
Administrator		Police		Highway		Board of Health		Library	
Accountant		Fire		Transfer Station		Council on Ageing		Recreation	
Assessors, Treasurer		Building Inspector		Water		Veterans Affairs		Parks	
Clerk, Conversation				Cemetery					
Planning, Elections									







# Master Plan

- Completed Chapters
  - Land Use and Zoning
  - Transportation and Circulation
  - Facilities and Services
  - Economic Development
  - Cultural and Natural Resources
  - Housing
  - Open Space and Recreation
- Implementation Recommendations and Plan
- Estimated Completion – September 2018



# Article 2 - Transfer from Repair Water Enterprise Fund

To see if the Town will vote to transfer from account 6500-04-451-5240-2010-002 to account 6500-04-450-5300-0000-005 a sum of money for the purpose of funding operating expenses or other purposes as deemed necessary by the Board of Water Commissioners for FY2018, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 3 - Tuition Reimbursement Account Number Correction

To see if the Town will vote to transfer from account 0001-02-210-5310-0000-560 to account 0001-02-210-5310-0000-005 \$200.00 or some other sum of money for the purpose of tuition reimbursement, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Free Cash

Certified Amount	\$868,603.00
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Fall Town Meeting Expenditures	\$ (101,166.25)
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Adjustment for Excluded Debt	\$ (1,474.00)
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## Proposed Expenditures:

Article 4	Highway Truck	65,000.00
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Article 5	Hot Box	35,000.00
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Article 6	Police Utility Vehicle	34,000.00
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Article 7	Police Toughbooks	10,500.00
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Article 8	Fire ATV	25,000.00
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Article 9	Stabilization Fund	50,000.00
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Article 10	Reduce Tax Rate	435,000.00 (\$284,330 GDRSD)
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Article 11	Survey 91 River St.	21,875.00
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Article 12	Unpaid Bill (Gulf)	36.91
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TOTAL		\$(676,411.91)
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Balance	\$ 89,550.84
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# Article 4 - Highway Truck

To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$65,000 or some other sum of money for the purpose of purchasing a Highway Truck, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 5 - Highway Department Hot Box

To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$35,000 or some other sum of money for the purpose of purchasing a hot box for the Highway Department, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 6 - Police Department Utility Vehicle

To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$34,000 or some other sum of money for the purpose of purchasing a Police Department utility vehicle, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 7 - Police Department Toughbooks

To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$10,500 or some other sum of money for the purpose of purchasing Police Department Toughbooks, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 8 - Fire Department ATV

To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$25,000 or some other sum of money for the purpose of purchasing an all-terrain vehicle (ATV) and associated equipment for the Fire Department, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 8 - Fire Department ATV

- Accessing Forest Fires
- Forest Fire Suppression
- Missing Person Searches
- Off Road Rescue

Can also be used for town event for EMS, Fire,  
Security, or logistics

The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article





# Article 8 - Fire Department ATV



# Article 9- Transfer to Stabilization

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money, and if so what amount, for the Stabilization Fund, pursuant to Massachusetts General Laws Chapter 40, Section 5B, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article



# Article 10 - Free Cash Transfer for FY19

To see what sum the Town will vote to transfer from Free Cash (Surplus Revenue) to meet the appropriations of Fiscal Year 2019, beginning July 1, 2018 or to authorize the Assessors to utilize said transfer in order to reduce the tax rate, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 11 - Survey of 91 River Street

To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$21,875 or some other sum of money for the boundary and division survey and remove asbestos from 91 River Street, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 12 - Unpaid Bills of FY17

To see if the Town will vote to transfer from Free Cash (Surplus Revenue) \$36.91 or some other sum of money for the purpose of paying unpaid bills of FY2017, including the following, or take any action in relation thereto:

Gulf	\$ 36.91
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The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 13 - Business Registration Bylaw

- Filing and renewal of certificate required
  - file in the office of the Town Clerk a certificate stating the full name and residence of each person conducting such business
- Violations and penalties
  - Violations of this bylaw shall be subject to a fine of \$300 for each offence, and enforced by noncriminal disposition of the offence by the Police Department pursuant to the Non-Criminal Disposition Bylaw



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 14 - Non-Substantive Changes

- §7 The Town Clerk is authorized to assign appropriate numbers to sections, subsections, paragraphs, and subparagraphs of the General Bylaws and Zoning Bylaws where none are approved by Town Meeting, and, if such numbers are approved by Town Meeting, after consultation with the Board of Selectmen, the Town Clerk is authorized to make non-substantive, editorial revisions to ensure consistent and appropriate sequencing and numbering, provided any such editorial revision shall be identified by a footnote or other convention.

The Board of Selectmen recommends approval of this article

The Advisory Board recommends approval of this article



# Article 15 - Memorials and Monuments Bylaw



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article



# Bylaw Tenants

- Establishes rules for placement of memorials and monuments on public lands
- Sets criteria for determining what event's merit commemoration
- Creates a process for reviewing applications for new monuments, relocations, or retirement
- Publishes application forms, and necessitates a public hearing for application review







# Bylaw Tenants

- Sets criteria for monument construction
- Creates and maintains a list of Town adopted monuments subject to maintenance and upkeep
- Submit memorial and monument recommendations to Board of Selectmen



Memorials and Monuments Committee





# Article 16 - Amendment to the Dunstable Zoning Bylaws to Regulate Recreational Marijuana Establishments

- What is means to be a “yes” community
  - Why Dunstable needs a bylaw to restrict uses
- No Retail Establishments
- Tier I Cultivation (up to 5,000 s.f.) – all districts
- Independent Testing Laboratories and Marijuana Product Manufacturers – B1, B2, and B3
- Tier II and above cultivation – B3 only



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 16: Amendment to the Zoning Bylaws to Regulate Recreational Marijuana Establishments

**Current By-Law for Medical Marijuana in the Business Zoning districts.  
(B1,B2,B3)**

- ▶ Cultivation
- ▶ Processing
- ▶ Retail

## **Proposed Recreational Marijuana bylaw**

- ▶ Cultivation (Tier 1) in all districts
- ▶ Cultivation (Tier 2 and above) B3 Zoning District
- ▶ Product Manufacturer B1, B2 and B3
- ▶ Independent Testing Laboratory B1, B2 and B3
- ▶ All Other License types including RETAIL is prohibited in all Zoning Districts

**Receipt of Special Permit required for all applicants**

## Marijuana License Types

## Proposed Zoning Districts

▶ Marijuana Cultivators		
▶ Tier 1- Up to 5,000 sq. ft.	➡	▶ All Zoning Districts
▶ Tier 2 and above	➡	▶ B3 Zoning District
▶ Craft Marijuana Cooperative	➡	▶ Not allowed in any Zoning District
▶ Marijuana Product Manufacturer	➡	▶ B1, B2 and B3 Zoning Districts
▶ Marijuana Retailer	➡	▶ Not allowed in any Zoning District
▶ Marijuana Transporter	➡	▶ Not allowed in any Zoning District
▶ Laboratories	➡	▶ B1, B2 and B3 Zoning Districts
▶ Microbusiness	➡	▶ Not allowed in any Zoning District

# What is a Tier 1 Cultivator?

- ▶ A **Marijuana Cultivator** may cultivate, process and package marijuana, to transfer and deliver marijuana products to marijuana establishments, **but NOT to consumers.**
- ▶ A Tier 1 Cultivator is the smallest licensed tier of marijuana allowed by the regulations and is Limited to up to 5,000 square feet of canopy.
- ▶ A Tier 1 Cultivation establishment can be operated using a small number of employees (2-5) depending on the amount of automation.
- ▶ Tier 1 Cultivation can be grown indoors, outdoors or in a greenhouse.
- ▶ Processing, packaging and storage are done inside of a “headhouse.”
  - ▶ A headhouse is a building that has areas and equipment for trimming, drying and packaging, an area for starting young plants and an administrative area that holds the security and seed to sale servers.

# Licensing Requirements

## Local Municipality

- ▶ Must Negotiate a Host Community Agreement with the Town
- ▶ Hold Community Outreach Meeting
- ▶ Receipt of Special Permit before being allowed to operate

## State of Massachusetts

- ▶ The state of Massachusetts has a rigorous application and compliance process
  - ▶ Management and operation plans
  - ▶ Proof of Funding
  - ▶ Security
  - ▶ Inventory Tracking
  - ▶ Product Storage
  - ▶ Background Checks
  - ▶ Local Town Approval

# Impact to the Community

- ▶ **Community Host Agreement** - Under the regulations any Marijuana Establishment must enter into a “Host Community Agreement”
  - ▶ **Revenue for the Town** - The establishment pays a community impact fee of up to 3% of gross sales. As long as the fee is reasonably related to real costs imposed on the municipality due to the establishment.
- ▶ **Low Impact** - Being the smallest allowable cultivation tier (other than home growers) a Tier 1 Cultivator will have very little impact on Town Services and infrastructure.

# Why do we have to vote on this by-law?

- ▶ MGL. 94G Sec. 3(2) States that a City or Town may limit the number of marijuana establishments in the city or town; provided, however, that in the case of a city or town in which the majority of voters voted in the affirmative for question 4 on the 2016 state election ballot... the city or town shall submit any by-law or ordinance for approval to the voters pursuant to the procedure in subsection (e) before adopting the by-law or ordinance if it would... prohibit the operation of 1 or more types of marijuana establishments within the city or town.
  - ▶ Dunstable vote on Question 4: YES 1,083 votes 53.9% NO 928 votes 46.1%
- ▶ Under the law, in order to approve the bans on Marijuana Retail, Craft Co-operative, Microbusiness and Transporter the Town must submit the by-law for approval by the voters at a regular or special election.
  - ▶ Majority vote allows the adoption of the bylaw.

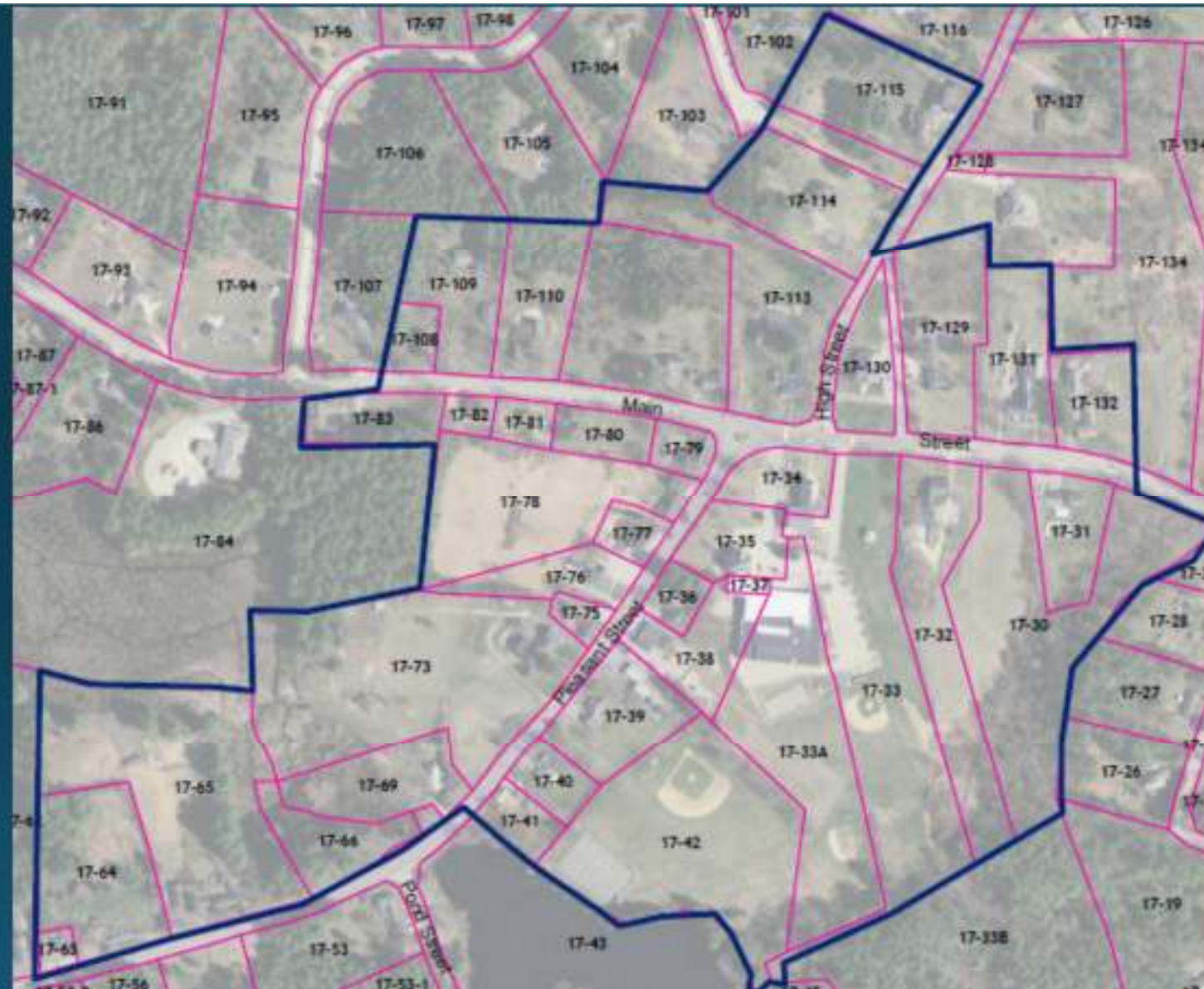
# Article 17 - Town Center District and Parking Requirements

- Establishes Town Center Overlay
- Allows for commercial uses on the First Floor and Residential uses above with Special Permit
- Preserves historic character



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article





# Article 18 - Noise Bylaw

- Sound-making devices and boisterous persons
- Noise from dwellings, buildings, boats and other conveyances
- Noise from motor vehicles



The Board of Selectmen recommends approval of this article  
The Advisory Board **does not** recommend approval of this article

# Article 19 - Special Act for to Allow On-Premises Liquor Licenses in Town

- To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for the enactment of special legislation that would allow for the issuance of alcoholic beverage licenses for on-premises consumption (pouring) under Massachusetts General Laws Chapter 138, Section 12, in the Town of Dunstable, provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments thereto before enactment by the General Court, which amendments shall be within the public purposes of said petition, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article with limitations

The Advisory Board recommends approval of this article with limitations

# Article 20 - Appointed Constables

- To see if the Town will vote, in accordance with Massachusetts General Laws Chapter 41, Section 1, to convert the position of Constable from elected to appointed, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 21 - Administration of Proctor and Parkhurst Trust Funds

- To see if the Town will vote to abolish the Commissioners to Expend Proctor and Parkhurst Trust Funds and assign their duties to the Commissioners of Trust Funds, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article



# Article 22 - Community Preservation Committee Recommendations

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



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 23 - CPC – Town Hall Records

- \$25,000
- Continue the preservation of Town Hall records



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 24 - CPC – Lake Massapoag Invasive Weeds

- \$45,000
- Assist the Lake Massapoag Rod and Gun Club with the exotic, invasive weed management



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article



# Article 25 - CPC – Tomb Repair

- \$2,500
- Upper wall tomb repair at Central Cemetery



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 26 - Sale of a portion of 91 River Street

- Parcel 1-7
- Portion running along the Nashua River and Unkety Brook
- \$200,000 (-\$30,000 for demolition)
- Massachusetts Department of Fish and Game
- Demolition of the current residence



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 27 - Acquisition of a Conservation Restriction Over Frye Field

- Parcel 12-83
- \$194,000
  - CPC Open Space \$35,000
  - CPC Undesignated the sum of \$159,000
  - CCC Fund \$25,000
  - Timber Fund (Pierce) \$25,000
  - Borrow the sum of \$255,000
- Contingent on LAND Grant

The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article



























# Reasons for Purchase of Frye Conservation Restriction

- Would protect:
  - Water Quality (perennial stream- Barnes Brook)
  - An Agricultural Resource (pasture/hayfield/tillable)
  - Vista (view along Rt. 113/ the other “Gateway”)
  - An Historical Site (Fletcher Farm & mill site)
  - A Recreation Resource (trail to Town Forest and Goss Farm-connectivity)
- Would foster:
  - The Agricultural Economy of the Town (productive field, proximity to Tully Dairy Store/Goss Farm)
  - Dunstable as a “Destination Town” (photos, produce & dairy, outdoor recreation)
- Why a CR:
  - Continues to pay taxes
  - Land is privately managed and cared for
  - Remains part of the (agricultural) economy



## Financing the Frye Field CR

- Note: -Will NOT impact the tax rate  
-Conditional on the receipt of the State LAND Grant.
- Price: \$499, 000
- Sources: -State: \$255,000  
-CPC: \$194, 000  
-Timber sale \$50,000
- Note: -If State LAND Grant is not received, the project is cancelled.  
-State LAND Grant would be 51.1 % of total price, based on 60% of the APPRAISED value.

CPC money includes \_\_\_\_\_ from the Open Space & Recreation “Pocket”  
\_\_\_\_\_ from the Undesignated “Pocket”

Approximately \_\_\_\_\_ of these pockets is State Match money.

# Explanation of Conservation Restrictions

- A **Conservation Restriction** is one of several methods of protecting land. It's a legal agreement between a landowner and a land trust (or other agency) designed to permanently protect the **conservation** values of a property by defining allowed uses.
- They are FOREVER (in perpetuity)
- Typical Restrictions:
  - May not be developed
  - May not be subdivided
  - No dumping of junk cars, debris, etc.
  - No removal of soil, minerals, etc.
- Typical Reserved Rights:
  - Agricultural (& associated activities)
  - Silviculture (& associated activities)
  - Trails
- Note: Some type of public access usually required
- Note: Hunting and ATV use typically left up to landowner



# Article 28 - Salaries of Elected Officials

	Voted <u>FY17</u>	Voted <u>FY18</u>	Recommended <u>FY19</u>
Selectmen – Chairman	\$ 600	\$ 600	\$ 600
Member	\$ 600	\$ 600	\$ 600
Member	\$ 600	\$ 600	\$ 600
Assessors – Chairman	\$ 300	\$ 300	\$ 300
Member	\$ 300	\$ 300	\$ 300
Town Clerk	\$31,536	\$33,167	\$34,831



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 29 - 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.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article



# Article 30 - Rescind Unused Borrowing Authority

To see if the Town will vote to rescind the unused borrowing authority for the Miller Conservation Restriction, voted under Article 19 of the May 11, 2015 Annual Town Meeting Warrant, or take any action in relation thereto.



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 31 - Nashua Wild and Scenic Designation

Nashua, Squannacook, and Nissitissit Rivers  
Stewardship Plan developed by the Nashua River  
Wild and Scenic River Study Committee



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 32 - Operating Budget

- Total Budget \$10,738,277 (total expenses \$11,145,376)
  - 7.72% increase over FY2018
- Includes:
  - Contractual obligations and final year of Personnel Board salary recommendation approved by the Board of Selectmen
  - 2% COLA for all non-contract employees
  - Capital expenses for GDRSD
  - Funding for Groton to hire a second School Resource Officer
  - Funding for phase one of moving to curbside trash/recycling pickup



The Board of Selectmen recommends approval of this article

The Advisory Board recommends approval of an **amendment** to this article

# Article 32 - Operating Budget

Municipal Salaries	8.69%
Municipal Operations	5.79%
Insurance & Assessments	4.86%
Municipal Operations - TOTAL	7.01%
Municipal Debt & Interest	25.50%
Municipal Operations & Debt - TOTAL	8.28%
Regional & Vocational Schools - Operations	9.55%
Regional & Vocational Schools - Debt & Interest	-23.96%
Schools Operations & Debt - TOTAL	7.38%
Total Budget for the Fiscal Year	7.72%



# Budget Presentation FY 2019



Groton-Dunstable Regional Schools  
April 30, 2018

# The Process



The School Committee approved the following budgetary guidelines:

- Maintain and look to improve services for all students
- Capital and Tech to be pulled out separately for assessment
- Capital Plan and project information is to be included in its own section in the budget book
- Explore recommendations from external audits to seek areas of efficiency for funding district needs
- Review athletics fees for comparison to other districts and the financial impact to families

# The Process



- Ensure adequate funding of school supply budgets
- Provide adequate funding for maintenance staff and services to properly support a complete maintenance plan.
- Maintain District class size standards set below with the exception of chorus, band and PE. Other exceptions to the class size will be allowed should there be a compelling explanation presented to school committee.
  - K-4: 15-22 Students
  - 5-12: 15-25 Students

# Factors Affecting Assessment Increase



- Budget Expenditure increase 4.03%
- Driven by reduction in revenue
  - Foreign Exchange (\$126,000)
  - Circuit Breaker (\$146,000)
  - Regional Transportation Reimbursement (\$20,662)
- Use of \$100,000 E&D in FY 2018 to reduce assessment that is not planned in FY 2019.
- State Aid only increased less than 0.44%. Therefore increases the amount of budget increase that is assessed to both towns.



# Budget Comparison without capital



<b>FY 18</b>	<b>\$39,215,831</b>
<b>FY 19</b>	<b>\$40,747,662</b>
<b>DIFFERENCE</b>	<b>\$1,531,831</b>
<b>PERCENT</b>	<b>+3.91%</b>

# Seeking Efficiency



Using the information provided in the external operational reviews the district is making and exploring the following efficiency measures.

- Relocation of Central office to Middle School South
- Redesigning bus routing to have middle and high school students ride together to increase utilization. Delaying start time for High School for academic performance purposes.
- Exploring Privatization of Custodial Services.
- As will be an ongoing measure looking at enrollment and staffing needs district wide to find areas to align resources more effectively.

# Proposed FY19 Professional Staffing Changes



Position	FTE
Clinical Coordinator	1.0
Team Chair	1.0
Tech Teacher	1.0
Regular Education Teachers	-2.0
Net	1.0 FTE

# FY19 Paraprofessional Staffing Changes



Position	FTE
Paras FY17 Actual + FY18 Budget	84.2
Paras FY18 Opening year	74.2
Paras FY18 Actual January	75.89
Para FY19 Budget	77.89
Net FY17 to FY18	-6.31

# Capital Projects



Description	FY 2019 Proj Groton	FY 2019 Proj Dunstable
Replacement of Dump Truck	\$46,190	\$13,810
Replacement of District Wide Phone System and Internet Infrastructure	\$346,424	\$103,576
MSS Repair/Replace Flooring	\$38,778	\$11,222
MSN HVAC System	\$38,778	\$11,222
SU Removal of (2) Oil Tanks and Gas Conversion	\$9,529	\$15,471
SU Replacement of the Union Building Boiler	\$30,492	\$49,508
HVAC Office Music Rm	\$9,307	\$2,693
Security Cameras Upgrade	\$3,849	\$1,151
Field Repair	\$7,698	\$2,302

# Capital Projects Cont.



Description	FY 2019 Proj Groton	FY 2019 Proj Dunstable
Field Repair	\$7,458	\$2,542
Infield Groomer (Baseball Fields)	\$15,397	\$4,603
Tennis Courts	\$22,375	\$7,625
Projector Replacement	\$80,062	\$23,938
Student Chromebook Lease	\$55,947	\$16,728
Teacher Device Lease	\$21,170	\$6,330
Lab Computer Lease	\$29,639	\$8,861
iPad Lease	\$9,192	\$2,748
Feasibility Study (Proposed Funding E&D)	\$577,373	\$172,627

# FY 19 Assessment for Dunstable



	FY18	FY19	
Operating	\$5,567,920	\$5,827,196	4.65%
Capital Projects	\$19,349	\$284,330	1369.48%
Totals (W/O Debt)	\$5,587,269	\$6,111,526	9.38%
Debt	\$362,377	\$268,857	-25.80%
Total Assessment	\$5,949,646	\$6,380,383	7.24%

# **Districtwide Feasibility Study**

Florence Roche MSBA SOI



# MSBA Building Process

*Steps primarily for:*

Districts

Construction Professionals

ELIGIBILITY  
PERIOD

FORMING THE  
PROJECT TEAM

FEASIBILITY  
STUDY

SCHEMATIC  
DESIGN

FUNDING THE  
PROJECT

DETAILED  
DESIGN

CONSTRUCTION

COMPLETING  
THE PROJECT



# What Is The Eligibility Period

## Overview:

- Determination of initial reimbursement rate - 48%.
- Maximum 270 day eligibility period.
- Groton-Dunstable's eligibility period to begin June 1, 2018

## Work products:

- Initial compliance certification.
- Form School Building Committee.
- Educational Profile Questionnaire.
- Online Enrollment Projection.
- Maintenance and Capital Plan.
- Local Vote Authorization.
- Enrollment/Certification Agreement.
- Feasibility Study Agreement

# Current concerns with Florence Roche

- Irregular heat - some classrooms too hot, some no heat.
- Steam traps clogged, piping corroded.
- Roof at life expectancy.
- Some plumbing shut-offs do not work.
- Asbestos in crawl space where steam pipes located.
- Fire alarm system goes off when not appropriate.
- Telephone and intercom systems do not work intermittently.
- Many toilets/bathroom fixtures original to 1951 building.
- Fire alarm not audible throughout the building.
- Floor asbestos tile.
- Storage area being used for social/emotional support services.
- Dropped ceiling beginning to fail in cafeteria.
- 150 students in portables that are passed life expectancy.
- Much of electrical system is original circa 1951
- Heat can not be regulated.

# WHAT DOES THAT MEAN FOR EACH TOWN AS WE CONSIDER FEASIBILITY?

- MAJOR INFORMATION TO BE GAINED BY BOTH TOWNS.
- INFORMATION ABOUT CONDITION AND FUTURE EXPENSES NEEDED FOR SWALLOW CRITICAL.
- INFORMATION ON HOW TO BETTER UTILIZE CURRENT DISTRICT SPACE THAT IS BOTH EDUCATIONAL AND FINANCIALLY ADVANTEGOUS. INVESTIGATE GRADE RECONFIGURATION, BRINING BACK K-5 OR K-6 DUNSTABLE STUDENTS BACK TO HOME SCHOOL.
- INFORMATION ON HOW TO MINIMIZE FUTURE CAPITAL EXPENSES THROUGH REPURPOSING EXISTING SPACE AND CONSIDER ADDING CLASS ROOMS TO EXISTING BUILDINGS.

# Feasibility Study - Approximately 2,500 Hours

- Educational Program\*
- Visioning Program\*
- Building Evaluation\*
- Structural Evaluation\*
- Heating & Ventilation Evaluation\*
- Haz Mat Inspection & Report\*
- Phase 1 Environmental Assessment\*
- Plumbing Evaluation\*
- Electrical Evaluation\*
- Site Evaluation\*
- Alternative Comparison Matrix\*
- Costs Analysis\*
- Options Narratives\*
- Space Summary Spreadsheets\*

\*\*\* **ALL MARKED WITH ASTERISK WOULD INCLUDE FLO-RO AND SWALLOW UNION**

# ARTICLE 33 - Revolving Funds

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



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Debt Exclusion Overview

- What is a Debt Exclusion
- Approval process for Debt Exclusions
- Current Proposals

	Cost	Tax Bill Impact*
• Dumont Acquisition	\$2,600,000 (20 years)	\$205.57
• Fire Engine	\$405,000 (5 years)	\$83.57

\*on the average \$450,000 house



# Debt Schedule

Total Current Debt	2019	2020	2021	2022	2023
	\$324,912	\$313,240	\$256,200	\$89,000	\$89,000
<i>Proposed Debt Exclusions</i>					
Fire Engine (405K-5 years)	\$0	\$0	\$95,125	\$88,000	\$86,000
Dumont (2.6M - 20 years)	\$234,000	\$228,800	\$223,600.00	\$218,400	\$213,200
Total Debt	\$558,912	\$542,340	\$574,925	\$395,400	\$388,200



# Future Vision

- Water Infrastructure
- Road Repair and Paving
- Public Safety Building



# Article 34 - Acquisition of the Dumont Property Fronting on Lowell and Main Streets

- Assessor's Parcels:
  - 17-4-1, 17-6, 17-6-1, 17-13, and 22-15



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

## DUMONT ENTERPRISES PROPERTY





## DUMONT ENTERPRISES PROPERTY LOWELL ST

- 73.83 acres +/- of mixed land use.
- Open land & garage 50 ac +/-
- Hay field on north west
- Wildlife/fishing pond
- Forested wetland south of power lines 23 ac +/-
- Sand & Gravel soils









## **USES BY AND BENEFITS TO TOWN**

- Large highway garage, salt shed & materials
- Municipal office space i.e. Parks & Recreation, Water, Veterans
- Solar field to provide income
- Future town controlled 55+ housing
- Expand Central Cemetery
- Storage of fire vehicle and equipment.
- Recreational uses –fishing pond, walking trails
- Agricultural field preserves scenic look “Gateway to Dunstable”



Agricultural field



**Current Highway Garage & Veterans Office**  
**589 Pleasant Street**





**Current Salt Shed**



# **CURRENT HIGHWAY GARAGE @ 589 PLEASANT ST**

Purchased in 2003 for \$490,000

- Building too small to store the equipment inside. 3,674 s.f.
- Equipment being stored in various location throughout town or outside
- Doors too small to fit larger trucks inside.
- Yard too small for material storage.
- Limited room for expansion- small lot 2 acres, high tension wires, wetlands.
- Ceiling too low, can't raise truck bed or jacks to repair.
- Truck bay floor is sinking





## **COST COMPARISON**

**Townsend new highway garage 11,844 s.f.**

- **10 years ago cost: \$1,400,000**  
(construction only, land was gifted, no prevailing wage)
- **Today would be approx. \$1,800,000**

# BENEFITS TO HIGHWAY DEPARTMENT

## Dumont garage 10,200 s.f. built in 1986

- 7,800 s.f. of garage space and 2,400 s.f. of office space. Building is sound. Well and septic are functional. Based on the Townsend facility, the value of the Dumont garage alone is approximately \$1,600,000.
- All vehicles and equipment stored *inside* at *one* location.
- Salt shed and all other material stored on site
- Allows for more efficient preparation for storm events. (salt, warm & cleared trucks)
- Safer, more productive work environment for employees— heat, lighting & space
- Room to expand as needed.

**MEETS ALL NEEDS FOR LOW COST**



## **BENEFIT FOR FUTURE HOUSING**

**Increase in demand by 65 age demographic, limited housing available**

- **Meets goals of the Master Plan**
  - **Town controlled**
  - **Future housing needs of town “Beginners” and “Enders”**
  - **Diversified housing stock**
  - **Less financial impact to town**
  - **Provides revenue**
- 
- **Soils throughout site are gravel.**

## POTENTIAL 12 HOUSE SUBDIVISION

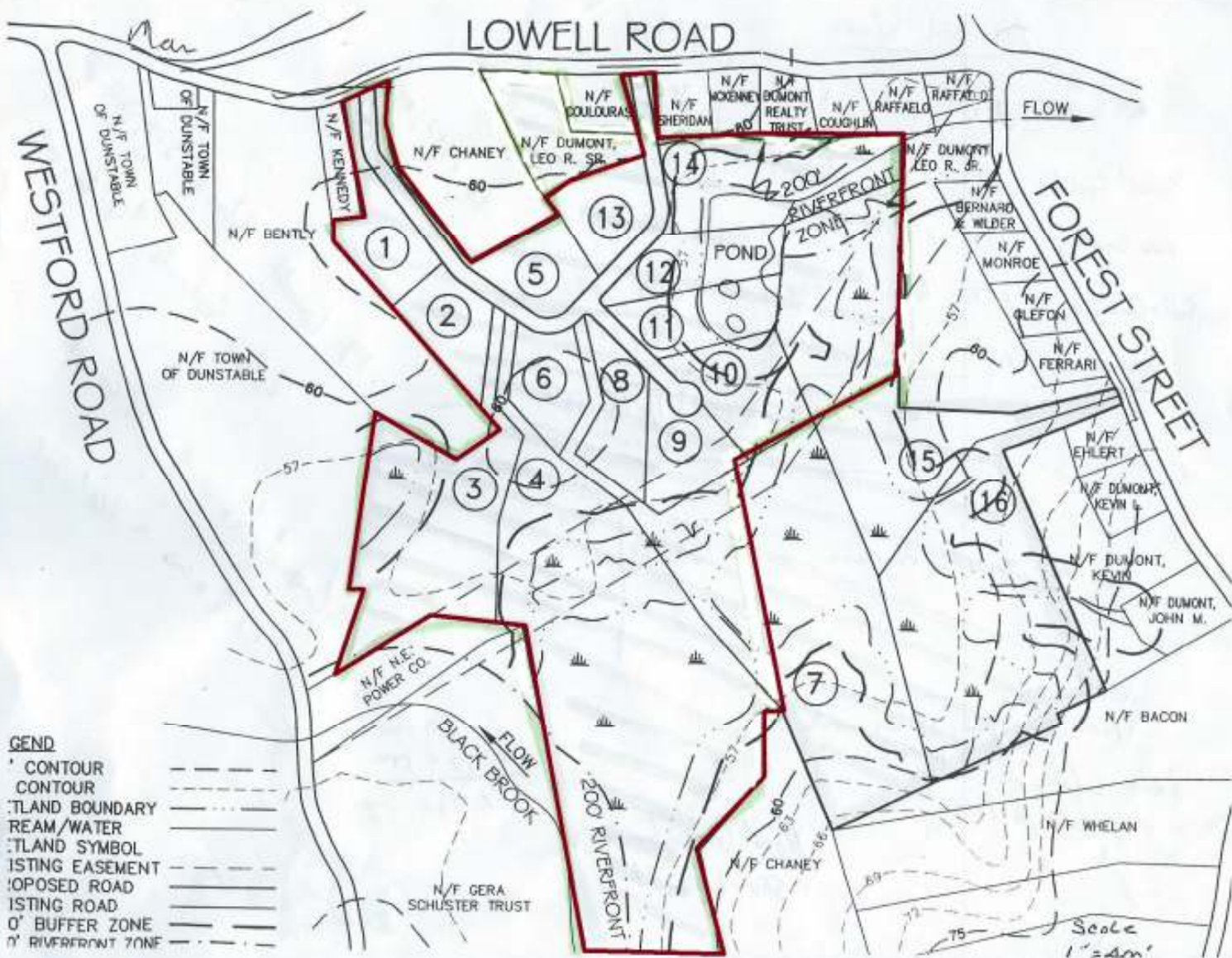
Financial impact of a SINGLE FAMILY HOUSE with an average of 1.3 children

Education cost	\$14,593/child/yr x 1.3 child/house	\$18,970
Municipal cost	\$1500/yr/house	<u>\$ 1,500</u>
		\$20,470
Average RE tax collected	\$7400.00/house	<u>- 7,400</u>
		\$13,070
		<u>x 12 new houses</u>
	<b>COST TO TOWN PER YEAR</b>	<b>\$156,840</b>

**COST TO TOWN OVER 20 YEARS (at today \$'s) \$3,136,800**

**PRICE OF DUMONT LAND \$2,600,000**





## **FUNDING SOURCES**

**Cost \$2.6 m to be bonded 20 years**

- **Sale of DPW Garage on Pleasant St                      \$475,000 +/-**
- **Proceeds from lot sale on 91 River St                      \$170,000**
- **Solar field lease income (exceeds that of current RE taxes by 10k)  
   \$40,000+/- solar lease – \$30,000 revenue**
- **Potential sale of 23 ac +/- wetlands south of power lines to F & G**
- **Cost to residents: \$206 at highest principal payment.  
(Before reduction in principal from Pleasant St and River St sales)  
   Cost will reduce each year after.**











# Article 35 - Fire Engine #2

- \$405,000
- Replace 30-year-old engine; outdated fire-fighting equipment and capacity
- Expensive to repair; requires custom parts
- Old engine would be used as a brush fire response vehicle until no longer feasible to repair



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# Article 36 - Alexander Way Road Acceptance

To see if the Town will vote to accept as a public way a certain existing roadway known as Alexander Way



The Board of Selectmen recommends approval of this article  
The Advisory Board recommends approval of this article

# *Town Elections*

Tuesday, May 15  
Elect town officials

Tuesday, June 26  
Ballot questions

Noon – 8:00 pm  
Dunstable Free  
Public Library

