



**OFFICE OF THE
PLANNING BOARD**

TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
<mailto:Planning@dunstable-ma.gov>

**Planning Board Minutes
Monday, April 1, 2024**

Approved: **April 16, 2024**

Chair Jeff Pallis at 6:35pm, called the meeting to order.
Members present: Alan Chaney, Joan Simmons, Joe VLcek, and Jim Wilkie
Members absent: none

Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Patriots Day Holiday Meeting Reschedule

Alan motioned to reschedule the April 15th holiday meeting of the PB to Tuesday, April 16th at 6:30pm. Jim 2nd. – Motion passed unanimously.

Planning Board Fees & Project Review Costs

Administrator shared email of proposed updates to fees and inspections costs from Town Engineer, along with an analysis of similar fees for surrounding towns. The Board will review further and have additional discussion at their next meeting to determine new fee amounts.

**Dunstable Conservation Commission CPC Application Request for Support
(High Street Conservation Restriction)**

Alan presented the DCC proposed project to request CPA funding in the amount of \$300,000 to purchase a conservation restriction on 53.3 acres on High Street. The preservation of this land, along the eastern bank of Salmon Brook will protect the Town's well water supply and prevent development of buildable lots.

Joe made a motion for the PB to support the Dunstable Conservation Commissions application to purchase a conservation restriction on a 53.3 acres property on High Street. Jim 2nd the motion. – Motion passed unanimously.

0 River/Unkety Brook Way Subdivision: Return 53G Funds

The Administrator shared that the sale of the 0 River/Unkety Brook Way subdivision from Coljack Development to Premier Property Group, LLC was finalized on March 29th.



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There are a number of legal documents which need to be updated into the new owner's name. Town Counsel is reviewing ahead of PB signing during the next April meeting.

The original owner, Tim Juszczak/Coljack Development has requested the Planning Board return his remaining inspections related funds which amount to \$5,570.29.

Joe made a motion to return the funds remaining in the Coljack Development 53G account to the owner. Alan 2nd the motion. – Motion passed unanimously.

Meeting Minutes – March 4 & 18, 2024

Alan made a motion to approve of the minutes, as presented, for the March 4th meeting. Joan 2nd the motion. – Motion passed unanimously.

Alan made a motion to approve of the minutes, as presented, for the March 18th meeting. Joe 2nd the motion. – Motion passed unanimously.

Bills and Payroll

Alan motioned to pay a Hoyle Tanner invoice #70857, for the 532-542 Groton Street ANR for \$859.25. Joe 2nd the motion. – Motion passed unanimously.

Alan motioned to pay a Hoyle Tanner invoice #70858, for the 532-542 Groton Street Special Permit review services for \$1,256.00. Joe 2nd the motion. – Motion passed unanimously.

Alan motioned to pay a Hoyle Tanner invoice #70872, for the 73 Depot Street – Tier I Land Disturbance Permit Review and Inspection Services for \$46.25. Joe 2nd the motion. – Motion passed unanimously.

Alan motioned to pay a Hoyle Tanner invoice #70873, for the 75 Mill Street Backland Lot Special Permit - Review and Inspection Services for \$92.50. Joan 2nd the motion. – Motion passed unanimously.



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Alan motioned for Jeff to sign-off on postage billing costs of \$22.20. Joe 2nd the motion. – Motion passed unanimously.

Alan motioned for Jeff to sign-off on a Hoyle Tanner task order #33 for Planning Board Inspection Services for Unkety Brook Way (aka 0 River Street). The initial fee for Proposed Task Order #33 is \$36,000. This estimate is based upon inspection requirements listed in the Rules and Regulations Governing the Subdivision of Land in Dunstable, Massachusetts Revised April 9, 2019, and the Town of Dunstable, Massachusetts Stormwater Management and Illicit Discharge Regulations dated June 15, 2020. Justification for this fee was included with the task order. Joe 2nd the motion. – Motion passed unanimously.

Alan made a motion to sign off on payroll. Joe 2nd the motion. – Motion passed unanimously.

Joe made a motion to close the meeting at 8:22pm. Alan seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Tuesday, April 16, 2024 at 6:30pm. The Planning Board will meet in the lower-level Grange room at the Dunstable Town Hall.

Respectfully submitted,

Carol A. Rock
Administrative Assistant
Dunstable Planning Board