OFFICE OF THE
CONSERVATION COMMISSION
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Conservation Commission Minutes **Approved: June 8, 2026**
Tuesday, May 26, 2026

Chair Alan Chaney called the meeting to order at 6:31pm.
Members present: Marijan Andacic, Leah Basbanes, Alan Chase, and Kate DeLoureiro

Members absent: Bridgette Pontbriand and Al Starbird

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

Notice of Intent (NOI) Public Hearing Opening & Extension Request – 5 Pleasant Street Extension for New England Power

Chair Alan opened the public hearing regarding the NOI for 5 Pleasant Street Extension. The applicant, NE Power, to be represented by BSC Group, was not in attendance as the Massachusetts Department of Environmental Protection (DEP) has requested additional stormwater related information and not issued their file number yet. Given the lack of a file number, the applicant requested an extension of the hearing via email and Commission discussion was limited to that request.

- Leah moved to grant the requested extension. Kate seconded the motion. The motion passed unanimously.

Notice of Intent (NOI) Public Hearing Continuation – 164 Pleasant St/MCO Cottages for MCO & Associates

Chair Alan reopened the NOI public hearing for the MCO Cottages project at 164 Pleasant Street. The applicant and their representative Haley Ward, were not in attendance as they have not yet conducted the required test holes for the high-water level requested by the DEP. The Commission discussed the importance of these test holes in determining site conditions and ensuring compliance with wetlands regulations. Given the delayed test holes data, the applicant requested an extension of the hearing via email.

- Marijan moved to grant the extension request. Alan Chase seconded the motion. The motion carried with Leah abstaining.

Enforcement Order – 285 Pleasant Street, Ramirez Property

The Commission discussed ongoing enforcement concerns at the Ramirez property (285 Pleasant Street). Marijan reported observing excavation equipment and active work occurring approximately two weeks prior to the meeting within an area believed to be regulated. Members noted that this activity appeared to be occurring without the required permits and without coordination through the Commission.

The Commission reviewed the history of the property, noting prior violations dating back to 2022 and continued challenges in securing compliance. Members discussed the lack of responsiveness from DEP historically but acknowledged that recent changes in agency leadership may improve coordination moving forward.

Action items included a site visit by the Chair, and if deemed appropriate, issuance of a formal letter by staff requesting a site visit and outlining compliance expectations.

- Marijan moved to proceed with follow-up enforcement actions as discussed. Kate seconded the motion. The motion carried unanimously.

The Commission further discussed potential escalation steps; including issuing an additional enforcement order should ongoing work be confirmed. Members agreed that documentation and clear communication would be essential when moving forward.

- Alan Chase moved to continue monitoring and authorize further enforcement action if necessary. Marijan seconded the motion. The motion carried unanimously.

APPROVED

Site Visit Feedback – 13 Brook Street, Gerow Property

The Commission held an in-depth discussion with the property owner in attendance regarding a proposed basketball court and driveway stabilization project. The original proposal involved significant grading, installation of retaining walls, and placement of fill, which would likely require a Notice of Intent.

Alternative approaches were discussed to reduce project scope, minimize environmental impact, and potentially qualify under a Request for Determination of Applicability (RDA). The Commission recommended reducing work within the buffer zone and limiting fill and structural elements.

An additional site visit was scheduled for Saturday, May 30th at 10:00 AM to further evaluate the proposal and determine an appropriate path forward.

Commission Appointment Needs

The Commission reviewed appointments needed for outside boards and Commissions. Max McCormick was proposed to serve on the Nashua River Scenic River Stewardship

Council, replacing a prior representative. The Commission discussed his qualifications and familiarity with water quality monitoring.

- Leah moved to appoint Max McCormick to the Nashua River Scenic River Stewardship Council. Marijan seconded the motion. The motion carried unanimously.

The Commission will await Commissioner Al Starbird's attendance at a future meeting to determine his availability and interest in a reappointment as the Community Preservation Commission representative.

Stewardship

Conservation Property Signage

The Commission discussed ordering new conservation property signs for the Curtis, Gardner, Parkhurst, Tercentenary, and Holmes properties. The signage is required in part for state grant compliance and a goal of the Open Space and Recreation Plan.

- Kate moved to approve the ordering and installation of five signs. Alan Chase seconded the motion. The motion carried unanimously.

DunstableTrails.ORG website for trails

Marijan is still pending a conversation with Scott Lewis regarding his offer to help build a Commission website specifically for hosting town properties trails information.

APPROVED

Meeting Minutes of May 12, 2026

- Leah made a motion to approve the May 12th meeting minutes. Marijan seconded the motion. – Motion passed unanimously.

Bills/Payroll

- Kate made a motion to sign off on one payroll. Alan Chase seconded the motion. – Motion passed unanimously.

Leah moved to close the meeting at 7:31PM. Kate seconded the motion. – Motion passed unanimously.

The next meeting scheduled is Monday, June 8, 2026, at 6:30pm.

Respectfully submitted, as transcribed from notes provided by Kate DeLoureiro.

Carol A. Rock
Administrative Coordinator
Dunstable Conservation Commission