OFFICE OF THE
PLANNING BOARD
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
planning@dunstable-ma.gov

Planning Board Minutes
Monday, June 3, 2023

Approved: **June 17, 2024**

Vice Chair Joan Simmons, at 6:33pm, called the meeting to order.
Members present: Alan Chaney and Joe VLcek
Members absent: Jeff Pallis and Jim Wilkie

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

Planning Board's Designee to the Northern Middlesex Council on Governments

Alan nominated Jim Wilkie to represent Dunstable and the Planning Board as a representative on the NMCOG. Given his absence from the meeting, his name will be presented to the Town Administrator and Select Board, and pending his acceptance. Joe 2nd the motion. – Motion passed unanimously.

Planning Board's Designee to the Community Preservation Committee

Joe nominated Alan Chaney to remain as the Planning Board Representative on the CPC. Joan 2nd the motion. – Motion passed unanimously.

0 River / Unkety Brook Way Subdivision

In early May, the legal team for the developer sent over a "Declaration of Covenants & Restrictions" to the Planning Board and Select Board for signatures. Town Counsel responded to the Board's inquiry surrounding the request for signatures on the document to note: *"While this document may be a bit premature (particularly if this project does not go forward), it is to the Town's benefit to have this recorded and in place to help enforce the various restrictions, rather than chasing for it at a later stage."*

Alan motioned for the Planning Board to sign the "Unkety Brook Way Declaration of Covenants & Restrictions". Joe 2nd the motion. Motion passed unanimously.

PB Fee Schedule Review

The Board discussed the latest edition of proposed fee and project review increases. They discussed rewording the inspection related cost and adding "Site Plan Review" alongside the

OFFICE OF THE
PLANNING BOARD
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
planning@dunstable-ma.gov

Special Permit for residential application. An updated draft will be shared with the Town Engineer and follow-up review and consideration for approval will occur at the next meeting.

Meeting Minutes – May 20, 2024

The members tabled the approval of these minutes until the next meeting.

Bills and Payroll

Alan made a motion to pay a Hoyle Tanner invoice for engineering services related to storm water control inspections at 255 River Street for $719.30. Joe 2nd the motion. – Motion passed unanimously.

Alan made a motion to pay $18.29 postage costs, and Joe 2nd the motion. – Motion passed unanimously.

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

Additional Topics Discussed Not Noted on the Agenda

Joe made a motion to close the meeting at 7:24pm. Alan seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Monday, June 17, 2023 at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant Dunstable Planning Board

APPROVED