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, August 19, 2024

Approved: **September 4, 2024**

Chair Joan Simmons at 6:30pm, called the meeting to order.
Members present: Alan Chaney, Jeff Pallis, Jim Wilkie and Joe Vlcek
Members absent: none

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

Discussion on Dunstable Zoning Bylaws – Affordable Housing Related

The board has chosen not to pursue any changes to zoning bylaws to allow duplex affordable housing in a residential zone.

Planning Board Fees & Project Review Costs

The Board reviewed and discussed the latest edition of the table format of fee schedule. The Administrator had added clarifying footnotes to support project review and inspection estimates for Town engineering services.

The Administrator will update the table format per the meeting discussion points and deliver to the Town Engineer for his review and comments. The Board will continue review and discussion at their next meeting.

Release of Any Remaining 53G Account Funds

315 River St – Land Disturbance Tier 1 Permit 53G Account - Tully
Jim made a motion to return any remaining 53G money to the applicant. Joe 2nd the motion. – Motion passed unanimously.
542 Groton Street – Special Permit Backland Lot 53G Account - Towle
Jim made a motion to return any remaining 53G money to the applicant. Joe 2nd the motion. – Motion passed unanimously.
165 Pleasant Street – Site Review Ground-Mounted Solar 53G Account - Dean
Jim made a motion to return any remaining 53G money to the applicant. Joe 2nd the motion. – Motion passed unanimously.

Meeting Minutes – July 15, 2024

Alan made a motion to approve the minutes of the July 15th meeting. Joe 2nd the motion. – Motion passed unanimously.

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Meeting Minutes – August 5, 2024

Alan made a motion to approve the minutes of the August 5th meeting. Joe 2nd the motion. – Motion passed unanimously.

Bills and Payroll

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

Alan made a motion to pay two Hoyle Tanner invoices for engineering services related to project oversight and inspections at the Unkety Brook Way (AKA "0 River Street") subdivision for $4,442.09 and $92.50 respectively. Joe 2nd the motion. – Motion passed unanimously.

Alan made a motion to pay a final Hoyle Tanner invoice for engineering services related to storm water control inspections for 315 River Street for $3,552.87. Jeff 2nd the motion. – Motion passed unanimously.

Alan made a motion to pay a Hoyle Tanner invoice for engineering services related to storm water control inspections for 493 Main Street for $99.75. Jeff 2nd the motion. – Motion passed unanimously.

Additional Topics Discussed Not Noted on the Agenda

Select Board Meeting's "Private Signs on Public Property Policy

Joan recapped from the Select Board's meeting that a new policy has been approved regarding the placement of signs on public property.

Joe made a motion to close the meeting at 7:49pm. Alan seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Wednesday, September 4, 2024 at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant, Dunstable Planning Board

APPROVED