



**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
Tuesday, September 5, 2023**

Approved: September 18, 2023

Chair Jeff Pallis at 6:30pm, called the meeting to order.
Members present: Alan Chaney, Joan Simmons, and Jim Wilkie
Members absent: Joe VLcek

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

Meeting Minutes – August 21, 2023

Alan made a motion to approve the minutes of the August 21st meeting. Joan 2nd the motion. – Motion passed unanimously.

Bills and Payroll

No Bills.

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

Engineering Task Orders: Approval of Service Estimates

Alan made a motion for the Chairperson to sign off on a Hoyle Tanner Task Order #15 estimate of services for 255 River Street's Land Disturbance Tier II Permit review and inspections. Joan 2nd the motion. – Motion passed unanimously.

Alan made a motion for the Chairperson to sign off on a Hoyle Tanner Task Order #23 estimate of services for 160 Westford Street's Land Disturbance Tier II Permit review and inspections. Joan 2nd the motion. – Motion passed unanimously.

Alan made a motion for the Chairperson to sign off on a Hoyle Tanner Task Order #24 estimate of services for 315 River Street's Land Disturbance Tier I Permit review and inspections. Joan 2nd the motion. – Motion passed unanimously.



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Alan made a motion for the Chairperson to sign off on a Hoyle Tanner Task Order #25 estimate of services for 73 Depot Street's Land Disturbance Tier I Permit review and inspections. Joan 2nd the motion. – Motion passed unanimously.

Alan made a motion for the Chairperson to sign off on a Hoyle Tanner Task Order #26 estimate of services for 75 Mill Street's Special Permit review and Land Disturbance Tier II Permit review and inspections. Joan 2nd the motion. – Motion passed unanimously.

Chairman Jeff added his signature to each of the approved Hoyle Tanner Task Orders.

Additionally, the Chairperson re-signed an amended Hoyle Tanner Task Order #22 estimate of services for 116 Thorndike Street's Special Permit Site Review of a ground mounted solar array. The delayed receipt of the site review application from the vendor had prompted Hoyle Tanner to reassign the earlier approved and signed Task Order #17 number to another town project.

North Middlesex Council of Government Meeting

Jim shared some feedback from his on-line attendance at his latest NMCOG meeting. He noted the Council will hold their election of officers at the next scheduled meeting on September 20th.

Building Permit Release Request, 73 Depot Street, David LaRiviere, Jr

Alan made a motion for the Planning Board to sign off on release of the building permit for 73 Depot Street. Joan 2nd the motion. – Motion passed unanimously.

Special Permit Site Review Application Review, Ground Mounted Solar Array, 116 Thorndike St

The Administrator provided a hard-copy of the application and supporting materials for the Board to take home for closer review ahead of the October 2nd Public Hearing scheduled.



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Special Permit & Land Disturbance Tier II Application Review, 75 Mill St

The Administrator provided a hard-copy of the application and supporting materials for the Board to take home for closer review ahead of the October 16th Public Hearing scheduled.

Additional Topics Discussed Not Noted on the Agenda

Jim made a motion to close the meeting at 7:38pm. Alan seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Monday, September 18, 2023 at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant Dunstable Planning Board