

Dunstable Affordable Housing Committee

Minutes, February 2, 2016

Present at the meeting were Carol Bacon, Bill Jennings, Dana Metzler, Brian O'Donnell , Town Administrator Tracey Hutton and Jay Donovan from NMCOG.

The meeting was called to order at 2:30 pm by Chairman Carol Bacon.

Jay presented the final draft of the Dunstable Housing Production Plan for comment. There was a discussion of minor necessary changes such as page designation, and the date for the joint meeting of Planning Board and Selectmen for their approval. He also presented letters for Selectmen and Planning Board Chairmen to sign to accompany the Plan to the DHCD for final approval.

Brian questioned the lack of critical survey maps; Jay said they weren't necessary for this document.

Tracey presented information on our RFP for the marketing survey feasibility study on the MUDistrict. She stated that 23 firms responded for the proposal. A voluntary pre-bid conference will be held on February 16, at 2:30pm at the Town Hall, with the opportunity to view the parcel afterwards. Final bids for fee proposals will be due on March 1, at 2:30pm. We will view the proposals first and take the most advantageous one.

Since the warrant article appropriating the funds for the study was site-specific to the "Best Triangle", Tracey stated she would figure out what to do with the final proposals for the RFP during the next two weeks.

Meeting adjourned at 3:45pm.



Carol Bacon  
Chairman