

**Master Plan Committee  
TOWN OF DUNSTABLE  
TOWN HALL, 511 MAIN STREET  
DUNSTABLE, MA 01827-1313**

**Meeting Minutes - June 20, 2017**

**1. Call to Order**

The Dunstable Master Plan Committee meeting was called to order at 7:00 p.m. with Joe Vlcek serving as chair. The following were in attendance:

**Master Plan Committee Members Present:**

Walter Alterisio, Board of Selectmen  
Carol Bacon, Affordable Housing Committee  
Paul Dalida, Safe Pathways Committee  
Leah Basbanes, Conservation Commission  
Anne Davis, Historical Commission  
Mike Martin, Road Commissioner  
Kathy Sniezek, At Large Designee  
Joe Vlcek, Planning Board

**Others:**

Tracey Hutton, Town Administrator  
Jay Donovan, NMCOG  
Beverly Woods, NMCOG

**Absences:**

Stephanie Cronin, At-large member  
Karl Huber, Water Commission  
Susan Psaledakis, Community Preservation Committee

**2. Approval of minutes of May 16, 2017**

The draft minutes of the May 16, 2017 meeting were distributed and reviewed. Anne Davis recommended that the word “and East Main Street” be inserted on page 2, 3<sup>rd</sup> paragraph, 2<sup>nd</sup> sentence, to indicate that there are historic district applications in progress. Based on a motion made by Leah Basbanes and seconded by Walter Alterisio, the minutes were unanimously approved with the suggested wording change noted previously.

### **3. Review of Responses to the Open Space Discussion Questions**

The Committee discussed the responses to the Open Space and Recreation Discussion Questions. In response to Question 1, the Committee agreed that the Town should develop a protection strategy that takes into consideration the limited resources available for future land acquisition. In addition, residents should be provided with information on why the Town is interested in acquiring each property.

In discussing Question 2, the Committee agreed that there does not appear to be a need for additional playing fields. The Committee felt that playing field demand should be monitored given that many recreation programs operate in concert with the Town of Groton through the school district.

In response to Question 3, it was the opinion of the Committee that the Town should develop a maintenance and management plan for town-owned conservation and recreation facilities. Such a plan would address allowed uses, hours of operation, maintenance and upkeep, and habitat management and protection.

In discussing Question 4, the Committee concluded that there should be a process established to allow the Town to act quickly when properties are being removed from Chapter 61. Beverly Woods stated that she would provide the Committee with examples of policies and processes that are used by other communities.

Under Question 5, the Committee concluded that the process for determining which board or commission is given care and custody of property acquired by the Town is already clear and effective. There is no need to modify the existing procedures.

In discussing Question 6, the Committee concluded that the town should not create a public swimming facility due to concerns regarding liability. It was noted that this issue has arisen in the past and has been thoroughly investigated.

Under Question 7, the Committee concluded that the Open Space and Recreation Plan should be the document that identifies key properties for future acquisition and examines potential trail linkages. The document is currently being updated. The Safe Pathways Committee is also examining options for creating better pedestrian facilities and connections.

In discussing Question 8, the Committee concluded that the most effective means of engaging developers as partners in protecting open space is to improve and institutionalize the Open Space Residential Development bylaw.

Under Question 9, the Committee determined that the Town currently collaborates with the Nashua River Watershed Association, the Department of Fish and Game, and the City of Nashua. However, more could be done to open up a dialogue with other adjoining communities, such as Pepperell, Groton, Tyngsborough and Hollis, on natural resource and open space issues of common interest.

In discussing Question 10, the Committee concluded that the Town needs to obtain a maintenance commitment from proponents of new athletic facilities, including facilities for older children and adults. Currently, the Parks Commission is dedicated to fixing and maintaining the facilities that the Town already owns.

Under Question 11, the Committee found that access to open space areas would be improved if parking were available during the winter months, to accommodate cross county skiers, winter hikers and snowshoers. It was noted that the Town should also study the possibility of providing an area where off-road vehicle users can legally ride.

In response to Question 12, there was consensus that the Town should create an open space and trail stewardship program to assist with routing care and maintenance of town-owned facilities.

#### **4. Review of Draft Housing Technical Paper**

Jay Donovan distributed the Draft Housing Technical Paper for discussion at the July meeting. He noted that the discussion questions should be completed and returned to Tracey one week prior to the next meeting, as has been done with other sections of the Plan.

#### **5. Adjourn**

The next regular Master Plan Committee meeting was tentatively scheduled for July 18<sup>th</sup>, depending on the availability of Committee members. The meeting adjourned at 8:30 pm.