

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

Meeting Minutes - August 29, 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
Leah Basbanes, Conservation Commission
Stephanie Cronin, At-large member
Anne Davis, Historical Commission
Karl Huber, Water Commission
Mike Martin, Road Commissioner
Susan Psaledakis, Community Preservation Committee
Kathy Sniezek, At Large Designee
Joe Vlcek, Planning Board

Others:

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

Absences:

Mike Martin, Road Commissioner
Paul Dalida, Safe Pathways Committee

2. Approval of minutes of June 20, 2017

The draft minutes of the June 20, 2017 meeting were distributed and reviewed. Based on a motion made by Stephanie Cronin and seconded by Walter Alterisio, the minutes were unanimously approved.

3. Review of Housing Discussion Questions

The Master Plan Committee discussed the recent public meetings on the proposed Town Center Overlay District. Each of the Committee members present at the meeting stated that the concerns outlined during the public meetings can be

adequately addressed through future modifications to the proposed bylaw. It was the consensus of the Master Plan Committee that the Town Center Overlay District should continue to be one of the recommendations outlined in the Master Plan.

The Committee members then reviewed the Housing Discussion Questions. In discussing Question 1, which asked what the Town could do to create additional housing opportunities for seniors, the Committee felt that the zoning bylaw should be modified to more clearly accommodate assisted living facilities. The Committee did not support requiring certain architectural standards for residential projects to ensure that aging in place is possible.

In discussing Question 2, the Committee members felt that the greatest housing needs include housing for seniors and starter homes for young families and for those of low- and moderate income. Similarly, under Question 3, the Committee felt that the town should support the creation of housing for those earning 80-120% of area median income (known as “workforce housing”). Under Question 4, the Committee agreed that CPA funds should be used to support the production of affordable housing, including the purchase of property for affordable housing development. In discussing Question 5, the Committee supported establishing partnerships with non-profit housing developers, such as Common Ground and Habitat for Humanity. Under Question 6, the Committee agreed that design guidelines for affordable housing would benefit the community.

In discussing Question 7, the Committee felt strongly that the Town needs to address its water infrastructure issues. It was noted that there may be a future opportunity to work with a developer in funding the cost of improvements. There may also be a need for future transportation improvements to address safety and access.

Under Questions 8, 9, and 10, it was noted that the Town has addressed the inclusionary zoning bylaw by moving the regulation from the General Bylaw to the Zoning Bylaw. It was also suggested that the Town further investigate the Best Triangle, Dumont property and the Pelletier property as potential locations for affordable housing.

In discussing Question 11, the Committee agreed that homebuyer/homeowner education programs would benefit residents, including foreclosure prevention, energy efficiency programs, and first-time homebuyer education. In the interest of maintaining town control over affordable housing development, the Committee concurred that developing local partnerships with developers, such as through the LIP program outlined under Question 12, would be in the Town’s best interest.

4. Review of the Draft Transportation Chapter

This agenda item was tabled until the next meeting, due to time constraints

5. Schedule Update

NMCOG distributed a revised timeline outlining completion dates for the remaining work tasks.

6. Adjourn

The next regular Master Plan Committee meeting was scheduled for September 19th. The meeting adjourned at 8:30 pm.