

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

Meeting Minutes - March 27, 2018

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 Designee
Paul Dalida, Safe Pathways Committee
Anne Davis, Historical Commission
Karl Huber, Water Commissioners
Mike Martin, Road Commissioners
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

2. Approval of the Minutes of February 27, 2018

The draft minutes of the February 27, 2018 meeting were distributed and reviewed. Paul Dalida noted that the word “will” in the last sentence on page 2 should be changed to “may”. Based on a motion made by Leah Basbanes and seconded by Paul Dalida, the minutes were approved as amended.

3. Review of the Housing Chapter

The Master Plan Committee reviewed the draft housing chapter. Karl Huber stated that the third goal should be revised to read “Address the water infrastructure issue in order to facilitate the production of affordable and senior housing”. Committee members requested that Figure 1 be revised to show total residential growth, in

addition to the data provided for time periods outlined in the graph presently. In addition, the labels on Table 4 should be revised to clarify that the average cost numbers at the bottom of the table reflect a weighted average. There was a question as to whether the data in Table 7 is accurate. Jay Donovan stated that the data is derived from the American Community Survey published by the Census Bureau. He noted that this data is estimated based on sampling, and it has a higher margin of error than the data found within the decennial census.

In discussing residential building permits within Dunstable, the Committee requested that the title of Table 9 be revised to read “New Residential Construction Building Permits”. In page 18, third paragraph, first sentence, the words “including municipal buildings and schools” should be inserted between “connections” and “with”. The end of the paragraph should also refer the reader to the Facilities and Services section. In paragraph 4 of this section, last sentence, the number “300,000” should be changed to “75,000”. In the last paragraph on page 18, the words “of this Plan” should be added to end of the last sentence.

On page 23, under Housing Strategies, the last sentence should be revised to read: “The Committee is working on a Request for Proposals for the actual development of affordable housing units at 160 Pleasant Street, to be issued as soon as water becomes available in the district”. In addition, a sentence should be added to this section noting that the housing strategies are directed at helping the Town reach its 10% DHCD affordable housing target.

Jay Donovan provided the Master Plan Committee with an sample pro forma outlining one possible option that town could pursue to encourage the development of a small-scale affordable project, while waiting for the water issue to be addressed. He noted that Dunstable could use some its CPA funds and work with a non-profit developer in this regard. Leah Basbanes noted that Town Meeting will vote on whether to purchase the Dumont property, and that affordable housing may be one of the future potential uses for that land.

Jay Donovan stated that, based on the feedback from the meeting, additional revisions will be made to the housing chapter. The Committee will review the changes at a future meeting. In addition, the housing recommendations will be discussed as part of the Implementation Plan at the April meeting.

3. Green Community Zoning

Given time limitations, discussion of the Green Community Zoning agenda item was deferred until the April meeting.

4. Draft Implementation Plan

Beverly Woods provided a brief overview of the Implementation Plan and requested that the Committee members review each action item prior to the April meeting. She noted that the actual recommendations are derived from the chapters that Committee has already vetted, and that input is needed on the timeframes and responsible entities, in particular.

5. Adjourn

The next regular Master Plan Committee meeting was scheduled for April 24, 2018. The meeting adjourned at 8:30 pm.