



OFFICE OF THE  
**PLANNING BOARD**  
TOWN HALL, 511 MAIN STREET  
DUNSTABLE, MA 01827-1313  
(978) 649-4514 FAX (978) 649-8893  
planning@dunstable-ma.gov

**Planning Board Minutes  
Monday, October 4, 2010**

Meeting was called to order by Chair, Joyce Cail at 7:30pm.  
Members present: George Basbanes, Brett Rock and Joan Simmons  
Member absent: John Goldthwaite  
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

**Meeting Minutes – September 20, 2010**

George made a motion to accept the meeting minutes, as submitted, from the September 20<sup>th</sup> meeting. Joan 2<sup>nd</sup> the motion. – Motion passed unanimously.

**Meeting Minutes – August 16, 2010**

Since only two members from tonight's meeting were in attendance at the August 16<sup>th</sup> meeting, the Board decided to approve those minutes at the next scheduled meeting.

**Bills/Payroll**

No bills – One payroll slip was signed off.

**Joint Grass Brook Estates – Woodland Road – Ken Tully subdivision**

Mr. Tully faxed a letter, dated September 22<sup>nd</sup>, over to the Planning Board requesting an extension on his Form G for Joint Grass Brook Estates (Woodland Road). George made the following motion, "I move that the Planning Board pursuant to the written request of Kenneth Tully, d/b/a/ Tully Homes, dated September 22, 2010, that the Board amend the Form G – Performance Secured by Deposit of Money Agreement, issued and executed in connection with the Joint Grass Brook Estates definitive subdivision, said Agreement dated October 16, 2006, and recorded at the North Middlesex Registry of Deeds, Book 20608, Page 41, such that the mandatory completion date for improvements be extended from October 16, 2010 to October 16, 2011. In all other respects, said agreement is ratified and affirmed." Brett 2<sup>nd</sup> the motion. – Motion passed unanimously.

George also mentioned that if Mr. Tully is planning on changing the form of security from cash to bank secured that it be irrevocable. The Secretary will mention this to Attorney Larkin who is working with the bank.

**Secretary Monday Night Hours**

It was suggested by the Town Accountant that the Secretary's Boards/Commissions put in writing the agreement they have had with her since her start date in 2001. George made the following motion, "I move that the Secretary for the Planning Board continue throughout her employment with the Board (or until the Planning Board votes to change the policy) to be paid for a minimum of two (2) hours on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month for Planning Board



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meetings. This has been the policy since she was hired. Joan 2<sup>nd</sup> the motion. – Motion passed unanimously.

**CPA State Match**

George announced that the state has matched the CPA funds 80% this year which amounts to about \$192,000.

George made a motion to close the meeting at 8:05pm. Brett 2<sup>nd</sup> the motion. - Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann  
Secretary  
Dunstable Planning Board