OFFICE OF THE
PLANNING BOARD
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Planning Board Minutes
Monday, November 3, 2025

Approved: **December 1, 2025**

At 6:31pm, Chair Joe Vlcek called the meeting to order.
Members present: Jeff Pallis, Joan Simmons and Jim Wilkie
Members absent: Alan Chaney

Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Meeting Minutes – October 20, 2025

Jim made a motion to approve the minutes of the October 20th meeting. Jeff 2nd the motion. – Motion passed unanimously.

Bills, Task Orders and Payroll

- No bills.
- Jim made a motion to sign off on one payroll. Joan 2nd the motion. – Motion passed unanimously.

Public Hearing: Scenic Roads – 1069 Main Street, P. O'Connor

Chair Joe opened the hearing at 6:35pm and explained the scenic road hearing procedure and process. The applicant, Mr. O'Connor, presented lot drawings and photographs which highlighted the four trees, each greater than 5" in width, and standing on the "outside" of the rock wall, which he seeks approval for removal. He explained his request was to improve Main Street visibility when exiting his driveway. The Tree Warden, Mr. Martin, was also in attendance and commented that while the trees were still healthy and living, he agreed removing them would improve line-of-sight onto Main Street. He approved of the trees removal. Members of the Board asked clarifying questions of the applicant and Tree Warden.

- Jim made a motion to authorize the property owner to cut down and remove four trees from the right-of-way of 1069 Main Street, a designated scenic road. Joan seconded the motion. – Motion passed unanimously.

Scenic Roads Bylaw Violation -- 38 Cross Street, W. & L. Lyon

The Lyon's were in attendance in response to a letter of request to appear and respond to a scenic roads bylaw and shade tree removal violation. While a long-time citizen of the Town, Mr. Lyon apologized for being unaware of the Scenic Road Bylaw related to trees. He explained that their Cross Street roadside pine grove, which included a large pine tree within the right of way, was recently taken down on the property. A few of the mature trees had been diseased and one was leaning towards a neighbor's property. Mrs. Lyon's apologized that they were unaware of the shade tree bylaw and need for pre-approval from the Planning Board. The Board offered background explanation and insight into the history of the shade tree law, and its importance to maintaining the scenic appeal and appearance of Town roadways. The Lyon's understood and inquired if they ought to pay a fine, as stated in the bylaw. The Board indicated that it would not be necessary and requested that instead they share their new knowledge of the bylaw with neighbors or friends for improved awareness. The Lyon's thanked the Board for being understanding and gracious.

Additional Topics Discussed Not Noted on the Agenda

Chair Joe spent a few minutes touching upon possible bylaw updates the Board may wish to consider over the next few months ahead of the Spring Town Meeting. The topic will appear on future meeting agendas.

Jim moved to close the meeting at 7:25 PM. Jeff seconded the motion. – Motion passed unanimously.

The next meeting scheduled is on Tuesday, November 18th, 2025, at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant
Dunstable Planning Board

APPROVED