OFFICE OF THE
PLANNING BOARD
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Planning Board Minutes
Monday, December 1, 2025

Approved: **December 15, 2025**

At 6:32pm, Chair Joe Vlcek called the meeting to order.
Members present: Alan Chaney, Jeff Pallis, Joan Simmons and Jim Wilkie
Members absent: none

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

Meeting Minutes – November 3, 2025

Jim made a motion to approve the minutes of the November 3rd meeting. Jeff 2nd the motion. – Motion passed unanimously.

Meeting Minutes – November 18, 2025

Approval of the minutes of the November 18th meeting were tabled until the next meeting.

Bills, Task Orders and Payroll

- No bills.
- Alan made a motion to sign off on one payroll. Jeff 2nd the motion. – Motion passed unanimously.
- Alan motioned for chair Joe to sign-off on task order #48 for town engineering services associated with the review of a Preliminary Subdivision at 1177 Main Street. Jim 2nd the motion. – Motion passed unanimously.

Preliminary Subdivision "Application Complete" – 1177 Main St.

Town Engineer Dave Langlais had emailed the Board that the application for a proposed subdivision at 1177 Main St. was complete and he had the required information to perform his review.

- Jim motioned to accept as complete the preliminary subdivision application submitted by Jared Davis, for a three-house subdivision to be located at 1177 Main Street. Jeff 2nd the motion. – Motion passed unanimously.

The Board discussed the meeting date for hearing the presentation on the preliminary subdivision proposal and requested it be pushed to the later January meeting to allow the Town Engineer more time to complete his review.

Reschedule Jan. 19th PB Meeting due to MLK Holiday

- Alan made a motion to reschedule the January 19th meeting to January 20th. Jeff 2nd the motion. – Motion passed unanimously.

Additional Topics Discussed Not Noted on the Agenda

Rezoning Request – 174 Pleasant Street

The Administrator noted an email request from the property owners to attend a future Planning Board meeting to discuss support of rezoning their 1.38 acre property, which currently is R-1 to be B1 or B2. The property abuts the MUD district.

Jeff moved to close the meeting at 7:43 PM. Alan seconded the motion. – Motion passed unanimously.

The next meeting scheduled is on Monday, December 15th, 2025, at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant
Dunstable Planning Board

APPROVED