

ZONING BOARD

MAY 7, 2013

MEMORIAL BUILDING

7:00 P.M.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

Board members present: Susan Chiarella, Chairman, Bryan O'Day Vice Chairman, Gene Hayes, Justin Hastings, and Alternate Cynthia Hayes.

Others present: Karen Cook, B. Manning, George McCusker, Bill Huntoon and John Trachy.

Susan Chiarella called the meeting to order at 7:00 p.m.

Minutes of April 2, 2013 – Corrections: Cynthia Hayes recommends changes as follows:

Minutes of February 5th -- Corrections: first page – third paragraph.

They were instead numbered 1-5 A and B and the word “ok” next to each, to indicate the Board agreed ~~and discussed~~ each fact, at the direction of Bill Sullivan (Chairperson).

The facts supporting request on application are as follows: Items 1 through 5
(The board reviewed and unanimously agreed).

The Board agreed to changes. Motion made by Gene Hayes, second by Bryan to approve the minutes as written. Motion passed unanimously.

Vacancy in Office: Susan stated next order of business is to fill vacancy left by Kathy Richardson's resignation. According to the LGC (Local Government Center) the remaining board nominates a replacement. Susan nominated B. Manning to serve until such time as the elections in March. Motion was seconded by Bryan O'Day. Discussion: B. stated he will fill the position but it is not his intention to run for the seat in March. Susan explained Kathy's term expires in 2015, but someone would have to run for the remaining 1-year term in the 2014 elections. There will be three positions for elections in 2014. Susan asked if any others present were interested in the position. John Trachy stated that he had expressed an interest but feels the better choice is B. Manning. Cynthia Hayes stated she was ok with B. She has worked with him before. Four voted in favor. Gene, Justin, Bryan and Susan.

Rules of Procedure: Cynthia Hayes asked if the revised Rules of Procedure are available for the Board and the public yet. Susan stated she would work with Susan Abair and have them ready for next month.

Alternates: Susan Chiarella stated that Karen Cook has expressed an interest in serving as an alternate. She noted that Sue Abair had indicated that Peter Abair was interested as well. She checked with LGC and there does not appear to be a conflict with him serving as alternate with his wife as the Administrative Assistant. The Board felt they would like to hear from Peter

before a decision is made. Karen stated based on past experience, she is aware of how meetings are run and what takes place at meetings. She has familiarity with the Zoning Ordinance. Motion made by Gene Hayes to nominate Karen Cook as Alternate, seconded by Bryan O'Day. Four voted in favor. Gene, Justin, Bryan and Susan.

Miscellaneous Business: Cynthia Hayes questioned why current zoning minutes are not on the website or through List serve. Janet reported there have been ongoing computer issues and the website and list serve have been unavailable for a while, but those issues are being addressed and should be resolved soon. The Board noted that there seems to be a lag time from the actual meeting to the time the minutes get posted on the web. Copies of minutes are available at the office.

Susan stated when the Rules of Procedure are available she would like to have each Board member look them over carefully and see if there are any changes to be made.

There will be a Planning/Zoning Conference in Manchester on May 11th sponsored by the OEP (Office of Energy and Planning). Susan, Bryan, Justin and George plan on attending. Information was shared with Karen.

Cynthia questioned if the Hansen Notice(s) of Decision had been recorded. Susan indicated that they had and she has looked them up.

The Board then spent time sharing their thoughts on procedures and protocol for the Zoning Board and how best to make the zoning process run more smoothly. Susan encouraged the ZBA to work with the Planning Board and not opposed to them, and would like to encourage more of a discourse with the Planning Board. Gene noted his particular concern with Articles VIII and IX. The Board wants the Planning Board to be aware there needs to be discussion about the discrepancy that exists in the articles as pointed out by Bernie Waugh. The Planning Board decided to table any changes to the articles for this year's town meeting. The ZBA would like to have a document they can work with and where applicants know what is required of them. The Board agreed for now, if an application falls under this Article, the process would be for a Special Exception with possible conditions. They will evaluate the process as applications arise, and are willing to assist the Planning Board with amending these articles. In the meantime, Bryan O'Day as both a Planning Board and Zoning Board member will be a liaison between the two boards.

The Board agreed to hold a meeting next month (June 4) to review Rules of Procedure and any other business as needed.

The meeting adjourned at 8:20 p.m.

Submitted by,
Janet Roberts