

Zoning Board of Adjustment  
May 17, 2023  
Annual Meeting  
8:00 PM

Members Present: Roger Whitehouse, Chris Stafford, Walter Baird, Jason Holder, Michelle Cooper, David Knight

Others Present: Gail Turilli

Chairman Stafford states tonight's meeting agenda includes the review of the Board's previous hearing, 3/1/23, review of the approved changes to the Rules of Procedure, and discussion of election of officers.

The minutes from the 3/1/23 hearing were reviewed. Dave mentions one correction to line 108 which has the word "with" twice, no other comments from the Board. Chairman Stafford **made** and Roger 2<sup>nd</sup> a **motion to accept the minutes as amended**. All in favor with Jason abstaining. **Motion carries with a vote of 5-0-1**

Chairman Stafford explains that there are 3 full member terms that have expired this year. John Russo has decided not to re-apply to the Board. The normal process was that applications were submitted to the Board of Selectmen for approval and then the applicants are sworn in. An email was sent out stating that the Board of Selectmen have now changed the process to the following: Applications are submitted to the Board for review and recommendation to the Board of Selectmen. The BOS will then review and sign the applications prior to going to the Town Clerk to be sworn in. Chairman Stafford has spoken with the BOS administrator regarding this new process as 2 members have already been sworn in prior to tonight's meeting and was advised to discuss remaining appointments and submit recommendations to the BOS. Walter Baird has been approved and sworn in. Dave Knight had requested to be a full member and also has been approved and sworn in. Jason Holder and Michelle Cooper have submitted applications for a full member position and will need BOS review, approval and sworn in. Jason states he would be willing to remain on the Board as an alternate. The Board recommends that Walter, David, and Michelle be appointed as full voting members and Jason as an alternate. These recommendations will be submitted to the BOS for approval.

Rules of Procedure Changes:

Chairman Stafford stated at the last meeting there was discussion of some changes to the Rules of Procedure which were a better definition of the alternate member's role and an added section (11) regarding the use of electrical devices. Dave mentions that the change regarding the alternate's role is in conflict with the State's regulations. Roger noted that the Board's rules/procedures are stricter than the State's regulations and Chairman Stafford is not worried about the State vs the Town. Chris **made** and Roger 2<sup>nd</sup> a **motion to sign the document**. All in favor, **motion passes with a vote of 6-0**.

Election of Officers:

Chairman Stafford mentions that he has been travelling more lately but, expressed that he would like to remain on the Board. He also wanted it noted that the Vice Chair would need to be available to chair meetings in the Chairman's absence. Dave **nominated** Roger for Vice Chair and Jason 2<sup>nd</sup> the **nomination**. All in favor with Roger abstaining. **Nomination passes with a vote of 5-0-1**

49 Roger **nominated** Chris for Chairman and Jason **2<sup>nd</sup> the nomination.** All in favor with Chris abstaining.  
50 **Nomination passes with a vote of 5-0-1.** There is still a need for another alternate member on the  
51 Board. Chairman Stafford made a general statement to the public for anyone who may be interested in  
52 being on the Board to submit an application.

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54 Walter mentions the 90 day window for cases and for the Board to be mindful of that. Once an  
55 application is received, a decision needs to be made in writing by 90 days or the decision automatically  
56 goes in the applicant's favor.

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58 Roger **made** and Jason **2<sup>nd</sup> a motion to adjourn.** All in favor, **motion passes with a vote of 6-0. Meeting**  
59 **adjourned at 8:40pm**

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62 Respectfully Submitted,

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64 Gail L. Turilli  
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