

Zoning Board of Adjustment
Minutes
April 10, 2014

Members Present: Wayne Flynn, Tom Dyar, and PJ Cyr

Members Excused: Sue Whitehouse, Patrick Murphy and Keith Roberge

Members of the Public: None

Call to Order: Meeting was called to order at 7:02 by the Chairman

Election of Officers: On a motion from Wayne with a second from Tom, the board voted to keep the current officers as they were elected on November 21, 2013 (PJ as Chair and Tom as Vice Chair).

Appointment of Secretary: As the Chairman, PJ appointed Michelle Lutz as the Board Secretary

Minutes of November 21, 2013 – On a motion from Wayne with a second from Tom, all members voted in favor of accepting the minutes as presented.

Rules of Procedure – The chairman made the board aware that the Office of Energy & Planning has made changes that affect the boards Rules of Procedure. These changes affect 1) how changes to rules of procedure can be made, 2) how to appoint alternates to replace an absent full member, 3) decisions to applications, 4) motions for rehearing, and 5) amendments

Meeting time: The board discussed changing the meeting time. The board decided to continue to have the meetings at 7:00 pm

Lean Process – The board would like to schedule a work session to go through the process from the time a building permit is received at the Assessing Office and follow it through to its completion with the zoning board if needed. The board will wait for the Board of Selectmen to appoint new members to the board at their April 21, 2014 meeting.

New Business – The board discussed the annual Spring Planning & Zoning conference scheduled for May 3, 2014 at the Mt. View Grande in Whitefield.

Old Business – On September 11, 2011 an application was received from Robert Balon pertaining to a home occupation permit that was granted to Lorraine Lajoie for her property located at 81 Evans Street. On January 24, 2013 the board notified Mr. Balon that no action had been taken by the board on his application as the application had been misplaced. The letter asked Mr. Balon if he wished to proceed with his application and if so requested that he respond no later than February 8, 2013. On February 7, 2013, Mr. Balon submitted a letter to the board indicating that he did wish to proceed with the application and requested “at least 3 months to prepare” for the hearing and requested a complete copy of the appeal filed on September 11, 2011. On February 28, 2013, the board sent Mr. Balon a letter granting him 90 days to prepare for the hearing and informed him that he needed to contact the board secretary no later than May 30, 2013 to let her know that he was prepared to proceed so she could schedule a hearing date. As of this date, Mr. Balon has not contacted the board secretary to schedule the hearing. Since Mr. Balon did not respond to the board’s letter of February 28, 2013 and has not contacted the board secretary to schedule a hearing date, the appeal process has lapsed and the board will take no further action on this application.

Members / Alternates – The board discussed having a member who is unable to “attend” meetings if they are living in Florida during the winter months. The board reviewed RSA 91A which states that the board may, but is not required to, allow a member to participate in a meeting by electronic means. The board is concerned with a members ability to review exhibits that may presented during a hearing if they are attending the meeting electronically and therefore their inability to make an informed decision regarding an application. The board would like to send a letter to the member asking them to step down as a full member because of this, but would like them to remain as an alternate member of the board. The board also

discussed two other members (Yves Zornio and Stephanie Kennedy) whose terms have expired and who have not attended meetings for quite some time. At this point in time, no letters have been received by the Board of Selectmen indicating these members wish to continue to serve on the board. Their terms expired in 2012 and 2013. The secretary will remove them from the email list. However, the Board of Selectmen have received letters of interest from two other people (Rick Eichler and Steve Roy) and will discuss those at their April 21, 2014 meeting. The board also asked the secretary to look into the status of the appointment of Lenny Knowles as an alternate member of the board.

.Adjourn – On a motion from Wayne with a second from Tom all members voted in favor of adjourning at 8:10 pm.

Respectfully submitted
Michelle M. Lutz
Zoning Board Secretary
April 15, 2014

Approved 9/25/2014