

Zoning Board of Adjustments Minutes

September 26, 2016

6:00 PM

Page 1 of 1

Chairman Frank Mai called the meeting to order at 6:00 PM.

Members Present: Frank Mai – Chairman, Joyce McGee – Secretary, Thomas Jackson, Richard Mallion, John Severance and Gerry Pons.

Minutes: A motion by Richard Mallion to accept the minutes of August 24, 2016 as written, seconded by Gerry Pons. All in favor, motion carries.

Rules of Procedure:

Chairman Mai stated that since the Board had never had Rules of Procedure, Secretary McGee had taken the time to do a draft by pulling information from the Office of Energy and Planning and the Town of Lancaster. She had passed the draft along to Attny. Christine Fillmore (Town Counsel) for her review and corrections were made.

The Board reviewed the Rules of Procedure as presented. John Severance asked about Robert's Rules of Order for hearings. Secretary McGee advised that under the Rules of Procedure it spells out how a hearing should be conducted. Everyone agreed that this should be followed as sometimes hearings get off track. Gerry Pons asked about amendment procedures and this as well is in the Rules of Procedure.

A motion was made by Gerry Pons to adopt and approve the Rules of Procedure as presented, seconded by John Severance. All in favor, motion carries.

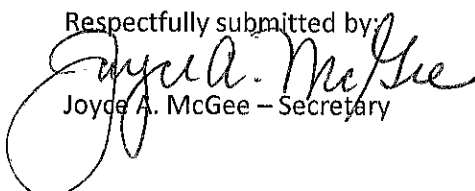
Other Business:

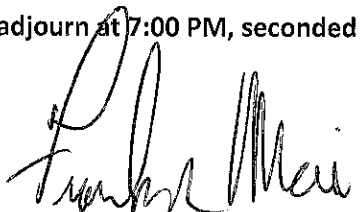
Secretary McGee will be copying A Handbook for Local Officials – The Board of Adjustment in New Hampshire that is on the NH Office of Energy and Planning website for all the members.

Secretary McGee advised that the Town was served with a Summons for Planning Board Appeal on the Richard Harris Case. She will let members know if anything is needed of the board.

Adjournment: A motion was made by Frank Mai to adjourn at 7:00 PM, seconded by Gerry Pons. All in favor, motion carries.

Respectfully submitted by:


Joyce A. McGee – Secretary


Frank Mai - Chairman