

NEW DURHAM ZONING BOARD OF ADJUSTMENT
New Durham Town Hall
August 13, 2019, 7:00p.m.

DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.

Present

Terry Jarvis, Chair
Wendy Anderson, Vice Chair
Stephanie Richard, Member
Art Hoover, Member
Linda Callaway, Member
Paul Raslavicus, Alternate Member
David Wessel, Alternate Member

Also Present

Laura Zuzgo, Administrative Assistant	David Swenson, Resident
Gary Nadeau, Resident	Theresa Nadeau Resident
Tom Rogenski, Resident	Fred Quimby, Resident
Cynthia Quimby, Resident	

Call to Order

Chair Jarvis called the meeting to order at 7:07pm.

Agenda Review

Chair Jarvis added Discussion for Appointment to fill Mr. Hoover's position; an additional Public Hearing needs to be added to the schedule.

Approval of Minutes

Meeting of June 11, 2019 – Edits were made. **Ms. Richard made a motion to approve the minutes as amended. Ms. Callaway seconded the motion. Motion passed, 4-0-2.** Mr. Wessel and Ms. Anderson abstained.

Meeting of June 27, 2019 – Edits were made. **Ms. Callaway made a motion to approve the minutes as amended. Ms. Richard seconded the motion. Motion passed, 3-0-3.** Mr. Wessel, Ms. Anderson, and Mr. Raslavicus abstained.

Mr. Hoover joined the meeting at 7:24pm.

Announcements

Chair Jarvis stated a letter dated July 25, 2019, was received from Mr. Hoover indicating his resignation effective August 14, 2019. She stated it is with great regret that she

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accepts his resignation and thanked Mr. Hoover for his many years of dedicated and knowledgeable service.

Mr. Hoover left the meeting at 7:50pm.

Meeting of July 9, 2019 – Edits were made. **Mr. Wessel made a motion to approve the minutes as amended. Ms. Richard seconded the motion. Motion passed, 5-0-1.** Ms. Anderson abstained.

Final Review of Draft Procedures

Chair Jarvis stated all the changes agreed to at the last meeting have been accepted and a few items are still being researched. Ms. Richard asked if the Board has ever begun their meetings with the Pledge of Allegiance. Chair Jarvis replied no and the Board agreed it is typically too controversial of an issue. Chair Jarvis stated the instructions for applicants also needs to be updated. The Board reviewed and discussed the edits made to the draft Procedures. Chair Jarvis stated she consulted Town Counsel regarding items in question and explained the edits which were made in response to the advice received. The Board concurred with the edits made and to have Ms. Callaway review for final grammar and spelling edits.

Chair Jarvis made a motion that draft #3 of the Rules and Procedures for the Town of New Durham Zoning Board of Adjustment as amended at the August 13, 2019 meeting proceed to Town Counsel for review and comment after final review for spelling and grammar edits. Mr. Raslavicus seconded the motion. Motion passed, 6-0-0.

Chair Jarvis made a motion to accept the resignation of Art Hoover from the Zoning Board of Adjustment, effective August 13, 2019, with great reluctance. Ms. Andersons seconded the motion. Motion passed, 6-0-0.

Chair Jarvis made a motion to appoint Paul Raslavicus as a regular member of the Zoning Board of Adjustment until the March 2020 election. Ms. Richard seconded the motion. Motion passed, 5-0-1. Mr. Raslavicus abstained.

Next Meeting

September 10, 2019, 7:00pm, New Durham Town Hall

Chair Jarvis noted she would not be present for the September meeting. She noted it is unknown whether there will be any hearings at that meeting at this time.

Other

Ms. Zuzgo requested a change in the process for handling certified mailers, explaining that as postage has increased, it has become a problem with having applicants covering the costs and using stamps. She asked that the costs be added to the application fee so she could use the mail machine at Town Hall for postage. The Board concurred with having Ms. Zuzgo use the mail machine for postage.

Chair Jarvis made a motion to enter into nonpublic session pursuant to RSA 91-A: 3 II (e)- Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Ms. Callaway seconded the motion. Discussion: Chair Jarvis stated this is at the request of Town Counsel. **Roll Call: Ms. Richard – aye; Ms. Callaway –aye; Ms. Anderson – aye; Mr. Wessel – aye; Mr. Raslavicus – aye; Chair Jarvis –aye. Motion passed, 6-0-0.**

The Board entered nonpublic session at 8:54pm.

The Board re-entered public session at 9:18pm.

Adjourn

Ms. Richard made a motion to adjourn. Mr. Wessel seconded the motion. Motion passed, 6-0-0.

The meeting was adjourned at 9:23pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary