

New Durham Zoning Board of Adjustment

August 8, 2017

APPROVED

NEW DURHAM ZONING BOARD OF ADJUSTMENT

New Durham Town Hall

August 8, 2017, 7:00p.m.

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Present

Terry Jarvis, Chair

Wendy Anderson, Vice-Chair

Joan Martin

Stephanie Richard

David Shagoury

Art Hoover

Paul Raslavicus

Also Present

Laura Zuzgo, Administrative Assistant

Call to Order

Chair Jarvis called the meeting to order at 7:00pm.

Chair Jarvis stated Green Oak Realty Trust has withdrawn its amended application for a Special Exception under Article VII, Sections A1 & A2 and the case is now closed.

Approval of Minutes

Meeting of September 16, 2016 – Edits were made by board members who were present at the meeting.

Mr. Shagoury made a motion to approve the minutes. Ms. Richard seconded the motion. Motion passed 3-0-4.

Meeting of July 11, 2017 – Edits were made.

Ms. Richard made a motion to approve the minutes as amended. Mr. Shagoury seconded the motion. Motion passed, 6-0-1.

New Business

Ethics Policy

A copy of the updated Ethics Policy and acknowledgement letter was presented for review by the board. Chair Jarvis advised members to sign and return to Ms. Zuzgo. Mr. Hoover asked how complaints against Board of Selectmen members are handled. Chair Jarvis stated the legal counsel of New Hampshire Municipal Association indicated at the ethics committee workshop that if it is against a single selectman then the other Board of Selectmen members would conduct the investigation but had no answer regarding more than one and clarified the Ethics Committee is only in an advisory capacity.

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Continuation of Review of Rules of Procedure

Edits were reviewed and discussed. After extensive discussion, further edits were suggested and Chair Jarvis will work on drafting them for review.

Budget Review

Chair Jarvis noted the budget usage for the ZBA is at zero and asked Ms. Zuzgo to look into it. She questioned if there were postage expenses.

Other

Chair Jarvis stated the town of New Durham is entitled to have two representatives sit on the Strafford Regional Planning Commission, noting Ms. Chabot will be stepping down, and asked if anyone is interested in volunteering.

Copies of the Master Plan were distributed to the board for review. Chair Jarvis pointed out the responsibilities and measures of success” which outline individuals responsible for particular strategies.

Mr. Shagoury asked Chair Jarvis to formally request from the Town Administrator or Board of Selectmen to look into putting together a warrant article to change the budget for the ZBA to revolving fund.

Future Meetings

September 12, 2017, 7:00pm, Town Hall

Adjourn

Ms. Martin made a motion to adjourn. Ms. Anderson seconded the motion. Motion passed, 7-0-0.

The meeting was adjourned at 9:01pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary