

TOWN OF BROOKFIELD, NEW HAMPSHIRE
Office of the Zoning Board
267 Wentworth Road, Brookfield, NH 03872
October 29, 2009

MEETING MINUTES

Attendance:

Members: Present - Jay Badger, Dick Peckham & Tom Lavender (Chairman). Absent - Richard Mauser & Paul Trembley

Alternates: Dulcie Lavender and Bill Nelson.

Members of the Public: 2

Call to Order: The chairman called the meeting to order at 7:13 PM. Roll was called. Richard Mauser and Paul Tremblay were absent, Dulcie Lavender and Bill Nelson will sat in for both.

Rules of Procedure – The board reviewed proposed changes to the Rules of Procedure. Additional language proposed for section ‘m’ on page 4 discussed; the wording “from a citizen of Brookfield” is suggested. The board decided to omit this wording and leave section ‘m’ as originally worded.

MOTION: Dick moved to adopt the rules of procedure for Zoning Board of Adjustment as amended for 10/29/09, seconded by Jay. A vote was taken, all in favor. **MOTION CARRIED.**

Application for appeal to ZBA: The board discussed updating the instructions and application to appeal to the Zoning Board of Adjustment. Tom will work on this and distribute to the board for review.

Review of Minutes:

The minutes from September 17, 2009 meeting reviewed. The following change was made: first sentence at the top of page 2, omit “Tim”, add “Tom”.

MOTION: Dick moved to accept the minutes from September 17, 2009 meeting as amended, seconded by Bill. A vote was taken, all in favor. **MOTION CARRIED.**

The minutes from October 22, 2009 meeting reviewed. The following changes were made:

- Page 1, third paragraph - Add “the” and “that the”, to first sentence, it now reads “Based on the order that the appeals”. Add comma after chairman.
- All motions were changed as follows: “moves” changed to “moved” and “motion carries” changed to “motion carried”.
- Page 1, change “Evan’s” to “Evans” in heading of fourth and fifth paragraph
- Page 1, fourth paragraph, change “too” to “to”
- Page 4 under #6 the following changes were made to the second sentence after the italicized section: change “Be” to “He” and remove “BOS and” from in front of PB.
- Page 4, second paragraph, change “Bob” to “Robert”

- Page 5, second paragraph, the following changes were made: first sentence “of Order” was added to Robert Rule’s, now reads “Robert’s Rule’s of Order were referenced”, remove “meeting closed” from last sentence.

MOTION: Dulcie moved to accept the minutes of October 22, 2009 as amended, seconded by Jay. A vote was taken, all in favor. MOTION CARRIED.

Decisions from October 22, 2009 Meeting – The board discussed decisions written as a result of October 22, 2009 meeting. Possible options that would allow the board to meet and review/approve decisions before they are posted discussed. Decisions are required to be posted 144 hours after the meeting. Tom will send the ZBA Rules of Procedure to Ms. Slack for review regarding decisions.

Other Business –

The board discussed process for adjourning meetings. Even though not required the board feels it is a good idea to have a motion to adjourn a meeting.

Training and workshops discussed. A suggestion was made to contact LGC to see if there are any workshops pertaining to ZBA coming up. The board is encouraged to attend workshops.

Jennifer will check to see if there is a newer version of the OEP Handbook for Board of Adjustment in NH.

Tom reported the 2010 ZBA budget has been submitted.

MOTION: Dick moved to adjourn the meeting at 8:53 PM, seconded by Jay. A vote was taken, all in favor. MOTION CARRIED.

Meeting adjourned 8:53 PM.

Respectfully Submitted,

Jennifer Sonricker
ZBA Secretary