I. Chairman Paul Tremblay called the meeting to order at 5:30 PM.

II. Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12
   A. Members present: Chairman Paul Tremblay, Vice-chairman Frank Frazier, Ernie Brown, Richard Mauser, Susan Weiske and Selectman Brian Robischeau (in the audience). Members and Alternates absent: None. Tardy: None.

   A. Organization meeting
      1. Chairman Paul Tremblay was asked to continue as chairman. He declined. Vice chairman Frank Frazier was asked if he would step up as chairman. He agreed and was elected unanimously.
      2. Tremblay was elected Vice chair.

   B. Board issues and goals
      1. Chairman Frazier noted that advertising for an administrative assistant had not produced an application. He asked for and received the board’s permission to do personal recruiting for the position.
      2. The chair stated his goal is to hold a separate meeting to review board goals and procedures with the aim of having them in place by the end of the year.
      3. Finally the chair pointed out that the legislature amended RSA 674:33 in 2013 and that the current Brookfield zoning ordinance does not include the changes made. The amendments included changing the order of the five requirements that must be met to be granted a variance. Copies of the new changes were given to the board.

   C. Order of business
      1. The board will adjourn its business meeting to make a site visit of the property for which a variance is requested.
      2. The board will reconvene at 6:30 p.m., the posted time for the public hearing on the variance request.

   D. Adjournment
      The board adjourned its business meeting at 5:40 p.m.

Respectfully submitted by
Thomas Beeler, Administrative Assistant