

ZBA Work Meeting Minutes Tuesday, August 24, 2021

Meeting called to order at 7pm by Chairman, George Carmichael.

Members present: George Carmichael, - Chairperson, Marcia Breckenridge- Vice-Chair, Bill Thomas – member, Deni Dickler – member, Martin Kulla – alternate

Members absent: Phil Stenersen – member

Others present: Kim McCummings, ZBA Clerk

Public present: none

Breckenridge provided members with an update of the non-public meeting that she, Carmichael and Dickler had with the Board of Selectmen on 8/11/21.

Topics discussed included:

1) Changing the cost structure for ZBA applications. Currently the application fee is \$175 for all applications. It was suggested to add a second fee amount for multi lot developments. Members discussed having different rates based on the size of the project. Following discussion, it was suggested to change the text to read “an application fee of \$175.00 is required for applications under three lots. Multi-lot developments of three or more lots will be charged an additional \$150.00. The fees are required with the application.”

Motion: by Carmichael to accept the proposed change to application fees.

Second: by Breckenridge, **Vote:** 5-0-0 The item will be included in the agenda for the September 28th ZBA Agenda.

2) Discussion on changes to ZBA Rules of Procedure, under Records item 7. To be changed from “The ZBA is authorized to retain the services of consultant services or investigative services, review of documents and other matters that may be required by a particular application. Such fees shall be subject to the provision of RSA 673:16.” The suggested change is. “The ZBA is authorized to retain the services of “consultants, investigative and/or legal services” review of documents, and other matters that may be required by a particular application. Such fees shall be subject to the provision of RSA 673:16.” Fees shall be paid in full prior to issuing of the final written decision.”

Motion: to accept the changes by Carmichael. **Second:** by Thomas. **Vote:** 5-0-0
The change is accepted. The discussion is to be continued at the September meeting.

3) Breckenridge is to follow-up on the following for the September meeting:

- status of office space for Zoning
- computer for Zoning Clerk
- telephone connection/telephone with a ZBA extension
- timeline for moving to new space

Motion: to adjourn by Carmichael, second by Kulla **Vote: 5-0-0**
Meeting adjourned