

## Antrim Zoning Board Minutes 11/16/2021

Meeting called to order @ 7pm

Members In attendance: Chair, Diane Kendall, Janet McEwen, Michael Ott and Alternate David Clater

Members absent: Bob Holmes, Shelly Nelkens. Also absent, Town Planner, Scott Osgood

Chair Diane Kendall appointed David Clater to serve as a member for the meeting.

Janet McEwen offered to take the minutes.

There was no written agenda available at the meeting. Chair Kendall provided the agenda

1. Continuation of the Thornberry & Bryant Public Hearing for a Dimensional Variance on 15 Hillside Drive, Map 217, Lot 15

There was a long discussion by the Chair and Members on the confusion surrounding this Public Hearing. The Town website posted that the meeting was postponed. The Applicant and their representative, Chris Guida, from Fieldstone Consultants were not present due to an email from our new Town Planner indicating the meeting would be a continued and their attendance was not required.

Member McEwen made a motion to continue the Public Hearing until 1/4/2022 @ 7pm.

The motioned was 2nded by David Clater.

Discussion: members felt there was not sufficient information available to make a decision on the application. It was unfair to the applicant not to be present at this meeting or at least represented by Chris Guida. The Board questioned if the amendments to the application were significant enough that application to be withdrawn and re-submitted. There was also confusion around the Board's request for the need for an independent 3<sup>rd</sup> party consultant to review the plan. Prior to our next meeting the members agreed the Town Planner needs to speak with the applicant and their representative on how they would like to move forward. Also, the Town Planner needs to review with the Applicant that all requested items by the Zoning Board at the meeting dated 7/6/2021 are fully complete. This information needs to be available for Board members to review prior to our next the meeting.

The Chair called the vote, all members present voted in favor of continuing the Public Hearing until 1/4/2022 @ 7pm.

2. Chair Kendall asked Zoning Board members if they wanted to defer the review and acceptance of the meeting minutes from 8/24/2021. All members agree to defer.

3. Discussion regarding the new Town Planner Scott Osgood. According to Chair Kendall and Selectboard member Michael Ott, Mr. Osgood's background is as a civil engineer and previous experience serving as a Town Planner in Claremont NH.

The members discussed how it would have been beneficial for him to be present for an introduction at tonight's meeting. Member McEwen suggested the Board review the required duties and expectations with the Town Planner for our meetings. Chair Kendall felt any job description and responsibilities should be under the purview of his supervisors, either the Town Administrator or the Selectman as he is officially a Town employee. Chair Kendall felt there is a need for administrative support for her as Chair. Member McEwen mentioned some of these responsibilities are covered in the Board's Rules of Procedure. The Board requested that Michael Ott, our Selectman on the Zoning Board, discuss this with the Selectman. If the Selectman need to review these concerns with Zoning Board they may do so.

4. Chair Kendall mentioned Rick Woods question on whether the library's proposed construction of a gazebo at the library site may require a variance. Chair Kendall stated to the Board according to RSA 674.54. this is not a requirement. Selectman Ott agreed. The Chair pointed out this type of situation for a town to not be in compliance with the zoning ordinance normally would be discussed at a Selectman's meeting, for public input.

5. Other business:

The Chair requested the Selectman appoint more Alternates to the Board. She asked us to think of individuals we may know who would be qualified and good additions. The Chair presented to Selectman Ott an individual for the Selectman to consider. There were suggestions to also use Antrim's social media sites to recruit.

The Board discussed the handling of a member's lack of attendance and how this should be handled. Is it the Board or the Selectman's responsibility, as this is an appointed position? The Board reviewed the Zoning Board rules of procedure and NH RSA regarding this issue.

6. Motion made to adjourn the meeting by member McEwen, 2<sup>nd</sup> ed by member Ott/  
All voted in favor. Meeting adjourned at 7:37pm.

Respectfully submitted, Janet McEwen, Zoning Board member. 11/22/2021