

Board of Adjustment
Canterbury, NH
Minutes of Meeting
24 April 2024

Present were: Web Stout, Calvin Todd, Sean O'Brien, Jim Wieck, and Brendan O'Donnell, Lisa Carlson. Christopher Evans is an excused absence. Also present: Kent Ruesswick from the Selectboard.

Kal McKay presented extensive Right to Know updated information as well as the new process being implemented to deal with email addresses for the 88-volunteer board and committee members in our town. She answered the questions of board members. The ZBA budget will have to address the fees for this use. She advised the cutoff date for making name changes is **June 1, 2024.**

Lisa moved on to the agenda provided to each board member. The board welcomed Brendan O'Donnell as a newly appointed alternate board member and Sean O'Brien as a newly appointed full board member.

Lisa advised the board Christopher Evans is an excused absence due to extended travel plans. He provided a proxy for any voting taking place at this meeting.

Web Stout nominated Jim Wieck to be the new ZBA Chairman. Jim said he was willing to accept the nomination. The Board vote was a unanimous decision to elect Jim Wieck as the new board Chair.

Calvin nominated Web Stout as Vice Chair. Web advised he will not be here much during the summer months. Lisa asked Jim how he would address this. Jim said he will be here during the summer months and if vacations came up, we would deal with them long term. Calvin noted most hearings are between June and October. The Board vote was a unanimous one to elect Web Stout as Vice Chair. If for some reason this does not work out, the board will revisit it.

Calvin spoke saying having observed how other boards in town conduct scheduling, that there is a trend toward more professionalism, he poses that we set a fixed monthly meeting/hearing date so board members can plan dates to attend or schedule vacations knowing what the ZBA monthly schedule is. It would help with long-term planning. It will give us a chance to work with the Planning Board if they have issues. Web concurred.

Lisa passed out hard copies of the updated ordinances Kal was kind enough to provide to the board. Lisa recognized Kent Ruesswick's attendance and asked if he had anything to bring to the board this evening. He said he did not and was just attending.

Lisa advised the board she has upcoming health issues that need to be addressed sooner than later. She spoke with Kal McKay who said she would be willing to fill in doing secretarial duties if need be. When she learns of the surgical date, she will formally advise the Selectboard, Ken Folsom, and Sam Lake House staff.

Lisa asked the board members to think about and get back to her with each of their appointment dates to the Board of Adjustment (for historical perspective).

Lisa asked the board if they had any reason to want each other's contact information. It was decided if any board member needed to contact another, they would email each other.

Lisa advised the board of the cancelled interview today with an applicant for the Land Use position. It is her understanding that another application has been received, will be reviewed and if of interest to the Selectboard another interview date will be arranged. Discussion followed with the board wondering what this person will be doing with the different boards and committees. Kent spoke giving some background about how the idea got started. It remains to be seen how it will be implemented. Lisa spoke briefly about the necessity of this particular board having legal administrative responsibilities and repercussions.

The board resumed its discussion about having a fixed monthly meeting/hearing date. Calvin elaborated by referencing other boards, interacting with the Planning Board. He noted with the changes happening tonight with this board's structure, this is a good opportunity to build bridges, take whatever steps toward evolution of boards with regular meetings and structure. Web spoke saying he thinks it's better for our applicants that come and go just like the Planning Board. They know that the date is going to be the second Tuesday of the month and they have a deadline to get that information in advance. He suggested we choose the second Wednesday of each month in case the applicant needed to go to the Planning Board prior to appearing before the ZBA. We can choose the beginning of the month (the second Wednesday) or the end of the month (the fourth Wednesday) are our designated dates for Meeting House use. That would give applicants time to meet that deadline before they go to their next meeting, not to put them out a whole month. That will go on the web page, the town website and everybody will know. It's not that we have to meet every meeting. If there is no agenda, we could skip it. Further discussion ensued about when the Planning Board meets (the second and fourth Tuesdays of each month). The boards' decision after further discussion was to meet as long as there is an application on a specific night of each month. If there are no applications for hearings before the board scheduled, we can email each other to determine if there is reason to still meet on those same designated dates. Web stated he thinks Planning has a twenty-one-day deadline. You must get an application twenty-one days prior to the second Wednesday. If it comes in after that, it will be heard in the next month. It's as simple as that.

Kent spoke thanking Brendan for stepping up to join the board and for Sean agreeing to being a full board member. He advised the Selectboard is very interested in more alternates, so we have more people being exposed to this process. Web advised he has spoken with someone interested and will invite him to come to the 8 May hearing.

Respectfully submitted,

Lisa Carlson, Clerk
Board of Adjustment