

Approved: \_\_\_\_\_  
Approved with changes: \_\_\_\_\_  
Unapproved: \_\_\_\_\_

**Effingham Zoning Board of Adjustment**  
**Meeting Minutes**  
**October 2, 2019**

**Members Present:** Theresa Swanick (chair), Tim White (vice-chair), Tom Hart, & Jory Augenti.

**Members Absent:** Jim Pittman (alternate).

**Others Present:** Nate Fogg

Meeting called to order at 7:00pm.

**Minutes**

The ZBA reviewed the minutes from April 10<sup>th</sup> (the last meeting.)

**A motion was made by Tom Hart to approve the April 10, 2019 minutes as written. The motion was seconded by Jory Augenti. The motion carried by a vote of 3-0.**

**Tim White arrived at the meeting.**

**ZBA 2020 Budget Request**

The ZBA reviewed their budget request worksheet for 2020. Unfortunately actual year to date budget numbers were not available. The ZBA wanted to make sure that funds were available for reference material such as the updated “Planning and Land Use Regulation” and possible Law Lecture Materials. This line was raised to \$150. They also wanted to make sure that members could attend workshops & seminars, especially if a new member comes on board. Computer services was lowered to \$1 because no updates are expected to be needed. The Office Equipment & Supplies line was zeroed out because that has all been rolled into the category of Executive Expenses (4130).

The overall Zoning Board budget request is being lowered from \$2,291 in the current budget to a proposed \$2,067 for 2020.

**A motion was made by Tom Hart to approve the 2020 ZBA budget request of \$2,067 to present to the Selectboard. The motion was seconded by Tim White. The motion carried by a vote of 4-0.**

**Board Business**

The Planning Board (PB) is reviewing proposed zoning changes for 2020. Theresa Swanick will disseminate the minutes and list of proposed changes being discussed to the ZBA members. While the ZBA takes no official action on proposed zoning changes, the PB would certainly consider any input provided by ZBA members.

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The ZBA discussed whether to have regularly scheduled meetings and cancel when not needed or to post meetings as they become needed. After a brief discussion and the 2019 example of no meetings between April and October the ZBA decided to post meetings as needed. Too many cancellation notices would likely be needed if regularly scheduled meetings were posted.

**A motion was made by Tom Hart to post meetings as needed. The motion was seconded by Tim White. The motion carried by a vote of 4-0.**

The Planning and Land Use Regulation books are now ordered through the Lakes Region Planning Commission. Now is the time to order books for next year. Theresa Swanick will place the order.

Two ZBA seats become open in March. The board is hopeful that the current members will run for reelection! While the ZBA has one alternate member, there is still an open spot on the ZBA for another member.

The ZBA will post draft minutes on the town's website since it can be several months between meetings and waiting for approved minutes could be problematic for providing timely minutes to the public.

**Next Meeting**

The next ZBA meeting will be called when needed.

**Adjournment**

**A motion was made by Tom Hart to adjourn the meeting. The motion was seconded by Tim White. All were in favor.**

The meeting adjourned at 7:43pm.