

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

**Effingham Zoning Board of Adjustment**  
**Meeting Minutes**  
**June 9, 2020**  
**Via Zoom Teleconference**

**Members Present:** Theresa Swanick, Tim White, Jim Pittman, Knute Ogren, Dave Strauss (alternate).

**Members Absent:** Vacancy.

**Others Present:** Nate Fogg, Michelle Pope

Meeting called to order at 6:00pm.

The ZBA Board members introduced themselves.

**Board Elections**

**Jim Pittman nominated Theresa Swanick as chair of the ZBA. Tim White seconded the motion. Being no further nominations, a roll-call vote was taken. J Pittman- Aye, Tim White- Aye, Knute Ogren- Aye, Dave Strauss- Aye. Theresa Swanick abstained from the vote. The motion carried (4-0-1).**

**Dave Strauss nominated Tim White as the vice-chair of the ZBA. Knute Ogren seconded the motion. Being no further nominations, a roll-call vote was taken. J Pittman- Aye, Tim White- Aye, Knute Ogren- Aye, Dave Strauss- Aye, T Swanick- Aye. The motion carried (5-0).**

**Minutes**

The ZBA reviewed the minutes from April 10<sup>th</sup>, 2019 (the last meeting.)

**A motion was made by Tim White to approve the April 10, 2019 minutes as written. The motion was seconded by Jim Pittman. A roll-call vote was taken. J Pittman- Aye, Tim White- Aye, T Swanick- Aye. Knute Ogren and Dave Strauss abstained. The motion carried.**

**ZBA Variance Application**

Michelle Pope was present for her variance application. Unfortunately, the ZBA noticed that a previous abutter had been noticed rather than the current owner. Michelle Pope noted that she had used the same list she used for a previous application and neglected to check for updates. The ZBA noted that we would need to notify the current abutters and delay the meeting until proper notice could be given. Ms Pope agreed to pay \$50 to cover the cost of renotification. The next meeting would state that the hearing will begin “no earlier than 6:15pm”. The notification

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process was reviewed. Ms Pope will send a check and the hearing will be rescheduled for June 23, 2020.

**Review Process Instructions**

The ZBA reviewed the process instructions. The ZBA needs to get binders for each member so that they can have all pertinent ZBA information in one place.

The ZBA discussed how they can receive abutter information. They should have a list available to them that they can access as needed.

Chair Swanick noted that the ZBA members should all receive an updated RSA book and ZBA Handbook for their use.

The ZBA members were given the password to access the members only section of the town website.

It was noted that Zoom seemed to work better than the Google app for video conferencing.

**Adjournment**

**A motion was made by Jim Pittman to adjourn the meeting. The motion was seconded by Tim White. A roll-call vote was taken. J Pittman- Aye, Tim White- Aye, T Swanick- Aye. Knute Ogren and Dave Strauss abstained. The motion carried.**

The meeting adjourned at 7:54pm.