

# OSSIPEE ZONING BOARD

## Meeting Minutes

November 14, 2017

Minutes were recorded by and transcribed by Laura Nash, Board Secretary.

Revisions of these minutes are noted by ***bold/italic*** type.

**Call to Order:** Stanley Brothers, Chairman called the meeting to order at 7:04 p.m.

**Members Present by Roll Call:** Chairman - Stanley Brothers, Ralph Wurster, Jim Rines and Steve McConarty (ZEO).

**Absent:** Bob Freeman (Selectmen's Rep), Bill Grover and Ski Kwiatkowski.

### **Meeting Minutes:**

Review and Approve Meeting Minutes of October 10, 2017.

Board Discussion: Rines submitted one edit on page 1. All revisions of these minutes are noted in ***bold and italic*** type.

A **Motion** by Rines to approve the October 10, 2017 meeting minutes as amended. Wurster seconded. No further discussion. A unanimous vote was taken.

### **Financial:**

- Budget Reports: October 2017
- 2018 Proposed Budget Review –

2018 BUDGET WORKSHEET- ZBA		to 8/31/2017	
Description	2017 Adopted Budget	2017 YTD Transactions	2018 Dept. Request
ZBA - SALARY SECRETARY	\$3,900.00	\$3,678.75	\$5,500.00
ZBA – FICA	\$242.00	\$228.01	\$341.00
ZBA – MEDICARE	\$57.00	\$53.35	\$79.75
ZBA TELEPHONE	\$550.00	\$320.01	\$550.00
ZBA - ADVERTISING	\$1,600.00	\$1,681.00	\$1,700.00
ZBA - OFFICE SUPPLIES/ PROF FEES	\$400.00	\$78.07	\$400.00
ZBA - POSTAGE	\$900.00	\$953.76	\$1,050.00
ZBA - MILEAGE	\$200.00	\$64.46	\$200.00
ZBA - EDUCATION	\$300.00	\$0.00	\$300.00
ZBA - COMPUTER & SOFTWARE	-	-	-
	\$8,149.00	\$7,057.41	\$10,120.75

A brief discussion concerning the postage line item was heard. Different ideas were and had been suggested from personally picking up the packet, scanning and faxing the documents or continue mailing the packets each month. The Board opted to continue with mailing the packets.

- LRPC – Order/Invoice dated 10/24/2017 generated for the 2017 – 2018 Edition of NH Planning and Land Use Regulation books in the amount of \$64.75. Books to arrive sometime in January 2018.

A **Motion** by Rines to approve the purchase of the 2018 Edition of NH Planning and Land Use Regulation books in the amount of \$64.75. Wurster seconded. No further discussion. A unanimous vote was taken.

### **New Business:**

- **Case #17-9-V:** Phillip Villari, 18 Ridge Rd. Tax Map: 34 Lot: 020 has applied for a Variance from Article 6.4.2 (A) side set back to add a 248 sq. ft. addition to the home. Mark McConkey representing agent.
  - **Waiver request for house expansion to be no closer than 15.4 ft. to a side line.**

- **Case #17-2-SE:** Phillip Villari, 18 Ridge Rd. Tax Map: 34 Lot: 020 has applied for a Special Exception from Article 23.3.2 non-conforming structures and uses to raise the roof on the garage for a possible 2<sup>nd</sup> floor. Mark McConkey representing agent.

Chairman Brothers informed Mark McConkey of only 3 Board members in attendance.

Rines informed the Board; he originally scoped the work to be done for the job. Rines felt it would be a conflict of interest, since he was the one who informed Mr. Villari of the need for a variance but would leave the decision up to the Board's discretion. After a brief discussion, Chairman Brothers accepted Rines request to recuse himself.

Mark McConkey requested to reschedule the hearing. After Board discussion and options of obtaining additional members to fill the vacancies. All agreed to meet on November 22, 2017.

A **Motion** by Wurster to continue **Case #17-9-V:** Phillip Villari, 18 Ridge Rd. Tax Map: 34 Lot: 020 and **Case #17-2-SE:** Phillip Villari, 18 Ridge Rd. Tax Map: 34 Lot: 020 until November 22, 2017. Brothers seconded. No further discussion. Brothers and Wurster voted in favor. Rines abstained.

Brothers elevated Rines back to voting status on the Board.

#### **Non-Public Session:** Legal Matter

A Motion by Wurster to enter into a non-public session at 7:24 PM pursuant to RSA 91-A: 3, II (e) for ***legal*** matters. Rines seconded. No Discussion. Brothers polled the Board for a Roll call vote was taken: Rines – Yes, Wurster – Yes and Brothers – Yes.

Wurster made a motion to adjourn the non-public session at 7:29 PM. Rines seconded. A unanimous vote was taken.

Brothers made a motion to seal the minutes and return to the public session at 7:30 PM. Rines seconded. A unanimous vote was taken.

#### **Any Other Business Which May Come Before This Meeting**

None

#### **Adjournment:**

A **Motion** by Rines, and seconded by Wurster to adjourn the meeting.

**All voted in favor, motion passed.** The meeting adjourned at 7:30 p.m.

**Next Meeting:** **November 22, 2017 @ 7:00 pm to hear Case #17-9-V:** Phillip Villari, 18 Ridge Rd. Tax Map: 34 Lot: 020 and **Case #17-2-SE:** Phillip Villari, 18 Ridge Rd. Tax Map: 34 Lot: 020.

**Regular Scheduled Meeting - December 12, 2017 @ 7:00 pm**

Minutes approved by majority vote of the Board on:

_____	_____
<b>Stanley Brothers, Chairman</b>	<b>Date</b>
Or	
_____	_____
<b>Ralph Wurster, Vice Chairman</b>	<b>Date</b>
<i>(In the absence of the Chairman)</i>	