

Minutes: ZBP January 26, 2016 Regular Meeting

Present: Steve Cannon, Matt Lacasse, Cynthia Morse, Greg Noyes, and Jeanne Peacock
Also present Jan Finley from the City Council and former chairperson of the ZBA and Robert Scott, CEO

The meeting was called to order by Steve at 6:02.

Adjustments: none

Minutes: Greg moved to approve, Matt seconded, and Jeanne abstained. Minutes were approved.

Election of officers:

Chair: Cynthia nominated Steve, Greg seconded. All approved.

Vice Chair: Matt nominated Jeanne, Cynthia seconded. All approved.

Recorder: Jeanne nominated Cynthia, Greg seconded. All approved.

Date, Time & Place for future meetings: A discussion followed concerning how often the board should meet for regularly scheduled meetings. Steve suggested meeting 4 times a year and keeping the time & place opened for any business that comes up in between regularly scheduled meetings. Jan proposed changing the title of the ZBA to the Zoning Board and Ordinance Review Board. She pointed out that there are many inconsistencies in the Ordinances that need updating and clarification and the board could use meeting time when there is no business to work on them. Cynthia pointed out that if this is added to the ZBA that it should be announced at the City Council meeting so that other Eastport residences would have a chance to join. Cynthia also felt that any ordinance changes should be made in a workshop with members from the planning board, city council etc. Robert pointed out that there is already an official Ordinance Review Committee and Michael Morse is chair of it. Currently it is not meeting. Greg felt that using our regularly scheduled meeting time for ordinance review with other community members made sense. Cynthia suggested that the City Council contact the Ordinance Review Committee to see if they are willing to become active again, opening the committee to more members with additional representation from the ZBA. Cynthia also felt that ordinance review workshops should be held independently from the ZBA meeting times because at the last minute there could be business for the ZBA that would need take precedent over a ordinance review workshop. Steve agreed. Greg did feel it was important for the ZBA to be represented on the review committee because we know best any unintended consequences. The ordinances do not spell out impact on neighborhoods and this needs to be consisted and parameters need to be set. Matt pointed out that applicants should we aware of procedure if they want to make a change to their business in the future and this should be non-intimidating.

Jeanne asked to return to making a decision on monthly meetings. Cynthia moved that we have regularly scheduled meeting on the last Tuesday of the month at 6:00pm at Shead and if there is no business the meeting would then be canceled. Jeanne seconded. All approved.

Next meeting Tuesday February 23.

Open Forum:

Robert told us that we should to see Ella to sign our oath of office. Robert announced dates and locations for classes for new members of local boards. It is on line with MMA. The City pays for the class and sometimes mileage. Matt was reminded to attend a state training session.

Jan listed the duties for the Chair: write an agenda and send it out before hand, post the agenda at least 48 hours before the meeting, call the school to check on room availability, email Robert & Ella agendas, and a few days before the meeting send out reminders to the board.

Cynthia moved to adjourn at 6:47 and Jeanne seconded. All were in favor.