

Charlemont Zoning Board of Appeals
November 15th, 2022 7:00 pm Meeting Minutes
Via conference call and in person, Town Hall

Members Participating: Ron Smith, Charlotte Dewey, Frank Carcio

Others Participating: Secretary Star Atkeson

Called to Order by Ron Smith at 7:00 p.m.

APPOINTMENT: 7:00 Justin Maynard Public Hearing continuation for a variance to the setback requirements.

- As the applicant did not come to the hearing, the Board reviewed the application and deliberated whether to make a decision, or whether to continue the hearing in the hope that the applicant would be able to participate.
- **Frank Carcio made a motion seconded by Charlotte Dewey to extend the hearing one more time. All in favor.**
- The Board scheduled the Hearing Continuation For December 13th, 2022 at 4:00 PM

ACTION ITEMS:

- Review/Approve minutes of 10/04/2022
Ron Smith motioned to accept the 10/04/2022 minutes as written, seconded by Charlotte Dewey, All in favor. The minutes were initialed.
- Sign Minutes of 1/25/2022. Having been approved at the 10/04/2022 ZBA meeting, the 1/25/2022 minutes were signed by all.

DISCUSSION TOPICS:

1. Draft Variance Decision or decide who will
(Decision due to be filed with Town Clerk within 14 days of decision by the Board)
 - This item will be put on the next agenda for the continuation of the hearing.
2. Set meeting date to sign variance decision and minutes
 - This item will be put on the next agenda for the continuation of the hearing.
3. Revisit Update application fees/process (bulk mailing vs. certified mailing)
 - C.Dewey would like clarification on the bulk mailing process as in her experience mailings can be unreliable. She is not in favor of using bulk mailing. She is in favor of the applicant paying the legal ad fees. Would like to know if the fee charged to the applicant would cover the mailing fees as well.
 - The secretary will have that clarification ready for the next meeting.

Charlotte Dewey made a motion to adjourn at 7:43, seconded by Ron Smith, all in favor.

As it stands, a continuation of this Hearing will be held December 13th, 2022 at 7:00 PM

Minutes respectfully submitted by Star Atkeson 12/09/2022

Documents reviewed in meeting:

- November 15th, 2022 Zoning Board of Appeals Agenda
- The Minutes from the 10/04/2022 ZBA meeting and 1/25/2022 ZBA meeting
- The Variance Application