

LITCHFIELD ZONING BOARD
TOWN OF LITCHFIELD, NEW HAMPSHIRE
DECEMBER 10, 2008

ZBA Members Attending (Indent if Absent):

Richard Riley, Chairman

Laura Gandia, Vice Chairman

John Regan

Albert Guilbeault

Tom Cooney, Clerk

Gregory Lepine (alternate)

John Devereaux (alternate)

Eric Cushing (alternate)

John Brunelle (alternate)

I. Call to Order

- Richard Riley calls the meeting to order at 7:15 pm.
- Laura Gandia takes attendance.

II. New Applications

There are no new applications.

III. Case Review

There are no cases for review.

IV. Miscellaneous Business

- Mr. Riley discusses transitioning Howard's ZBA responsibilities to a new person because Howard is overwhelmed with his primary duties. Mr. Riley explained that he spoke to Selectmen Frank Byron in November who supported the idea and suggested contacting Joan McKibben to see if she would be interested. Mr. Riley then spoke to Joan and she indicated that she would be interested. Mr. Kevin Lynch, who was in attendance for the ZBA's December 10, 2008 meeting, offered his own suggestions for ways the ZBA could transition the ZBA's responsibilities. Mr. Lynch explained that he currently has a person working with him, Lori, and suggested that she might also be a good candidate to support the ZBA. Mr. Riley took the action item to discuss this further with the Selectmen to settle on a replacement and begin transitioning responsibilities as soon as possible with the goal of completing the transition by February 2009.
- Mr. Riley indicated that he has no new updates on the ZBA 2009 budget. Mr. Al Raccio was in attendance during the ZBA December 2008 meeting. Mr. Raccio explained that the Budget Committee will be releasing three new procedures in the near future.
- The ZBA had a discussion about creating an escrow account to cover engineering services, such as wetland specialist, should the ZBA feel compelled to hire a firm to perform engineering services and directly attributed to a case that is being heard by the ZBA. The ZBA's bylaws has a provision allowing the ZBA to hire their own specialized engineering contractor at the applicant's expense. Mr. Riley

explained that when he was presenting the ZBA's 2009 budget to the Budget Committee they had suggested the ZBA might consider setting up the escrow account to insure there were funds available for this purpose. After receiving input from both Mr. Lynch and Mr. Raccio, the ZBA decided not to move forward to the escrow account option. The ZBA concluded that it would be rare for the ZBA to need to exercise this option and that it would be excessive to set aside the estimated amount of money given that it would be unlikely to be needed. In the event that the ZBA is confronted with a case where they are compelled to hire engineering services at the Applicant's expense the ZBA will work with the Applicant to insure sufficient notice is given to the Applicant and the case will be postponed until the requirement has been met or the issue(s) which the ZBA pointed to as their reasoning to hire the engineering contractor have been resolved.

V. Adjournment

Laura Gandia makes a motion to adjourn.

John Regan seconds the motion.

*The board votes **in favor** of adjourning at 7:52pm, 4-0.*

*Respectfully submitted,
Tom Cooney , Rick Riley*