



**TOWN OF WAKEFIELD NEW HAMPSHIRE
ZONING BOARD OF ADJUSTMENT**

FEBRUARY 27, 2023

HELD IN PERSON AND ON ZOOM

Approved

Don Stewart Chairman	✓	Annie Robbins Alternate by Zoom	Victor Vinagro, Land Use Clerk & Code Enforcement Officer	✓
George Frothingham, Vice Chairman	✓	Graham Baker Alternate	Town Counsel	
John Crowell		Tristen Plummer Alternate	Site Walk	
Judi DesRoches by Zoom	✓		Public Hearing	
Robert Baxter	✓			

Others present: Michelle Keating from Clearview TV.

Pledge of Allegiance and call the meeting to order

Chairman Stewart called the meeting to order at 7:10 and led those present in the flag salute.

Seat Alternates as necessary

Alternate Graham Baker was seated for John Crowell and introductions were made.

Public Hearings

None

Board Business

Mr. Stewart said, we will be hearing the tower issue once again. Attorney Hepburn has sent an email with a motion to rehear. That will be done in March.

ZBA Member reappointment.

Mr. Frothingham made a motion, seconded by Mr. Mr. Baxter, to submit John Crowell's reappointment paper to the Selectmen. (Vote 5-0)

Approval of Rules of Procedure

Mr. Stewart suggested a change. He suggested that number 6 on page 17 should be changed to the Notice of Decision should be published in a newspaper that serves Wakefield.

Mr. Frothingham made a motion, seconded by Mr. Mr. Baxter, to have the Notice of Decision published in newspapers that serve Wakefield. (Vote 5-0)

It was determined that those newspapers are the Carroll County Independent and the Granite State News. Mrs. Robbins said she doesn't oppose recording the Notice of Decision if approved but why record it if it's denied? Mr. Stewart said he isn't aware of any statutory requirement. Mr. Stewart said the fee requirements will need to be changed.

Mr. Frothingham said we already approved the Mission Statement but it's not on the website.

Mr. Frothingham made a motion, seconded by Mr. Stewart, without delay to get the Mission Statement published on the website. (Vote 5-0)

Mr. Vinagro said we will put it up tomorrow.

Mr. Frothingham made a motion, seconded by Mr. Stewart, to have the Mission Statement imbedded onto the first page of the Rules of Procedure. (Vote 5-0)

Mr. Stewart asked that Mr. Vinagro delete the comments and publish as a document to be looked at by the Board at their next meeting. Mrs. Robbins said that the attorney wanted the Board to decide what the alternates role is if they are not seated. Mr. Stewart said he would like to address that when they look at the finished document. Mr. Frothingham suggested it be done at this meeting. Mrs. Robbins said the attorney made a suggestion. He asked if they should sit in the audience? Should they have input but not vote? Mr. Stewart said for a public hearing we could have all the alternates sit at the table and when it came to deliberation only those who were going to vote would be left to sit at the table. Another approach is that we seat alternates as necessary and the rest sit in the audience and don't have input. Mrs. Robbins thinks the second option seems cleaner to her. Mr. Vinagro said an alternate in the audience can still make a comment as a member of the public. Alternates will sit in the public seats but are encouraged to participate in the discussion but identify themselves as alternates. Mr. Baxter said alternates sitting in the audience are members of the public, Mr. Stewart said input from an alternate in the audience shouldn't be taken as any different value than any other member of the audience.

Mr. Stewart said he will look for a spot in the Rules of Procedure to put information that alternates shall remain in the audience and identify themselves as such if they choose to speak. At the next meeting the Board can approve, reject or alter what he has written. Mrs. DesRoches said it's very important for alternates to be at meetings whether they're seated or not. They need to have the background information in case they are seated at future meetings. Mrs. Robbins believes that the alternates should speak during public comment. She said the state Zoning Board handbook says they are encouraged to participate but she finds that cumbersome. The Board agreed, by consensus, that this will be reviewed at the next meeting and brought to a conclusion.

Correspondence

Mr. Stewart said there is a virtual Planning and Zoning Spring Conference March 17th.

Approval of Minutes

Mr. Baker recommended substituting the word failed for the word flunked. The Board concurred.

Mr. Stewart made a motion, seconded by Mr. Baxter, to accept the minutes of January 30, 2023, as modified. (Vote 4-0-1)

Set Next Meeting Date

Mr. Stewart expects to have the formal request from Whittier and suggests March 20th as the next meeting.

Adjournment

**Mr. Frothingham made a motion, seconded by Mr. Baxter, to adjourn the meeting at 7:41.
(Vote 5-0)**

Respectfully submitted for approval at the next ZBA meeting,

Priscilla Colbath, ZBA Secretary