

**Zoning Board of Appeals
November 7, 2011 Special Meeting**

Location Conference Room #2
Town Hall
7A Spofford Road
Boxford, MA 01921

Present William R. Cargill, Jr., Chair
Paula Lia Fitzsimmons, Vice-Chair
Robert W. Conroy, Clerk
Paula Meagher, Secretary

4:20 p.m. William Cargill called the meeting to order

This special meeting was called to draft a decision by current board members for Case #894 Town of Boxford Library at 10 Elm Street.

Members sitting on this case were as follows:

William Cargill
Robert Conroy
Kathleen O'Sullivan-Fortin

The deadline for filing this decision is Thursday, November 10, 2011. Paula Fitzsimmons drafted a decision for the site plan review and William Cargill stated that they may possibly move into executive session.

Board members went through the draft prepared by Paula Fitzsimmons. Paula Meagher prepared a list of submittals to the file from the hearings and from any additional documents or plans submitted to be supplemented into the decision. Hearing dates for this case began June 23, 2011 and continued to July 22, 2011, August 25, 2011, September 22, 2011 (extended- due to one member absent) and final date of October 27, 2011. There were two (2) site walks held; July 14, 2011 at 4:00 p.m. in which had to be continued because the applicant was not prepared and August 11, 2011 at 4:00 p.m.

There were residents, trustees and the press in attendance; however, the Chair explained to them that they could not partake in the drafting of this decision. Evidence has been closed for the case and he further explained that usually the Board does not gather to write decisions, it is quite rare and although input may be helpful the Board must discuss just amongst themselves.

The draft was read and findings of fact were discussed step by step according to bylaw Article 196-30 with each section A-E reviewed. The Board agreed to meet tomorrow evening (which is currently posted for 7:30 p.m.) to review a final draft before filing.

Motion Paula Lia Fitzsimmons – adjourn at 5:40 p.m.
Second Robert Conroy

Unanimous vote

*Respectfully submitted,
Paula Meagher*

APPROVED AS SUBMITTED 1/26/12