

**TOWN OF CHARLESTOWN
ZONING BOARD OF ADJUSTMENT
MAY 14, 2018**

Members Present: Terri Fisk (Chair); Andy Jellie (Vice-Chair); Harold Ames,
Nancy Houghton

Alternates Present: Mathew Baran

Staff Present: Travis Royce – Planning and Zoning Administrator

CALL TO ORDER: Ms. Fisk called the meeting to order at 7:00 PM. She noted the absence of regular member, Stephanie Franco, and alternate member, Doug Neill. Ms. Fisk asked Mathew Baran to sit on the Board. She advised that meetings are recorded and asked that anyone wishing to speak identify themselves for the record.

ELECTION OF OFFICERS FOR 2018-2019:

The term for the officers is from March 2018 to the next Annual Town Meeting in March 2019.

CHAIRMAN: Mr. Jellie moved to nominate Ms. Fisk as the Chairman. Mrs. Houghton seconded. There were no other nominations. With four members in favor, the motion was approved. Ms. Fisk abstained from the vote.

VICE-CHAIRMAN: Mrs. Houghton moved to nominate Mr. Jellie as the Vice-Chairman. Mr. Ames seconded. There were no other nominations. With four members in favor, the motion was approved. Mr. Jellie abstained from the vote.

CLERK: Mr. Ames moved to nominate Mrs. Houghton as the Clerk. Mr. Baran seconded. There were no other nominations. With four members in favor, the motion was approved. Mrs. Houghton abstained from the vote.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

ZBA MEETING – September 7, 2017: Mrs. Houghton moved to accept the Minutes of the ZBA meeting of September 7, 2017, as submitted. Mr. Jellie seconded. With Mrs. Houghton, Mr. Jellie, Mr. Baran and Ms. Fisk in favor, the Minutes were approved. Mr. Ames abstained as he was not present.

ZBA MEETING – April 26, 2016: Mrs. Houghton moved to accept the Minutes of the ZBA meeting of April 26, 2016, as submitted. Mr. Jellie seconded. With Mrs. Houghton, Mr. Jellie and Mr. Ames in favor, the Minutes were approved. Ms. Fisk abstained as she was not present at this meeting.

ZBA MEETING – June 9, 2015: Mrs. Houghton moved to accept the Minutes of the ZBA meeting of June 9, 2015, as submitted. Mr. Jellie seconded. With Mrs. Houghton, Mr. Ames, Mr. Jellie and Ms. Fisk in favor, the Minutes were approved.

Ms. Terri Fisk recused herself as her mother is an abutter. Mr. Jellie assumed the position as Chairman.

ZBA 01 (UV)-2018 – Petition of Normand Beaudry Construction, Norm and Mike Excavating Inc., Oakleaf Trust, Castle Trust for properties located on the North Hemlock Road wherein a time extension to a variance granted (ZBA-01(UV)-2008) is requested to extend the end date of said variance from June 17, 2018 to December 31, 2018. ZBA-01(UV)-2008 allows the excavation of sand and gravel from properties shown on Tax Map 229 as Lots 2 & 5 and lies in Zone D (Watershed Protection). Mr. Royce advised this is a request for an extension of the existing Variance therefore he did not have the applicant fill out an application with the five Criteria.

Mr. Edkins was representing the applicants. They are looking for an extension of the Variance granted by the ZBA on March 10, 2008. The approval motion stated “The excavation and reclamation project shall be completed within ten years of issuance of the Excavation Permit”. Mr. Edkins will be attending the Planning Board meeting tomorrow, on behalf of the applicants, to request an extension of the Excavation Permit from June 17, 2018 until December 31, 2018. There is some material left in that pit that the applicant would like to remove during this construction season. Mr. Ames asked if the reclamation was started. Mr. Edkins replied some has started. The applicants are not looking to change any of the plans. Replying to a question from Mrs. Houghton, Mr. Edkins said both properties have changed ownership but the Oakleaf Trust and Castle Trust are closely affiliated entities; Norm and Mike Excavating Inc. and Normand Beaudry Construction are family. Mr. Royce reported the applicants State Permit is good beyond the end of 2018.

Ms. Fisk asked Mr. Royce if he has heard from any abutters. Mr. Royce said Mrs. Janet Fisk, an abutter on North Hemlock Road, came into the office today and wanted the ZBA members to know she does not have any problems with extending this Variance until the end of the year. No abutters were present.

Mrs. Houghton moved to accept this extension of the Variance from June 17, 2018 to December 31, 2018 for Normand Beaudry Construction, Norm and Mike Excavating Inc., Oakleaf Trust and Castle Trust, as presented. Mr. Baran seconded. With five members in favor, the motion was approved.

No action needs to be taken by the ZBA members for the name changes of the applicants as a Variance goes with the land. Ms. Fisk resumed her position as Chair.

ADMINISTRATION & CORRESPONDENCE:

Up-dated ZBA Books: It was noted the most recent book can be downloaded from the NH Office of Energy and Planning.

Meeting Minutes: Since the ZBA does not meet on a regular basis Ms. Fisk asked if these Minutes could be emailed to the members when submitted to allow them time to proof-read in a timely manner rather than waiting for several months.

ADJOURNMENT:

Mr. Ames moved to adjourn this meeting. Mrs. Houghton seconded. With five (5) members in favor, the meeting was adjourned at 7:25 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

(**Note:** These are unapproved Minutes. Corrections will be found in the Minutes of the next ZBA meeting.)