



TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642-2544

All departments 508-240-5900 • Fax 508-240-1291

www.eastham-ma.gov

EASTHAM PLANNING BOARD

MEETING MINUTES

Earle Mountain Room

April 20, 2016, 5:00 pm

Members present: Dan Coppelman, Chair, Dwight Woodson, Richard Dill, Marc Stahl, Arthur Autorino, Joseph Manas
Members absent: Craig Nightingale
Staff present: Paul Lagg, Town Planner, Debbie Cohen, Administrative Assistant

Chairman Dan Coppelman opened the meeting at 5:00 pm, explained meeting protocols and stated the meeting was being recorded.

Case No. PB2016-5 – 14 Gile Road, Map 7, Parcel 538. Mary Catherine Kennedy Revocable Trust (Owner) seeks Site Plan Approval – Residential pursuant to Eastham Zoning By-Law Section IX D.1 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed alterations on a lot containing less than 20,000 sf resulting in a site coverage ratio greater than 15% and percentage of expansion greater than 2.5%.

Attorney Ben Zehnder and Matt Cole of Cape Associates were present at the hearing. Attorney Zehnder explained that the project would not change the footprint of the house and required no zoning relief. There were no questions from the members of the board or from the audience. Mr. Coppelman confirmed that the Board received no letters regarding the case. The owner stated she had received emails from her neighbors in support of the proposal.

Mr. Coppelman read the proposed **findings of fact**:

1. The property is located at 14 Gile Road (Map 7, Parcel 538) and is located in District A (Residential).
2. The applicant has requested Site Plan Approval – Residential pursuant to Eastham Zoning By-law Section IX D.1 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed alterations on a lot containing less than 20,000 sf resulting in a site coverage ratio greater than 15% and percentage of expansion greater than 2.5%.
3. The lot size is 7,350 sf.
4. The proposed site coverage is 2,125 sf (28.9%) and represents an expansion of 6.6%.
5. The proposal requires Board of Health review based on previous variances to determine adequacy for additional habitable space.
6. The proposed project does not impact existing native vegetation and soil or grade changes.
7. The proposed project does relate harmoniously to the terrain and to the use, scale and proportions of existing and proposed buildings in the neighborhood.
8. The prevailing characteristics of the neighborhood are preserved by the plan as presented.
9. The proposed project does avoid impact on steep slopes, flood plains, hilltops, dunes, scenic views and wetlands.
10. The proposed project does not have existing unique or significant environmental resources.

11. The proposed site plan does maximize the convenience and safety of vehicular and pedestrian movement within the site and in relationship to adjacent ways.
12. No abutters or parties in interest appeared in favor of or in opposition to the proposal. No letters were received regarding the proposal.

A **MOTION** by Marc Stahl to approve the findings of fact as stated, **seconded** by Dwight Woodson.

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

A **MOTION** by Marc Stahl to **GRANT** Site Plan Approval – Residential for Case No. PB2016-05 with the following **conditions**:

1. No building permit shall be issued until the application complies with all pertinent sections of the Town of Eastham Zoning By-law.
2. The applicant shall obtain approval from the Eastham Board of Health prior to the start of the project.
3. Any changes to the project plans stamped by the Town Clerk on 3/3/16, except those that are de minimis must be reviewed by the Planning Board. If the Board finds a change to be substantial, re-notice is necessary for a new hearing.
4. Any changes to final grade must be reviewed by the Planning Board.
5. The Planning Board reserves the right to monitor the ongoing construction for compliance with the approved plan.

Seconded by Richard Dill

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

Case No. PB2016-6 – 16 Keene Way, Map 19, Parcel 43H. Kathleen M. Schoener Trust (Owner) seeks Site Plan Approval – Residential pursuant to Eastham Zoning By-Law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for a proposed screened porch addition on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.

Tim Brady of East Cape Engineering was present at the hearing. He stated the proposal required Conservation Commission approval, but the scheduled hearing had been continued due to lack of quorum. Mr. Woodson and Mr. Autorino asked for clarification of past and present conservation approvals at the site. Mr. Coppelman explained the site had been configured to be handicapped accessible. There were no questions from the audience.

Mr. Coppelman read the proposed **findings of fact**:

1. The property is located at 16 Keene Way (Map 19, Parcel 43H) and is located in District A (Residential).
2. The applicant has applied for Site Plan Approval – Residential pursuant to Eastham Zoning By-law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval –

Residential) for a proposed screened porch addition and associated deck on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.

3. The lot size is 109,702 sf.
4. The proposed site coverage is 5,855 sf (5.3%) and represents an expansion of 0.1%.
5. The proposed project does not impact existing native vegetation and soil or grade changes.
6. The proposed project does relate harmoniously to the terrain and to the use, scale and proportions of existing and proposed buildings in the neighborhood.
7. The prevailing characteristics of the neighborhood are preserved by the plan as presented.
8. The proposed project does avoid impact on steep slopes, flood plains, hilltops, dunes, scenic views and wetlands.
9. The proposed project does not have existing unique or significant environmental resources.
10. The proposed site plan does maximize the convenience and safety of vehicular and pedestrian movement within the site and in relationship to adjacent ways.
11. No abutters or parties in interest appeared in favor of or in opposition to the proposal. No letters were received regarding the proposal.

A **MOTION** by Marc Stahl to approve the findings of fact as stated, **seconded** by Richard Dill.

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

A **MOTION** by Art Autorino to **GRANT** Site Plan Approval – Residential for Case No.

PB2016-06 with the following **conditions**:

1. No building permit shall be issued until the application complies with all pertinent sections of the Town of Eastham Zoning By-law.
2. Any changes to the project plans stamped by the Town Clerk on 3/8/16, except those that are de minimis must be reviewed by the Planning Board. If the Board finds a change to be substantial, re-notice is necessary for a new hearing.
3. Any changes to final grade must be reviewed by the Planning Board.
4. Town of Eastham Conservation Commission approval is required.
5. The Planning Board reserves the right to monitor the ongoing construction for compliance with the approved plan.

Seconded by Joseph Manas

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

Case No. PB2016-7 – 5 Winterberry Lane, Map 20, Parcel 107. Cheryl and James Blair (Owners) seek Site Plan Approval – Residential pursuant to Eastham Zoning By-Law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed addition and alterations on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.

Tim Brady was present at the hearing. He described the project and noted the owner planned to install a new four bedroom septic system without any variances. The proposal included plans for a catch basin and retaining wall on one side of the driveway, with an option to build a second

retaining wall on the opposite side. Mr. Brady added the owner would agree to provide evergreens along one side of the lot to screen the circular driveway.

Mr. Coppelman requested more information regarding the grading plan. He believed the grade drop to be over 6'. Mr. Brady shared his field notes with the Board, indicating the drop was only 2'. He also noted that site conditions would affect drainage to the house only, not to the street or to any neighboring properties. After discussion, the board members agreed they would accept the current plans on the condition detailed grading plans be submitted before the issuance of a building permit.

There were no comments from the audience.

Mr. Coppelman read the proposed **findings of fact**:

1. The property is located at 5 Winterberry Lane (Map 20, Parcel 107) and is located in District A (Residential).
2. The applicant has applied for Site Plan Approval – Residential pursuant to Eastham Zoning By-law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed addition and alterations on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.
3. The lot size is 63,745 sf.
4. The proposal will require Board of Health review and approval.
5. The proposed site coverage is 4,963 sf (7.8%) and represents an expansion of 4.9%.
6. The proposed project does not impact existing native vegetation and soil or grade changes.
7. The proposed project does relate harmoniously to the terrain and to the use, scale and proportions of existing and proposed buildings in the neighborhood.
8. The prevailing characteristics of the neighborhood are preserved by the plan as presented.
9. The proposed project does avoid impact on steep slopes, flood plains, hilltops, dunes, scenic views and wetlands.
10. The proposed project does not have existing unique or significant environmental resources.
11. The proposed site plan does maximize the convenience and safety of vehicular and pedestrian movement within the site and in relationship to adjacent ways.
12. No abutters or parties in interest appeared in favor of or in opposition to the proposal. No letters were received regarding the proposal.

A **MOTION** by Marc Stahl to approve the findings of fact as stated, **seconded** by Art Autorino.

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

A **MOTION** by Art Autorino to **GRANT** Site Plan Approval – Residential for Case No. PB2016-07 with the following **conditions**:

1. No building permit shall be issued until the application complies with all pertinent sections of the Town of Eastham Zoning By-law.
2. The applicant shall submit plans showing final grading, elevations and septic system location. In addition, detailed elevations such as finished grade for the proposed garage slab and rim elevations for the proposed drainage improvements shall also be shown on the plans.

No building permit shall be issued until the applicant submits the aforementioned plans and they are approved by the Town Planner.

3. The applicant has agreed to supply additional evergreen screening along the northerly property line to prevent headlight glare from cars using the circular driveway.
4. The applicant shall obtain approvals from the Eastham Board of Health prior to the start of any work on the site.
5. Any changes to the project plans stamped by the Town Clerk on 3/10/16, except those that are de minimis must be reviewed by the Planning Board. If the Board finds a change to be substantial, re-notice is necessary for a new hearing.
6. Any changes to final grade must be reviewed by the Planning Board.
7. The Planning Board reserves the right to monitor the ongoing construction for compliance with the approved plan.

Seconded by Dwight Woodson

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

Case No. PB2016-8 – 725 Bridge Road, Map 19, Parcel 2. James W. Arnold Revocable Trust (Owner) seeks Site Plan Approval – Residential pursuant to Eastham Zoning By-Law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed additions on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.

James Arnold was present at the hearing to describe the proposal. He indicated the project had received Conservation Commission approval and was on the upcoming Board of Health agenda for review.

Mr. Autorino asked for clarification regarding the driveway. Mr. Arnold replied one of two existing driveways would be abandoned and planted with native grasses. Mr. Autorino also inquired about the height of the addition and potential changes in view to the left-side neighbor. Mr. Arnold responded he had shared the plans with his neighbor and would not be blocking any views. There were no other questions from the Board or from the audience.

Mr. Coppelman read the proposed **findings of fact**:

1. The property is located at 725 Bridge Road (Map 19, Parcel 2) and is located in District A (Residential).
2. The applicant has applied for Site Plan Approval – Residential pursuant to Eastham Zoning By-law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed additions on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.
3. The lot size is 64,033 sf.
4. The proposed site coverage is 4,036 sf (0.063%) and represents an expansion of 0.011%.
5. The proposal has received approval from the Eastham Conservation Commission.
6. The proposed project does not impact existing native vegetation and soil or grade changes.
7. The proposed project does relate harmoniously to the terrain and to the use, scale and proportions of existing and proposed buildings in the neighborhood.
8. The prevailing characteristics of the neighborhood are preserved by the plan as presented.

9. The proposed project does avoid impact on steep slopes, flood plains, hilltops, dunes, scenic views and wetlands.
10. The proposed project does not have existing unique or significant environmental resources.
11. The proposed site plan does maximize the convenience and safety of vehicular and pedestrian movement within the site and in relationship to adjacent ways.
12. No abutters or parties in interest appeared in favor of or in opposition to the proposal. No letters were received regarding the proposal.

A **MOTION** by Marc Stahl to approve the findings of fact as stated, **seconded** by Dwight Woodson.

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

A **MOTION** by Marc Stahl to **GRANT** Site Plan Approval – Residential for Case No. PB2016-08 with the following **conditions**:

1. No building permit shall be issued until the application complies with all pertinent sections of the Town of Eastham Zoning By-law.
2. The applicant shall obtain approvals from the Eastham Board of Health prior to the start of any work on the site.
3. Any changes to the project plans stamped by the Town Clerk on 3/21/16, except those that are de minimis must be reviewed by the Planning Board. If the Board finds a change to be substantial, re-notice is necessary for a new hearing.
4. Any changes to final grade must be reviewed by the Planning Board.
5. The Planning Board reserves the right to monitor the ongoing construction for compliance with the approved plan.

Seconded by Dwight Woodson

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

Case No. PB2016-9 – 135 Eldredge Drive, Map 1, Parcel 57. 135 Eldredge Drive LLC (Owner) seeks Site Plan Approval – Residential pursuant to Eastham Zoning By-Law Section IX D.1 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed addition and alterations on a lot containing less than 20,000 sf resulting in a site coverage ratio greater than 15% and percentage of expansion greater than 2.5%.

Tim Brady was present to represent the owner. Mr. Coppelman recused himself from the hearing, indicating he was a neighbor of the applicant. Mr. Brady described the neighborhood as old with a mix of house sizes. He noted the house had and would remain a three-bedroom, but the septic tank would be relocated due to the addition. The proposal also required Conservation Commission approval, but the scheduled hearing had been continued due to lack of quorum.

Mr. Woodson commented the expansion was sizeable and asked if there were any plans for landscaping, as the lot had little existing vegetation. Mr. Brady replied that the owner did plan to

provide groundcovers and he anticipated the Conservation Commission would require additional plantings as well. There were no other questions from the Board or from the audience.

A **MOTION** by Joe Manas to close the public hearing of Case No. PB2016-9, **seconded** by Richard Dill.

In favor: Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 5-0

Motion passed – Unanimous

Mr. Woodson read the proposed **findings of fact**:

1. The property is located at 135 Eldredge Drive (Map 1, Parcel 57) and is located in District A (Residential).
2. The applicant has applied for Site Plan Approval – Residential pursuant to Eastham Zoning By-law Section IX D.1 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed addition and alterations on a lot containing less than 20,000 sf resulting in a site coverage ratio greater than 15% and percentage of expansion greater than 2.5%.
3. The lot size is 16,533 sf.
4. The proposed site coverage is 3,561 sf (21.5%) and represents an expansion of 9.9%.
5. The proposed project does not impact existing native vegetation and soil or grade changes.
6. The proposed project does relate harmoniously to the terrain and to the use, scale and proportions of existing and proposed buildings in the neighborhood.
7. The prevailing characteristics of the neighborhood are preserved by the plan as presented.
8. The proposed project does avoid impact on steep slopes, flood plains, hilltops, dunes, scenic views and wetlands.
9. The proposed project does have existing unique or significant environmental resources.
10. The proposed site plan does maximize the convenience and safety of vehicular and pedestrian movement within the site and in relationship to adjacent ways.
11. No abutters or parties in interest appeared in favor of or in opposition to the proposal. No letters were received regarding the proposal.

A **MOTION** by Art Autorino to approve the findings of fact as stated, **seconded** by Marc Stahl.

In favor: Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 5-0

Motion passed – Unanimous

A **MOTION** by Art Autorino to **GRANT** Site Plan Approval – Residential for Case No. PB2016-09 with the following **conditions**:

1. No building permit shall be issued until the application complies with all pertinent sections of the Town of Eastham Zoning By-law.
2. The applicant shall obtain approval from the Eastham Conservation Commission.
3. Any changes to the project plans stamped by the Town Clerk on 3/21/16, except those that are de minimis must be reviewed by the Planning Board. If the Board finds a change to be substantial, re-notice is necessary for a new hearing.
4. Any changes to final grade must be reviewed by the Planning Board.

5. The Planning Board reserves the right to monitor the ongoing construction for compliance with the approved plan.

Seconded by Marc Stahl

In favor: Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 5-0

Motion passed – Unanimous

Case No. PB2016-10 – 40 Clipper Way, Map 11, Parcel 385. David S. Foster III (Owner) seeks Site Plan Approval – Residential pursuant to Eastham Zoning By-Law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed addition and alterations on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.

Jason Ellis was present at the hearing. He described the project and noted it had no conservation or health issues. He explained that the proposed garage would go over the existing driveway to minimize disturbance to the lot. Mr. Coppelman suggested the applicant keep the existing rhododendrons around the driveway. There were no other comments from the board members.

Mr. Coppelman read letters from Ed Wozniak of 35 Mates Lane, Toni Heiden of 50 Clipper Way, and Betty Jamroga of 310 Captain's Way, all in favor of the project. There were no comments from the audience.

Mr. Coppelman read the proposed **findings of fact**:

1. The property is located at 40 Clipper Way (Map 11, Parcel 385) and is located in District A (Residential).
2. The applicant has applied for Site Plan Approval – Residential pursuant to Eastham Zoning By-law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed addition and alterations on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.
3. The lot size is 21,916 sf.
4. The proposed site coverage is 3,466 sf (15.81%) and represents an expansion of 6.73%.
5. The proposed project does not impact existing native vegetation and soil or grade changes.
6. The proposed project does relate harmoniously to the terrain and to the use, scale and proportions of existing and proposed buildings in the neighborhood.
7. The prevailing characteristics of the neighborhood are preserved by the plan as presented.
8. The proposed project does avoid impact on steep slopes, flood plains, hilltops, dunes, scenic views and wetlands.
9. The proposed project does not have existing unique or significant environmental resources.
10. The proposed site plan does maximize the convenience and safety of vehicular and pedestrian movement within the site and in relationship to adjacent ways.
11. No abutters or parties in interest appeared in favor of or in opposition to the proposal. Three letters were received in favor of the proposal.

A **MOTION** by Marc Stahl to approve the findings of fact as stated, **seconded** by Richard Dill.

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

A **MOTION** by Art Autorino to **GRANT** Site Plan Approval – Residential for Case No. PB2016-10 with the following **conditions**:

1. No building permit shall be issued until the application complies with all pertinent sections of the Town of Eastham Zoning By-law.
2. Any changes to the project plans stamped by the Town Clerk on 3/21/16, except those that are de minimis must be reviewed by the Planning Board. If the Board finds a change to be substantial, re-notice is necessary for a new hearing.
3. Any changes to final grade must be reviewed by the Planning Board.
4. The Planning Board reserves the right to monitor the ongoing construction for compliance with the approved plan.

Seconded by Richard Dill

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

Case No. PB2016-11 – 930 Massasoit Road, Map 5, Parcels 176 A1, A2, A3. Billingsgate Landing, LLC (Owner) seeks Site Plan Approval – Residential pursuant to Eastham Zoning By-Law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed modification to Site Plan Approval PB2015-11 to make exterior architectural changes to proposed townhouse and detached garage on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.

Tim Klink was present at the hearing. He described the proposed architectural changes and answered questions regarding the porch railings and church cupola. He confirmed that the garage and the church would have matching cupolas.

Mr. Coppelman read one letter from Edith and Raymond Honey of 155 Sea Gull Lane reiterating the promise of a fence between the two properties. There were no questions from the audience.

Mr. Coppelman read the proposed **findings of fact**:

1. The property is located at 930 Massasoit Road (Map 5, Parcel 176A) and is located in District A (Residential).
2. The applicant has applied for Site Plan Approval – Residential pursuant to Eastham Zoning By-law Section IX D.2 (Residential Lot Intensity) and Section XIV (Site Plan Approval – Residential) for proposed modification to Site Plan Approval PB2015-11 to make exterior architectural changes to proposed townhouse and detached garage on a lot containing 20,000 sf or more where site coverage exceeds 3,000 sf.
3. The lot size is 48,132 sf.
4. The proposed site coverage is 7,364 sf (15%) and represents an expansion of 3%.
5. The proposed project does not impact existing native vegetation and soil or grade changes.
6. The proposed project does relate harmoniously to the terrain and to the use, scale and proportions of existing and proposed buildings in the neighborhood.
7. The prevailing characteristics of the neighborhood are preserved by the plan as presented.

8. The proposed project does avoid impact on steep slopes, flood plains, hilltops, dunes, scenic views and wetlands.
9. The proposed project does not have existing unique or significant environmental resources.
10. The proposed site plan does maximize the convenience and safety of vehicular and pedestrian movement within the site and in relationship to adjacent ways.

A **MOTION** by Marc Stahl to approve the findings of fact as stated, **seconded** by Dwight Woodson.

In favor: Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

Abstained: Coppelman

The VOTE: 5-0-1

Motion passed

A **MOTION** by Art Autorino to **GRANT** Site Plan Approval – Residential for Case No. PB2016-11 with the following **conditions**:

1. No building permit shall be issued until the application complies with all pertinent sections of the Town of Eastham Zoning By-law.
2. Any changes to the project plans stamped by the Town Clerk on 3/21/16, except those that are de minimis must be reviewed by the Planning Board. If the Board finds a change to be substantial, re-notice is necessary for a new hearing.
3. Any changes to final grade must be reviewed by the Planning Board.
4. The Planning Board reserves the right to monitor the ongoing construction for compliance with the approved plan.

Seconded by Marc Stahl

In favor: Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

Abstained: Coppelman

The VOTE: 5-0-1

Motion passed

Discussion on use of de minimis determinations

Mr. Woodson commented that he thought the entire Board should review de minimis determinations, rather than just the Chair and the Town Planner. Mr. Lagg reiterated that the guidelines were supposed to make the decision as objective as possible. Mr. Manas noted the policy could always be revised by the Board at a later date. After discussion, the board members decided to keep the policy as originally agreed upon.

Minutes

A **MOTION** by Dwight Woodson to approve the minutes of February 17, 2016, **seconded** by Richard Dill.

In favor: Woodson, Dill, Stahl, Coppelman, Manas

Opposed: None

Abstained: Autorino

The VOTE: 5-0-1

Motion passed

A **MOTION** by Dwight Woodson to approve the minutes of February 24, 2016, **seconded** by Marc Stahl.

In favor: Woodson, Dill, Stahl, Coppelman, Manas

Opposed: None

Abstained: Autorino

The VOTE: 5-0-1

Motion passed

Other Business

Mr. Woodson noted he had a few proofreading changes for the Board Rules and Regulations.

Mr. Lagg commented that he had continued his research of the alternate voting policy. In order to change the policy, a zoning by-law amendment would need to pass at town meeting.

Adjournment

A **MOTION** by Marc Stahl to adjourn the meeting, **seconded** by Richard Dill.

In favor: Coppelman, Woodson, Dill, Stahl, Autorino, Manas

Opposed: None

The VOTE: 6-0

Motion passed – Unanimous

Meeting adjourned at 7:15 pm.

Respectfully submitted as prepared by Debbie Cohen

Dan Coppelman, Chairman