

**Town of Otisfield  
Board of Appeals Meeting Minutes  
Town Office Annex  
July 21, 2015**

**1. Call to Order:** The meeting was called to order at 5:30 PM.

**2. Attendance:** Members present were: Chair- Anne Pastore, Vice Chair - Marianne Izzo-Morin, Sharon Matthews, Janet Douglass & Don Verrill. (Absent - Recording Secretary - Alternate–Don Mixer)

Tanya Taft – Secretary

**3. Quorum:** Board had a quorum.

**4. Secretary's Report:**

A. Meeting Minutes from July 22, 2014. \*Motion to accept minutes. MIM/JD – Unanimous.

**5. Discussion & Comments from Public:**

A. None.

**6. Administrative Appeal**

A. None.

**7. Appeal for a variance**

A. None.

**8. Discussion and comments from Board:**

A. Election of Officer's

1. Chair – \*Motion for Janet Douglas. MIM/SM – Unanimous.
2. Vice Chair - \*Motion for Don Verrill. SM/AP – Unanimous.
3. Recording Secretary - \*Motion for Sharon Matthews. MIM/AP – Unanimous.

**9. Miscellaneous:**

A. None.

**10. Upcoming Dates:**

A. Board of Appeal Meeting: Board will meet on an “as needed” basis.

**11. Adjournment:**

With no further business, the meeting was adjourned at 5:35 PM. AP/MIM Unanimous.

Respectfully submitted,  
Tanya Taft, Secretary.

Approved by:  
Anne Pastore -Chair

Otisfield Board of Appeals  
Approved on: July 19, 2016