



Office of
ZONING BOARD OF APPEALS
272 Main Street
Townsend, Massachusetts 01469
Phone: (978)597-1700 x1723 Fax (978)597-1722

William Cadogan, *Chair*
Darlene Sodano, *Vice-Chair*
Julie Johnson, *Clerk*

Anthony Genova, *Member*
Craig Stevens, *Member*

John Giunta, *Associate member*
Kelly Chambers, *Associate member*

MEETING MINUTES
September 21, 2011 at 7:00 p.m.
Selectmen's Chambers

1.0 Preliminaries

- 1.1 **Call the meeting to order:** Chairman Cadogan opened the meeting at 7:02pm.
- 1.2 **Roll Call:** Present were Members Tony Genova (TG), Julie Johnson (JJ), Craig Stevens (CS), Darlene Sodano (DS), Bill Cadogan (BC) and Associate members John Giunta (JG) and Kelly Chambers (KC). Also present was Administrative assistant Karen Chapman.
- 1.3 **Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting:** none.
- 1.4 **Review & approve minutes:** none.

2.0 Hearings/Appointments/Work Sessions:

3.0 General Business:

- 3.1 **Vote officers for FY12:** CS motioned to appoint BC as Chairman, DS as Vice-Chairman and JJ as Clerk. TG seconded the motion with all voting in favor.
- 3.2 **Planning Board Mandatory Referral re: zoning bylaw amendments:** JJ being on the Planning Board explained the changes to §145-42, Site Plan Review, and the addition of the Solar Overlay District. In addition, there is a change to the agricultural uses. The Board commented: Please rewrite 145-42 so that solar projects are exempt from compliance with site plan review.
- 3.3 **Discuss 23 Smith Street compliance with decision:** the Board would like the Zoning Enforcement Officer to check this residence to ensure they are complying with the Board's decision.

4.0 Correspondence:

- 4.1 **Letter from residents of Blood Road re: complaint about illegal business:** DS motioned to send a letter to the Zoning Enforcement officer regarding this complaint and instructing him to enforce the bylaw. TG seconded the motion and all voted in favor.

5.0 Schedule

6.0 Adjournment

DS motioned to adjourn at 7:56pm. JJ seconded the motion with all voting in favor.

Minutes Respectfully Submitted by

Karen Chapman
ZBA Administrative Assistant