

Zoning Board of Appeals

January 22, 2024

6:00 pm

Town of Woodstock Town Hall, Lower Level, Room C

Monthly Meeting

1. Call to Order

- a. Chair Stuart Peaslee called the meeting to order at 6:02 pm.

2. Roll Call

- a. Members Present- Martin Nieski, Dotti Durst (Alternate), William Brower, Bill Chaput, Stuart Peaslee
- b. Members Absent- Robert Laurens
- c. Others Present- Recording Secretary Amy Monahan

3. Designation of Alternates

- a. Stuart Peaslee made a ***Motion** to seat Dotti Durst. ***Seconded** by Bill Chaput. ***The motion passed unanimously.**
 - i. Dotti Durst noted for the record that Stuart Peaslee was made a full member on March 13, 2023 but a motion was never made for that membership change.
 - 1. Bill Brower made a ***Motion** to recognized that Stuart Peaslee was seated as a full member on March 13, 2023. ***Seconded** by Martin Nieski. ***The motion passed unanimously.**

4. Meeting Minutes

- a. January 9, 2024 Special Meeting
 - i. Bill Chaput made a ***Motion** to approve the January 9, 2024 Special Meeting Minutes as presented. ***Seconded** by Bill Brower. ***The motion passed unanimously.**
 - 1. It was noted that only a discussion took place and no motion was made to move Bill Chaput to full member at the last meeting. That motion needs to be made for the record.
 - a. Bill Brower made a ***Motion** to move Bill Chaput to full member on the Zoning Board of Appeals. Dotti Durst ***Seconded** the motion. ***The motion passed unanimously.**

5. New Business

- a. None

6. Administrative Business

- a. Stuart Peaslee noted the need to understand the correct process and all statutory regulations. He distributed a handout with suggestions of items that should be clarified for Zoning Board of Appeals members and suggestions for improving appeal process.
- b. Budget data from the current year was reviewed. Dotti Durst recommended to request the same amount (\$825) as requested for the current budget
 - i. Stuart Peaslee made a ***Motion** to submit a budget request of \$825 for FY 24-25. ***Seconded** by Dotti Durst. ***The motion passed unanimously.**
- c. Dotti Durst has presented several documents to be included in the new member information packet.

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- i. Bill Brower would like to see the statutory timeframes in the new member information packet.
- d. Dotti Durst noted that Tracy Giarrusso sent out a link to sign up for upcoming training opportunities to all ZBA members.
- e. Dotti Durst has updated the bylaws document with all changes discussed at the previous meeting. There are some remaining questions that will be clarified with the Town Attorney at the upcoming Annual Training Meeting.
 - i. Dotti Durst made a ***Motion** to add citizen's comments after public hearing/previous to administrative business in addition to the existing comments before adjournment. ***Seconded** by Bill Brower.
 - ii. The motion and second was ***Withdrawn** after discussion.
- f. Bill Brower noted that reason for approval or denial needs to be documented with our decisions.

7. Correspondence and Bills

- a. None

8. Citizens Comments

- a. None

9. Adjournment

- a. Bill Brower made a ***Motion** to adjourn. ***Seconded** by Martin Nieski. ***The motion passed unanimously**. The meeting adjourned at 6:56 pm.

Respectfully submitted by Amy Monahan, Recording Secretary. DISCLAIMER: These minutes have not yet been approved by the Zoning Board of Appeals. Please refer to next month's meeting for approval/amendments.