



**Raymond Zoning Board of Appeals**  
423 Webbs Mills Road  
Raymond Broadcast Studio  
**Minutes**  
**Tuesday, August 31, 2021**  
**7:00 pm**

**Call to order:** David Murch called the meeting to order at 7:00 pm and a quorum was declared

**Roll was Called**

**Present:** David Murch, Patricia Beaton, Tom Hennessey and Greg Dean

**Staff:** Alex Sirois, CEO and Sandy Fredricks, Administrative Assistant/Recording Secretary

Murch read the Opening Statement into the Record as well as the Agenda. First item on the Agenda is to elect a Chair and Vice Chair as required annually. He stated the Fiscal Year began July 1, 2021, and this is the first meeting since that date.

Murch stated that he believed they should go by seniority and asked Beaton if she would like to be Chair. Beaton declined. He asked if she would like to be Vice Chair and again, she declined stating she was uncertain she would have the time necessary. Beaton suggested Murch stay on as Chair. Dean agreed with seniority.

Hennessey moved to elect Murch.

Beaton seconded.

Vote: 4/0/0

Murch asked Hennessey if he would like to be Vice Chair. He declined due to availability. Dean will accept Vice Chair.

Beaton moved Dean as Vice Chair.

Murch seconded.

Vote: 4/0/0

David stated he would like to move the Remote Meetings Law discussion up to the top of the Agenda.

Town Clerk Sue Look explained the new law to the Board setting out that the only times a remote or hybrid meeting is permitted is in case of an emergency meeting, illness, a doctor's note or unable to attend due to distance. She further explained that this is only an option if the Remote Meetings Law is adopted by the Board. She also explained that if a meeting is remote or hybrid it does allow the public to come in via zoom. Look highly recommended the Board adopt this policy.

Dean moved to adopt the Remote Meetings Policy.  
Hennessey seconded.  
Vote: 4/0/0

### **NEW BUSINESS**

Acknowledgement of Minutes dated March 25, 2019; May 20, 2019; July 29, 2019; August 26, 2019; September 29, 2020; January 26, 2021; February 23, 2021, and March 31, 2021.

Beaton moved to acknowledge Minutes as stated and approve Minutes of May 25, 2021 and June 29, 2021  
Dean seconded.  
Vote: 4/0/0

The Board discussed if they wished to adopt a Mask Requirement for all in person meetings determining they do not wish to do so currently.

Dean moved to remove the Rogers matter from the table  
Murch seconded.  
Vote: 4/0/0

Murch read the August 24, 2021, letter received from Charles Rogers into the record. He stated the matter was tabled on June 29, 2021, to give Rogers time to obtain a survey. The Board discussed that if the garage were relocated, the Board would still need to determine what is required. Murch asked Sirois for his input. Sirois stated that to apply for any type of variance or building permit, you need to show location. He explained further. He also stated that approving a variance without a licensed professional saying this is how close it will be or is a risk.

Beaton asked if the amount stated for a survey was reasonable. Sirois stated it was and it was suggested that applicant may need to scale back size of garage and factor survey cost into construction.

Murch stated he was concerned that the sketch submitted for new location looked very close to the road and didn't feel it changed the need for a survey. The Board also discussed that if the location is changed, they would need another site walk. The Board discussed that there were no dimensions included on the sketch submitted August 24, 2021.

The Board determined that Rogers needs a survey to move forward with original application without additional fees or to file an amended application which would incur additional fees.

Beaton moved to re-table the Rogers matter.  
Dean seconded.  
Vote: 4/0/0

CEO Communications: Sirois updated the Board on changes that were being made to the Code Department including the hiring of Chris Hanson as full-time Assistant Code Enforcement Officer.

Beaton moved to adjourn.

Dean seconded.

Vote 4/0/0

Adjourned: 8:00 p.m.