



Land Use Office
Post Office Box 875
Ogunquit, Maine 03907-0875

OGUNQUIT ZONING BOARD OF APPEALS MEETING MINUTES JANUARY 11, 2018

CALL TO ORDER - 6:00 PM

Members Present: Jay Smith (Term Expires 2020)
 Doug Mayer (Term Expires 2019)
 Mike Horn (Term Expires 2018)
 Peter Griswold (Term Expires 2019)
 Jerry DeHart (Term Expires 2020)
 Carole Aaron* (Term Expires 2018)
 Glenn Deletetsky** (Term Expires 2018)

* 1st Alternate ** 2nd Alternate

Also Present: Scott Heyland, Ogunquit Code Enforcement Officer

Mr. Smith noted that a quorum was present; and the Board would follow the agenda as posted.

Mr. Smith noted that Mr. DeHart was now a full voting member. Ms. Aaron is 1st Alternate and Mr. Deletetsky is 2nd Alternate.

ACCEPTANCE OF MINUTES – May 18, 2017

**Mr. Griswold Moved to Accept the Minutes of the May 18, 2017 Meeting as Amended.
GRISWOLD/MAYER 5:0 UNANIMOUS**

UNFINISHED BUSINESS –

Mr. Smith noted that there was no unfinished business.

NEW BUSINESS –

1. Election of Officers:

Chair

Mr. Horn nominated Jay Smith as Chair; Mr. Deletetsky seconded Mr. Horn's nomination. Mr. Smith agreed to accept the appointment. The Board voted 5:0 to Appoint Mr. Smith as Chair.

Vice Chair

Mr. Horn nominated Jerry DeHart as Vice Chair; Mr. Mayer seconded Mr. Horn's nomination. Mr. DeHart agreed to accept the appointment. The Board voted 5:0 to Appoint Mr. DeHart as Vice Chair.

Secretary

Mr. Mayer nominated Mr. Griswold as Secretary; Mr. Horn seconded Mr. Mayer's nomination. Mr. Griswold agreed to accept the appointment. The Board voted 5:0 to Appoint Mr. Griswold as Secretary.

2. By-Laws: review, amend, re-adopt.

The Board came to several agreements:

- "The Board" would be referred to as "ZBA" in the By-Laws;
- Roberts Rules of Order would stand as the governing model;
- Board members excused for conflict of interest, or the appearance of conflict of interest, would not be required to leave the room.
- The first Thursday of each month would be reserved for ZBA Meetings; which would be scheduled as needed.

It was noted that the By-Laws were missing Article X which likely covered "Decisions".

Mr. Smith presented sample language for the Board to consider regarding Article X Decisions.

At 8:15 p.m. the Board decided to table the discussion due to the lateness of the hour.

Mr. Horn Moved to table the discussion regarding the By-Laws, and defer any decision regarding Article X.

HORN/DEHART 5:0 UNANIMOUS

Mr. Griswold Moved to Approve proposed changes to the Zoning Board of Appeals By-Laws, as noted above and as agreed upon at this meeting.

GRISWOLD/DEHART 5:0 UNANIMOUS

CODE ENFORCEMENT OFFICER BUSINESS –

OTHER BUSINESS –

ADJOURNMENT –

Mr. Griswold Moved to Adjourn at 8:20 p.m.

GRISWOLD/DEHART 5:0 UNANIMOUS

Respectfully Submitted

Maryann Stacy

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Recording Secretary