

**TOWN OF FARMINGTON
ZONING BOARD OF APPEALS
ADMINISTRATIVE/ORGANIZATIONAL
MEETING MINUTES**

January 16, 2018

Present were Commissioners Callahan, Carrier, Llewellyn, Perry, Schoenhorn and Alternate Commissioners Levesque and Tucker and Assistant Town Planner. Assistant Town Planner Rutherford opened the meeting at 7:00 p.m.

ELECTION OF OFFICERS

Assistant Town Planner Rutherford called for nominations for Chair of the Zoning Board of Appeals.

Upon a motion made and seconded (Carrier/Llewellyn) Commissioner Schoenhorn was nominated as Chair for 2018 and Commissioner Callahan was nominated as Chair for 2019.

No other nominations for Chairman were made.

Assistant Town Planner Rutherford called for a vote of the regular Commissioners to appoint Commissioner Schoenhorn as Chair for 2018 and Commissioner Callahan as Chair for 2019. The regular Commissioners voted unanimously.

Chairman Schoenhorn called for nominations for Secretary of the Zoning Board of Appeals.

Upon a motion made and seconded (Carrier/Perry) Commissioner Callahan was nominated as Secretary for 2018 and Commissioner Schoenhorn was nominated as Secretary for 2019.

No other nominations for Secretary were made.

Chairman Schoenhorn called for a vote of the regular Commissioners to appoint Commissioner Callahan as Secretary for 2018 and Commissioner Schoenhorn as Secretary for 2019. The regular Commissioners voted unanimously.

DISCUSS BY-LAW AMENDMENTS

Proposed edits to the By-Laws were discussed page by page.

A number of clerical and grammatical type edits were made.

Some of the other edits discussed are as follows; the full amended By-Laws are available in the Planning Office.

Article V, Section 2:

Chairman shall hereinafter be referred to as Chair.

Article VI, Section 1:

Change *organization* to *organizational* throughout the document.

Article IX, Section 4:

Change *Board* to *ZBA*.

Article X, Section 4:

The proponents may present a brief rebuttal, subject to the discretion of the Chair. (The intent is to limit time or redundancy with rebuttals but NOT to prohibit rebuttal by proponent.)

Upon a motion made and seconded (Carrier/Callahan) it was unanimously

VOTED: To approve revisions to the By-Laws as discussed.

OTHER BUSINESS

Chair Schoenhorn has been in contact with UCONN to schedule a Land Use update for the Board in February if possible. He will coordinate schedules with staff.

The meeting adjourned at 7:29 p.m.

SJM