



Office of
THE Zoning Board of Appeals
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RECEIVED
NOV 19 2020
TOWN OF TOWNSEND
TOWN CLERK

William Cadogan, Chairman

Darlene Sodano, Vice Chair

David Chenelle, Clerk
David Funairole, Alternate Member

Victoria Janicki, Member

Sean Pearson, Alternate Member
Craig Stevens, Alternate Member

Zoning Board of Appeals meeting minutes

Wednesday, June 17, 2020, at 7:00 PM

VIRTUAL MEETING

VIA: ZOOM PER GOVERNOR'S ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETNIG LAW, G.L. c. 30A, § 20[†]

PUBLIC ACCESS ZOOM MEETING LINK:

<https://us02web.zoom.us/j/9222992045?pwd=dkg0ckhXOFRMNmpMbGM3MFRuQmxSUT09>

Zoom Meeting ID: 922 299 2045

Zoom Meeting Password: 2f1D92

1 PRELIMINARIES:

- 1.1 Call the meeting to order. Chairman Cadogan called the meeting to order at 7:00 P.M.
Present: Bill Cadogan, Chairman, Victoria Janicki, Sean Pearson, David Funairole, Craig Stevens
- 1.2 Chairman's additions or deletions

2 WORKSESSION:

- 2.1 Appointment of Member to Zoning Board of Appeals – candidate: Sean Pearson. D. Funairole made a motion to recommend that the Board of Selectmen appoint Sean Pearson as a full member of the Zoning Board of Appeals. V. Janicki seconded. Roll call vote was taken as follows: D. Funairole – yes, V. Janicki – yes, C. Stevens – yes B. Cadogan – yes. The motion carried.
- 2.2 Phase I Reopening Townsend plan – the reopening plan is posted on the website. Staff is working remotely and in office, alternating shifts with a maximum of 25% present in Town hall. There is a reopening plan for public access which has been scheduled to launch on July 1st 2020. Administrator is waiting for guidance on operations for holding future Zoning Board of Appeals public hearings during the State of emergency.
- 2.3 Approval of meeting minutes 03-11-2020. V. Janicki made a motion to accept the minutes of 03-11-2020. S. Pearson seconded. Roll call vote was taken as follows: B. Cadogan – yes, V. Janicki – yes, S. Pearson – yes, David Funairole – yes; The motion carried.
- 2.4 MVP - Hazard Mitigation Plan update. – Administrator thanked all for their involvement in the planning process. The MVP – HMP draft report is due on June 30th.
- 2.5 Letter of support Townsend MVP Action Grant application. Through the MVP planning process an Action project was identified and proposed as part of the MVP Action Grant application. The project

[†] Per the Governor's Order, and during the State of Emergency now-in-effect or until sooner rescinded, public bodies are relieved from the requirement that they conduct their meetings in a public place that is open and physically accessible to the public; provided, however, that all public bodies shall ensure public access to deliberations through adequate, alternative means, which include (but are not limited to) telephone, internet or satellite enabled audio or video conferencing or other technology that enables the public to clearly follow the proceedings of the public body while they are occurring. The Order also allows remote participation by all members of a public body; and waives the requirements that a quorum and the chair be physically present at the meeting location.

involves the town conducting a vulnerability assessment related to the current and anticipated climate change conditions including flooding, drought, and snowmelt impacts on Townsend's public and private water supply. The Zoning Board of Appeals' letter of support for the MVP Action grant was noted.

- 2.6 Administrators report. 3 Wheeler Road application has been received for an Earth Excavation special permit. Annual Town meeting is scheduled for Saturday, July 25th, 2020. Grant updates: Townsend was awarded grant projects under the UPWP program administered by MRPC. A walkability study and bike ability study as well as 2 intersections studies. Townsend was also awarded grants under the DTLA program administered by MRPC. One of which is to do a feasibility of the Town adopting CH 43D expedited permitting. The other is to create an age restricted market rate housing bylaw for Townsend.

3 **CORRESPONDENCE:**

- 3.1 Notices from Townsend/other Towns.

- 4 **SCHEDULE NEXT MEETING AND ADJOURN:** V. Janicki made a motion to adjourn at 7:28 P.M. D. Funaiolo seconded. Roll call vote was taken as follows: B. Cadogan – yes, V. Janicki – yes, S. Pearson – yes, David Funaiolo – yes; The motion carried.

Respectfully submitted,

Approved on:

October 7, 2020

Elizabeth Faxon

Zoning Board of Appeals Administrator