



Georgetown Zoning Board of Appeals
Memorial Town Hall ♦ One Library Street ♦ Georgetown, MA 01833
Business Minutes
November 1, 2011
7PM - Town Hall, 3rd Floor Meeting Room

Board Members Present: Jeff Moore, Chairman
 Paul Shilhan, regular member
 Dave Kapnis, regular member
 Gina Thibeault, regular member
 Sharon Freeman, regular member
 Evan O'Reilly, associate member

Absent:
Zoning Clerk: Patty Pitari

Chairman Moore called the business meeting to order at 7:25pm, and stated the Board of Appeals will conduct this meeting according to rules laid out in Chapter 40A of the General Laws of the Commonwealth of Massachusetts, Roberts Rules of Order and its own particular set of rules, entitled Rules of Procedure, a copy of which is on file with the town clerk, another copy is available from the clerk at this meeting. This meeting is being taped recorded for the purpose of taking minutes.

Finance Report

- A. Patty updated the board on the Revolving and payroll accounts.
- B. Budget Discussion – The board reviewed hours, revolving, and items that are to be done during office hours vs. revolving hours. E. O'Reilly presented a draft spreadsheet to help with budget process, he will gather numbers together and he along with the chairman will further discuss the office hours Patty has currently. They will contact the Town Administrator with any requests that may come. Patty voiced her concerns to the board in regard to her limited 10.5 office hours. Patty will list items and time she spends on items she does at home that can't be completed in office hours.

New Business:

- A. Approve Business and Hearing Minutes of October 4, 2011

Motion – G. Thibeault/S. Freeman to approve the Business minutes of October 4, 2011; all in favor, discussion; D. Kapnis abstained as he was absent 9/6/11 meeting. Motion carried.

B. Town Report – Patty reported that she had to complete the town report at home, as she didn't have time in office hours to get it done in the two days it had been requested.

C. New Application - CAI

Patty distributed the new application for December 6, 2011 for CAI, Inc. at 7 Martel Way – Brief discussion on the chapter of the bylaw for the board to read/review 165-29 – 38. Patty stated to also review the old decision, as there as conditions that they will exceed with the new proposed blending room. Patty stated the Planning Board held a Site Plan Review hearing on it and the decision is attached, one condition is that they go before the ZBA. This hearing is schedule for 12/6/11 at 7:30 in the 3rd Fl. meeting room.

Correspondence

A. Building Inspector Correspondence - None

B. Email from Stuart Egenberg – re communication – Patty stated she doesn't would not have time to do this in the current office hours.

Old Business

A. Bylaw copies – Patty explained the bylaws copied and bound had the wrong table of contents, she switched P. Shilhan's copy, and Sharon's, she will place this on the next business meeting, for Gina and Evan as they didn't have it with them at this time.

Close Business

Motion – D. Kapnis/G. Thibeault to close the business meeting at 8:35pm. All in favor, motion carried.

Respectfully Submitted
Patty Pitari
ZBA Administrative Assistant

Date Approved 12-6-11