

Georgetown Zoning Board of Appeals
Memorial Town Hall ♦ One Library Street ♦ Georgetown, MA 01833
Business Minutes
August 4, 2020

7:00 PM Broadcast on Georgetown Cable TV via BlueJeans

Board Members Remotely Present: Jeff Moore, Chairman, regular member
Shawn Deane, regular member
Dave Kapnis, regular member
Gina Thibeault, regular member
Sharon Freeman, associate member
Paul Shilhan, regular member - Absent

Patty Pitari –Administrative Assistant

Note* Board members are represented at times with their initials

Chairman Jeff Moore opened the business meeting to order at 7:04pm Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Georgetown Board Zoning Board of Appeals will be conducted via remote participation to the greatest extent possible.

Opened by Roll Call, SD – yes, SF – yes, GT – yes, DK – yes and JM – yes.

New Business

Finance

Patty reviewed end of FY20 Revolving Account with her spreadsheet and Town Accountant printout to balance end of FY20 that ended 6/30/20 sent to board in Agenda packet. Also stated the expense account starts over as of July 1, 2020 (FY21) amount \$220, to be used first before taking expenses out of revolving account. Postage meter has a good balance at \$300.

Approve Minutes of 4/21/2020

Motion – GT moved to approve the Business Minutes of 4/21/20, seconded by SF, no discussion; Roll call vote: SD – yes, SF – yes, GT – yes, DK – yes and JM – yes. Motion Carried 5-0
PS is was absent 4/21/20.

Chairman Moore stated we have received an Appeal application from Attorney Flanagan of McLean, Holloway, Doherty & Sheehan P.C., the first 2 applications left with Town Clerk were missing fee and documents, subsequently Attorney submitted the missing documents and fee and application is now considered complete. We shall hold on to the fee, until such time we are able to set a time, craft legal ads, etc. for a hearing.

Chairman Moore state he spoke with Attorney Flanagan and he is aware that this will be tolled under the State of Emergency is lifted per Governor Baker's Acts of 2020, and he had no issue with it, the board will then need to take up application within 45 days of the state of emergency being lifted. Patty will forward the appeal packet to all board members tomorrow.

Chairman Moore explained State of Emergency as it relates to hearings/applications.

JM – Asked if any board members had any questions.

DK stated, I think we are doing the best we can under the circumstances.

SF inquired about correspondence. JM stated the letter in the packet is from Attorney from G. Mello to Planning Board, was copied to us. We don't need to do anything; it was to inform us about ongoing Site Plan Approval process in regard to Planning Board.

Old Business

JM informed the Board he received a response from our 4/21/20 Business Meeting from Town Counsel, we had taken a vote to allow Town Counsel to respond to an open meeting law complaint, Jeff informed the board that the response through Town Counsel from the Attorney General stated the Board did not violate any open meeting law.

Town Report

Patty stated the Annual Town Report is usually due 1st week of September, she emailed to board yesterday, it is short due to State of Emergency, may want to vote to approve now, so I may email to Town Administrator's office when request.

Motion by GT, seconded by DK, to approve the FY20 Annual Town Report to forward to Town Administrator. Roll Call vote: SD – yes, SF – yes, GT – yes, DK – yes and JM – yes. No discussion. Motion Carried 5-0.

Patty stated town accountant said we can have a single person sign for invoices, but will need a vote of board members, she said all members would need to vote, to allow for Chairman to be Sole signatory for finance items.

Brief discussion took place because Paul couldn't not come online. SF stated if we can email him and he can respond that way. Patty said she will check with town accountant. SF stated in these times, she would think if someone could not get logged on, they would make an exception. Patty stated she will check but we can take a vote in case wouldn't hurt.

Motion by GT second by SF to allow Chairman Jeff Moore to be the sole signatory for all finance items for the Board; Roll call vote: GT – Yes, SF – Yes, DK- Yes, SD - Yes and JM – Yes. Discussion – Patty with check with Town Accountant if Paul Shilhan can email his approval/vote. Motion carried 5-0.

Motion – SD moved and GT seconded to close the business meeting of 8/4/20 at 7:32pm by roll call vote; GT – yes, DK – yes, SF – yes, SD – yes, JM – Yes. Motion carried 5-0.

Respectfully Submitted
Patty Pitari
Administrative Assistant

Date Approved 12-8-2020