



TOWN OF Concord
PLANNING AND ZONING BOARD
NOVEMBER 17, 2020 MEETING MINUTES

Members Present: Cynthia Stuart, Chair, Jim Gochie, Judy Kurtz, Steve Bean, Meagan Johnson

Members Absent: John Christman

Board Secretary Present: Meagan Johnson

Other Officials Present: Alan Smith, Zoning Administrator

Citizens Present: Audra Girouard

Cynthia brought the meeting to order at 6:00 p.m.

I. Approval of November 17, 2020 agenda

Judy made the motion to accept the November 17, 2020 agenda as presented. Jim seconded the motion. The motion passed unanimously (5-0).

II. Approval of the September 15 and October 20, 2020 minutes

Judy made the motion to approve the September 15, 2020 minutes. Jim seconded the motion. The motion passed unanimously (3-0 with Cynthia abstaining). Jim made the motion to approve the October 20, 2020 minutes. Cynthia seconded the motion. The motion passed unanimously (3-0 with Steve abstaining).

III. Citizens' concerns

There were none.

IV. Zoning Administrator Report

Alan reported that he has been reaching out to those owners that have built without permits and is working with them to bring the properties into compliance. There is one person left that is not responding to his calls or letters. Alan also mentioned that we will have a hearing next month for a conditional use for a camp.

V. Review/Ideas of Town Plan

The town of Concord has applied for a municipal grant to fund the update/creation of the zoning bylaws and town ordinances. We should hear in December if we received the grant and if so then we will start work on above items in January. Judy expressed interest in several new planning initiatives – conservation overlay, maintaining historical buildings, municipal water/sewer, senior g and town forest. Cynthia suggested we survey the towns people in the future to get more input and ideas of things to work on.

VI. Zoning Administrator Candidate Interview

Cynthia updated the board that there were 3 applications received for the Zoning Administrator position. One applicant backed out and one was not qualified. Audra Girouard was selected as the applicant to interview for the position. The Board interviewed Audra. Judy then made the motion to recommend Audra Girouard to the Selectboard for the position of Zoning Administrator. Jim seconded the motion. The motion passed unanimously (5-0).

VII. Executive Session if Warranted

The board did not meet in executive session.

Cynthia made the motion to adjourn the meeting at 5:00 p.m. Jim seconded the motion. The motion passed unanimously (5-0).

Next Meeting: December 15, 2020 @ 4:00 PM

Respectfully Submitted,

Meagan Johnson
Secretary

Cynthia Stuart, Chair

John Christman

Jim Gochie

Meagan Johnson

Judy Kurtz

Steve Bean