



**Zoning Board of Adjustment**  
**Town of Mason, NH**  
16 Darling Hill Road  
Mason, New Hampshire 03048  
(603)878-2070, (603) 878-4892 fax  
Approved January 16, 2017

Board of Adjustment meeting, November 21, 2016 held at Mann House

A. Call to Order by Bill Fritz, Chairman, at 7:35 pm.

B. Roll Call:

a. Members Present: Bill Fritz, Bob Bergeron, Bob Young, Guy Daniello, Landon Smith (a), Mary Pierce (a) Connie Lacasse (c/a).

b. Members Absent: Phil Garside, Mike Davieau

C. Minutes from previous continued Ruggiero hearings were submitted – dated 10/17/16, 10/24/16, 10/26/16, 11/02/16, 11/07/16 and discussed. It was decided that due to the volume of minutes that needed to be reviewed and approved, Bob Young and Connie Lacasse would review and catalog the files, discs and pertinent papers from each date on 11/30/16 and come back with a consolidated filing system at the next regular meeting on Dec 19, 2016.

D. Review procedures for RSA 673:3, :17, 91-A:211, 677:4

Discussion – there is an issue whether the BOA is using the right time regulations for filing papers, notices etc. Is it 5 Business days or is it 144 hours? Also in question is the 45 days after a decision is reached. Guy made the motion for this to be reviewed. Seconded by Bob Bergeron. Guy volunteered to research and come back at Dec meeting with suggestions. Question on whether there is a way to modify a PDF file from Mason?

There has to be 2 readings at ZBA Public Meetings of any proposed change to the ZBA Rules of Procedure, before a vote can be held. This date, 11/21/16 is the first. “Notice of the decision will be made available for public inspection within 5 *business days* or as required by RSA 676:3 and will be sent to the applicant by certified mail.” Also discussed were the regulations that say the files should be given to Town Clerk. The Town

Clerk didn't want them as she has no files in her office. Currently (and temporarily) the file and contents are kept in the Selectmen's office. Bill will review with Charlie Moser and Town Clerk for further clarifications on procedures.

New Business:

BOA received notice from Townsend Mass ZBA concerning 2 different issues. FYI: One was the Town would be doing some digging in the aquifer in downtown Townsend area and a new fire station to be constructed in Townsend. Notice of Hearing on Dec 16, 2016. Both letters turned over to Selectmen. Board members felt there wasn't anything that they would handle in these matters.

Brief discussion and update on Ruggiero proceedings. No notices received from Planning Board or from abutters on any actions.

Hearing no further business Bob Bergeron made motion to adjourn. Seconded by Guy. Meeting adjourned at 8:50pm.

Respectfully submitted,  
Constance Lacasse  
11/23/16

Edited per BOA Review on 01/16/17. Board approved minutes as corrected on January 16, 2017  
Respectfully submitted  
Constance Lacasse  
01/17/17