

**ZONING BOARD OF APPEALS
REGULAR MEETING MINUTES
WEDNESDAY
MAY 6, 2020**

THIS MEETING WAS CONDUCTED REMOTELY VIA GOOGLE MEET.

Members Present: Roger Menard, Chairman
Gerald Coutinho
Peter Borden
Barbara Pontolilo
Raymond Elias

Absent: Constance Gee

Chairman Menard called the Zoning Board of Appeals meeting to order at 6:30 p.m. with the reciting of the Pledge of Allegiance.

Pledge of Allegiance

Chairman's Announcement - Under MGL Chapter 30A, Section 20(f) - Meeting being recorded.

Chairman Menard opened the hearing by reading the provisions mandated by Governor Charlie Baker regarding the congregation of people at the Town Hall and the manner in which municipal boards are to meet and hear matters on their agenda. Chairman Menard said that the Governor has enacted a law, whereby all Town governmental boards are relieved of the decision-making deadlines.

Chairman Menard noted that this meeting could be accessed by calling into the conference telephone number (470-336-5620, PIN 745962093#). He asked everyone who had joined the meeting to mute their telephones, so as to eliminate any background noise; and unmute when they wished to speak.

Chairman Menard stated that, when voting, the Members will recite their name and vote aye or nay on each motion.

1. Chairman Menard read the public hearing notice on the petition of Helen L. Souza, as Trustee of the H.L.S. Trust, for a variance to allow the transfer of approximately 2,060 square

feet of area from the lot containing house #21 to be combined with the lot containing house #17 in order to remedy the encroachment of an existing garage and yard area historically used in conjunction with #17. Both resulting lots contain insufficient area to comply with current zoning requirements; existing frontages for both lots will remain unchanged, as mandated by Zoning Bylaw Article 7, Section 7.0. The subject property is located at 21 Drift Road, Westport MA and is shown on Assessor's Map 32, Lot 33 and Map 51, Lots 34 and 23A.

The Clerk stated that she had discussed the continuation of this matter earlier in the day with Mark Boucher, the engineer.

Petitioner Helen Souza stated that she was present.

Chairman Menard stated that, because all town and city governmental offices are in an emergency status as a result of the COVID-19 health crisis, all meetings are being conducted by remote access. He further noted that this meeting was being opened for the sole purpose of continuing to June 10, 2020 at 6:30 p.m. If a public hearing at the Town Hall is not possible at that time, then the Board will conduct a hearing by remote access. Ms. Souza stated that she was in agreement to the hearing being continued to June 10, 2020.

Chairman Menard stated that a Committee is being formed of Department Heads to discuss the semantics of how to open up the Town Hall safely for purposes of conducting hearings. He noted that the Board's goal is to conduct hearings at the Town Hall or at another Town building with safety standards in place.

Chairman Menard made a motion to continue the matter to Wednesday, June 10, 2020 at 6:30 p.m. Motion was seconded by Mr. Coutinho. The roll call vote was as follows: Roger Menard - Aye; Gerald Coutinho - Aye; Peter Borden - Aye; Barbara Pontolilo - Aye; and Raymond Elias - Aye. The motion passed by unanimous vote.

2. Chairman Menard read the public hearing notice on the petition of Andre Brum Soares and Whitney Pacheco for a Special Permit to install a 728-square foot one-bedroom accessory apartment on the second level of a two-level garage to be constructed, as mandated by Zoning Bylaw Article 4, Section 4.1.1.D.13. The subject property is located at 7 Old Farm Road, Westport MA and is shown on Assessor's Map 68, Lot 23.

Petitioners Soares and Pacheco were not present. One unidentified abutter was present.

Chairman Menard stated that, because all town and city governmental offices are in an emergency status as a result of the COVID-19 health crisis, all meetings are being conducted by remote access. He further noted that this meeting was being opened for the sole purpose of continuing to June 10, 2020 at 6:30 p.m. If a public hearing at the Town Hall is not possible, then the Board will conduct a hearing by remote access at that time.

Chairman Menard made a motion to continue the matter to Wednesday, June 10, 2020 at 6:45 p.m. Ms. Pontolilo seconded the motion. The roll call vote was as follows: Roger Menard - Aye; Gerald Coutinho - Aye; Peter Borden - Aye; Barbara Pontolilo - Aye; and Raymond Elias - Aye. The motion passed by unanimous vote.

Administrative Items

1. Minutes of April 1, 2020 - Mr. Coutinho made a motion to approve the minutes with revisions. Mr. Borden seconded the motion. Roll call vote was as follows: Roger Menard - Aye; Gerald Coutinho - Aye; Peter Borden - Aye; Ray Elias - Aye and the Board voted unanimously to approve the minutes of the April 1, 2020 meeting. Ms. Pontolilo abstained from voting since she was not present at the April 1 meeting.

2. The Clerk said that she would mail out to all members any documents that are currently in their in-boxes.

3. There was brief discussion as to information the Board received from the Building Inspector regarding Brookmeadow Estates. Mr. Coutinho suggested that the Brookmeadow Estates matter should be fully discussed when the Board, petitioner and Building Inspector can have a meeting to review any documents submitted in this matter. This matter is scheduled for Wednesday, May 13, 2020.

6:45 p.m.

Motion made by Ms. Pontolilo to adjourn the meeting. Seconded by Mr. Borden. The Board voted unanimously in favor.

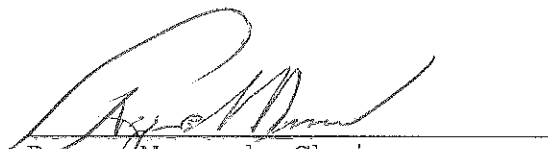
Adjournment.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Maria I. Branco", written over a horizontal line.

Maria I. Branco, Principal Clerk
to the Zoning Board of Appeals

APPROVED:

A handwritten signature in cursive script, appearing to read "Roger Menard", written over a horizontal line.

Roger Menard, Chairman