

ZONING BOARD OF APPEALS MEETING
WEDNESDAY, November 5, 2025
Resource Room
A G E N D A
7:00 PM

Attendance: Chair Dan Heney, vice chair Mike Fitzpatrick, Jim Palmer, Ron Forget, Margaret Bacon, Les Stevens

Absent: Sean Holland (excused)

Dan Heney called the meeting to order.

1. **(0:10 TS) 2026 Draft Meeting Schedule – Possible Votes**
(1:55 TS) Motion to move the July 1 meeting for 2026 to July 8, 2026, and approve the rest of the meeting schedule, made by Les Stevens, 2nd by Mike Fitzpatrick. The vote passed unanimously.
2. **(3:25 TS) Instruction for Applicants Revisions – Possible Votes**
They discussed the revisions, variances, and specific examples of applicants and talked about if they should require denial letters (that the Building Inspector gets) and they are going to get the opinion of Town Counsel. The board decided to invite the chair of the Conservation Commission to their next meeting to discuss the process the verbiage and get on the same page. There was discussion about percentage of lot size compared to the house size. The board will continue this discussion when they have a member from the Conservation Commission present.
3. **(35:00 TS) North Village Project – 40B – Possible Votes**
Neil Rybicki representing North Brown to discuss the project update, they paved the main portion of the project (phase 1, 2, & 3), top coated Nautical Way; put a binder course down for phase 4. They are going to get an update about the lighting at the next meeting as to what is going to be used and what was approved for the plan. There was discussion about Haley Ward's estimate for cost of completion for the subdivision for a total of \$248,365 with a contingency of \$24,837 for a total of \$298,038. The board requested additional documentation from Haley Ward about the prevailing wage rates for paving. Mike Fitzpatrick will talk to Matt Wojcik Town Administrator tomorrow about the bond form for North Brown. They went over some complaints and issues the board has received including the rain gardens, basement flooding, tree dimension and replacement, grass stabilized, etc. Neil Rybicki stated that they have taken care of most of the issues and the ones not done they will have answer for the next meeting. There will need to be a modification to the plans for not installing the guardrails that are on the current plans.

DISCUSSION:

4. Mail
5. (1:32:20 TS) Approve Minutes: August 6, 2025 – Possible Votes
(1:36:15 TS) Motion to approve the meeting minutes for August 6, 2025, as written, made by Mike Fitzpatrick, 2nd by Jim Palmer. The vote passed unanimously.
6. Signatures: Vouchers, Decisions, Legal Documents

Upcoming Meeting: December 3, 2025 & TBD

(1:38:20 TS) Motion to adjourn the meeting at 8:37 pm, made by Mike Fitzpatrick, 2nd by Jim Palmer. The vote passed unanimously.

Respectfully submitted,

Stephenie Gosselin