

**Zoning Board  
Goshen, NH  
Minutes of February 9, 2022  
FINAL**

**Attendance** (*quorum* = 3): Alicea Burse (Chair), Ray Porter (Vice-Chair), and Judy Martz

Guest (s): Kurt Sternlof

Meeting called to order at 7:08pm

**Review of Minutes from January 12, 2022**

*Judy Martz motioned to accept the meeting minutes from December 8, 2021 ‘as is’. Ray Porter seconded the motion. All were in favor, minutes approved.*

**Property Inquiry (Mr. Kurt Sternlof)**

Mr. Kurt Sternlof approached the Board seeking guidance and advice regarding his property on Four Corners Road. Mr. Sternlof gave some history of the property and explained that ideally, he would like to fix a somewhat “odd remnant” of part of the area he owns.

The Board discussed potential options for cleaning up the lot lines and access to the property. No applications were presented to the Board and no votes were taken.

**Further Development on 256 Center Road (Knowlton)**

The Board reviewed an email that was sent from Mr. Knowlton regarding property at 256 Center Road. The property had been previously subdivided into three lots and the owners are requesting to build duplexes on some of the lots.

The Board reviewed the Zoning and Building Regulations and found nothing that would hinder the current building plans. Chair Bursey will reach out and provide them with the updated information. No actions were made.

**Email**

Chair Bursey will be changing over to the town email account to conduct Town business. The Secretary will also work towards changing over to a town-sponsored account as well.

Phone numbers and any non-town contact information will be removed from the town website and replaced with the town-sponsored accounts. Members of the board will not receive town-sponsored accounts at this point but that could change if the need arises.

**Timelines and Expectations for budget and annual reporting.**

Chair Bursey would like to include the dates of certain expectations that the Board is responsible for, such as budget deadlines and annual reports, to the standing items list that is displayed in all meeting minutes. The Board agreed to implement this change.

### **COLA raises, Merit raises, performance review for Secretary**

The Board discussed a strategy for providing an annual Cost-of-Living-Adjustment (COLA), merit raise, and performance review for the Board's secretary. In the past several years, the secretary has received only one official raise and no provisions have been instituted to keep up with inflation/cost of living or to provide merit-based raises. Merit based raises would be based on performance and require an annual performance review. Budgets are approved at the town meeting each March, in line with that, the performance review, COLA, and merit discussion could be held after that meeting so that the scope of the budget is fully known.

This process will also help to provide roots to the position, and when the position needs to be advertised for employment, provide structure and expectations for interviewees and incumbents. This process also allows for a regular review of the position description and the overall process will allow feedback to the Select Board and Budget Committee with regard to the needs of the Board which will be especially important information should the town experience significant growth.

Chair Burseley will research the process and see how confidential reviews should be handled.

### **Driveway Permit Waiver**

The board will continue to research and review these documents and make possible changes. No changes or actions were made at this time.

### **Membership Discussion - Update**

Additional alternates and board members are needed for the Zoning Board of Adjustments. If anyone is interested in becoming a member, please stop by a meeting on the second Wednesday of any month. This will remain a standing item until filled.

### **Other Business**

- The next regular meeting will be the second Wednesday of March - March 9, 2022.
- **Review of Regulations for Short Term Rentals:** Some discussion was had. The Board will continue to review requirements for short term rentals.
- **Broadband Internet Update:** The project is moving along, and Consolidated Communications will continue working towards connecting homes to fiber.
- **Bike Path Discussion:** No discussion currently. This will remain a standing item.

### **Standing Items:**

- Broadband Internet Discussion - Update
- Driveway Permit Waiver - Pending
- Bike Path Discussion - Ongoing
- Member Discussion - seeking alternates and full-time members – Ongoing
- *Budgets will be due 12/1/2022*
- *Annual report is due 2/1/2023*

***Ray Porter made a motion to adjourn. Judy Martz seconded the motion. All were in favor; motion carried.***

The meeting adjourned at 9:02 pm.

Respectfully Submitted,  
Melissa Salinardi  
Recording Secretary