

MEETING MINUTES

1. CALL TO ORDER; INTRODUCTORY; ROLL CALL

Chair Timko called the meeting to order at 6:30 p.m. and asked that the roll be called.

Board Members Present: Vern Gardner, Cameron Hamm, Rick Nohmer, Suzanne Jones (joined at but could not participate due to computer issues) April Timko

Board Members Absent: Jeff Brake, Charles Denault III

Staff Present: Craig Alfis, Code Enforcement Officer

2. PLEDGE OF ALLEGIANCE

3. AGENDA AMENDMENT AND ADOPTION

4. EXECUTIVE SESSION

5. PUBLIC HEARINGS

6. UNFINISHED BUSINESS

7. NEW BUSINESS

8. ACCEPTANCE OF PREVIOUS MINUTES

- November 24th, 2020
- December 8th 2020
 - Mr. Gardner noted a relevant comment had been omitted from the minutes. Mr. Alfis will update the minutes.

Motion by Mr. Gardner to accept the meeting minutes as amended. Second by Mr. Nohmer. Motion passed 4-0-0 by voice vote [Yes: Hamm, Nohmer, Gardner, Timko; No: --; Abstain: --]

9. BOARD MEMBER OR CEO ISSUES OR COMMENT

- Mr. Alfis presented a plan to provide sample Findings of Fact & Conclusions of Law in the staff report to simplify and standardize the findings and conclusions.

- Mr. Nohmer and Chair Timko voiced their support, with the understanding that they are just suggested and that the Board would make the final determinations as to which findings and conclusions would be adopted. Mr. Gardner had several questions and concerns. Mr. Alfis explained that the findings and conclusions would be written impartially and would be applicable with no bearing on the outcome of the appeal/request.
 - Chair Timko noted that Suzanne Jones joined the meeting at 6:43 pm but could not participate due to audio issues.
- Mr. Alfis presented the proposed changes to the Title 16 Medical Marijuana Licensed Caregiver approval process.
 - The process would be removed from the home occupation section and placed in its own section, with requests to be approved by the Planning Board as opposed to the Board of Appeals. The Board had several questions. Additional questions or comments from Board members can be emailed to Mr. Alfis.
- Chair Timko opened the floor to the Board members to bring up any topics that members would like to see clarification or training on. Topics can be emailed to Chair Timko.
- Chair Timko discussed the options for meeting format available at this time. The current options are in person at the KCC or Zoom webinar. Mr. Alfis explained that hybrid meetings are not currently technologically feasible but may be available in the future.
- Mr. Nohmer requested a training on Zoom webinar and relayed to the Board that the online MMA board member trainings are very helpful and informative.

10. ADJOURNMENT

Motion by Mr. Gardner to adjourn. Second by Chair Timko. Motion passed 4-0-0 by voice vote [Yes: Hamm, Nohmer, Gardner, Timko; No: --; Abstain: --]

The Kittery Board of Appeals meeting of April 13, 2021 adjourned at 7:10 p.m.

Submitted by Craig Alfis, Code Enforcement Officer

Disclaimer: The preceding minutes constitute the author's understanding of the meeting. While every effort has been made to ensure the accuracy of the information, the minutes are not intended to be a verbatim transcript of comments at the meeting but only a summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website at <http://www.townhallstreams.com/locations/kittery-maine>.