



**Town of Kittery**  
**200 Rogers Road, Kittery, ME 03904**  
**Board of Appeals Meeting Agenda**  
**Virtual Meeting**

[https://us02web.zoom.us/webinar/register/WN\\_6qPe6h\\_wSx2F-WCBtv3oLw](https://us02web.zoom.us/webinar/register/WN_6qPe6h_wSx2F-WCBtv3oLw)

**Tuesday, January 25, 2022**

**Regular Meeting – 6:30 P.M.**

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- 1. Call to Order; Introductory; Roll Call**
  - 2. Pledge of Allegiance**
  - 3. Agenda Amendment and Adoption**
  - 4. Executive session (if required)**
  - 5. Public Hearings**
  - 6. Unfinished Business**
  - 7. New Business**
    - Appointment of BOA member to Kittery Land Issues Committee
  - 8. Acceptance of Previous Minutes**
    - August 10, 2021
  - 9. Board Member or CEO Issues or Comment**
  - 10. Adjournment**

MEETING MINUTES

**1. CALL TO ORDER; INTRODUCTORY; ROLL CALL**

Chair Timko called the meeting to order at 6:30 p.m.

**Board Members Present:** Vern Gardner, Bob Gray, Amelia Burke, Rick Nohmer, April Timko

**Board Members Absent:** Charles Denault III, Bob Kaszynski

**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**

- Election of Officers
  - Vice Chair
    - Mr. Gardner nominated Mr. Nohmer, Seconded by Ms. Timko. Motion passes 4-0-1 by roll call vote [Yes: Gardner, Burke, Gray, Timko; No: --; Abstain: Nohmer]
  - Secretary
    - Mr. Gardner nominates Ms. Burke, Seconded by Mr. Gray. Motion passed 4-0-1 by roll call vote [Yes: Gardner, Nohmer, Gray, Timko; No: --; Abstain: Burke]

**8. ACCEPTANCE OF PREVIOUS MINUTES**

- April 13, 2021
  - Motion to approve the minutes as amended by Mr. Gardner. Seconded by Mr. Gray. Motion passed 5-0-0 by roll call vote [Yes: Gardner, Nohmer, Burke, Gray, Timko; No: --; Abstain: --]

- May 25, 2021

Motion to approve the minutes by Mr. Gray. Seconded by Mr. Gardner. Motion passed 5-0-0 by roll call vote [Yes: Gardner, Nohmer, Burke, Gray, Timko; No: --; Abstain: --]

**9. BOARD MEMBER OR CEO ISSUES OR COMMENT**

- Mr. Alfis gave a brief overview of the options for holding Board meetings.
- Mr. Gardner discussed the need for increased training for the Board of Appeals.
- Mr. Nohmer discussed the MMA training that he had attended.
- Ms. Timko discussed the need to have a training or workshop on Title 16 so that members can better understand the Town Code.

**10. ADJOURNMENT**

Motion by Mr. Nohmer to adjourn. Second by Mr. Gray. Motion passed 5-0-0 by voice vote [Yes: Gardner, Nohmer, Burke, Gray, Timko; No: --; Abstain: --]

The Kittery Board of Appeals meeting of August 10, 2021 adjourned at 6:40 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>.*