

**BLACK POINT BEACH CLUB - ZONING COMMISSION
REGULAR MEETING
Friday, JUNE 24th, 2011
MINUTES**

A Regular Meeting of the Black Point Beach Club Zoning Commission was held on Friday evening, June 24, 2011 at 6 PM in the Black Point Beach Association Clubhouse located on 6 Sunset Avenue in Niantic, CT.

PRESENT: Ned Cosgrove, Chairman, Steven Reed, Sharon Sklar, Sebastian Sanzaro

ALSO PRESENT: Mary Cahill, Board of Governors, Ex-Officio

ABSENT: John Manuck, Jim Mastria, Alternate, Brian Ewings, Alternate,

◆ **Call to Order**

Chairman Cosgrove called this Regular Meeting of the BPBC Zoning Commission to order at 6:00 PM.

1. Attendance and Appointment of Alternates if needed

Mr. Cosgrove said that they had four members and established that a quorum was present. He noted that Mr. Sanzaro had been moved up to Regular Member status to replace Mr. Molloy and that he had received an email from Mr. Kelly that the Board of Governors had also appointed Angela Taylor and Richard Diachenko as Alternate members to the Zoning Commission.

2. Announcements and Public Comments

Mr. Cosgrove called for any comments from the public.

Barbara Johnston, 35 Sea Crest Ave. said that she would like to see Public Comments put back at the end of the agenda – after New Business so that people can comment. She said that it has been there for years and years and should be added back as it was suddenly removed this Spring. She said that she noticed on the agenda approval of amended minutes for April 24th and you don't approve amended minutes. Lastly she said that there have been no Zoning Reports posted since March of 2011 and April and May 2011 should have been submitted and filed before the ZEO left. April, May and June 2011 reports are now needed.

Mary Cahill, 37 Indianola Rd., asked that they please reconsider adding members comments to the end of the agenda as all of the Boards throughout the Town have it in both areas.

3. Approval of Minutes – May 20, 2011 Regular Meeting

Mr. Cosgrove noted that the approval of the amended minutes was on the agenda in error and the changes were incorporated as part of the May 20, 2011 Regular Minutes.

He then called for a motion or any discussion on the May 20, 2011 Regular Meeting Minutes.

****MOTION (1)**

Ms. Sklar moved to accept the May 20, 2011 Regular Meeting Minutes of the Commission as presented.

Mr. Sanzaro seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

▪ **Approval of Minutes – June 5, 2011 Special Meeting**

Mr. Cosgrove called for a motion or any discussion on the June 5, 2011 Special Meeting Minutes.

Mr. Reed asked that on Page 3 at the very top of the page under Adjournment that Ms. Cosgrove be changed to read: Mr. Cosgrove.

****MOTION (2)**

Mr. Sanzaro moved to accept the June 5, 2011 Special Meeting Minutes of the Commission as amended.

Mr. Reed seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

4. Report of the Interim Zoning Enforcement Officer including Commission action as required

Mr. Cosgrove said that he and Mr. Reed have been filling in and issuing permits where necessary. He said that he has met with the Building Official regarding outstanding permits and with the Zoning Officer. Two tank permits have been issued – one for Whitecap and the other for Bellaire.

He also issued the following report after reviewing the on-going projects throughout the community:

- 35 Bellaire – under construction – two-story addition
- 20 Billow – 16' x 20' addition – stoop and steps – CO to be issued
- 18 East Shore – in progress
- 20 East Shore – remodel in progress
- 19 Indianola – Buck – tank shield to be installed; 56 Indianola – CO to be issued
- 20 Nehantic – repair in progress; 48 Nehantic – sunroof over patio – in progress
- 17 Osprey – fence
- 10 Seaview – addition – CO issued
- 20 Seabreeze – Porch and remodel
- 48 & 49 Seabreeze – tanks – done
- 22 Seacrest – new home – almost done
- 68 Seacrest – dormer done – CO to be issued
- 21 Seaspray – new home
- 20 Seaview – fence; 21 Seaview - in progress; 59 Seaview - fence
- 58 Whitecap – dormer addition; 59 Whitecap underground propane tank (new home)

The members thanked Mr. Cosgrove for taking on the task of picking up on an old ZEO report and carrying forward the projects and the inspections in the interim.

5. Committee Reports

Mr. Cosgrove asked Ms. Sklar and Mr. Sanzaro how they would like to proceed with the outdoor shower subcommittee report.

Mr. Sanzaro suggested that they sit as a group and discuss it during their meeting rather than to present something and then go back and fix it and present it again. He asked that they place it on the next meeting agenda for discussion.

6. Old Business

Mr. Cosgrove said that he received two resumes and letters of interest for the ZEO position and that Mr. Kelly had indicated that he received three that he was forwarding over to him. He said that he would send letters after the June 30 cut off and schedule interviews. He suggested that they schedule interviews for no more than one-half hour each and work on the selection process on a Saturday morning.

Ms. Sklar suggested that they review the job hours and that the person be available on a weekend day so that those people who work who have difficulty meeting will be able to do so.

Mr. Cosgrove said that they could also make a weekend appointment by phone. He added that as suggested by the Attorney, that the pay structure has been changed by the Board of Governors. It has now been changed to a salary basis – payable monthly.

Ms. Cahill suggested that they consider some offering of Saturday appointments, especially throughout the good season when people are here and want to do things.

Mary Lou Weidl, 22 Indianola Road asked about the qualifications of the person and if they would be qualified for the job.

After further discussion it was decided that interviews for the ZEO would be scheduled for Saturday, July 16, 2011 commencing at 9 AM, in half hour increments.

7. New Business

Mr. Cosgrove asked if there were any items to discuss.

Mr. Sanzaro suggested that they put on the next agenda a general discussion for the new people and everyone on the vision that they have for Zoning.

8. Next Meeting

Mr. Cosgrove said that the next meeting of the Commission would be on Friday, July 22, 2011 at 6 PM here at the BP Clubhouse.

He then asked for a motion to add to this agenda.

****MOTION (3)**

Mr. Sanzaro moved to add Public Comments to the agenda as the next item.

Ms. Sklar seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

9. Public Comments

Mr. Cosgrove called for any comments from the public.

Kim Craven, 46 East Shore Drive asked about the fee structure for the ZEO as she had understood that he received 50% of what was collected and that now the Board of Governors has put the ZEO position on a salary.

Mr. Cosgrove explained that it was paid at 50% (of the fee collected) in the beginning and then another 50% at the end and that the new salary is \$6000 per year payable at \$500 monthly.

Ms. Craven said that she was also concerned that paperwork for the people that had been collected was not here in the files as the ZEO was frequently seen riding around with it and she wants to make sure that it is here with us.

Mr. Cosgrove said that Mr. Reed had been in contact with Mr. Mullen and had retrieved the files from him and that most of them he is in the process of going through as he puts the activity report together. Once they are organized they are being filed here in the filing cabinets with the most recent first.

Ms. Craven asked about things that are potentially being done without permits.

Mr. Cosgrove said that most times, people tend to report those that may be doing things and that in reviewing the area, these things get noticed.

Barbara Johnston, 35 Sea Crest Ave. said that in reviewing papers that there are procedures stating what the duties of the ZEO are that dates back to 1994. She said that they should follow them. She thanked them for adding Public Comments and lastly said that she is concerned over 18 East Shore Drive taking so long to complete.

10. Executive Session if Necessary

There was no Executive Session.

11. ADJOURNMENT

Ms. Cosgrove called for a motion to adjourn.

****MOTION (4)**

Mr. Sanzaro moved that the Regular Meeting of June 24, 2011 be adjourned at 7:25 PM.

Ms. Sklar seconded the motion.

Vote: 4 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary