



**Middlefield Town Hall
Zoning Board of Appeals
Meeting Minutes
Dec 12, 2024**

Present: Chair Maureen Sullivan, MF Mark Lipton, Sherri Venditti. RS Suzanne C. Lemieux
Public in Attendance: Doreen Black.

- Meeting came to order at 6:02.
- Minutes of 2024 October 22, October 29, Nov 6, Nov 14 are being reviewed. Motion made and seconded to approve the corrected date October 21 amended minutes. All were in favor. Motion passed; October 29 minutes will be divided into two separate meetings. A public hearing and a regular meeting; Motion made and seconded to approve the amended Nov 6 minutes. All were in favor, Motion passed; Nov 14th minutes will also be edited to a public hearing and regular meeting minutes. The final minutes be reviewed at the next meeting.
- Discussion occurred on the correct protocol for conducting public hearings.
- Maureen submitted the draft for the legal finding. The Board reviewed and edited the draft. Motion made and seconded to approve the amended November 14 legal finding. All were in favor, Motion passed. The final draft will be sent to the Town Clerk to be recorded.
- The Board reviewed and edited Mark's draft, a revised "Application to the Zoning Board of Appeals. Stockbridge's special permit application form was used as a basis for revisions.
- As a result of the discussion for a revised application, Board members acknowledged the need to increase the Application Fee to \$200 due to increased expenses required and the ZBA's limited budget.
- Meeting adjourned at 8:22.

Respectfully submitted,

Suzanne C. Lemieux

