

Middleton Zoning Bylaw Review Committee  
Middleton, MA  
Amended MINUTES OF THE MEETING  
January 19, 2021

The Middleton Zoning Bylaw Review Committee met at their first scheduled meeting on January 19, 2021 at 7:00 pm, Virtual Meeting Space due to COVID-19 State of Emergency

The following committee members were in attendance:  
Co-Chairman David Parker  
Members Annie Wilton, Dave McGlone, Rick Kassiotis and Natalie Lovitt  
Also in attendance: Katrina O’Leary, Town Planner

Meeting called to order at 7:00 PM

**Election of a new Co-Chairman to Replace Jeffrey Garber**

Natalie Lovitt stepped up and volunteered to be Co-Chair.

**MOTION: Made by Rick Kassiotis to nominate Natalie Lovitt to be the new Co-Chair to replace Jeffrey Garber. Motion seconded by Annie Wilton. Roll call vote:**

David Parker	yes
Rick Kassiotis	yes
Annie Wilton	yes
Natalie Lovitt	yes

**Vote 4-0 in favor, motion carried.**

**Election of Committee Clerk**

Annie Wilton asked Katrina O’Leary to describe the duties of the job. Clerk will often read any correspondence into the record during a meeting. The Clerk will often draft a letter on behalf of the Board. Annie Wilton volunteered to take on this responsibility.

**MOTION: Made by Rick Kassiotis to nominate Annie Wilton to be the Clerk for the ZBRC. Motion seconded by Natalie Lovitt. Roll call vote:**

David Parker	yes
Rick Kassiotis	yes
Annie Wilton	yes
Natalie Lovitt	yes

**Vote 4-0 in favor, motion carried.**

**Review Goals & Objectives of the Committee and Initiate Search for a zoning expert**

Natalie asked how this committee will work with the Bylaw Review Committee. Katrina said that the ZBRC will end up with a proposed amendment to the zoning bylaw and possibly maps and that will go to the Board of Selectmen. The Selectmen will decide whether or not to put it on the Town Warrant. One step will be for the Bylaw Review Committee to review and vote whether or not they like it but won't stop the amendment from going forward, they could recommend any changes.

There was some discussion about what we would charge the consultant to do – what would their role be in helping the Committee. Katrina O'Leary indicated that one of the first things they would ask would be if we have a Master Plan in place – they will review that and talk to the Bylaw Review Committee and come up with some suggestions as to what they Town would like. They would provide some ideas and suggestions for the Committee to review and discuss. In 2018, \$50,000 was appropriated to fund the consultant but is that a reasonable amount or does the Committee need to look at requesting additional fund. Annie Wilton will start a draft of an RFP for the consultant search.

David McGlone joined the meeting at this time.

**Approval of Minutes**

**MOTION: Made by Rick Kassiotis to approve the minutes as written for the previous meetings dated July 20, 2020, August 19, 2020 and September 16, 2020. Motion seconded by Annie Wilton. Roll call vote:**

<b>David Parker</b>	<b>yes</b>
<b>Rick Kassiotis</b>	<b>yes</b>
<b>Annie Wilton</b>	<b>yes</b>
<b>Natalie Lovitt</b>	<b>yes</b>
<b>Dave McGlone</b>	<b>yes</b>

**Vote 5-0 in favor, motion carried.**

**Upcoming Meeting Dates**

Board agreed the next three meetings would be on February 4<sup>th</sup>, March 4<sup>th</sup> and April 1<sup>st</sup> 2021. All meetings will begin at 7:00 pm via Zoom

**Adjournment**

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**MOTION: Made by Annie Wilton to adjourn. Meeting adjourned at 7:49 pm.**

Respectfully submitted by Amy Becker, recording secretary