Town of Chester
Zoning Board of Adjustment
September 15, 2026
Town Hall
6:00 PM
Draft Meeting Minutes

Members Present:

Chair Jason Walsh
Vice-Chair Kevin Scott
William Gregsak
Selectman Charles Myette, Select Board Liaison

Members Absent:

Sarah Parker
Bob Coggon

Other Persons Present:

And other persons unknown to the minute taker

Agenda

1. **Call to Order/Roll Call**
2. **Approval of Meeting Minutes 6/16/26**
3. **Public Hearings - None**
4. **Rules of Procedure**
5. **New Office Space/Webpage**
6. **2027 Proposed Meeting dates**
7. **Updates, ADUs, Class VI Roads**
8. **Strategic Plan**
9. **Non-Public 91-A:3(II)(a),(c),(e),(l) if needed**
10. **Adjournment**

1. Call to Order

Chair Walsh called the meeting to order at 6 PM and introduced the members, including himself, Kevin Scott, and Bill Gregsak

2. Approval of Meeting Minutes – June 16, 2025

Vice-Chair Scott motioned to approve the June 15, 2026, meeting minutes. Mr. Gregsak seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

3. Public Hearings - None

4. Rules of Procedure

Vice-Chair Scott recommended the Board have some way to swear in those making public comment either routinely or when their testimony is suspect. The Board discussed reaching out to counsel for guidance and discussed who would do the swearing in. This could be added to future Rules of Procedure, instructions for the applicant, and by verbal statement.

The Board agreed to sign the Rules of Procedure they had been working on for many months, with the two revisions made to pg. 2 and pg. 6, and to revisit adding sworn testimony language at its next meeting. Ms. Hoijer noted there may be more additions to consider after the fall conference in October.

Chair Walsh motioned to adopt the Rules of Procedure dated September 15, 2026. Vice-Chair Scott seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

5. New Office/Webpage

The Board met in the new ZBA office to discuss how it is working out as far as privacy and security. Ms. Hoijer raised concerns with the new webpage as far as wavering admin authorizations and lack of training.

6. 2027 Proposed Meeting Dates

Ms. Hoijer provided the Board with proposed meeting dates for 2027.

7. Updates, ADUs, Class VI Roads

Ms. Hoijer provided the Board with an update from Building Inspector Cumings relating to the use of mobile homes as detached ADUs. Mr. Hadik noted they must have foundations.

8. Strategic Plan

Ms. Hoijer provided the Board with the Strategic Plan template requested from the Board of Selectman. It is due in mid-October. She asked the Board to consider ways of providing outreach to the public.

9. Non-Public Session pursuant to 91-A:3(II)(c)(e)

By Roll Call Chair Walsh motioned to go into non-public session under 91-A:3(II)(c)(e)) and to come out of non-public session and seal the minutes and adjourn. Chair Walsh seconded the motion. A roll call vote was taken Vice-Chair Scott voted aye, Chair Walsh voted aye, Mr. Gregsak voted aye. The motion passed 3-0-0

The meeting room was closed to the public at 6:10 PM.

Mr. Gregsak motioned to come out of non-public session. Vice-Chair Scott seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The meeting room was reopened to the public at 7 PM.

10. Adjournment

Vice-Chair Scott motioned to adjourn the meeting at 7:50 PM. Mr. Gregsak seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.

Respectfully submitted,
Nancy J. Hoijer,
Recording Secretary