

**NEEDHAM**  
**ZONING BOARD OF APPEALS**  
**MINUTES**  
**THURSDAY, April 27, 2023– 7:30 PM**  
**Zoom Meeting ID Number: 876-1480-7841**  
**Approved May 18, 2023**

Pursuant to notice published at least 48 hours prior to this date, a meeting of the Needham Board of Appeals was held remotely on Zoom on Thursday, April 27 2023 at 7:30 p.m. Jon D. Schneider, Chair, presided and the following members were present: Howard S. Goldman, and Nik Ligris. Absent: Jonathan D. Tamkin; and Peter Friedenberg. Staff present: Daphne M. Collins, Zoning Specialist. Mr. Schneider opened the meeting at 7:30 p.m.

**Minutes** - Mr. Goldman motioned to approve the minutes of March 16, 2023. Mr. Ligris seconded the motion. The motion was unanimously approved.

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| <b>Case #1</b> | <b>1000 Olin Way</b> | <b>Approved</b> |
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**Discussion 2023 ZBA Meeting Schedule**

There was a discussion and support by Mr. Schneider, Mr. Goldman and Mr. Ligris for reconvening the meeting in-person with Zoom connection. Under the current legal authorization, as well as the Rules of the Board, members may attend and participate remotely if there is a quorum present in person. The ZBA's quorum is two members.

Ms. Collins reported that the Charles River Room is equipped to hold hybrid meetings along with Needham Cable coverage; and that the Charles River Room is reserved until the end of the year in anticipation of in-person meetings.

Mr. Schneider noted that the May Meeting, chaired by Mr. Tamkin, will be on Zoom only. He scheduled the June 15<sup>th</sup> meeting to be in-person with Zoom participation. Based on the experience of the June meeting, the type of meeting will be selected for the rest of the year.

**Discussion Decision Writing Process**

Mr. Schneider invited suggestions to improve the Decision writing process to make it timelier and more efficient. Currently the Decisions are filed with the Town Clerk within 30 days, Mr. Schneider would like to see it done within 3 weeks. MGL40A allows 90 days from the close of the public hearing.

Mr. Goldman thought efficiencies would be available if the Open Meeting Law allowed for comments between members during the decision writing process rather than going through staff. Mr. Schneider thought it appropriate for the Board to have direct discussions unless there is clear direction otherwise.

Mr. Ligris suggested that applicants with counsel write the draft decisions as done in Boston. He also suggested electronic signatures.

In response to the Town Clerk's preference that Decision's signatures be on a single page, Mr. Schneider suggested that the execution of Decisions be conducted at the next meeting to avoid the round robin

circulation process to member's homes done pre-Covid. Mr. Goldman noted that this would concede a plus 30-day filing period. Mr. Schneider acknowledged that a three week turn around time for decisions would require adopting the more responsive round-robin signature process. Mr. Schneider wanted further input from the remaining members.

A summary of the discussions on each subject, a list of the documents and other exhibits used at the meeting, the decisions made, and the actions taken at each meeting, including a record of all votes, are set forth in a detailed decision signed by the members voting on the subject and filed with the Town Clerk. The hearings can be viewed at <http://www.needhamchannel.org/watch-programs/> or at <https://www.youtube.com/user/TownofNeedhamMA/playlists>

The meeting adjourned at 7:58 p.m.