

**TOWN OF CLARKSON ZONING BOARD OF APPEALS**  
**Wednesday, January 15, 2020**

The Zoning Board of Appeals of the Town of Clarkson held their regularly scheduled meeting on Wednesday, January 15, 2020 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 7:00 p.m.

**Board Members**

Conrad Ziarniak, Chairperson  
Jim Gillette  
Joseph Perry  
Lisa Rivera-French  
Joanne Scheid

**Support Staff**

Richard Olson, Town Attorney \*                      Excused \*  
Kevin Moore, Code Enforcement  
Anna Beardslee, Building Department Clerk

**CALL TO ORDER:**

Conrad Ziarniak called the meeting to order at 7:00 p.m. and led all those present in the Pledge of Allegiance with a moment of silence honoring Veterans, military service members and first responders.

**WELCOME:**

Conrad began the meeting by introducing himself and giving the Board Members a brief overview of the time he had spent on the Zoning Board in prior years. He explained that he moved up to the Planning Board, and was asked to be the Chair of the Zoning Board when the last chair resigned because of his experience and knowledge with the Zoning Board and that is why he came back.

Conrad asked for each member present to introduce themselves as well.

Members discussed processes of applications and what can be done moving forward. Suggestions were made to incorporate Dropbox back into the Zoning Board to allow members to see documents that are uploaded, to try and eliminate a lot of paperwork.

Conrad stated that if he is unable to attend a board meeting, a board member is appointed to run the meeting in his absence. Conrad asked Joe Perry if he would accept that responsibility since he has seniority on the Board. Joe accepted.

Conrad made a motion to appoint Joe Perry to run the meeting in his absence.

Jim seconded.

Unanimously carried.

Joe Perry asked if it would be possible for different members of the board to take turns on running a meeting to get comfortable. Conrad stated that only one member is appointed to run the meeting in the absence of a chairman. However, he said that if there are meetings with nothing on the agenda, other members could lead the meeting to get comfortable.

**MINUTES:**

Lisa made a motion to approve the December 4, 2019 minutes.

Jim seconded.

\*Joanne Schied and Conrad Ziarniak abstained from the motion.

**ADJOURNMENT:**

Lisa made a motion to adjourn the meeting at 8:00 PM  
Conrad seconded.

**NEXT MEETING:**

The next regularly scheduled meeting of the Zoning Board of Appeals will be Wednesday,  
February 5, 2020 at 7:00 PM.

Respectfully submitted,  
*Anna Beardslee, Building Department Clerk*

*Minutes approved on 2/5/2020*