

Village of Hilton Zoning Board  
Meeting Minutes of November 10<sup>th</sup>, 2020  
Approved

Member's Present: Chairman Kim Fay, Pat Holenbeck, Shelly Kordish, and Murray Weaver, Harry Reiter, and Linda Viney (Alternate)

Administration Present: Code Enforcement Officer Mark Mazzucco, Mayor Joe Lee, Village Board Liaison Larry Speer, and Debbie Jones Recording Secretary

Chairman Kim Fay called the meeting to order at 6:29 p.m. with the Pledge of Allegiance and a Moment of Silence.

**MINUTES:**

**Member Weaver** made the motion to accept the October 13<sup>th</sup>, 2020 Zoning Board of Appeals meeting minutes, seconded by **Member Holenbeck**, and approved 5-0.

**REPORTS:**

|                          |                                |
|--------------------------|--------------------------------|
| Village Board Liaison    | Larry Speer gave his report.   |
| Mayor                    | Joe Lee gave his report        |
| Code Enforcement Officer | Mark Mazzucco gave his report. |

**DISCUSSION:** Chairman Fay addressed the Board  
Chairman Fay wants to make sure each Board member feels comfortable (e.g. asking questions, involved in discussion, makes motions, etc.) and actively participates in the Zoning Board meetings. There seems to be a lag when it comes to making motions, whether it is to accept or deny the application anyone can make the motion. He would like to give the Explanation of ZBA Procedure to a different member each meeting to read. Chairman Fay feels this is a good way to involve the members and a good way for each member to learn the specifics of the procedures.

Chairman Fay would also like to move around the layout of the agenda. After the October meeting he just felt some control was lost when everyone started getting up and the meeting had not been adjourned yet. The way we did tonight's agenda is a sample of how the future meetings would be run, also see handout provided by Chairman Fay. The start time of the meeting may have to change due to the set times for public hearings. After some discussion, it was decided to keep our meeting time at 6:30 p.m. and public hearings would be heard at 6:45 p.m.

**DATES:**

|                        |   |
|------------------------|---|
| Next Scheduled Meeting | Tuesday, December 8 <sup>th</sup> , 2020  |
| Public Agenda Deadline | Tuesday, November 24 <sup>th</sup> , 2020 |

There being no further business, **Member Holenbeck** made the motion to adjourn the meeting at 7:34 p.m.

Respectfully Submitted,  
Debbie Jones, Recording Secretary