

**TOWN OF WESTMINSTER
DEVELOPMENT REVIEW BOARD
October 6, 2025**

Members Present: Tim Harty (Vice Chair); Don Anderson (Clerk); Oliver Brody & Ed Harty

Members Absent: Chris Potter (Chair)

Others Present: Robert Rhodes; Helene Aumont; Terrell White; Jamie Dansereau;
Mary Jo Dansereau; and Kelley Thayer (Asst ZA and Recording Clerk)

1. Call to Order: Tim Harty (Vice Chair) called the meeting to order at 6:00 P.M.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: Tim Harty made a motion to accept the minutes as presented from August 4, 2025, meeting with Don Anderson seconding it. Hearing no discussion, the Vice Chair called for a vote and the motion passed 4-0-1 (Chris Potter, Chair, was absent from this meeting).

4. Communications and Public Comment: None

5. New Business: (Discussion / Action):

Application # 26-03

Application #26-03 Helene Aumont – property located at 3712 US Route 5. The Applicant is requesting a Change of Use – from residential to short term rental; also requesting to put up a fence, gas tank enclosure, landscape screening, repair the existing enclosed garden, and add a cupola to the sugar shed in the Historic District. This Application will be reviewed under **Section 311 Site Plan Review, Section 445 Village District Zone and Article IX Historic Preservation District Zone** of the adopted 2017 Zoning Bylaws.

Don Anderson read application # 26-03. This application was for a Change of Use – from residential to short term rental; also requesting to put up a fence, gas tank enclosure, landscape screening, repair the existing enclosed garden, and add a cupola to the corn/sugar shed. A member of the Historic Review Board (Tony Diorio), visited the home and was pleased with the improvements being presented. Helene Aumont told the DRB that in addition to a possible short term rental, she would like to have art workshops for possibly painting, reading, writing etc., where guests would come for about a week and stay and attend workshops of this nature. If someone were to come and use as a short term rental, she would like it to be a family that would rent the entire home. The home has 4 bedrooms and 2.5 baths. Helene would like to put up a nice split lattice fence with plants and flowers for added screening as well as a potential fence along Route 5. Hearing nothing further Don Anderson closed application # 26-03 at 6:23 pm.

Application # 26-04

Application # 26-04 Mauricio Abascal (Owner) property located at **476 S. Valley Rd.** The Applicant is requesting a Change of Use – To transform 2/3 of the existing garage into a one-bedroom apartment. Application will be reviewed under **Section 311 Site Plan Review; Section 447 Rural Residential District; and 215 Zoning Permit Procedures** of the adopted 2017 Zoning Bylaws.

Tim Harty read Application # 26-04. Mauricio Abascal was not present at this meeting. This application was for a Change of Use – To transform 2/3 of the existing garage into a one-bedroom apartment. Mauricio has an existing 3-car garage and wants to convert 2/3 of the space into an ADU. He is very interested in creating more affordable housing in the area and already have someone in need of affordable housing that is interested in moving into the space once it is complete. He has applied with Windham/Windsor County Housing Trust for the VHIP grant and has been approved - they are just waiting for the zoning permit in order to provide them with the funds to commence the project. The wastewater permit was provided from the state. Hearing nothing further, Tim Harty closed application # 26-04 at 6:33 pm.

6. Unfinished Business: None

7. Other Business (Discussion / Action): None

8. Date of Next Meeting: Monday, November 3, 2025 @ 6:00pm

DELIBERATIVE SESSION: After coming out of the deliberative session, the Board declared the following for the applications reviewed in this hearing:

Application # 26-03: Helene Aumont; The DRB accepted application # 26-03 as requested with no conditions.

Tim Harty made a motion to accept application 26-03 with no conditions, Don Anderson seconded and the motion was accepted. 4-0 at 6:35pm

Application # 26-04: Mauricio Abascal; The DRB accepted application # 26-04 as requested with no conditions.

Ed Harty made a motion to accept application 26-04 with no conditions. Oliver Brody seconded, the motion was accepted. 4-0 at 6:38pm.

9. Adjournment: Tim Harty made a motion to adjourn at 6:39 pm with Oliver Brody seconding. The motion passed 4-0 and the meeting was declared over by the Vice Chair, Tim Harty.

Signature of Clerk

Date

Prepared by Kelley Thayer

(Note: These are unapproved minutes. Corrections, if necessary, will be found in the minutes of the next DRB meeting.)