

**TOWN OF WESTMINSTER  
DEVELOPMENT REVIEW BOARD  
January 5, 2026**

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

**Members Absent:** Chris Potter (Chair)

**Others Present:** Shannon Gilbert; Brianna Lawrence; Michael & Mellany Harrington  
Alison Bigwood (ZA) and Kelley Thayer (Asst ZA and Recording Clerk)

**1. Call to Order:** Tim Harty (Vice Chair) called the meeting to order at 6:03 P.M.

**2. Adjustments to Agenda:** None

**3. Acceptance of Minutes:** Oliver Brody made a motion to accept the minutes as presented from November 3, 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 # 26-15**

**Application #26-15 Michael & Mellany Harrington (Owners) property located at 333 US Route 5. The Applicant is requesting a Change of Use – from a barn to a transmission business. This Application will be reviewed under Section 311 Site Plan Review, Section 446 Residential District Zone and Section 215 Zoning Permit Procedures of the 2017 Zoning Bylaws.**

Tim Harty read application # 26-15. This application was for a Change of Use – from a barn to a small transmission business. Tim asked the applicant, Michael Harrington, if he would tell the Board his intentions. Michael stated that he will take one bay of his barn and transform it into a 14' x 27' space for a transmission business, as well as undercoating and some general maintenance. Michael stated that there should only be 1-2 cars in the yard at a time because they will be prolonged projects. Shannon Gilbert (abutter) was only concerned about the appearance of junk, he wanted to make sure that everything stayed picked up and not left by the road, he did not have any issues with the small business. Another abutter just wanted to ensure that this wouldn't create excess traffic, for safety issues she experienced the past year, she too had no issues with the small business. Don Anderson expressed concerns about possible environmental issues with the disposal of the undercoating oil. Michael told them that he will be using NH Oil Undercoating, and this product is specifically designed to remain thick allowing it to "creep" into cracks, crevices with not a lot of drippage. Michael said he also will be recycling the oil waste and bringing it to another garage that burns it. He stated his hours will be 9-5 so there will not be any excess traffic during the day or after hours.

## **6. Unfinished Business: None**

## **7. Other Business (Discussion / Action): None**

## **8. Date of Next Meeting: Monday, February 2, 2026 @ 6:00pm**

**DELIBERATIVE SESSION:** After coming out of the deliberative session, Ed Harty made a motion to approve Application # 26-15 with conditions, Don Anderson seconded and the motion passed with conditions, 4-0.

**Conditions:**

- 1) 4 car limit at any given time.
- 2) Keep the yard clean, and do not leave anything near the road.
- 3) Dispose the discarded oil properly.

**9. Adjournment:** Oliver Brody made a motion to adjourn at 6:29 pm with Ed Harty 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.)