



**BUILDING CODE BOARD OF APPEALS
SPECIAL MEETING MINUTES
BUILDING DEPARTMENT, TOWN HALL**

January 12, 2016

1. **CALL TO ORDER:** The Annual Meeting of the Building Code Board of Appeals was called to order by Michael Cleary, Chairman at 4:28 p.m.
2. **ROLL CALL:**
Members Present: Michael Cleary, Brian Canny, Harvey Barrette, John Willnauer

Others Present: Joseph Callahan, Building Official

Approval of Minutes –

- January 13, 2015: Moved by Brian Canny and seconded by Harvey Barrette. Motion unanimously approved.
3. Set Annual Meeting date for Tuesday, January 10, 2017 at 4:30 p.m.: Moved by Brian Canny and seconded by Harvey Barrette. Motion unanimously approved.
 4. Election of Officers – Brian Canny motioned to keep the appointment of Michael Cleary, Chairman Moved by Harvey Barrette and seconded by John Willnauer. A motion by Michael Cleary to keep the appointment of Brian Canny, Vice-Chairman. Moved by Harvey Barrette and seconded by John Willnauer. A motion by Michael Cleary to accept and keep the appointments of John Motycka, Harvey Barrette and John Willnauer as members of the board. Moved by Brian Canny and seconded by Harvey Barrette. All motions of appointments were unanimously approved.
 5. New Business (optional)– None

Michael Cleary welcomed John Willnauer to the board and stated that his experience and knowledge of the field will serve as a great asset in the future, should any occurrences arise.
 6. Adjournment- to adjourn the meeting at 4:34 p.m. Moved by Michael Cleary and seconded by Brian Canny. Motion unanimously approved.

Respectfully submitted,

Brigit M. Tanganelli

Minutes are unofficial until approved by the Building Board of Appeals Committee at the next scheduled meeting.