

**Village of Millerton**  
**Meeting of the Zoning Board of Appeals**  
**February 4, 2025**

The Village of Millerton Zoning Board held a meeting on Tuesday, February 4, 2025. The meeting was called to order at 6:07 PM with Chair Delora Brooks presiding. ZBA members present: Claire Goodman, Suzanne Stevens, and Ed Stillman. Absent: Kelly Kilmer. Also present: Caroline Farr-Killmer (Recording Secretary).

**Approval of bills**

The board reviewed invoices from Mackey, Butts & Whalen that are dated October 23, 2024 and November 25, 2024.

A *Motion* was made by board member Ed Stillman and seconded by board member Suzanne Stevens to approve the invoices from 10/23/24 & 11/25/24. All present members agreed.

**Adjusting Escrow Balance Requirements & Policies**

Chairperson Delora Brooks suggested that a resolution is passed to establish official escrow requirements. It was discussed at the October 2, 2024 meeting to have a minimum of \$2,500 and a maximum of \$5,000 escrow balance.

Following that, board member Ed Stillman suggested that the Zoning Board of Appeals has clear policies regarding escrow, such as deciding on when the appropriate time is to ask for escrow. Furthermore, board member Ed Stillman stated that \$1,000 could be the replenish “trigger”.

**Minutes 10/2/2024**

A *Motion* was made by board member Ed Stillman and seconded by board member Suzanne Stevens to approve the minutes from 10/2/2024. All present members agreed.

**Escrow from 7-9 Main Street**

GVK GNE Realty Inc- Chris Rrapi provided a check before the meeting for \$222.40 to replenish escrow.

**Accessory Apartments**

Chairperson Delora Brooks mentioned the consideration of accessory apartments. Board members reviewed an example of regulations from the Village of Millbrook and agreed that accessory apartments are something that they can research, consider, and have further discussion on.

## **Adjourn**

A ***Motion*** was made by board member Ed Stillman to adjourn the meeting at 7:20 PM and seconded by board member Suzanne Stevens. All present members agreed.

Respectfully submitted,

Caroline Farr-Killmer

Planning and Zoning Secretary