

MINUTES

I. Monthly Meeting

a. Call to Order: ZBA Chair Suzanne Woodward called the meeting to order at 6:00 pm.

b. Roll Call:

Members Present: Suzanne Woodward (Chair), William Brower (Vice Chair), Robert Laurens (Secretary), Raymond Smith, Victor Peabody (Alt), Stuart Peaslee (Alt), Dorothy Durst (Alt), Martin Nieski

Members Absent: None

Others Present: Cindy Brown, members of the public

II. Designation of Alternates: None.

III. Review Minutes of September 16, 2019:

Raymond Smith **MOVED** to **APPROVE** the meeting minutes of September 16, 2019; William Brower **SECONDED**; **MOTION CARRIED UNANIMOUSLY.**

IV. New Business (Public Hearing)

a. 19-01 – David Hancock (Jason Christiansen, applicant), 670 Brickyard Road, (Map 5707, Block 02, Lot 66) – Application for Certificate of Location required under 14-54 CGS for Vehicle Repairer’s License.

The public hearing was opened. Chair Woodward stated that due to the second public notice being omitted from the Village Newspaper, it was recommended to continue the public hearing to Monday, December 9, at 6:00 pm. Should December 9 not work, the public meeting would continue to Monday, December 16. ZEO Tina Lajoie will research whether letters to abutters are required to be mailed a second time, or if the original letters will suffice for the continuance date.

Martin Nieski **MOVED** to **CONTINUE** the public hearing to December 9, 2019, at 6:00 pm, if all necessary notices can occur as per ZBA regulations regarding a public hearing. Should this not be possible, the public hearing would continue to December 16, 2019; William Brower **SECONDED**. **MOTION CARRIED UNANIMOUSLY.**

The new public hearing date will be added to the signage on the property.

V. Old Business

Chair Woodward reported that the 2020 meeting dates have been set and emailed to IWWA members. The January and February meetings were set for the fourth Monday; all remaining meetings follow the normal schedule, which is the third Monday of the month.

Chair Woodward reported that funds spent to-date from the legal funds account total \$481.00, with \$519.00 remaining in the account. It was suggested that a list of paid bills be included in the packets at each meeting. Discussion ensued relative to the PZC public hearing regarding Buck’s Soft Serve.

VI. Correspondence and Bills:

a. Response from Chair Woodward to Peggy Flanagan.

Members received a copy of the letter dated October 2, 2019 from Chair Woodward to Peggy Flanagan regarding Buck’s Soft Serve.

b. ZBA Budget Update as of 9/11/19.

A copy of the FY 2019-20 ZBA budget was included in the meeting packets.

As a result of Mr. Brower's inquiry about possible training, Chair Woodward will research any training that may be coming up for IWWA members to consider.

Robert Laurens stated that he hadn't received the meeting packet that was mailed to IWWA members. Chair Woodward suggested for future meetings that packets be mailed earlier and suggested the Tuesday prior to the meeting.

VII. Citizens Comments: None.

VIII. Adjournment:

Martin Nieski **MOVED** to **ADJOURN**; William Brower **SECONDED**; **MOTION CARRIED UNANIMOUSLY**.
The meeting **ADJOURNED** at 6:24 pm.

Respectfully submitted by Cynthia Brown, Recording Secretary

DISCLAIMER: These minutes have not yet been approved by the ZBA.

Please refer to next month's minutes for approval/amendments.