

**Town of Chaplin, Connecticut  
Zoning Board of Appeals**

**Minutes of November 15, 2017**

*These unapproved Zoning Board of Appeals meeting minutes are forwarded to the Chaplin Town Clerk in a draft format. These minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at the next regularly scheduled meeting, voted upon and noted in the meeting minutes.*

**1. Call to Order**

Susan Peifer-Chair called the meeting to order at 7:03PM.

**2. Roll Call, Seating of Alternates**

Members Present: Susan Peifer-Chair, Rosalie Gifford, Doug Cates, Kitty LeShay-alternate, Victor Boomer-alternate. K. LeShay seated for L. Courcier and V. Boomer seated for W. Jenkins.

**3. Approval of Minutes**

**a. 16 November, 2016 Regular Meeting**

**Motion** made by D. Cates to approve 16 November 2016 minutes, seconded by K. LeShay. Motion passed: Peifer, Cates, Gifford, LeShay yea, Boomer abstained.

**4. Old Business**      None

**5. New Business**

**a. Election of Officers for 2018**

**Motion** made by V. Boomer to elect S. Peifer-Chairman, W. Jenkins-Vice-chairman, L. Courcier-Secretary, seconded by R. Gifford. Cates, Gifford, LeShay and Boomer voted yea, S. Peifer abstained.

**b. Approve 2018 Meeting Calendar, Time & Location**

Peifer presented proposed calendar, meeting the 4<sup>th</sup> Wednesday of each month, except December which would be the 3<sup>rd</sup> Wednesday, 7:00PM, Chaplin Library Conference room.

**Motion** made by K. LeShay to approve calendar, V. Boomer seconded, passed unanimously.

**c. Approve 2018-2019 Budget**

S. Peifer presented 2018-2019 budget with a cut to the Clerical Hire line item reflecting reduced number of actual ZBA meetings in the last few years. All other line items remained same as present year's budget. **Motion** made by D. Cates to approve budget, seconded by V. Boomer, passed unanimously.

**d. Review Member list for accuracy**

Member list was reviewed and corrected.

**6. Citizens Having New Business** None

**7. Correspondence**

A letter missing at last meeting from FEMA regarding a November 2016 meeting on flood risk mapping.

**8. Other Items** None

**9. ITEMS Pro re nata**

V. Boomer received new member information packet.

**10. Adjournment**

Motion made by K. LeShay, seconded by R. Gifford to adjourn the meeting. Passed unanimously. The meeting was adjourned at 7:24PM.

Respectfully Submitted,

Susan Peifer, ZBA Chairman

16 November 2017