

The meeting was called to order at 7:30 PM.

**MEMBERS PRESENT:** Chair Doug Dubitsky, Helen Weingart, Pete Fiasconaro, Randy Godaire, Dave Garceau, Eric Beer, Alternate Peter Haines, Alternate Dan Pearce.

**MEMBERS ABSENT:** Vice-Chair Ken Fortier, Alternate Bill Ireland.

**ALTERNATES SEATED:** Seat Dan Pearce for Ken Fortier.

**ALSO PRESENT:** Zoning Enforcement Officer (ZEO) Jay Gigliotti and Recording Clerk Kathleen Scott.

**APPROVAL OF MINUTES 10.13.22 REGULAR MEETING:**

**Motion to approve by P. Fiasconaro, seconded by E. Beer.** Corrections: New Business B – correct spelling for Station-Glo of New England. Report of the Zoning Officer regarding meeting with concerned neighbors – strike the First Selectman and add the PZC Chair. **All in favor, motion carried.**

**CITIZENS HAVING NEW BUSINESS:** None

**OLD BUSINESS**

- A. SP22-179- 237 Willimantic Road, Assessor’s Map 2-17 & 2-21, Jigarkumar Patel-Applicant, Special Permit Application for Package Store Use, per Section 5.3.B.h of the zoning regulations:**  
D. Dubitsky expressed concerns about the easement and parking and suggested approving the application with the following condition: The easement and parking remain accessible to the applicant. ZEO J. Gigliotti expressed concerns with the easement not shown on the map. The applicant needs to provide survey documents with a map showing easement and parking (the Commission could make as a condition).  
**Motion to table SP22-179- 237 Willimantic Road, Special Permit Application for Package Store Use until next month, by D. Pearce, seconded by P. Fiasconaro. All in favor, motion carried.**

**NEW BUSINESS**

- A. 2023 Meeting Schedule:**  
J. Gigliotti presented the 2023 Meeting Schedule with no conflicts. Meetings will be held on the 2<sup>nd</sup> Thursday of each month at 7pm at the Chaplin Town Hall (unless noted otherwise).  
**Motion to approve 2023 Meeting Schedule as presented, by E. Beer, seconded by H. Weingart. All in favor, motion carried.**
- B. 2021-2022 Annual Report:**  
J. Gigliotti presented the 2021-2022 Annual Report for review with minor revisions.  
**Motion to approve 2021-2022 Annual Report as amended, by E. Beer, seconded by H. Weingart. All in favor, motion carried.**
- C. Bylaws:**  
H. Weingart reviewed the Bylaws including changes made at the last meeting (couldn’t find anything on emergency meetings – leave as is). D. Dubitsky suggested adding a reference to the Appendix in the

Bylaws (Added Article XVII – Documents in the Appendix used for reference purposes only). Edit to Article XII to have the Vice-Chair or member appointed by the Chair to run the meeting in the Chair’s absence.

**Motion to approve the Chaplin Planning & Zoning Bylaws as amended, by D. Garceau, seconded by E. Beer. All in favor, motion carried.**

D. Dubitsky asked for copies of all the Appendix items to attach to the Bylaws and thanked H. Weingart for the good work.

**CORRESPONDENCE:** None

**REPORT OF THE ZONING OFFICER:**

ZEO J. Gigliotti presented monthly report that is available at the Town Hall. Items requiring direction or action are as follows:

- 1 Permit was issued for proposed lot line revision.

Scott Mathies has proposed an initiative to do flow charts for the permit process that might be beneficial (ZEO asked to put something together). D. Dubitsky asked the ZEO to present to the Commission first to decide whether the idea is worth the cost and time.

**ITEMS PRO RE NATA:**

D. Dubitsky met with 7 or 8 people and the State Trooper to discuss recreational shooting in the backyard by an owner on Miller Road (concerns from neighbors about being reckless and dangerous – no evidence). Everyone was satisfied with the discussion except 2 people who wanted to escalate the issue and ban the use town-wide. The Trooper met with the owner (believes this individual contacted him previously asking to come look at his setup) and determined the shooting range is safe and the backstop is adequate. The owner was very conscientious and accommodating (not as portrayed by the neighbors). The matter is closed unless it involves zoning.

**ADJOURNMENT:**

**Motion to adjourn (9:24 PM) by E. Beer, seconded by D. Pearce. All in favor, motion carried.**

Respectfully submitted by,  
Recording Clerk Kathleen Scott