

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

Minutes of November 28, 2018

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 7:07 PM.

2. Roll Call, Seating of Alternates

Members Present: Susan Peifer-Chairman, Rosalie Gifford, Lisa Courcier-Secretary

3. Approval of Minutes

a. 15 November, 2017 Regular Meeting

Motion made by R. Gifford to approve 15 November 2017 minutes, seconded by L. Courcier. Motion passed unanimously.

4. Old Business None

5. New Business

a. Approve meeting time, place and dates for 2019

Peifer presented proposed 2019 calendar, meeting the 4th Wednesday of each month, except November and December which would be the 3rd Wednesday at 7:00PM, Chaplin Library Conference room. **Motion** made by L. Courcier to approve calendar as presented. R. Gifford seconded, motion passed unanimously.

b. Elect Officers for 2019

Motion made by R. Gifford to elect a slate of officers: S. Peifer-Chairman, W. Jenkins-Vice chairman, L. Courcier-Secretary. Motion seconded by L. Courcier, motion passed unanimously.

c. Approve FY 2019-2020 Budget

S. Peifer presented 2019-2020 budget with the bottom line of \$1,605.00, the same as the 2018-2019 FY. **Motion** made by L. Courcier to approve 2019-2020 FY budget as presented, seconded by R. Gifford, motion passed unanimously.

d. Member resignation

S. Peifer received the resignation letter of alternate-member Kitty LeShay, effective 11/30/2018.

e. Annual Report

S. Peifer said the annual report to the Town was submitted in a timely manner.

6. Citizens Having New Business None

7. Correspondence None

8. Other Items None

9. ITEMS Pro re nata None

10. Adjournment

Motion made by L. Courcier, seconded by R. Gifford to adjourn the meeting. The meeting was adjourned at 7:30 PM.

Respectfully Submitted,

Susan Peifer, ZBA Chairman

29 November 2018