

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

Minutes of November 18, 2020

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 7:05 PM.

2. Roll Call, Seating of Alternates

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

3. Approval of Minutes

a. 18 December, 2019 Regular Meeting

Motion made by L. Courcier to approve 18 December 2019 minutes, seconded by R. Gifford. Motion passed unanimously.

4. Old Business None

5. New Business

a. Approve meeting time, place and dates for 2021

Peifer presented proposed 2021 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 2021

Motion made by L. Courcier to nominate W. Jenkins as Vice-chairman, R. Gifford seconded, motion passed unanimously.

Motion made by L. Courcier to nominate S. Peifer as Chairman, R. Gifford seconded, motion passed unanimously.

Motion made by L. Courcier to nominate D. Cates as Secretary, R. Gifford seconded, motion passed unanimously.

c. Approve FY 2021-2022 Budget

S. Peifer presented 2021-2022 budget with the bottom line of \$1,605.00. **Motion** made by R. Gifford to approve 2021-2022 FY budget with a bottom line of \$1,605.00, seconded by L. Courcier, motion passed unanimously.

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. ITEMS Pro re nata None

9. Adjournment

Motion made by R. Gifford, seconded by L. Courcier to adjourn the meeting. The meeting was adjourned at 7:14 PM.

Respectfully Submitted,

Susan Peifer, ZBA Chairman

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