

TOWN OF CHESTER, CONNECTICUT
CHESTER TOWN HALL
203 MIDDLESEX AVENUE
CHESTER, CT 06412

Citation Review Board
Minutes of Meeting of January 21, 2016

PRESENT: Bettie Perreault, Richard Schreiber and Whitelaw Wilson.

The meeting was called to order at 7:07 P.M.

1. The Minutes of the meeting of December 17, 2015 were approved on a motion by Mr. Wilson, seconded by Ms. Perreault. Mr. Schreiber abstained.
2. No requests for review had been received.
3. The Board welcomed newly-appointed member Richard Schreiber and reviewed the history of the Board, its enabling ordinance and the procedures and protocols followed when requests for review are received. Mr. Schreiber was provided with information on the enabling ordinance and the current year's meeting schedule. Both Mr. Wilson and Ms. Perreault have served on the Board over a period of years and it was again noted that there have been occasions when requests for review have been submitted, a meeting scheduled and called to order, at which the applicant has failed to appear. Members agreed that it would be in the best interests of the Town and the Board that any applicant who failed to complete the review process by attendance at the meeting scheduled to review the request be charged a failure-to-appear fee to mitigate inconvenience and costs. This would discourage those issued a citation from filing for review without intent to pursue action. Should the enabling ordinance be submitted to Town Meeting for revision, such provision should be recommended.
4. There were no guests in attendance.

There being no further business to conduct, the meeting adjourned at 7:45 P.M.

Respectfully submitted,

Bettie Perreault

Acting Secretary