

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT ZBA MEETING

CHESTER ZONING BOARD OF APPEALS  
REGULAR MEETING  
MINUTES  
DECEMBER 21, 2020  
Via ZOOM

CALL TO ORDER

Bob Blair called the meeting to order at 7:32 p.m. In attendance included: Bob Blair, Mike Peck, John DeLaura, Erik Anderson, Vic Fetter, Alex Stein and Bettie Perreault.

Seating of Members – Bob Blair, full member, John DeLaura, full member, Erik Anderson, full member, Mike Peck, alternate member, Vic Fetter, Alternate member, Alex Stein, alternate member.

APPROVAL OF MINUTES

John DeLaura made a motion to approve the minutes of the November 16, 2020 meeting as presented. Erik Anderson seconded the motion. The motion passed unanimously.

OLD BUSINESS – None.

NEW BUSINESS

Election of Officers

Chairman

John DeLaura made a motion to nominate Bob Blair as Chairman of ZBA. Erik Anderson seconded the motion. The motion passed with Bob Blair abstaining and full members John DeLaura and Erik Anderson voting in favor of the motion (alternate members do not vote on Chairman).

Bob Blair accepted the nomination and requested that John DeLaura assist in the event that he is unavailable.

Set Meeting Schedule for 2021

John DeLaura made a motion to begin Regular ZBA meetings in 2021 at 7:00 p.m. Erik Anderson seconded the motion. The motion passed with Alex Stein and Vic Fetter abstaining from the vote.

John DeLaura made a motion to approve the 2021 Regular meeting schedule as follows: 1/18/21, 2/22/21, 3/15/21, 4/19/21, 5/17/21, 6/21/21, 7/19/21, 8/16/21, 9/20/21, 10/18/21, 11/15/21 and 12/20/21. Alex Stein seconded the motion. The motion passed unanimously.

RECEIPT OF NEW APPLICATIONS – None.

ANY OTHER BUSINESS

As previously discussed, Erik Anderson suggested that the ZBA application process be streamlined. The Board discussed various avenues to facilitate the process including hiring a staff person, either Land Use Tech. or Administrative Assistant, to review applications for completeness and email Board members all pertinent information several days prior to a ZBA meeting. ZBA members will then review all documentation, develop questions/comments and be in a position to proceed with the application at the upcoming meeting. Staffing and funds for same will be discussed with the First Selectwoman.

Bob Blair reported that there is a vacancy on the Board. This too will be discussed with the Selectman's Office. Note that Town Committees typically nominate individuals to fill vacancies.

The format of ZBA agendas was discussed. It was suggested that agenda items that will potentially require less time/discussion be at the top of the agenda and items that will require more time be further down on the agenda. Note that once the agenda is posted, permission is necessary from individuals that would be "bumped" to move agenda items during the meeting.

John DeLaura reported on training that is available to Board members.

These items will be discussed further at future meeting.

AUDIENCE OF CITIZENS – None.

ADJOURNMENT

John DeLaura made a motion to adjourn the meeting at 8:00 p.m. Erik Anderson seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski  
Clerk