

CIVIC ASSOCIATION OF SHORT BEACH

ZONING BOARD OF APPEALS

P.O. BOX 2012

SHORT BEACH, CONNECTICUT 06405

DRAFT MINUTES FROM THE FEBRUARY 5th, 2024 REGULAR MEETING

The CASB ZBA Regular Meeting was held virtually on Google Meet at meet.google.com/icc-jrhh-wmd. It was called to order at 7:30 by the Chair, Andi Hallier. Also present were Regular Members Barry Beletsky, Patricia Hammel, and Alternate Members David Steinman and Martin Hallier, Sr. Regular Member Thomas Perretta was absent. The Chair appointed David Steinman as Acting Secretary. The Chair appointed Mr. Hallier as Regular Member for this meeting.

CASB Zoning Enforcement Officer, David Perkins was also present.

New Applications

None

Minutes from Regular Meeting

A motion was made, seconded and unanimously approved to accept the minutes of the submitted November 6, 2023. meeting

Old Business

Discussion was held regarding the need to have applicants submit materials in a timely fashion. As such, it was determined that Forms 30, 31 and schedule A should have the 'Date of Submission' listed at the top of each form. Mr. Steinman had been tasked to make the form modifications. He reported a delay in doing such because the older form templates didn't easily import to Adobe. This prompted discussion about how the ZBA forms and CASB forms should be singular in design and be fillable online. The issue was tabled and The Chair agreed to bring the issue to the CASB at it's next regular meeting. Meanwhile Mr. Steinman agreed to continue to create temporary forms 30, 31 and Schedule A.

Discussion was held regarding the election of a regular ZBA secretary which led to discussion about efforts to retain a stenographer to record public hearings for both the CASB and the ZBA. A board member discussed that an independent recording secretary would help keep the ZBA board secretary independent from potential bias in writing minutes. The Chair highlighted a discussion with Jennifer Lawler at Branford Town Hall and determined the cost potentially being between \$95 and \$400 per session. The Chair agreed to bring the issue to the CASB at it's next regular meeting.

Discussion was held regarding the need for all ZBA members who haven't done so, to complete and submit to the chair the state-mandated Land Use Training course certificate to the Chair. ZEO Perkins agreed to forward links to video training if anyone needed.

Bills & Correspondence

The Chair discussed being reimbursed for certified mailing costs for application 3-2023.

New Business

The Chair discussed that regular member Carleen Davis has resigned from the ZBA thus creating a vacancy and urged members to seek an eligible replacement.

There was discussion about publishing and using tonight's Google Meet address as the ZBA meeting link going forward. It was discussed that live meeting notice would be updated on the website as needed and meetings would be either in person or online – not both. In addition, future applications would be accepted only at in person meetings in order to expedite the process. Mr. Steinman agreed to update the information on the website and on the 2024 Meeting Schedule. In addition, the Chair's email address would be listed on the website as a point of contact for the ZBA.

The Chair discussed that Attorney Perrito of Halloran and Sage has been retained on behalf of the ZBA and the ZEO in defense of the decision to uphold the cease and desist order at 269 Shore Drive and that all the related material and audio has been transmitted to the attorney. Mr. Perkins discussed that audio has been sent for transcription. In addition, the Chair discussed having transferred in person in December 2023 the entire original record on appeal to CASB Chair Hanlon.

Adjournment

A motion was made, seconded, and unanimously approved to adjourn.

Respectfully submitted,

David Steinman, Acting Secretary, Short Beach Zoning Board of Appeals