

TOWN OF MONTVILLE
ZONING BOARD OF APPEALS
310 Norwich-New London Turnpike, Uncasville, CT 06382
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REGULAR MEETING -- PUBLIC HEARING MINUTES
January 3, 2024, 6:00 p.m.
Town Council Chambers – Town Hall

1. Call to Order.

Chairman MacNeil called the regular meeting of the Zoning Board of Appeals to order at 6:00 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Board Members present were Chairman John MacNeil, Michael Butterworth, Lisa Maffeo, John Plikus, Joseph Socha and Board Alternate Arthur Montorsi. A quorum of the Board was present.

ZEO Stacy Radford was also present.

4. Minutes: Approve the Minutes of the November 1, 2023, Meeting.

Motion by Chairman MacNeil; seconded by Board Alternate Montorsi to approve the Minutes of November 1, 2023. Discussion: Per a point of order, Board Member Socha requested a brief synopsis of the minutes. Chairman MacNeil remarked that a copy of the minutes were included in the meeting packet. **A vote to approve the minutes was not taken by the Board.**

5. Executive Session. -- None

6. Public Hearings/Discussion & Applications. – None

7. New Business:

a. Adoption of 2024 Meeting Schedule.

Motion by Chairman MacNeil; seconded by Board Member Socha to approve the 2024 ZBA Meeting Schedule. Discussion: Chairman MacNeil advised the Board to review the dates for possible conflicts so meeting dates could be rearranged. **Voice Vote: 5-0-0. Motion carried.**

b. Election of Officers.

Motion by Chairman MacNeil, seconded by Board Alternate Montorsi, to elect John MacNeil as Chair and Art Montorsi as Co-Chair. Discussion: Chairman MacNeil remarked on the motion stating that he and Board Alternate Montorsi had been on the Board longer and were familiar with the procedures. Per a point of order by Board Member Socha, he questioned why Board Alternate Montorsi would not be the Vice-Chair; it was basically a matter of semantics per Chairman MacNeil. Board Member Butterworth questioned how someone who was not formerly elected to the Board could be appointed as an officer. A suggestion was made by Board Member Plikus to table the motion; Chairman MacNeil remarked the motion was the purpose for the meeting. ZEO Radford noted that former Director Burdick and Assistant Planner Badalucca had spoken with

Town Clerk Haring who is bound to follow the CT General Statutes in performance of her duties. Board Member Socha and Board Member Butterworth wanted the matter cleared up by appealing it to the Town Attorney for appropriateness in the matter. Board Member Plikus remarked on having sat through two (2) prior Board Meetings and noted that knowledge of Robert's Rules of Order was important as a mistake could easily be made and adding that a smooth operation would benefit applicants to the Board. Chairman MacNeil remarked on having served 20 years on the Board and doing similar work for 35 years and offered to forego the Chairman position. He further remarked that to make sure the Board has no exposure and to obtain clarification, ZEO Radford will confer with the Town Clerk whether it is correct to seat an alternate for an officer position on an elected Board and/or seek an opinion beyond the Town Clerk. Board Member Socha noted his experience as past president of the Board of Appeals and remarked it will be new business once the Board meets again.

8. Old Business: -- None

9. Other Business: -- None

Chairman MacNeil welcome new Board members and for their purpose explained what the Board actually does. An applicant makes an application with the staff office that is then posted in the newspaper. Typically, a public hearing is held and the public can attend. The ZEO reads her staff report followed by a presentation from the applicant. The Board listens to the applicant and anyone who is in opposition to the application. The Board can then ask questions of the applicant and staff and once all the information is collected the public hearing is closed or may be extended to another meeting to allow the applicant to bring additional information that would help with the decision. The hearing is then closed and the Board deliberates and renders a decision. Chairman MacNeil also noted that prior notification of an absence by a Board member would be polite to prevent not having a quorum and postponing a hearing for that reason.

ZEO Radford reported on a 4-hour training course that Board members are required to complete per CT Public Act 21-29. Ninety minutes of the training addresses fair and affordable housing which the Board will watch on weblinks that she will email to the Board except for Board Member Socha who does not have email. The ZEO will provide a copy of the information to him. She also noted that proof of attendance at the training must be submitted to the Town Council who forwards confirmation to the State upon completion of the training. The deadline for new Board Members to complete the training is one year from the date of the election. ZEO Radford will also review whether Board Member Maffeo, who is a real estate agent, is required to complete the training again for the fair and affordable housing component.

10. Adjournment

Motion by Chairman MacNeil; seconded by Board Member Butterworth, to adjourn the meeting at 6:25 p.m. Discussion: none. **Voice vote: 5-0-0; all in favor. Meeting adjourned.**

Respectfully submitted by:

Gloria J. Gathers

Recording Secretary, Town of Montville

**AN AUDIO RECORDING OF THE MEETING IS AVAILABLE ON THE
TOWN WEBSITE.**