



# TOWN OF KILLINGLY, CT ZONING BOARD OF APPEALS

**Thursday – September 10, 2020**

**Regular Meeting  
7:00 PM**

RECEIVED  
TOWN CLERK, KILLINGLY, CT

2020 SEP 15 AM 9:40

Elizabeth M. Wilson

## **MINUTES**

Public were able to view this meeting on Facebook Live.  
Go to [www.killinglyct.gov](http://www.killinglyct.gov) and click on Facebook Live at the bottom of the page.

- I. **CALL TO ORDER** – Andrew Farner called the meeting to order at 7:01 p.m.
- II. **ROLL CALL** - William Menghi; David Izzo, Sr.; Lynn Laberge; Andrew Farner.

**Others Present** – Jonathan Blake, Planner I and Zoning Enforcement Officer.

- III. **CITIZEN PARTICIPATION** -- Pursuant to Governor's Executive Order 7B, all public comment can be emailed to [publiccomment@killinglyct.gov](mailto:publiccomment@killinglyct.gov) or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website [www.killinglyct.gov](http://www.killinglyct.gov).

The above was read aloud by Mr. Farner.

Mr. Blake stated that no comments had been received from the public.

IV. **NEW BUSINESS**

1. **Review of By-Laws (Review/Discussion/Action)**

Mr. Blake explained that a fairly substantial update of the By-Laws had been done two years ago. The Board Members reviewed the current By-Laws and the following Sections were discussed:

- **ARTICLE IV - ORGANIZATION OF THE BOARD**

Section 4.2 – Terms of Office for Members / Vacancies

The following may be antiquated language: "Annually the council shall appoint one member to such Board."

Mr. Blake will research to confirm whether the language is required by Statute. He will put this item, to be discussed further, on the agenda for the next regular meeting.

- **ARTICLE XV - ORDER OF BUSINESS**

Section 15.1 – Regular Meeting and Section 15.2 – Special Meeting

Item 2. Reading of Minutes of preceding meeting.

Mr. Blake explained that the minutes are not read into the record, they are just submitted for the record. It is more of a general review for the minutes to be accepted. Currently, minutes are the fifth item on the agenda.

There was discussion regarding Order of Business and there was agreement among Board Members for Mr. Blake to update the Order of Business for both regular and special meetings to reflect a similar order based on the current agenda.

- **ARTICLE XIII - DISQUALIFICATION / RECUSAL**

There was discussion regarding conflict of interest. With only four members, if someone were to recuse themselves, there would not be a quorum and the meeting would need to be closed. Per Statute, there is timeframe for making decisions. The Board would need to look

to Town Council to appoint members. Depending on the type of application, in some cases, there is language that would allow for a default approval (like a variance). If there is a conflict of interest, it should be made known on the record. Normal procedure would be that they would state a potential conflict and leave it to the applicant to decide whether or not they would like the member to recuse themselves.

Motion was made by David Izzo to direct Town Staff to update Article XV – ORDER OF BUSINESS, Section 15.1 – Regular Meeting and Section 15.2 – Special Meeting, of the By-Laws, to reflect the current agenda. Second by Lynn Laberge.

Discussion: Mr. Blake explained that the updated agenda will match up with the format of the Planning and Zoning Commission's agenda.

Roll Call Vote: David Izzo – yes; William Menghi – yes; Lynn Laberge – yes; Andrew Farner – yes.

Motion carried unanimously (4-0-0).

2. Election of Officers (Review/Discussion/Action)

a) Meeting turned over to Staff Liaison

Mr. Blake explained the positions to be elected then and conducted the Election of Officers.

b) Call for nominations

Motion was made by David Izzo to nominate Andrew Farner for the position of Chair of the Killingly Zoning Board of Appeals. Second by William Menghi. No discussion.

Motion was made by David Izzo to nominate Lynn Laberge for the position of Vice Chair of the Killingly Zoning Board of Appeals. Second by William Menghi.

c) Verify acceptance by nominees

Andrew Farner agreed to being nominated for Chair and Lynn Laberge agreed to being nominated for Vice Chair.

Motion was made by Lynn Laberge to close nominations for the positions of Chair and Vice Chair for of the Killingly Zoning Board of Appeals. Second by William Menghi. No discussion.

Roll Call Vote: David Izzo – yes; William Menghi – yes; Lynn Laberge – yes; Andrew Farner – yes. Motion carried unanimously (4-0-0).

Andrew Farner, again, agreed to being nominated for Chair and Lynn Laberge, again, agreed to being nominated for Vice Chair.

d) Call for vote

Motion was made by David Izzo to elect Andrew Farner for the position of Chair and Lynn Laberge for the position of Vice Chair of the Killingly Zoning Board of Appeals. Second by William Menghi. No discussion.

Roll Call Vote: David Izzo – yes; William Menghi – yes; Lynn Laberge – yes; Andrew Farner – yes. Motion carried unanimously (4-0-0).

e) Meeting turned back to new Chairman

Mr. Blake turned the meeting over to Chair, Andrew Farner.

V. ADOPTION OF MINUTES

1. April 9, 2020 Regular Meeting

Motion was made by David Izzo to adopt the Minutes of the Regular Meeting of April 9, 2020. Second by Lynn Laberge.

Discussion: Mr. Blake stated that it was a WebEx meeting.

Roll Call Vote: David Izzo – yes; William Menghi – yes; Lynn Laberge – yes; Andrew Farner – yes. Motion carried unanimously (4-0-0).

VI. CORRESPONDENCE TO THE BOARD – None.

Mr. Blake stated that he had not received any correspondence and that he did not have a direct report for the Board. He explained that the Town offices have been open to the public since June with limited hours. There is a drop box which is checked daily. He said that his office has been busy working with businesses regarding all of the Executive Orders due to COVID-19. He said that, for the most part, it has been positive regarding how well business have been able to adapt.

VII. COUNCIL LIAISON – No Representation.

VIII. ADJOURNMENT

Motion was made by David Izzo to adjourn at 7:23 p.m. Second by William Menghi. Motion carried unanimously (4-0-0).

Respectfully submitted,

J.S. Perreault  
Recording Secretary