



## Town of Cromwell Zoning Board of Appeals

**REGULAR MEETING**  
**6:30 P.M. TUESDAY DECEMBER 12, 2023**  
**TOWN HALL COUNCIL CHAMBERS**  
**41 WEST STREET CROMWELL**

RECEIVED FOR RECORD  
Jan 04, 2024 02:41P  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT *jc*

### *Minutes and Record of Votes*

Present: Vice Chairman Dan Delisle, Matt Brown, Karen Sullivan, John Keithan, Mark Zampino, Joseph Morin (via phone and CCTV)

Also Present: Zoning Enforcement Officer, Bruce Driska

#### **1. Call to Order**

The meeting was called to order at 6:30pm by Vice Chair Delisle.

#### **2. Roll Call**

The presence of the above members was noted.

#### **3. Seating of Alternates - none**

#### **4. Approval of Agenda**

A motion was made by Mark Zampino and seconded by John Keithan to amend the agenda to include the election of a new Chairman, Vice Chairman and Secretary. All were in favor; the motion passed.

#### **5. Approval of Minutes:**

##### **a. September 12, 2023**

Mr. Zampino said we need to take action on the date correction.

A motion was made by John Keithan and seconded by Mark Zampino to recognize Joe Morin's participation in this meeting via phone and CCTV. All were in favor; the motion was passed.

A motion was made by John Keithan and seconded by Mark Zampino to approve the minutes of September 12, 2023. All were in favor; the motion passed.

#### **6. Board Members Comments:**

Mr. Zampino welcomed Ms. Sullivan and Mr. Brown to the Board and said I look forward to working with both of you.

Mr. Morin discussed a seminar he attended and said there was a good discussion on whether an individual board member can walk a site by themselves or is it considered a meeting. Mr. Driska said that one person can walk a site without that being considered a meeting. Mr. Morin said he understood that an individual board member can drive by not walk on the property. Mr. Driska said he will have Mr. Popper reach out to him with clarification. Mr. Zampino said he thought the idea is you always want to avoid the impression of a meeting so there should never be two or more at a site.

**7. Public Comments: none**

**8. New Business:**

**a. Election of Officers**

A motion was made by Mark Zampino and seconded by Matt Brown to nominate John Keithan as Chairman. All were in favor; the motion passed.

Mr. Keithan accepted the nomination.

A motion was made by John Keithan and seconded by Mark Zampino to nominate Dan Delisle as Vice Chairman. All were in favor; the motion passed.

Mr. Delisle accepted the nomination.

A motion was made by John Keithan and seconded by Mark Zampino to nominate Matt Brown as Secretary. All were in favor; the motion passed.

Mr. Brown accepted the nomination.

Mr. Delisle turned the meeting over to Chairman Keithan.

**b. Approval of 2024 Meeting Dates Calendar**

Chairman Keithan asked if there were any conflicts with the meeting dates and none were identified.

A motion was made by Mark Zampino and seconded by Dan Delisle to approve the meeting dates as presented. All were in favor; the motion was passed.

**9. Adjourn**

A motion was made by Mark Zampino and seconded by Matt Brown to adjourn at 6:46pm. All were in favor; the motion passed.

Respectfully submitted,



Linda Imme  
Recording Clerk