

1. Zoning Board Of Appeals Regular Meeting Materials 1/20/26

Documents:

[ZBA\\_012026\\_NOTICE OF REGULAR MEETING.PDF](#)  
[ZBA\\_012026\\_AGENDA.PDF](#)  
[ZBA\\_012026\\_MINUTES.PDF](#)

The Zoning Board of Appeals (ZBA) will be holding their regularly scheduled meeting via the **HYBRID MEETING option on Tuesday, January 20, 2026, at 7 pm.**

You have **two options** to join the meeting:

- Join remotely by Zoom as we have been doing since April 2020 or
- Attend the meeting in-person in the **Town Hall Auditorium**

The Hybrid Meeting technology will allow everyone, remote or in-person, to be heard and recorded per our normal meeting rules. If you have any questions, please contact Jerry Burns, ZEO, at (860) 673-6789 x211.

### **Meeting Invite & Tips**

For meeting "Rules of the Road" and Tips, [\*\*please click here.\*\*](#)

<https://us02web.zoom.us/j/85173645626?pwd=QitiDgzy5HNHgXbharZO5sOPOoPsGa.1>

Meeting ID: 851 7364 5626

Passcode: 014877

#### **One tap mobile**

+19292056099,,85173645626#,,,\*014877# US (New York)

+13092053325,,85173645626#,,,\*014877# US

#### **Dial by your location**

+1 929 205 6099 US (New York)

+1 309 205 3325 US



## Town of Burlington

Zoning Board of Appeals  
Regular Meeting Agenda  
January 20, 2026, at 7:00 pm

In-Person at the Town Hall Auditorium or  
Via Teleconference

Call in number	(929) 205-6099
Meeting ID	851 7364 5626
Password	014877

OR

<https://us02web.zoom.us/j/85173645626>

1. Call to Order
  - a. Attendance and Designation of Alternates
  - b. Public Reminder – SCAM Awareness & Town Data and/or Payment Collection Processes
  - c. Act on Meeting Minutes of November 18, 2025
  - d. ZBA Elections for Chair, Vice-Chair & Secretary
  - e. General Communications
2. Old Business
  - a. None
3. New Business
  - a. None
4. Public Hearing
  - a. None
5. Other Business Proper
  - a. None
6. Staff & Commission
  - a. Continuing Education 2025 Report & Referral to the Board of Selectmen
    - i. Requirements for New Members (2026) & Continuing Members (2027)
7. Adjourn



## Town of Burlington

### Zoning Board of Appeals Regular Meeting Minutes

**January 20, 2026**

**Town Senior Center Room & Zoom**

**1. Call to Order:**

**a. Attendance and Designation of Alternates:**

**Regular Member Attendance:**

Peter Perkins, Chair - Present

Belinda Cargill - Present

Michelle Bernetich - Present

Jeffrey Dubois - Present

Jessica McCarthy - Present

**Alternate Attendance:**

Laurie Arel - Present

Chris Argiopoulos - Not Present

**b. Public Reminder – SCAM Awareness & Town Data and/or  
Payment Collection Processes:**

Jerry reviewed the scam email that an applicant received that looked like it was from Planning & Zoning. It had all of the relevant information about their application in it and looked “real”. It also had a payment link for the applicant to submit their fee, which was the scam. Just keeping everyone in the loop on it.

**c. Act on Meeting Minutes of November 18, 2025:**

Motion made, seconded and passed unanimously with one abstention from Jeff, to approve the minutes of November 18, 2025.



## Town of Burlington

### Zoning Board of Appeals Regular Meeting Minutes

Cargill/Bernetich

#### **d. ZBA Elections for Chair, Vice-Chair & Secretary:**

Peter Perkins steps down as chair and Belinda Cargill runs the election. Chair: Peter Perkins is nominated by Laurie Arel. Peter declines the nomination and nominates Belinda Cargill. Jeff Dubois seconds that. Vote passes unanimously.

Vice Chair: Peter nominates Jeff Dubois and Laurie seconds that. Vote passes unanimously.

Secretary: Laurie nominates Michelle (Shelly) Bernetich and Peter seconds that. Vote passes unanimously.

#### **e. General Communications:**

None

### **2. Old Business:**

a. None

### **3. New Business:**

a. Email notifications for meetings/send agenda a day before. Cancellation of meeting can only happen on Monday after 4pm (24 hours' notice). Belinda will send an email Monday after 4pm as a reminder.

### **4. Public Hearing:**

a. None



## Town of Burlington

### Zoning Board of Appeals Regular Meeting Minutes

#### 5. Other Business Proper:

- a. None

#### 6. Staff & Commission:

- a. Continuing Education 2025 Report & Referral to the Board of Selectmen
  - i. Requirements for New Members (2026) & Continuing Members (2027)

Jerry went over credits needed for new members (3 Gen & 1 Aff Housing).

Continuing Education 2025 Report & referral to the BOS. Motion to accept the report and refer to the BOS. Vote passes unanimously. Perkins/Dubois

Jerry shared resources for training: Town website under Boards & Commissions/P&Z or ZBA. Jerry will also put together a template for how to read a motion. He will also print the regulations for the committee.

#### 7. Adjourn:

7:34pm Perkins/Bernetich