

COVENTRY ZONING BOARD OF APPEALS

SPECIAL MEETING MINUTES

Tuesday, December 16, 2025

Town of Coventry, Town Hall Annex Building, 1712 Main Street Coventry, CT 06238
& Zoom Teleconference

	MEMBER	PRESENT	ABSENT
REGULAR MEMBERS:	William Zenko, Chair	X	
	Mike Gerrity, Vice Chair	X	
	Caroline Dowd, Secretary	X	
	Peter DePaola	X	
	Suzanne Haviland	X	
ALTERNATE MEMBERS:	Lisa Conant	X	
	Lorraine Funk		X
	Robert Morin	X	

STAFF:	Heidi Leech, Planning Technician / Zoning Enforcement Officer
	Andrea Vassallo, Recording Secretary (Zoom)

1. CALL TO ORDER:

W. Zenko called the meeting to order at 7:00 PM.

2. ROLL CALL / SEATING OF ALTERNATES:

Roll call commenced among Board members present.

No Alternates to be seated.

3. READING OF LEGAL NOTICE: None.

4. EXPLANATION OF PROCEDURES: None.

5. PUBLIC HEARINGS:

- a. **ZBA-25-17** – Request for a variance from Table 4.04A.b of the Zoning Regulations to authorize a previously constructed rear deck 39 feet from the rear property line when 50 feet is required at 710 Goose Lane in the GR-80 Zone; Owners Zachary Beauchesne & Erin Fish, Applicant: Zachary Beauchesne.

POSTPONED TO NEXT MEETING – 26 DAY EXTENSION GRANTED TO JANUARY 20TH MEETING

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6. NEW BUSINESS/DISCUSSION:

a. Executive Session Re: Pending Appeal of ZBA-25-16 Decision

- **Present: ZBA Members: Zenko, Gerrity, Dowd, DePaola, Haviland, Conant and Morin, Staff: Heidi Leech, Planning Technician/Zoning Enforcement Officer, James Drumm, Town Manager, and Attorney Dorian Reiser, Counsel to the ZBA**

Start** Executive Session at **7:03 PM (Zoom session stopped)

End** Executive Session at **8:34 PM (Zoom session resumed)

b. Approval of November 18, 2025, Meeting Minutes

MOTION: C. Dowd **MOVED** to **APPROVE**, November 18, 2025, Special Meeting Minutes with the following **CORRECTIONS:**

- Page 8 of 18, bullet points number 1 & 3, strike and change the first initial from ~~W~~: Gerrity to **M**. Gerrity (Mike Gerrity).

P. DePaola **SECONDED; MOTION CARRIED; 5:0:0**

Yea	Zenko, Gerrity, Dowd, DePaola, Haviland
Nay	0
Abstain	0

c. Handbook for Elected and Appointed Officials for New Members

Heidi Leech distributed the handbooks and acknowledgment forms to the new members who were present. She asked Haviland, Conant and Morin to sign and return the acknowledgement forms by the next meeting.

- Rich Roberts, Esq., Halloran & Sage, will provide ZBA elected official training at the January 20, 2026, Regular ZBA Meeting.

d. Member Updates: None.

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ADJOURNMENT:

Consensus to **ADJORN** at 8:39 PM. **MOTION CARRIED; 5:0:0**

The next regular meeting is scheduled for: **Tuesday, January 20, 2026, 7 PM.**

Respectfully submitted by Andrea Vassallo, Acting Recording Secretary

Please see the minutes of subsequent meetings for approval of these minutes and any corrections hereunto.