



**Middlefield Town Hall
Zoning Board of Appeals
Meeting Minutes
February 20, 2018**

1. **Call to order:** Meeting was called to order at 6:20 on February 20, 2018 at Middlefield Town Hall.
2. **Roll call:** Members present: Chair Terry Crean, Maureen Sullivan and Mary Courtney.
3. **New Business**
 - The 1/23 approved letter of communication was discussed. Mary approved and suggested a few edits. Maureen will retype the draft and give it to the Selectboard.
4. **Minutes:** A motion was made and seconded to approve the following minutes:
 - a) 2018-01-23, 2017-10-10, 10-24, 11-28, 12-19 were reviewed and approved with edits.
 - b) 2017-10-04 was reviewed. Minutes will be emailed to Mary to be reviewed and edited. Will be reviewed at next meeting.
5. **Budget:** Discussion: The 2018 budget will be level funded. Form was signed and put in Finance committee's mailbox.
6. **Agenda Items:**
 - March meeting:
 - Reviewing applications
 - Minutes: Oct 04 minutes
7. **Next meeting:**
 - March 20 at 6pm
8. **Adjournment:**
 - Motion was made and seconded to adjourn at 8:00.
 - Information:
 - Minutes
 - Budget form

Respectfully submitted,

Suzanne C. Lemieux