

**MEMORANDUM**  
**PLANNING, CONSERVATION & DEVELOPMENT DEPARTMENT**

**TO:** Town Clerk and Members of the Zoning Board of Appeals

**FROM:** Joseph Samolis, Director of PCD

**DATE:** February 5, 2020

**RE:** Cancellation of February 6, 2020 Zoning Board of Appeals Meeting

Please be advised that the meeting of the Zoning Board of Appeals scheduled for Thursday, February 6, 2020 has been cancelled.