-- DRAFT --

GRAND ISLE DEVELOPMENT REVIEW BOARD

MINUTES OF FEBRUARY 20, 2019

Present: Board Members--Bill Atherton, Francis LaFromboise, Joe Longo, Kristy Wheel; Alternate--Panos Lekkas; Clerk–Donna LeClair

Absent: Board Member--Joseph Steffen, Alternate--David Capen

6:05 PM   The meeting was called to order at 6:05 p.m. by Chairman F. LaFromboise. Roll call was taken. J. Steffen and D. Capen were absent. J. Longo asked if he could deviate from the order of the Agenda for a moment to welcome P. Lekkas to the Board as an Alternate.   All present concurred and joined in to welcome Mr. Lekkas. **F. LaFromboise made a motion to accept the Agenda as written with the change noted by J. Longo. B. Atherton seconded. Board members present voted unanimously in favor by voice vote.**

ADMINISTRATIVE BUSINESS

Updates of ZAO: It was noted there was no Zoning Administrative Officer present. J. Longo said he thought Linda Effel had talked to Scott Brown, newly hired ZAO, about coming to the DRB meetings. Clerk apologized and stated she has not seen much of Mr. Brown since he leaves either before or soon after she comes to work. Clerk advised the Board she did tell Mr. Brown about attending DRB meetings but neglected to specifically invite him to this meeting. She will advise him of the next DRB meeting on March 20, 2019.

Clerk: Clerk called the Board's attention to the draft Minutes of January 16, 2019, where "J. Longo made a motion to nominate F. LaFromboise as Chair" and "F. LaFromboise made a motion to nominate J. Longo as Vice-Chair," asking whether the wording should be "…made a motion to elect…" instead of "to nominate." After discussion, both LaFromboise and Longo said they believe the Minutes are okay as written. **J. Longo made a motion to approve the Minutes of January 16, 2019, as written. F. LaFromboise seconded. Board members present voted in favor by voice vote.**

Clerk passed a paper around asking Board members to indicate the dates of their birthdays (without the year) and said she will try to have cookies for those meetings which come closest to someone's birthday.

With Mr. Lekkas a newcomer to the Board, the 6 p.m. start time for meetings was discussed and he said that time is okay for him.

F. LaFromboise said he noted houses being built on the east side of Reynolds Road and didn't remember that subdivision coming before the DRB. J. Longo said the land

is in the name of Picard, or the subdivision was done when Henry and Judy Richardson owned it. He said there is a Mylar so everything was completed. Clerk stated it did not come before the Board in the name of Picard in the five years she has been Clerk. Longo said he thought it was done when Richardsons owned it. Clerk remembered that Richardsons submitted two applications at close to the same time but one was never finalized to become a hearing. She will check on this.

Though there are no upcoming hearings at this time, the Board agreed it should meet once a month. **J. Longo made a motion to cancel the March 6, 2019, meeting and B. Atherton seconded. Those present voted unanimously in favor by voice vote.**

Clerk made copies of the Rules of Procedure and Conflict of Interest for all members of the Board with highlights at places where "date and time certain" were changed throughout to be consistent and the addition of "point person" was added to Section VI. 3. to read "The Chair or point person…" These changes were discussed at the meeting on January 16, 2019. **J. Longo made a motion to approve the Rules of Procedure; K. Wheel seconded. Board members present voted in favor by voice vote.**

F. LaFromboise made a motion to accept the Rules of Procedure as changed. J. Longo seconded, as amended. Board members present voted in favor by voice vote.

6:29 PM   **F. LaFromboise made a motion to adjourn the meeting. B. Atherton seconded, and all present voted unanimously in favor by voice vote.** The meeting closed at 6:29 p.m.

Prepared by Donna LeClair, Clerk

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DRB Chair / DRB Vice Chair / DRB Member   Date