

TOWN OF GRAND ISLE  
9 HYDE ROAD  
GRAND ISLE, VERMONT 05458

**-- D R A F T --**

**GRAND ISLE DEVELOPMENT REVIEW BOARD**

MINUTES OF JANUARY 16, 2019

Present: Board Members--Bill Atherton, Francis LaFromboise, Joe Longo, Joseph Steffen;  
David Capen – Alternate; Donna LeClair – Clerk

Absent: Kristy Wheel, Board Member

6:04 PM The meeting was called to order at 6:04 p.m. by Chairman F. LaFromboise. Roll call was taken. Prior to voting on the order of the Agenda, J. Longo requested the Board's input concerning a monetary gift from the DRB budget for Janice Arnold's retirement. After brief discussion, B. Atherton suggested the Board do it now. **F. LaFromboise made a motion to accept the Agenda with the change as noted by J. Longo. J. Steffen seconded. All present voted in favor by voice vote.**

**ADMINISTRATIVE BUSINESS**

**Updates of ZAO:** There was no Zoning Administrative Officer present. J. Longo stated the Planning Commission has received a couple applications and the applicants have come in for interviews.

**J. Longo made a motion to accept the Minutes of December 5, 2018, as written. B. Atherton seconded. Those present voted in favor by voice vote.** The Minutes of December 5, 2018, were signed by F. LaFromboise as well as Minutes sheets for the DRB vault binder indicating the meetings of December 19, 2018, and January 2, 2019, were canceled.

Board members read a copy of Letter of Interest from Panos Lekkas for a position of DRB Alternate. After a brief discussion **J. Longo made a motion to allow the Clerk to send a letter to the Select Board nominating Panos Lekkas and requesting his appointment of Alternate to the DRB. F. LaFromboise seconded. All present voted in favor by voice vote.**

Following the order of the Agenda and Rules of Procedure for this year, **B. Atherton made a motion to elect Donna LeClair, Clerk. J. Longo seconded. All present voted in favor by voice vote.** D. Capen stated his belief that the election of the Clerk to the Board should be someone on the Board. After discussion, the motion remained as presented.

**J. Longo made a motion to nominate F. LaFromboise as Chair; B. Atherton seconded. Those present voted in favor by voice vote.**

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**F. LaFromboise made a motion to nominate J. Longo as Vice-Chair, seconded by B. Atherton. All present voted in favor by voice vote.**

Board members then reviewed the Rules of Procedure and Conflict of Interest Policy with the Clerk calling their attention to various sections she thought warranted discussion. Having completed the review, **J. Longo made a motion to ask the Clerk to change all places referring to time, place, date to "date and time certain" to make them consistent, and under Section VI. CONDUCT OF HEARINGS, number 3, add "or point person" after "Chair" for the sentence to read "The Chair or point person shall conduct the hearing..." F. LaFromboise seconded. All present voted unanimously in favor by voice vote.**

Following **Section VII: Amendments**, Clerk is to have the amendments ready for review at the next regular meeting. **J. Longo made a motion to cancel the February 6, 2019, meeting unless a hearing is scheduled in the next 24 hours. B. Atherton seconded. Those present voted unanimously in favor by voice vote.**

J. Longo announced to the members that Janice Arnold is retiring and said it is hoped to raise \$1,000 for her retirement. Each department has been asked to give a sum toward that goal. Longo asked if the DRB would give \$200 from its budget for Janice's retirement, stating she has worked for the Town for 37+ years. After favorable discussion, **J. Longo made a motion to send \$200 from the DRB budget to Janice Arnold's Retirement Party on the 20<sup>th</sup> of this month. B. Atherton seconded. All present voted in favor by voice vote.**

7:00 PM

**F. LaFromboise made a motion to adjourn this meeting at 7 p.m. B. Atherton seconded, and all present voted in favor by voice vote unanimously.** The meeting adjourned at 7:00 p.m.

Prepared by Donna LeClair, Clerk

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DRB Chair / DRB Vice Chair / DRB Member

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Date