

10-01-2025 DRB Meeting

Meeting minutes

Meeting Call to Order

The Development Review Board meeting was called to order by Vice Chair Lucas Campbell on October 1, 2025, at 6:01 PM.

Roll Call

Present: Lucas Campbell (Vice Chair), Jake Saint Pierre, Mike Winters, Brett Sylvester, and Adam Lavigne (Clerk).

Amend Agenda for items not listed

Adam Lavigne suggested an amendment to the agenda to discuss skipping the next meeting scheduled for October 15th, as there wasn't enough time to warn anything and he had no new items on his desk.

Motion to accept the agenda as amended to include discussion about canceling the October 15th meeting.
Moved by: Lucas Campbell Seconded by: Jake St. Pierre Vote: All in favor, motion carried.

Updates of ZAO

No updates from the Zoning Administrative Officer were presented.

Clerk – Review Minutes of last meetings

The board reviewed the minutes from the September 3rd, 2025, and September 10th, 2025 meetings.

For the September 3rd minutes:

Motion to accept the September 3rd, 2025 minutes as written. Moved by: Lucas Campbell Seconded by: Mike Winters Vote: All in favor, motion carried.

For the September 10th minutes:

Motion to accept the September 10th, 2025 minutes as written. Moved by: Lucas Campbell Seconded by: Jake St. Pierre Vote: All in favor, motion carried.

UPCOMING MEETINGS

The board discussed the upcoming meeting schedule.

A question was raised about projects that change in size after approval. Lucas Campbell inquired about how much a project, such as the library, could be scaled down before needing to resubmit to the DRB. Adam Lavigne explained that while the bylaws don't explicitly address this, as long as the site work remained broadly the same and the external envelope didn't change significantly, minor reductions might not require new approval. Mike Winters added that typically projects could be built smaller than approved but not larger, similar to wetland and shoreline regulations.

Brett Sylvester informed the board that he would be absent from October 20th through November 25th and would not be able to attend meetings or participate via Zoom during that period. His next available meeting would be the first one in December.

Regarding the scheduled meetings:

October 15th, 2025:

Motion to skip the October 15th meeting. Moved by: Lucas Campbell Seconded by: Jake St. Pierre Vote:
All in favor, motion carried.

November 5th, 2025: The meeting will proceed as scheduled. Adam Lavigne noted that with Brett's absence, the quorum would depend on the remaining board members. He mentioned that he could reach out to Jeff Parizo if needed, although there were currently no items scheduled for November.

ADJOURN

Motion to close the meeting at 6:11 PM. Moved by: Lucas Campbell Seconded by: Mike Winters Vote:
All in favor, motion carried.