

**Minutes  
Warrensburg Planning Board  
January 2, 2018**

**Board Members Present:** Danielle Robichaud, Laura Moore, Sharon Sutphin (Alternate)

**Board Members Absent:** David Spatz, Gary Cooper, John Franchini

**Others Present:** Patti Corlew (Zoning Administrator)

**Meeting Commenced at 7:00 p.m.**

Mrs. Moore - ...order for the Town of Warrensburg Planning Board, January 2, 2018, 7:00. We do have a quorum. The Board can take a look at the minutes from October 3<sup>rd</sup>. If there's any questions or comments, or we can approve it as is.

Mrs. Robichaud - I make a motion to approve the October 3, 2017 minutes.

Mrs. Sutphin - I second it.

Mrs. Moore - All those in favor.

**RESOLUTION #2018-1**

Motion by: Danielle Robichaud

Second by: Sharon Sutphin

**RESOLVED**, to approve Planning Board minutes of October 3, 2017 (without correction).

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Laura Moore, Sharon Sutphin

Nays: None

Mrs. Moore - This is our organizational meeting and so we need appointment of a Chairperson, a Vice Chairperson and a Secretary, and we need to confirm meeting nights and times. My schedule still... It would help me if we had meetings on Tuesday as we are doing now. (Inaudible). Okay. So we'll keep the meeting times the same. And I can make the motion that the meeting times stay the same, the first Tuesday of each month beginning at 7.

Mrs. Sutphin - I second it.

Mrs. Moore - Okay. All those in favor.

**RESOLUTION #2018-2**

Motion by: Laura Moore  
 Second by: Sharon Sutphin

**RESOLVED**, to conduct Planning Board meetings on the first Tuesday of each month in 2018.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Laura Moore, Sharon Sutphin  
 Nays: None

Mrs. Moore – First appointment typically is the Secretary and I would like to know if Danielle would like to continue as Secretary.

Mrs. Robichaud – Sure, since it's... Yes.

Mrs. Moore – So motion for Danielle to be Secretary of the Planning Board for the year of 2018.

Mrs. Sutphin – I second it.

Mrs. Moore – All those in favor.

**RESOLUTION #2018-3**

Motion by: Laura Moore  
 Second by: Sharon Sutphin

**RESOLVED**, to appoint Danielle Robichaud as the Planning Board Secretary.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Laura Moore, Sharon Sutphin  
 Nays: None  
 Abstention: Danielle Robichaud

Mrs. Moore – The next one is Vice Chairperson. Previously it was Gary and if anybody else would like to volunteer or would you like to nominate Gary again. And I understand that he's available to be Vice Chair again.

Mrs. Sutphin – I nominate Gary for Vice Chair.

Mrs. Robichaud – I second it.

Mrs. Moore – All those in favor.

**RESOLUTION #2018-4**

Motion by: Sharon Sutphin  
 Second by: Danielle Robichaud

**RESOLVED**, to appoint Gary Cooper as the Planning Board Vice Chairperson.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Laura Moore, Sharon Sutphin  
 Nays: None

Mrs. Moore – And then for Chairperson, I'd be happy to do it again if people would like me to do that.  
 Mrs. Robichaud – I'd like to appoint Laura Moore to Chairperson.  
 Mrs. Sutphin – I second it.  
 Mrs. Moore – All those in favor.

**RESOLUTION #2018-5**

Motion by: Danielle Robichaud  
 Second by: Sharon Sutphin

**RESOLVED**, to appoint Laura Moore as the Planning Board Chairperson.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Sharon Sutphin  
 Nays: None  
 Abstention: Laura Moore

Mrs. Moore – Simple. Communications, we have, some folks got the Towns and Topics and then I know Patti emailed information about the Saratoga Conference. That's January 31<sup>st</sup>. I know a handful that are going from the Town of Queensbury, but hopefully others can attend. So if there is any other communications that people wish to share? None? Okay. Is there any other comments? Nothing, okay. We are, can conclude our meeting, so a motion to...  
 Mrs. Sutphin – I'd like to make a motion to conclude the meeting.  
 Mrs. Robichaud – I second it.  
 Mrs. Moore – All those in favor.

Motion by Sharon, second by Danielle and carried to adjourn the  
Planning Board meeting at 7:03 p.m.

Respectfully submitted,

Patti Corlew  
Recording Secretary

Pb01022018

**RESOLUTION #2018-1**

Motion by: Danielle Robichaud

Second by: Sharon Sutphin

**RESOLVED**, to approve Planning Board minutes of October 3, 2017 (without correction).

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Laura Moore, Sharon Sutphin

Nays: None

**RESOLUTION #2018-2**

Motion by: Laura Moore

Second by: Sharon Sutphin

**RESOLVED**, to conduct Planning Board meetings on the first Tuesday of each month in 2018.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Laura Moore, Sharon Sutphin

Nays: None

**RESOLUTION #2018-3**

Motion by: Laura Moore

Second by: Sharon Sutphin

**RESOLVED**, to appoint Danielle Robichaud as the Planning Board Secretary.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Laura Moore, Sharon Sutphin

Nays: None

Abstention: Danielle Robichaud

**RESOLUTION #2018-4**

Motion by: Sharon Sutphin  
Second by: Danielle Robichaud

**RESOLVED**, to appoint Gary Cooper as the Planning Board Vice Chairperson.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Laura Moore, Sharon Sutphin  
Nays: None

**RESOLUTION #2018-5**

Motion by: Danielle Robichaud  
Second by: Sharon Sutphin

**RESOLVED**, to appoint Laura Moore as the Planning Board Chairperson.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF JANUARY, 2018 BY THE FOLLOWING VOTE:**

Ayes: Danielle Robichaud, Sharon Sutphin  
Nays: None  
Abstention: Laura Moore