

TOWN OF WINDHAM
PLANNING BOARD
371 State Route 296
P.O. Box 96
Windham, NY 12439

Date: May 6, 2021

Present: Chairman – Tom Poelker
Members –, Matt Jordan, Claudia Lane, John O’Grady
Recording Secretary – Janine Soule

Absent: Executive Vice Chair Lisa Jaeger

Also Present: Eric Vaughn, Corinne Sands, Scott Tyree

Open Meeting: Chairman Poelker opens the meeting with the Pledge of Allegiance to the Flag at 7:00 PM.

Lot Line Adjustment: Windham Mountain Retreat, Inc. – Timber Trail Lot 3 – Eric Vaughn is here for a Lot Line Adjustment of Lot 3. Chairman Poelker reads the letter from Town Attorney Larry Gardner stating his approval of the Lot Line Adjustment. The owners of Lots 2 & 4 will be splitting Lot 3 and gaining 1.1 acres of property and for the Road Maintenance Agreement they will each be contributing 1 & ½ times since they will be owning half of another lot. Chairman Poelker makes a motion to accept the Lot Line Adjustment, 2nd by Member O’Grady, 4 in favor, 1 absent.

Sign Permit # 02-2021 – NBT Bank: Corinne Sands is in for Rapp Signs Inc. The sign will remain the same color and they will be removing the small NBT Bank Logo at the bottom. Member Lane makes a motion to accept the Sign Application, 2nd by Member Jordan, 4 in favor, 1 absent.

Site Plan Review Application # 02-2021 – Mountain Top Care Assistance Center: 4802 State Route 23, Suite # 3 – 96.00-2-115.2. Scott Tyree is here. The Mountain Top Cares Coalition would like to open & operate an office at this location. Member Lane asks if they are renting the property and Scott says they are. Scott explains that the use will be to have a Recovery Coach in the office for one on one meetings. They would also have a computer setup for Tele-Health. Chairman Poelker asks if Scott has a letter of authorization or if he is a member of the Mountain Top Cares Coalition to speak on their behalf. Scott says that he is the Vice President. Member Lane asks how many people will be worker there. Scott replies 1 person and maybe 1 volunteer. Member O’Grady states that the application has Jonathan Gross down for the agent and asks if Jonathan owns the property. Scott says he does not. Chairman Poelker says that the Planning Board will need a letter from the property owner giving Mountain Top Cares Coalition permission to use the property as they want.

Minutes from April 15, 2021: The Meeting Minutes from April 15, 2021 were presented to the Board. Motion to approve minutes by Member Lane, 2nd by Member O’Grady, 4 in favor, 1 absent.

Adjournment: On a motion Member Lane, 2nd by Member Jordan, 4 in favor, 1 absent, the Planning Board Meeting was adjourned at 7:33 PM.

Respectfully submitted,

Janine Soule
Planning Board Secretary

OFFICIAL