

**TOWN OF WINDHAM
ARCHITECTURAL REVIEW BOARD**

371 State Route 296
P.O. Box 96
Windham, NY 12439

Date: June 3, 2021

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

Also Present: Carrie Farris, Tara Weiman

Opening Meeting: On a motion by Chairman Poelker, 2nd by Member Jaeger, 5 in favor, the ARB Meeting was opened at 7:12 PM.

Site Plan Application # 03-21 – Main Street Community Center: 5494 State Route 23 Windham, Tax Map # 78.18-1-47. Carrie Farris and Tara Weiman are here to represent MSCC. Chairman Poelker asks if they have the paperwork that the Board asked for during the May 20, 2021 meeting. Carrie gives papers to Chairman Poelker. Chairman Poelker asks if they have the survey map. They only gave him the GIS Map from Greene County’s Website. Carrie has letter of permission and the deed. Carrie has sent the mission statement to the Planning Boards email address. Chairman Poelker says that they need to delineate what outdoor activities will be outside. Carrie and Tara state that activities will be held indoors. Chairman Poelker needs to know what parking spaces will be allocated to them. Carrie says that it should be in with the papers giving to the Board. Member Jaeger looks through the letter from the Property Owner and the Deed and nothing is stated in regards to what is allocated for parking. Chairman Poelker reads through the SEQR Review, this will be an unlisted action. We will need a parking plan, sign permit, and Chairman Poelker request that Carrie and Tara contact Bette at the Town Hall to see if they are hooked to the Town’s water and sewer. This application will be continued at the next ARB meeting, June 17, 2021.

Minutes from May 20, 2021: The Meeting Minutes from May 20, 2021 were presented to the Board and on a motion by Chairman Poelker, 2nd by Member Jaeger, 5 in favor, the Minutes were approved.

Adjournment: On a motion by Member Lane, 2nd by Member Jaeger, 5 in favor, the ARB Meeting was adjourned at 8:08 PM.

Respectfully submitted,

Janine Soule
Planning Board Secretary