

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

Date: May 20, 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, Karen Hansen, Jonathan Gross, Barbara Rittenhouse, Ed Shanley, Supervisor Tom Hoyt, Bonni Segelman, Mike Ryan, Marilyn Carreras, Rosie Niebling, Barry Smith, Susan Smith

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

Sign Permit # 04-21 – Windham Manor: 1161 County Route 10, Tax Map # 60.00-4-38. Barry and Susan Smith are present. Chairman Poelker asks what the size of the sign is. Member Jaeger states that it is 30“ x 36”. It is a black and white directional sign, double sided. Member Lane wants to know how far back from the road it will be. Barry states that it will be 25’ from the center of road. Member Jaeger also asks if the sign will have a light on it. Susan says there will only be a light on the sign during an event. Executive Vice Chair Jaeger makes a motion to approve the Sign Permit Application, 2nd by Member Lane, all in favor.

Site Plan Review Application # 02-2021 – Mountain Top Care Assistance Center: 4802 State Route 23, Suite # 3 – 96.00-2-115.2. Jonathan Gross is present for Mountain Top Cares Coalition.

Chairman Poelker states that the last time this proposed project was brought to the Planning Board not all of the I’s were dotted or all the T’s crossed. We will do what is required and necessary. If anyone wishes to speak, please raise your hand and you will be recognized. There will be no bantering back and forth. If you can all agree to that, we can proceed. We received an application; the application requires a full Site Plan and SEQR Review. Chairman Poelker asks Jonathan Gross if he is here as the main person for this application.

Jonathan says he is the President of Mountain Top Cares Coalition.

Chairman Poelker asks if the MTCC is a 501C3 non-for profit.

Jonathan states yes.

Chairman Poelker, you are licensed to do what by the State of NY.

Jonathan, as a non-for profit we are authorized to be in a recovery center and a community recovery organization. There are people in our group that are licensed to do things.

Chairman Poelker asks, a clinician?

Jonathan, no this is a non-clinical operation.

Chairman Poelker, not according to the land lord with the first letter we received stamped May 18, 2021. Letter is dated 5/10/2021. Chairman Poelker reads the letter: "To Whom It May Concern, I am presently renting a room in my building located at 4802 Rte 23, Windham, NY, to the Mountain Top Cares Coalition. I understand their mission and that they will be using the space for an office and telemedicine services to recovering addicts. Best Regards, Sal J. DeBella." Sounds like clinical to me. Okay, let us be understood by that. There are a lot of issues just like there was on the last application. You need a Site Plan; you need to show parking, you need to be more definitive. We want to see copies of your Charter (Mission Statement). We want to know who else is involved with this 501C3. Please bring this to us.

Jonathan, please tell me exactly what you would like.

Chairman Poelker, Site Plan Review, we need a survey; you need to show parking, you need to show outdoor waiting. We would like to know if the Narcan Bus will be a part of this. Can you answer that?

Jonathan, no we do not plan on parking that bus there. So, I should ask you, all of this is public information.

Chairman Poelker, you have to bring it to us. I am requesting the Public Information. Here is a Site Plan Checklist. We cannot do a SEQR on this project and have a Public Hearing until this is adhered to, every letter.

Jonathan, I guess I need to know exactly what you are referring to, because as a Planning Board, with all due respect, we are a 650' sq ft office, one of 3.

Chairman Poelker, but you are calling yourself Mountain Top. You are attracting addicts from all over the Mountain Top, from Prattsville, to Haines Falls, from Windham, to East Windham, one on one. Please take this Checklist and bring us a complete Site Plan. This is every item issue you must address, end of story. So on that, there is nothing more to speak of. We have an incomplete application.

Jonathan, I guess I am not certain what is incomplete, however I will call you with the questions we have.

Chairman Poelker, I am giving you this Checklist to go over.

Jonathan, well I was going to send letters out.

Chairman Poelker, no, we must have a complete application. We must set a Public Hearing before you can send letters out.

Jonathan, so what I understood last time when our Vice President was in to submit the Site Plan,

Chairman Poelker, he did not submit a Site Plan, we do not have any drawings. He submitted nothing and he could not answer one question from this Board. We are going to follow the letter of the law. This is a very vague application, just like it was the last time. It will not be vague before it is considered and we set a Public Hearing. So please, take this and review it with whoever you wish, your Board Members, your Attorney, and bring us a complete Site Plan. There will be no Public comment. Anyone here will have their chance at the next meeting we have a Public Hearing scheduled.

Minutes from May 6, 2021: Member Jordan makes a motion to approve the Minutes of May 6, 2021 as presented to the Board, 2nd by Member Lane, 4 in favor, 1 abstain, Minutes are approved.

Adjournment: On a motion by Member Lane, 2nd by Member Jordan, 5 in favor, the Planning Board Meeting was adjourned at 7:19 PM.

Respectfully submitted,

Janine Soule
Planning Board Secretary