

Minutes accepted and approved.

Motion made by: Jaeger

2<sup>nd</sup> by: Holdridge

In Favor: 4 Opposed/Recused: 0 Absent: 1 Vacant: 0

Signed and Dated: *Sandra Allen 9/5/2024*

## **Town of Windham Architectural Review Board Meeting**

Thursday, August 1, 2024

Board Members Present: Chairperson: Thomas Poelker  
Members: Nathan Holdridge, Lisa Jaeger, Mike Troccoli  
Recording Secretary, Sandra Allen

Board Members Absent: Claudia Lane

A motion to open the ARB at 7:38 PM was made by Jaeger, seconded by Poelker with 4 in favor and 1 absent.

MINUTES: Motion to approve July 18 minutes was made by Troccoli, seconded by Holdridge with all in favor.

SITE PLAN: Barbara Wojaczek 5338 Main Street TM# 78.19-1-17. Wojaczek is renting the space to be used as a Physical Therapy office. There is one parking spot in the rear of the building for her clients, minimal traffic/use (only one client at a time). Motion to waive a Public Hearing was made by Holdridge, seconded by Poelker with 4 in favor and 1 absent. Motion to approve with the condition that a lease is presented tomorrow was made by Jaeger, seconded by Poelker with 4 in favor and 1 absent.

SIGN PERMIT: Barbara Wojaczek 5338 Main Street. Three permits all meeting the ARB sign laws. Requested that the lettering for the window sign be in the lower portion of the window. Motion to approve all three signs, with the condition of the letters being in the lower portion of the window was made by Holdridge, seconded by Troccoli with 4 in favor and 1 absent.

Motion to adjourn the meeting at 8:09 PM was made by Poelker, seconded by Troccoli with 4 in favor and 1 absent.

Respectfully Submitted,

Sandra Allen, Recording Secretary