

Town of Windham Planning Board Meeting
(518) 610-6552 - Windhamnyplanningboard@gmail.com

Lisa Jaeger, Chairman
Claudia Lane, Member
Ray Curtis, Member
Sandra Allen, Planning Board Clerk and Alternate Member

Nate Holdridge, Member
Mike Troccoli, Member
John O'Neill, Alternate Member

Thursday, May 21, 2026

Board Members Present: Chairperson: Lisa Jaeger
Members: Nathan Holdridge, Claudia Lane, Mike Troccoli
Alternate Member: John O'Neill
Secretary and Alternate Member: Sandra Allen

Board Members Absent: Ray Curtis

Meeting was called to order at 7:00 PM, followed by the Pledge of Allegiance.

MINUTES: Motion to approve May 7, 2026, minutes was made by Holdridge, seconded by Jaeger with 4 in favor and 1 absent.

SIGN PERMIT: David Mulford 803 Mill Street. Proposed sign is a sandwich board style, 20in x 30in, displayed on lawn only when selling maple syrup, always in at night. Received map showing sign location as requested. Reviewed documents and pictures. Motion to approve was made by Troccoli, seconded by Holdridge with 4 in favor and 1 absent.

Troccoli and Lane recused themselves from the following Windham Mountain project. For the record recusal is not mandatory in all cases, and Lane determined she will recuse to remove any appearance of conflict. O'Neill was appointed as alternate.

SIGN PERMIT: Windham Mountain Club . Tubing Park and Golf Course both in the same design as other Windham Mountain Club sign – orange and green background and lettering. Motion to approve both signs was made by Jaeger, seconded by Holdridge with 3 in favor, 2 recused and 1 absent.

Lane and Troccoli rejoined the Board.

PUBLIC HEARING/SITE PLAN: Windham Wastewater Treatment Plant 491 South St. Notice was read for the record. Received certified mail receipts. Presented proposed project to the Public, an above ground, 20,000 gallon per day sewage holding tank, transfer pump system, activated carbon odor control system. The driveway will go around the entire building to include access to the new holding tank, will reconfigure stormwater retention. Major concerns regarded odor and the capacity becoming overloaded and unable to support any Town growth. It was explained that the amount of sewage taken in can be altered at any time so there is never an issue of direct sewer hook-ups being compromised. As for odor there will be an activated carbon odor control system and if there are any problems with the system the holding tank can be seal off. Waiting for 239 review comments.

PUBLIC HEARING/SITE PLAN: Christopher Shirley 8 Windham Woods Rd, TM 97.00-1-46. Read notice for the record. Received certified mail receipts. Shirley presented the proposed project to the Public, is a

4500 sq ft single-family residence , 5-acre lot, 3 bedrooms, drilled well, and septic. Received a copy of culvert permit from the Army Corp. Motion to close the Public Hearing was made by Troccoli, seconded by Holdridge with 4 in favor and 1 absent. Motion to approve as presented was made by Troccoli, seconded by Jaeger with 4 in favor and 1 absent.

PUBLIC HEARING/SITE PLAN: Hickory Hill Residence, Jim Miltenberger 38 State Route 296. Read notice for the record. Received certified mail receipts. Proposed project is 3 buildings with 6 apartments each, ranging from 930 to 2,000 sq feet for long term rentals, three story building. The only concern was regarding the sound and time of garbage trucks pickup due to the fact that nearest neighbors are resorts. The height of the building was discussed and Miltenberger stated height of approximately 45 ft but cannot commit until final plans are done. Waiting for 239 review comments.
All documents and maps regarding this project can be reviewed on the Town Website under the Planning Board tab.

SKETCH PLAN: John Pfisterer applicant was interested in laying a slab for a future shed/garage but had no specific measurements. This Board advised that it could not approve the slab and future structure without measurements and setbacks.

SITE PLAN: O'Neill Group 291 State Route 296. Project review, 14 2-story units, one garage per unit with additional parking in driveway, access to Town water and sewer, will remove debris from landfill on site. Reviewed siding and foundation wall materials. Request. Motion to send project for 239 review and set Public Hearing for June 4th at 7:00 PM was made by Jaeger, seconded by Troccoli with 4 in favor and 1 absent.
All documents and maps regarding this project can be reviewed on the Town Website under the Planning Board tab

Troccoli and Lane recused themselves from the following Windham Mountain projects. For the record recusal is not mandatory in all cases, and Lane determined she will remove any appearance of conflict. O'Neill was appointed as alternate.

SITE PLAN AMENDMENT: Windham Mountain Club – Hotel addition. Proposed amendments for the hotel structure is to replace 2 townhouses with a hotel unit with 26 rooms (same footprint as #13A-E) and a 4-room villa in Townhouse 34 footprint, removing townhouse #14A&B for larger parking for base lodge. Reviewed FEAF part II analysis. Motion to set Public Hearing for June 18 at 7:00 PM was made by Jaeger, seconded by Holdridge with 3 in favor, 2 recused and 1 absent.
All documents and maps regarding this project can be reviewed on the Town Website under the Planning Board tab.

SITE PLAN/SUBDIVISION: Windham Mountain – Adventure Center. Reviewed minor modifications to lighting, landscaping and adding a small gatehouse at the entrance to help with directional information with electric. Less hardscaping around pool.
All documents and maps regarding this project can be reviewed on the Town Website under the Planning Board tab.

Lane and Troccoli rejoined the Board

Meeting was adjourned at 9:28 PM on a motion by Jaeger, seconded by Holdridge with 4 in favor and 1 absent.

Respectfully Submitted,

Sandra Allen, Recording Secretary

OFFICIAL