

WEST WINDSOR DEVELOPMENT REVIEW BOARD
Draft Minutes
November 9, 2016

Members Present: Shannon Harrington; Barbara Truex; Jane Hoisington, Dick Beatty
Others Present: Laura Farrell

The meeting was called to order by chair Shannon Harrington at 6:30 pm.

The **public hearing on application #2638 by the Mt. Ascutney Outdoors and the Town of West Windsor** to install lights on the rope tow towers and use a warming hut at 400 Ski Tow Road on the Town Forest (parcel #3-2), which was recessed on October 18, 2016, was reconvened at 6:30 pm. Laura Farrell representing Mt. Ascutney Outdoors (AO) was sworn in.

Laura Farrell provided the following additional submissions:

1. The amendment to Act 250 Permit #2S0397-21 as updated to include the newly located warming hut.
2. Photo of the warming hut
3. Map showing the location of the warming hut
4. Cover letter to Act 250 District Coordinator Stephanie Gile dated November 6, 2016
5. Incomplete Act 250 Application letter from Act 250 Specialist Kim Lutchko dated November 2, 2016
6. Undated memo from Laura Farrell of AO with answers to the questions in the incomplete application letter.

Laura Farrell said that Chris Callahan of AO has spoken with district coordinator Stephanie Gile and they were told to “keep moving forward.” A 12/3/16 open house is scheduled and she hopes to have permits in hand by then.

AO has received a permit from the Division of Fire Safety. Laura said the donated propane heater was not working but they hope to get it fixed. The propane gas lines were installed and ready for use.

The DRB asked the following questions:

- Dick Beatty asked if the Municipal Impact Questionnaire (MIQ) form was signed yet. Laura will get it, with required signature, from town assistant Martha Harrison.
- Shannon asked if AO received a sign-off from the Wastewater Management Division. Laura replied that Chris Callahan spoke with them and was told a permit was not needed.
- AO will supply bottled water and a portable toilet will be added as stated in the previous hearing.
- No food will be sold (donated baked goods and other donated foods may be offered).
- Dick Beatty reported that highway foreman Mike Spackman visited the site and it has been decided that the access drive to the right after the entry way will be widened and some road material added.
- The expense for the drive/access improvement will be shared by the Town, MAO and the Water Authority.

- The access drive will be used for AO staff, deliveries, emergency vehicles and handicap drop off. A parking space or two may be provided, if space allows.
- Dick Beatty reminded all that there is an easement for an AT&T tower in this vicinity.
- Nancy Gaynor has forwarded an email to zoning administrator Preston Bristow from the Fast Squad supporting the proposed use of the warming hut.
- Dick Beatty asked Laura to get a support memo or email from the Fire Department as well for the proposed use of the warming hut.
- AO has modified the request for Night Skiing to be Wednesday – Saturday (4 days/week) with skiing and tow lights on from 4:00-8:00 pm and lights off at the building at 9:00 pm.
- AO is aware that with any function of 100+ persons a permit from the Selectboard is needed.
- The amended narrative in the Act 250 application provides the requested uses of the warming hut to be reflected in the DRB's Decision.

The DRB decided it could close the hearing and issue a decision after receipt of the following:

1. A letter or email of support from the Fire Department.
2. The MIQ signed and submitted to Act 250
3. The final Act 250 permit.

At 7:30 pm the DRB voted unanimously to recess the hearing and to reconvene the hearing on Tuesday, November 29, 2016, at 6:30 pm at this same location.

The meeting was adjourned at 6:30 pm.

Respectfully submitted by Preston Bristow from notes by Shannon Harrington.