WATERVILLE ESTATES VILLAGE DISTRICT PLANNING BOARD

December 17, 2020 MEETING INUTES

Attendees: Matt Smith, Rick LeBlanc, Gerry Panuczak (joined meeting near the end)

Guests: Michelle Moren-Grey, Kaela Tavares, Sean Tole.

Call to Order: Mr. Smith called the meeting to order at 4:04 PM.

Approve Previous Meeting Minutes: This item was tabled until the next meeting.

Q&A with North Country Council: Ms. Moren-Grey provided an overview of the NCC's role in the master planning process. Ms. Tavares asked what level of buildout we had achieved and Mr. Smith stated we were about 67% built out. Mr. LeBlanc stated the Planning Board had decided to use an abridged plan and asked if a small area plan wouldn't be better. Ms. Tavares indicated it would not and an abridged plan was the type most suited to a community like ours. It was stated by NCC that they helped Mountain Lakes Village District with their master plan. Mr. LeBlanc asked if we could shoot ourselves in the foot in any way while creating a master plan. Ms. Tavares indicated we could not. The plan does not create any statutory requirements. It is more of a mission/vision statement. Mr. Smith observed that while the Planning Board does not require Commissioner approval of the master plan, without it any goals in the master plan are unlikely to be realized. Discussion took place around data sources since census data available is dated and new census data is a couple years out. Mr. Smith asked what a plan would cost, Ms. Tavares responded it depends on what sections you include in the plan. Discussion took place around transportation challenges and doing an evaluation of village roads for functional call etc. Discussion took place around managing energy consumption. Ms. Tavares said our utility supplier could provide historic data about energy consumption. Other data sources like American Community Survey and NH State websites were discussed. NCC stated that census data would plug into our section on Land Use and Vision. Mr. Smith indicated that to assess impact fees and other fees associated with new construction and it's impact on roads and water, a Planning Board and a master plan were a statutorily required first step. Ms. Tavares agreed and stated that to later be able to justify fees, there needed to be "meat on the bone" of associated plan sections. For example., for water impact fees, a firm presentation of the condition of our water system, leakage, and a presentation of potential curve balls along the way would facilitate the process. The Planning Board concluded that we would select plan sections at the next meeting.

Set the Next Meeting: After discussion it was determined meetings would be the 3rd Wednesday of every month at 4PM so that the next meetings would be 1/20/21 at 4PM.

Adjournment: Mr. Smith motioned to adjourn the meeting, Mr. LeBlanc seconded, and the motion passed unanimously 4:45PM.