Waterville Estates Village District

Planning Board Meeting January 20, 2022

The Planning Board meeting was called to order at 16:02 hours at the Community Center and via Zoom conference call. Present were Mark Canfield, Ryan Timms, David Spinney, and Gerry Panuczak. Carol Ogilvie and Rick Leblanc joined via Zoom. Harry Bertino and Michael Palm were public attendees.

Mr. Panuczak read the December 16, 2021 minutes. Mr. Spinney motioned to approve the minutes. Mr. Timms seconded the motion and all members present voted affirmative.

Mr. Canfield introduced Mr. Palm, a recent resident of the Village District who is interested in joining the Planning Board. Each current member shared their information for Mr. Palm. Mr. Canfield stated that he would submit Mr. Palm to the Commissioners for appointment to the Planning Board.

Mr. Canfield began a discussion regarding the vision survey. Mr. Spinney began with Facilities. Mr. Spinney stated that the vision for facilities should include sharing the current assets, and gathering information about how the assets are maintained, and what are the expectations for maintenance and future use. Mr. Spinney submitted six questions related to obtaining this information (attached). It was suggested that each question should contain a dialogue box to explain negative answers. Ms. Ogilvie suggested that much of this information could be included in the introduction to the survey.

Mr. Panuczak discussed Land Use. Mr. Panuczak stated that since the District has raised the bar with regard to the covenants within the District, should the bar be raised with regard to building to include additional inspection requirements such as structural, electrical, and plumbing. Mr. Canfield stated the goal is to improve the quality of future development, the survey should get to what we do to attain that goal, and if so, how do we get there. Mr. Leblanc stated that this would only add a level of “red tape” that is not necessary. Mr. Panuczak submitted questions to determine if this is a goal and how to get there (attached).

Mr. Timms discussed Utilities. Mr. Timms stated that he would attend a Roads and Water Committee meeting to obtain their thoughts on the state of current utilities, and what maintenance expectations there are, and what additional utilities are planned such as electric choice, and trash collection.

Mr. Leblanc discussed Roads. Mr. Leblanc suggested that a goal might be to pave the entire District within a certain timeframe. Mr. Panuczak stated that is contemplated in the upcoming budget for District roads, and town roads would need lobby to the Selectmen from each town. Mr. Leblanc stated that the survey should get at what is the quality level expected for District roads.

Mr. Canfield discussed the Vision. Mr. Canfield submitted a vision statement along with questions (attached). Mr. Panuczak stated that the format of Mr. Canfield’s work was excellent, and that the previous submitted questions could be added to this format. Mr. Canfield will email the format, and asked if members can add their questions.

The next meeting was scheduled for February 17, 2022 at 16:00 hours. The meeting was adjourned at 17:38 hours.

Respectfully Submitted

Gerry Panuczak