Waterville Estates Village District

Planning Board Minutes – October 27, 2022

The Panning Board was called to order at 16:06 hours on October 27, 2022. Present were Mark Canfield, Ryan Timms, Mike Palm, and Ned McElroy. Gerry Panuczak attended via Zoom. Guests included Carol Ogilvie.

Mr. McElroy motioned to approve minutes of October 13, 2022 meeting as written and sent to Planning Board members. Mr. Canfield seconded the motion. All members voted affirmative.

Mr. Canfield led a discussion about the Community Round Table held on October 1, 2022. Mr. Canfield shared a revision document that highlighted key comments from the public roundtable that could influence the vision statement. Ms. Ogilvie stated that the comments came from the meeting, but to date are not included in the vision statement. Board discussion began about which statements should influence the vision statement. Mr. Palm suggested that best practice should be identified for each section, and enforcement guidelines should be included for each section. Ms. Ogilvie stated that the authority must be identified, which may not lie with the Village District, and as such, may not be included in the vision statement. Mr. Timms pointed out that the Association bylaws cover many of the statements, however, there is little or no follow up and enforcement currently. All agreed that the Association bylaws are in need of review and possible revision. Discussion followed on how the Facilities section needs to be specific regarding which facility is in question, and there should be an emphasis on water, equipment, and maintenance/replacement schedules. Communication is an important factor with the governing bodies and this Master Plan so that citizens know where we are, and what to expect in the short and longer term future. Additionally, 24/7 emergency procedures need to be developed and communicated. Mr. Panuczak stated that the document regarding land use authority needs to be completed and included in the Master Plan. Mr. Timms stated that CIF monies need to be proactively planned into the recreation component of the Master Plan. Additionally, the businesses under recreation need to have a business strategy/plan and run according to that plan. Ms. Ogilvie stated that with land use, the short term rental issue has become the elephant in the room both here and elsewhere. Ms. Ogilvie volunteered to take this discussion, along with the existing documents, and provide more revisions. Following that work, the Board will begin writing the Master Plan chapters taking this data into account.

The next meetings are scheduled for November 17, 2022 and December 1, 2022.

The Planning Board was concluded at 17:25 hours on October 27, 2022 by unanimous roll call vote of Board members present.

Respectfully Submitted

Gerry Panuczak