Waterville Estates Village District

Commission Non Public Session Minutes – May 5, 2026

The Non-Public session was called to order at 14:02 hours on May 5, 2026. Present were Gerry Panuczak, Maureen Patti, and Mark Canfield. Guests included Helen Chatel, Allison Smith, Richard Mayo, Dave Ketcham, and Stephanie Caulfield .

Mr. Mayo read a statement from the Association Board of Directors. He indicated that there are 5 new members to the 9 member board. He shared that several sub-committees are being formed each to have a Board member as chair. He suggested that the restaurant/bar operations do not have a direct manager, and that stretches the General Manager. He said that the businesses do not have plans or budgets. He stressed that the Commission and Board of Directors need to work together to find common ground.

There was general discussion regarding the strategic direction of the District with regard to recreation, and that this Board recommends a focus on owners and renters, not the public. Mr. Ketcham suggested that the RMA payment should go directly to the rec fund, and direct recreation expenses paid from there. The was discussion regarding weekly, Friday, Saturday, and Sunday, and full week rental pass options.

The Activities committee should work directly with the Events Manager for planning and execution of member events. Each event should have a budget to be adhered to.

There was general discussion regarding marketing with an emphasis on social media, Town Square, websites, and physical boards and the Community Center. There could be the use of a QR code to streamline communications.

There was agreement that there should be quarterly meetings to continue this dialogue.

Mr. Mayo, Mr. Ketcham, and Ms. Caulfield exited at 15:50 hours.

Mr. Panuczak announced that he is in the process of purchasing real estate outside of the Village District, and as such, will leave the Commission when that happens.

The Non-Public session was concluded at 16:12 hours on May 5, 2026 by unanimous roll call vote of Commissioners present. The Commissioners returned to Public session.

Respectfully Submitted

Gerry Panuczak