

Waterville Estates Village District

Planning Board Meeting October 14, 2021

The Planning Board meeting was called to order at 16:03 hours at the Community Center and via Zoom conference call. Present were Mark Canfield, Ryan Timms, David Spinney, and Gerry Panuczak. Rick Leblanc attended via Zoom, and Carol Ogilvie joined via Zoom at 16:50 hours. There were no public attendees.

Mr. Canfield read the September 23, 2021 minutes. There were three corrections, date of meeting, meeting was not available via Zoom as there was a conflict with a Water Rate Public Hearing, note that WEA should be included on survey. Mr. Canfield motioned to approve the minutes as amended, and Mr. Panuczak seconded the motion. All members present and on Zoom voted affirmative.

Mr. Canfield stated that Mr. Panuczak is ex-officio on the committee, and as such could not be chairman. Mr. Canfield, Mr. Timms, and Mr. Spinney stated that due to commitments, they could not chair. Mr. Canfield offered to be interim chair. Mr. Timms motioned to accept Mr. Canfield as interim chair, Mr. Leblanc seconded, and all members present and on Zoom voted affirmative.

Mr. Leblanc shared WEA response to the draft survey. WEA wanted the mailbox questions removed, and recreation commission questions removed. Mr. Spinney stated that the mailbox questions do not contemplate ownership of the project, so leave it in. Mr. Canfield motioned to take out the recreation commission questions, Mr. Leblanc seconded, and all members present and on Zoom voted affirmative.

There was discussion about the best time and date for meetings, and all agreed that the third Thursday of each month at 16:00 hours would work. The committee will revisit this when more members are sworn in.

Mr. Canfield stated that with the above changes, the survey is ready to be sent out. Ms. Ogilvie will put the survey in Survey Monkey, and Board members will test the survey prior to our next meeting. Mr. Spinney stated that we should aim for Thanksgiving to send the survey to the community, as many owners will be here, and thinking about the community. Mr. Timms suggested that the Constant Contact list should be updated prior to release of the survey.

Ms. Ogilvie stated that the 2021 and 2022 budget need to include money for MRI services to the committee. Mr. Canfield stated that we are ok in 2021, and it is his intent as Budget Advisory Committee chair, to include a small amount of money for 2022 as we have already paid for the services in 2021 and have hours available.

The next meeting was scheduled for November 18, 2021 at 16:00 hours. The meeting was adjourned at 17:00 hours.

Respectfully Submitted

Gerry Panuczak