

WATERVILLE ESTATES VILLAGE DISTRICT PLANNING BOARD

September 24, 2020 MEETING MINUTES

Attendees: Matt Smith, John Herlihy, Harry Bertino, Mark O'Hara

Guests: None.

Call to Order: Mr. Herlihy called the meeting to order at 6:02 PM.

Approval of Previous meeting minutes: Not Applicable.

General Discussion: Mr. Herlihy handed out a document titled "What is a Master Plan" (see attached). He discussed why we need to have one. Mr. Smith suggested we can't charge betterment fees for roads or water without creating a Master Plan as a first step towards that goal. Discussion took place on why we need a planning board. Mr. Smith stated that a warrant for a planning board was passed, that the planning board is tasked with writing a master plan, and that we should just get down to the business of doing that. Mr. Herlihy re-iterated a Master Plan is required before we can entertain any betterment fees. He observed that our Planning Boards focus regarding a Master Plan would be more narrow than most municipalities as we have less utilities and services than a traditional town. Mr. O'Hara discussed transferring all village roads to the town. Mr. Bertino suggested the value of the asset being transferred should be considered. Discussion took place about how to value roads as an asset. Mr. O'Hara observed that we should do village road work to town standards to facilitate future transfers. Mr. Herlihy discussed the need for the water fee to be held as a reserve. He suggested we focus our master plan on roads, water, and facilities with a facility sub set of energy and security. Mr. Smith observed that he often sees Rec Center lights left on at night and that we had opened the locked pool gate and no security alarm appeared to occur. Mr. Herlihy related success that the Town of Weare had achieved in getting road grant money. Discussion took place around understanding the water load that would occur if all lots were built out. Mr. O'Hara agreed to take on assessing maximum buildout and coming up with a number. Mr. Herlihy will take on the water system of the Master Plan, Mr. O'Hara will take on roads, and Mr. Bertino and Mr. Smith will work on facilities. Mr. Smith will forward some sample Master Plans from other communities. Discussion took place about setting a water system connection fee and establishing water department policies. Mr. Bertino suggested that the policies should include who has authority to allow a connection to the water system.

Next Meeting: Mr. Herlihy indicated the next meeting would be Friday, October 30th at 4:00 AM.

Adjournment: Mr. Herlihy motioned to adjourn, Mr. O'Hara seconded and adjournment passed unanimously (time not noted in meeting minutes).