

Minutes
Waterford Citizen's Association
Regular Meeting, 3rd Quarter 2021

The third quarter 2021 Regular Meeting of the Waterford Citizen's Association (WCA) was held Thursday September 23, 2021, at 7:00 pm via the Zoom online platform. The meeting was chaired by Ray Daffner, WCA President. The list of meeting attendees is recorded at the end of these Minutes.

Agenda. The draft meeting Agenda (Attachment I) was distributed to membership in the invitation email.

New members and visitors. There were no new members present. Ray introduced Emily Houston, who has been designated the Waterford Foundation's Board *ex-officio* member on the WCA Board.

Announcements. Ray explained that the intention had been to hold the meeting in hybrid (both in-person and Zoom) format, however, due to technical glitches this was not possible. He recognized that many want to meet in person, and many others are more cautious on in-person meetings. He apologized on behalf of the Officers and noted that we would try a hybrid meeting (we may need a technology person to assist) in Q4 2021. Seeking membership accord, Ray made a motion to continue with the Q3 meeting in Zoom format; Mary Sheehan seconded the motion. The membership voted in favor; no one voted to reschedule the Q3 meeting to hybrid format.

Agenda Items:

Previous meeting Minutes. Mary Sheehan, WCA Secretary, made a motion to approve the 2021 Minutes of the Q2 regular WCA meeting, as circulated with the meeting agenda. The motion was seconded by Jeff Bean and the Minutes were voted on and approved.

WCA at Waterford Fair. Jill Kadish, WCA Vice President, provided a briefing on the WCA's activities at the Fair, including a map to indicate the location of the booth for the WCA, in partnership with Hammerdown BBQ from Aldie, will be (at the top of the stairs to the Old School, near the music, beer and wine, map below). The WCA would be supplementing with snacks and coffee. She also outlined the plans for a Friday evening BBQ as a community get together and party (Friday Oct 1, starting at 5:30, in the same Old School location as the BBQ booth). Jill noted that volunteers were still needed for two-hour shifts at the Fair, and thanked those who had already volunteered. Her presentation was met with much appreciation for her work, and excitement for the Friday BBQ party!

Waterford 2033 Vision and Plan. In the absence of Cate Magennis Wyatt, Chair of the Waterford Vision and Plan Ad Hoc Committee, Mary and Mike Stup summarized the group's work to date. Mary noted that in 2033 Waterford will celebrate 300 years (and nearly 100 years of preservation), thus the Committee has decided to frame the effort as "Waterford 2033." As described at the Q2 membership meeting, the goal was to develop a community plan within the Historic Villages framework of the County's Comprehensive Plan. To do so, the Committee was pursuing an update to the community- and BOS-approved 2003 "Bury the Wires and Tame the Traffic" report by the consultants Kimley-Horn, including with a charette-style community consultative process. Waterford 2033 sub-committees (traffic, water, sustainability, communications) had been formed and were preparing the groundwork for the consultants. In the meantime, Cate had organized substantial high-level political outreach to inform our partners about Waterford 2033, including with Congresswoman Wexton, Chair Randall, Supervisors Kershner and Turner, VDOT management, Commonwealth Transportation Board members, the National Park Service NHL Coordinator, the Director of the Virginia Department of Historic Resources, and others. These actions are outlined in Attachment 2. The Committee would be making further outreach to the community in the near term.

Mike emphasized the latter point, the community-driven nature of Waterford 2033, and the great potential of a process with strong community engagement. He noted that the County is looking for funding for the charette, and confirmed that major projects were potentially on the horizon. He also shared that the BOS had passed (Sept 21) a resolution honoring the 77th Waterford Fair, noting this was part of the strategy of giving the Waterford 2033 effort visibility (photo below). He recognized the great value of the joint work of the WCA and the WF (which are meeting together every month on this topic) and the effort to develop complementary, harmonious visions for the two organizations, which signaled great strategic alignment going forward. Stephanie Kenyon added that the Committee welcomed additional members. Currently the Committee includes about a dozen community members, and meets every Tuesday at noon by Zoom. Ray noted that the local churches and insurance agencies were engaged as well.

In response to several questions from Emily Houston and Richard Rogers on a possible BMI (Board Member Initiative) by Supervisor Kershner to hire Kimley-Horn to update the "Bury the Wires" study, Mike confirmed we should have news on this in the near term. He explained that various efforts were underway to seek funding, including the mentioned BMI (possibly in October) to support the update by Kimley-Horn (a consultancy with a standing contract with the County) as well as potential larger-scale funding for actual investments through the regular bond-funded CIP (capital improvement plan) process of the County. He was cautiously optimistic that funding could be mobilized. Emily added that several Waterford Foundation Board members were interested in these developments, and would support the requests when they come up. Dave Hunt spoke on behalf of the Waterford Foundation expressing gratitude to the WCA for initiating the Waterford 2033 effort, and the high-quality work done already.

Water Update. Mark Sullivan, Chair of the Ad Hoc Water Committee, provided an update on the water feasibility study based on an August 9 meeting with County authorities and consultants. He noted that 80% of the household water surveys sent out had been returned, and that the consultants were pleased with this data availability. Sixty wells were being monitored and additional longer-term monitoring was underway. The feasibility study is on schedule, and this data gathering will be completed by end of December. A briefing to the community is anticipated for January or February. He reminded everyone that all information is available on the water page of the WCA website.

Mike, Water Coordinator, added that the plan is to have a hybrid meeting about 30 days after the feasibility study release with the community, Loudoun Water, County General Services, the consultants Dewberry & Davis (and subcontractor Tetrattech); he also expected based on similar meetings in other villages, that County Family Services, Finance, Public Health and others would likely participate in the meeting. He raised the idea a simple MOU (memorandum of understanding) between the community and the County to clarify the bigger picture of what the water project seeks to achieve. He characterized the goal as “low noise and high clarity.”

In response to a question from Richard, Mike further clarified that MOU would be a non-binding clarity document that would be prepared by the community to outline the concepts and the reasons for the project (not what would or not be done); he further clarified that the feasibility study report will come from the Dewberry & Davis (Tetrattech) consultants through their direct contractor, Loudoun General Services. He emphasized that all information is on the water page of WCA website. Jeff thanked both Mike and Mark for taking on this potentially contentious issue and masterfully managing it in smooth fashion that is helpful for everyone.

Traffic Update. Sharyn Franck, WCA Traffic Committee Chair, was not in attendance, and Ray Daffner provided the traffic update. He reported that DTCL (Loudoun Department of Transport and Capital Investment) had hired a contractor (BMI) and presented to the community a traffic calming study in the spring. The community had worked with County staff to modify the proposed calming options, as reported in Q2. However, at the BOS meeting where this item was considered on July 30, DTCL decided to present none of the options favoring instead a strategy of waiting for several years until the 287-9 roundabout is completed. Luckily, the BOS unanimously declined the County staff recommendations, and approved instead the WCA’s preferred option of three traffic calming measures (one at each village entryway). Ray thanked all those who went to the meeting, sent letters, and worked so hard for this outcome. The next step is to seek funding, and the 2033 work is designed to do this. Supervisors moreover directed DTCL to work with community on implementation; the first post-BOS approval meeting of the WCA Traffic Committee and DTCL will take place Oct 4.

Halloween Masquerade. Julia Thompson, WCA Treasurer, introduced the topic and Jen Diffendorfer, Chair of the Waterford Masquerade for 2021 on behalf of the elementary school

PTO. Jen announced that the Masquerade will be on Halloween itself, with the next day being the rain date. She started by thanking the community for opening the village to trick or treaters who so enjoy the magic of the event. And noted her goal was a fun, safe and community-oriented event. She ask for volunteers both to offer their homes as a “canvas” for decoration, as well as volunteers to decorate homes. This year decorations will not be a book-themed, which will give volunteers more latitude for creativity. She also confirmed there will be the usual jack o’lantern carving, that they would be displayed at the Corner Store, and that volunteer judges were needed. As in past years, candy would be available at Linda’s and distributed in mid-October. In response to questions from Ann Belland, Jen clarified that it will be very similar to years past, but homeowners could participate or not in the decoration process. Jeff thanked Julia, Jen and Liz for organizing this fun and magical event.

Waterford Foundation Update. Stephanie Thompson, Executive Director of the Waterford Foundation, provided an update on the Fair, October 1st – 3rd, from 9:00 to 5:30. Volunteers are still needed. She flagged a few things that are different this year, in particular a smaller footprint than previous years. No artisans or vendors will use the Schooley Mill, or Loudoun Mutual Park locations, and there will be no parking at Huntley Farm. She reminded village residents to kindly move their cars during the hours of the Fair to ensure the village looks its best and ample room for visitors to walk, as well as to remove all candidate signs. The streets will be closed from 9:00 to 5:30 pm, and the resident pass will be needed to move vehicles during these hours. There will be no printed booklet this year but paper flyers with QR codes will be available the days of the Fair at the ticket gate. Ray thanked Stephanie for her work and the work of her colleagues to put together this wonderful event.

Separately, Stephanie also announced that the Waterford Foundation is now closer to having an agreement with Loudoun Parks and Recreation to have their programming available at the Old School. This will be an exciting development that will help also with Craft School programming, draw visitors to Waterford and make use of the Old School space.

Preservation Update. Mary, Chair of the Preservation Committee, spoke about the key role of the Loudoun Historic Village Alliance (LHVA), an alliance of the County’s 12 historic rural villages of which Waterford is a founding member. The LHVA’s goals is to serve as a forum for “common concerns” and ensure a strong, more unified voice for the County’s rural villages – therefore helpful to the Waterford 2033 and other village efforts. She noted that the LHVA has increasingly been taking positions with the BOS in support of its village members, but that these are often time-dependent and cannot wait for quarterly membership meetings. She explained that it would be helpful to have clear guidelines on what other village initiatives the WCA could endorse (e.g., those similar to our own concerns), and to delegate this to the Officers, with reporting thereafter to the Board and membership.

Ed suggested that information regarding different local village priorities be circulated to members, not for approval but for comment. Mary responded that this was a great idea,

although was wary of overloading member inboxes, since requests are frequent, but that we would think about how to implement appropriate reporting back to members.

Ray noted that LHVA sponsors a quarterly meeting including Chair Randall and the two Western Loudoun Supervisors, demonstrating that LHVA is actually not just an association but is a critical, formal conduit for Western Loudoun policy formation. Thus, our participation, in fact our leadership, is essential. Richard concurred, saying that this is very good group, taking on important challenges to protect western Loudoun. He noted however that they do not have structure or authority and do need our help. He cautioned that we could have a role of maintaining a calmer more methodical tone and try to minimize the visceral and over-quick reactions. He also reaffirmed as Mary indicated that we should be judicious about this and reflect, and would not necessarily wish to support everything proposed. Mike also suggested the importance of taking a leadership role with villages, our including our Waterford 2033 plan which perhaps could be share with other villages next year. Jeff concurred that tone and civility matter and that we could help with this.

Mary made a motion that: "WCA members authorize WCA officers to endorse, on behalf of the WCA, LHVA outreach positions to County and other counterparts, so long as these positions support LHVA publicly-stated 'common concern' areas, including protecting village natural and historic resources and safeguarding villages from threats related to traffic, development, zoning, water and sewer, and schools. Any such positions should be reported to the Board and membership at the earliest opportunity." Mike seconded the motion and the vote on the motion was approved by membership.

Committee Reports. Ed Lehmann, Chair of the Membership Committee, noted after June membership had stabilized (well over 100 members). He also reminded people to sign up for Fair membership volunteering. Ed and Julia have talked about welcoming new residents to the village, and Julia has an email to share. Nick Ratcliffe, Chair of the Beautification Committee, submitted a status report on activities, including clearing the Phillips Farm Milltown Rd pull-off (attached Annex 3). Jill, Chair of the Social Committee, confirmed nothing new for now, and thanked everyone who had been buying tickets for the BBQ party. Ann, Chair of Events, confirmed no other events pending. She also announced on behalf of Linda Landreth, the new President of the Cemetery organization (who was not present), a wreath laying ceremony at Confederate, Union and African American graves, at the Waterford Union of Churches Cemetery, Sunday October 3, at noon. Several people noted this would be a moving and solemn ceremony.

Nominating Committee. Ray reminded the group that the Committee had been established per the Bylaws at the Q2 membership meeting to identify a slate of 2022 WCA Officers. Stephanie Kenyon, on behalf of the Nominating Committee, announced that the group (also including Christy Hertel and Jonathan Daniel) had spoken with about twenty people to gauge interest for leadership roles in the WCA. Many had responded positively, although often noting they were not ready, or had too many other obligations. In the end the Committee was not

able to pull together full slate, which was their task. Stephanie announced they had thus decided to disband. She therefore turned the floor back to Ray for the next step outlined in the Bylaws, accepting nominations from floor.

Ray thanked the Committee and took the next step of opening up to proposed nominations from the floor. He first clarified that everyone nominated for a specific position and endorsed would be placed on a ballot for voting in at the Q4 membership meeting in December. Short summaries of background and engagement in village would be shared in advance.

Julia was recognized and nominated Whitney Chamberlain to serve as WCA Treasurer; she accepted the nomination, it was seconded by Mary, and the nomination was approved by unanimous vote. Mary was recognized and nominated Nancy Doane as WCA Secretary; she accepted the nomination, it was seconded by Christy Hertel, and the vote was approved unanimously. Jill was recognized and nominated Mike Stup as WCA Vice President; he accepted the nomination, it was seconded by Jeff, and the vote was approved unanimously. Ray nominated Christy Hertel for WCA President; she accepted the nomination, it was seconded by Mary and the vote was approved unanimously. Ray then called for any additional nominations. Ann volunteered to be nominated for WCA Vice President, this was seconded, and the vote was approved unanimously. Ray thanked all concerned for their willingness to serve.

Treasurer's Report. Julia provided a report on the finances of the WCA, noted that revenues were stronger than projected with new memberships (Treasurer's report in Attachment 4). The WCA is in great fiscal condition and she was excited about fundraiser at the Fair.

Adjournment. Ray adjourned at 8:45 pm, noting apologies for not having a hybrid for this meeting. Numerous members noted their thanks and congratulations to Ray for running an effective and efficient meeting. Jeff thanked Ray for the meeting, high bar for running the meeting whether hybrid or Zoom.

WCA members present: Jeff Bean; Ann Belland; Whitney Chamberlain; Kay Chewing; Skip Couser; Suzi Covington; Edith Crockett; Ray Daffner; Jonathan Daniel; Judy DeMar; Mark Denicore; Jen Diffendorfer; Nancy Doane; Christy Hertel; Liz Hohm; Emily Houston; Dave Hunt; Judy Jackson; Jill Kadish; Stephanie Kenyon; Ed Lehmann; Richard Rogers; Mary Sheehan; Roger Smith; Mike Stup; Mark Sullivan; Julia Thompson; Stephanie Thompson; Elyssa Wood.

Submitted by Mary Sheehan,
Secretary
September 30, 2021

Attachment 1 Agenda
WCA 3rd Quarter Regular Meeting (September 23, 2021)

- Approval of Q2 Minutes
- Waterford Fair update
- Waterford Vision 2033
- Water Study update
- Traffic next steps with DTIC, VDOT, BOS
- Halloween in the Village
- Waterford Foundation update
- Preservation Committee (voting item) on Loudoun Historic Village Association
- Other Committee Updates: Social, Beautification, Membership
- Nominating Committee presentation and floor nominations for 2022 WCA Officers
- Treasurer's Report

Attachment 2

Waterford 2033: Chronological Evergreen Compendium

Outreach Efforts since August 24, 2033

Weekly	Tuesday Noon Zoom Briefings
8/24/21	Briefing and lunch with Supervisor Caleb Kushner staff member Stacy Carey (needs to be annotated with all attending)
9/01/21	Briefing of the WCA/WFI Joint 2033 Committee (need to add attendees)
9/10/21	Briefing and lunch with the Chairs of the County Preservation and Conservation Coalition and the Loudoun Historic Village Alliance (needs to be annotated with all attending). They gave us their support.
9/15/21	Briefing and lunch for Supervisor Mike Turner at CMW home, with Sharyn Franck, Chair of the Waterford Traffic Committee, Mike Stup, Co-Chair of the Waterford Water Committee, Margaret Good, leader of the Western Loudoun Historic Villages Alliance.
9/15/21	A personal Thank You from the WFI & WCA to the County Board of Supervisors , with 2 tickets to the Fair and invitation to an Open house from 10am-5pm on 12/02/21 at the home of Cate Magennis Wyatt were hand delivered to the County BOS Offices.
9/16/21	Zoom briefing Julie Langan, VA SHPO and ExDirector of the VA Department of Historic Resources.
	<ul style="list-style-type: none"> • 100% supportive
	<ul style="list-style-type: none"> • Sent her the 2003 Plan and the WFI Master Properties Analysis to determine easing of restrictions for Adaptive Reuse and will work with us to create a line item appropriation "Pass Through" to fund a Sustainability Study
	<ul style="list-style-type: none"> • She is trying to come to the Fair
9/17/21	Spoke with Lynn Tadlock, Claude Moore Charitable Foundation , invited her to the Waterford Fair and Open House and sent ticket link.

9/17/21	Briefed Farid Bigdeli, VDOT : <u>Set up a Briefing and Lunch 9/28/21.</u>
	<ul style="list-style-type: none"> Sent him the 2003 Plan and a link to the Fair Tickets ~ he will attend the Fair
9/17/21	Briefed Scott Kasprowicz, CTB At Large Representative: <u>He will attend the 9/28/21</u> Briefing and Lunch.
	<ul style="list-style-type: none"> Sent him Follow Up email and invitation to the Waterford Fair.
9/17/21	Sent email to our Virginia CTB representative Mary Hines with a brief backgrounder, the 2003 plan and invite to join briefing and lunch on 9/28/21 invite.
9/17/21	Called NVTA Executive Director Monica Backmon : to request time to brief her LVM ~ We need to get into the "Transaction Program" ~ <i>WHICH IS CLOSED NOW FOR 5 YEARS</i> ~ but Monica may be able to include us ~ gave Hillsboro \$12m
9/17/21	Call with Congresswoman Wexton : Briefed her on 2033, requested working together to create an earmark, requested her interest in the NPS NHL update approval, invited her to the Fair and will set up Briefing early November
	<ul style="list-style-type: none"> Sent the 2003 Plan and the draft NPS Plan to Tami Davis, in her Sterling Office
	<ul style="list-style-type: none"> Congresswoman Wexton will Designate Tam Davis i as Point of Contact and will meet with her Legislative Team to determine if there is a way to add an earmark on the next round.
	<ul style="list-style-type: none"> Congresswoman Wexton will review and reach out to the NPS, to express her great interest in supporting the approval of the updated Waterford National Historic Landmark registration (now scheduled for next Summer)
	<ul style="list-style-type: none"> Tami will share the invitation to the Waterford Foundation to the Staff and round back.
	<ul style="list-style-type: none"> Congresswoman Wexton's scheduler will see if she can also attend the Fair on Oct. 2nd

9/17/21	Called Joe K. DTCl to invite to the 9/28/21 Briefing LVM
9/19/21	Sustainability Committee Met: Mary Sheehan to provide Report
9/21/21	Spoke with Beth Erickson, Ex. Director of Visit Loudoun to brief her on activities, solicit her insight into the impact of different types of visitor attractions as we consider economically viable and culturally acceptable adaptive reuse alternatives.
9/21/21	<p>Called and briefed Kathryn G. Smith National Historic Landmarks & National Register Coordinator National Park Service Editor of Waterford’s NHL Register update Sustainability and Technical Preservation Services ~ https://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf Their study points to encouraging introduction of commercial/cultural</p> <p>Surplus Historic properties are leased with restrictive leases ~ and their leases may inform adaptive reuse leases for the WFI Properties</p> <p>Accelerate approval ~ members of Congress interested ~ Washington Office is in charge of the committee.?? NHL committee meeting April/May (“accepted”) then to NPS Advisory Board meets , to Secretary ~ Oct. 21st meeting agenda 3 years of no meetings Spring 2021 meeting canceled due to technical problems Congressional interest will definitely get it on the Spring Agenda</p> <p>Roads? “Will review and try to address more specifically”</p> <p>Will discuss Storm water management next time we speak</p>
9/21/21	Board of Supervisors presented the Waterford Foundation a Resolution of Appreciation for the 77 th Waterford Fair during the Public Hearing.
9/22/21	Call with Stacy Carey, Supervisor Kershner’s Office ~ which lead to participation in 4pm meeting with Sup. Caleb Kershner, Stacy Carey, Tim Hemstreet and Joe Kroboth
9/22/21	Briefing: Caleb Kershner, Stacy Carey, CMW for Tim Hemstreet and Joe Kroboth re: Waterford 2033. Request for allocation of \$40K towards the on-call contract with Kimley-Horn will be considered.
9/23/21	WCA Membership meeting briefing.

Upcoming Events	
9/28/21	VDOT/CTB Briefing and Lunch: Farid Bigdeli, VDOT, Scott Kasprovicz, CTB At Large Representative
10/02/21	Supervisor’s and staff members, including the County Administrator and DTCI have been invited to the Fair with October 2nd Open House (at Cate’s Home)

Updating the 2003 Bury the Wires and Tame the Traffic Study

Cost to Update the Study \$40,000

Sup. Kershner is creating a Board Member Initiative to fund this update
Kimley-Horn has 3 On-Call Contracts with Loudoun and one can be used for this initiative

Preliminary Engineering Updates

W2033 has asked Sup. Kershner to submit a request, should CIP funding be available for \$1-2m for the charette process and preliminary engineering

Project Initiation Funding

W2033 has asked Sup. Kershner to submit a request of \$13m in the 2022-23 Capital Improvement Projects budget

Updates to the 2003 Study

- Traffic Analysis: Sharyn Franck is creating an “overlay” to outline new findings since the 2003 Study
- Sustainability: Mary Sheehan is Chairing a Sustainability Committee to create an overarching plan, for means to move Waterford off the grid and to analyze adaptive reuse options
- Communications and Outreach: Sue Manch is Chair of this committee and has developed an analysis of partnerships and means of creating outreach opportunities and press awareness

Cate Magennis Wyatt, for the Waterford 2033 Ad Hoc Committee, September 2021

Attachment 3

Beautification Committee Report (Q3)

We learned that Dominion Power will not trim in the village at this time and will inform the WCA and WF of impending actions:

1. VDOT and private owners repaired the sidewalk collapse by tin shop. Hard work by Brian Demar following a meeting with supervisor's office got VDOT to relent and agree that they have responsibility to keep the drain in repair there. Gene Scheel graciously agreed to repair the brick part to abut the VDOT work. Thanks to both Brian and Judy, and Gene and Annette.
2. Several individuals have repaired their side walks and deserve thanks for doing so; notably Sharyn Franck, and the Erickson's who received a small contribution from the WCA sidewalk improvement incentive program
3. VDOT has agreed to clean out drains and the channel by the Green at least yearly- it seems they are being more receptive to our needs
4. 3 roadside redbud trees were planted on Second Street this spring
5. Skip Couser and I cleared brush, vines, and mowed around the cherry and maple planted on the east side of High Street at Ginny Friend's access to her field.
6. A crew consisting of 8 volunteers from the Beautification Committee and from the WF Philips Farm Committee cut and removed (for the present) an invasive species bush that has overgrown the entire pull off area. The area was bush hogged and mowed and wild rose, blackberry, cut from both sides of the wire fencing. The chestnut grove was also cut. Many thanks to the helpers and to Jamie Hutton who provided and operated the bush hogger. Go take a look.
7. The American chestnuts in our two groves (Philips Farm pull off and Water Street) are growing well. We need a volunteer who will agree to cut the grass regularly 4 times a year around the Water Street Meadow grove—please speak up and volunteer your time- contact Skip Couser or me for directions.

Nick Ratcliffe for the WCA Beautification Committee, September 2021

Attachment 4

Treasurer's Report