

Draft Meeting Minutes for Londonderry Village Wastewater Project

October 30, 2025

Attendees:

Online Attendees: Matt Bachler (Windham Regional Commission), Chrissy Haskins (Dufresne Group)

Village Wastewater Committee Members: Gary Hedman (online), Larry Gubb, Thomas Metcalfe

Guests: Eric Richard, Gary Kleiman, Kristin Nelson, Pamela Spaulding, Martha Dale

The meeting was held at the Londonderry Town Offices and recorded to the cloud.

The video can be viewed at:

Share link: <https://us02web.zoom.us/rec/share/B-Ywb1J68prMhM7pzsbbwwuE0LsfE4ws1elm-UjL31S8jSYOfm0fSYKkQQmbcaaom.5sZX6Zbjd8be2Zo0>

Meeting was called to Order at 6:12 PM

Quick recap

The meeting focused primarily on project status updates and discussion of the North Village build-out prioritization.

Next steps

- *Committee to make progress and finalize North Village capacity allocation, and provide recommendation to Select Board.*
- *Committee to meet again for continued discussion on North Village capacity allocation, perhaps a subset of the committee to work through capacity allocation.*
- *Carry over from prior minutes: Gary to draft a memo summarizing recent discussion on grease separator costs.*
- *Carry over from prior minutes: Attorney review of easement language anticipated to be complete by October 15th, outreach to system users to follow immediately, with goal of having individual easements executed and recorded by end of October/Early November.*

Summary

Gary called the meeting to order and noted that the meeting was properly warned, with agendas posted at the post offices and town offices. One item was added to the agenda, regarding recent discussion of minimum lot size in village areas served by the wastewater system.

Public Comments

The Committee received public comments from Pam Spaulding, seeking to confirm that the Bond vote is applied to the Grand List (confirmed). The Planning Commission is requesting maps of overall

system layout for both Villages. Eric Richard had previously submitted written comments to the Committee via email, those comments were distributed to all committee members.

Project Updates (Chrissy Haskins)

Chrissy provided project updates: The North Village Phase I archaeological report was received and submitted to the State October 30th. One property of note – 17 Main Street, the cellar hole must be monitored and any impacts avoided throughout construction. State Historic office has 30 days to review. The FONSI public comment period ended on October 28th, no comments were received by Chrissy or Aileen. The North Village preliminary plans were submitted to Vermont Wetlands

Funding Updates (Matt Bachler)

The Community Development Block Grant Disaster (CDBG) Disaster Recovery full application was submitted on September 30th, no updates/additional information has been received.

Funding reallocation from the State – no update as of yet, but the State did reach out to confirm that the process was still underway.

Discussion of North Village Capacity Allocation

The Committee entered into a lengthy discussion that centered around potential uses and the limited overall capacity for the North Village. As discussed in prior meetings, anticipated demand is greater than the designed capacity of the systems effluent disposal bed.

In addition to volume limitations, the system is limited in the amount of high strength waste (primarily restaurants/food preparation businesses) that comprises the overall wastewater flow. The system will not accommodate the approximately 115 restaurant seats that connection applications have been submitted for. The state assigns a design flow of 27 gallons per seat / per day. For comparison, the design flow for a dry goods store would be 90 gallons per day. On-site pre-treatment at restaurant enterprises would decrease the overall strength of the waste associated with those seats, but the volume/capacity would continue to be a limiting factor. Using the wastewater strength as the starting point, Chrissy developed several scenario spreadsheets which showed overall capacity allocation and properties/connections.

The Committee is therefore in the process of evaluating potential system allocation and exercising due diligence in preparation for making a recommendation to the Select Board. As the Committee was not in full attendance, and additional consideration/discussion seems warranted, no recommendations or motions regarding the North Village were made during the October 30th meeting.

Motions

The meeting minutes from the October 15, 2025 meeting were approved.

No other motions were made or voted upon during the October 30, 2025 meeting.

Next Committee Meeting –

The next Village Wastewater Committee meeting is scheduled for Tuesday, October 21st, at 6:00 PM at the Londonderry Town Offices.

The meeting adjourned at 8:14 PM.

Note – While we strive for accuracy, the draft meeting minutes may contain errors or omission, and are subject to revision prior to approval.