

Town of Londonderry, Vermont

Selectboard Special Meeting Minutes

DRAFT

Monday June 30, 2025 – 3:30 PM

100 Old School Street, South Londonderry, VT 05155

Board members present: James Ameden, Jr., Thomas Cavanagh, and Jim Fleming

Board members absent: Martha Dale, Taylor Prouty

Town Officials: Aileen Tulloch, Town Administrator, Esther Fishman, Recycling Coordinator, Jeremiah Sund, Town Assessor, Sandra Clark, Lister Chair, Allison Marino, Town Clerk, Andy Dalhstrom, Short Term Rental Administrator.

Others in Attendance: John Hurd, Keith Barton, Steve Twitchell, Shane O’Keefe

1. Call Meeting to Order

Chair Tom Cavanagh called the meeting to order at 3:30 pm

2. Additions or Deletions to the Agenda

[\[1 VSA 312\(d\)\(3\)\(A\)\]](#)

Tom Cavanagh made a motion to delete 5.a Recreation Director from the agenda. James Ameden seconded. The motion passed unanimously

3. Executive Session(s) – The appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313 (a)(3) (job applicant and employee reviews).

Aileen Tulloch took a moment before the Selectboard moved to enter Executive Session to acknowledge Shane O’Keefe as it was his last day with the Town. O’Keefe expressed his appreciation of his time here and thanked the Board.

Jim Fleming made a motion to enter executive session under 1 V.S.A. 313 (a)(3) – The appointment or employment or evaluation of a public officer or employee, and to invite the Town Administrator, Esther Fishman and John Hurd to attend the executive session. James Ameden seconded. The motion passed unanimously.

The Selectboard **entered executive session** at 3:34 pm.

Hurd and Fishman **exited executive session** at 3:42, and re-entered at 3:48 pm.

Tom Cavanagh moved to adjourn the executive session. James Ameden seconded. The motion passed unanimously.

The Selectboard **exited executive session** at 3:54 pm.

James Ameden made a motion to enter executive session under 1 V.S.A. 313 (a)(3) – The appointment or employment or evaluation of a public officer or employee, and to invite the Town Administrator, Keith Barton, Steve Twitchell, Jeremiah Sund, Sandra Clark, Andy Dahlstrom, Jennifer Lawrence and Allison Marino to attend the executive session. The motion passed unanimously.

The Selectboard **entered executive session** at 3:57 pm.

Clark and Sund **entered executive session** at 3:57 pm and exited at 4:04 pm.

Marino **entered executive session** at 4:08 pm and exited at 4:11 pm

Dahlstrom **entered executive session** at 4:12 pm and exited at 4:22 pm

Barton **entered executive session** at 4:25 pm and exited at 4:37 pm.

Barton **entered executive session** at 4:45 pm

Twitchel **entered executive session** at 4:45pm

Twitchell and Barton **exited executive session** at 4:57 pm

Tom Cavanagh moved to adjourn the executive session. Jim Fleming seconded. The motion passed unanimously.

The Selectboard **exited executive session** at 4:57 pm.

4. Approve Pay Orders

Jim Fleming made a motion to approve the pay orders for payroll and accounts payable. James Ameden Jr. seconded. The motion passed unanimously.

5. New Business

a. Consider Employee compensation matters

James Ameden made a motion to increase the hourly pay rates for the following Town employees, effective July 1, 2025:

to Andy Dahlstrom an increase to \$46.75

to Jennifer Lawrence an increase to \$21.75

to Jeremiah Sund an increase to \$59.75

to Keith Barton an increase to \$25.25

to Steve Twitchell an increase to \$22.25

to Josh Dryden an increase to \$36.75

to Troy Maynard an increase to \$32.50

to Donny Derby an increase to \$35.00

to Will Goodwin an increase to \$30.00

Jim Fleming seconded. The motion passed unanimously.

b. Discuss NewRez LLC Foreclosure Summons/Complaint

Tulloch explained that the Town was served because the Town has a recorded lien for a zoning violation on the property which the Zoning Administrator had confirmed had since been cured. Town Attorney Bob Fisher indicated that the Town did not need to make an appearance unless it wanted to. The Selectboard decided to accept the Town Attorney's recommendation not to make an appearance.

c. Appoint Town Administrator as authorized representative for Clean and Drinking Water State Fund Loans

Tulloch explained that this was to change the Town's authorized representative from the former Town Administrator Shane O'Keefe to herself.

Jim Fleming made a motion to appoint the Town Administrator as the authorized representative for the Town of Londonderry for Clean and Drinking Water State Fund Loans. James Ameden seconded. The motion passed unanimously.

d. Review and Approve Engineering Amendments for Village Wastewater Project

Tulloch explained that the Amendment is to the original contract and reduces the engineering fees from the original estimate (\$10,609.00 for the North Village and \$9087.00 for the South Village)

Jim Fleming made a motion to approve Amendment 3 to the Owner-Engineer Agreement for services provided by The Dufresne Group for the Community Waste Water Study, effective June 30, 2025, and authorize the Town Administrator to sign on behalf of the Town. James Ameden seconded. The motion passed unanimously.

e. Weston Theatre Company drop-down curtain request

The Weston Theatre Company wants to borrow the drop down curtain currently hanging in the Town Hall for their production of White Christmas. They will take it down and then put it back up.

James Ameden made a motion to approve the Weston Theatre Company request to borrow a roll-drop curtain for a production at the Weston Theater from July 7, 2025 to August 11, 2025. Jim Fleming seconded. The motion passed unanimously.

5. Adjourn

Jim Fleming made a motion to adjourn. James Ameden seconded. The motion passed unanimously.

The meeting adjourned at 5:06 pm.

Respectfully Submitted,

Aileen Tulloch, Town Administrator

Approved June 7, 2025
LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair