

Town of Londonderry, Vermont
Selectboard Meeting Agenda
Monday, September 08, 2025 – 6:00 PM
100 Old School Street, South Londonderry, VT 05155

1. Village Wastewater Project FONSI Hearing Call to Order
 - a. Comments and Concerns from the Public
 - b. Adjourn Hearing
2. Call Regular Meeting to Order
3. Additions or Deletions to the Agenda [\[1 V.S.A. 312\(d\)\(3\)\(A\)\]](#)
4. Minutes Approval – Meeting(s) of 08/18/2025
5. Selectboard Pay Orders
6. Announcements/Correspondence
7. Visitors and Concerned Citizens
8. Town Officials Business
 - a. Town Clerk
 - i. Town Office Open House 10/24/2025
 - ii. Okemo Chamber of Commerce—continued membership.
 - b. Town Treasurer
 - i. Review and Approve Auditor Engagement
 - c. Village Wastewater Committee
 - i. Discuss and Approve Phase I Connections Recommendations
 - d. Recycling Coordinator
 - i. Review and Approve Solid Waste Implementation Plan
 - e. Housing Commission
 - i. Review and Approve Charge change
 - f. Recreation Director
 - i. Appoint Troy Caraway to Parks Board
9. Transfer Station/Solid Waste Management
 - a. Updates
10. Roads and Bridges
 - a. Updates
 - b. Review and Approve Edge Striping Overage
 - c. Discuss Boynton Road/Hells Peak Road Tree Removal
 - d. Review and Approve Overweight Permit
 - e. Discuss Route 100 Sidewalk in South Londonderry
11. Old Business
 - a. Approve Public Hearing Notice on 9/25/2025 at 5:00pm for CDBG-DR funding
12. New Business
 - a. Discuss using Economic Fund to fund Flood Protection Study

- b. Review and Approve Town Office Chimney Rebuild Proposal
- c. Discuss Selectboard Meeting schedule and Public Hearings
- d. Approve Ruck-up Coin Drop
- e. Approve Town Hall Facility Use (Weston Theatre)
- f. Approve Town Office Facility Use (PVR) for 09/08/2025
- g. Discussion on presentation from Todd Menees on Williams Dam

13. Adjourn

Posted and distributed on September 5, 2025

Meeting documents will be available at <http://www.londonderryvt.org/town/agendasminutes/> approximately 24 hours before the meeting.

Live video of meetings available at:

<https://www.youtube.com/user/GNATaccess>

<https://www.facebook.com/GNATtelevision>

Town of Londonderry, Vermont

Selectboard Meeting

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**Environmental Information Document
and Environmental Report**

Project Name _____

Project Owner _____

Address _____

Project Location _____

Drinking Water System Name _____ WSID No. _____

State Assigned Drinking Water Revolving Loan (DWSRF) Number RF3- _____

Wastewater and/or Stormwater System Name _____

List Existing Permit Numbers: _____

State Assigned Clean Water Revolving Loan (CWSRF) Number RF1- _____

All Projects: USEPA Grant (STAG) Number _____

Federal Fiscal Years (s) of USEPA Grant Appropriation _____

Applicants are strongly encouraged to consult early and frequently with our staff to ensure that all environmental issues are described, evaluated, and impacts appropriately considered and mitigated, in order to expedite the application process and SRF review and approval of a proposed project

SRF design review staff will independently evaluate and verify accuracy of information supplied in the project environmental report, and issue the CATEX, FONSI or ROD determination.

If an SRF determination is made that an Environmental Assessment or an Environmental Impact Statement is required, for projects with a greater complexity of impacts and mitigation, the SRF staff will be responsible for initiating the preparation of this document internally or by a third party.

The EIS will result in a Record of Decision determination, instead of a CATEX or FONSI.

Through a memorandum of understanding between United States Department of Agriculture-Rural Development and the Vermont Agency of Natural Resources, this environmental report format is acceptable to both funding agencies.

Please note that Environmental Review Determination eligibility, public comment, and public notice requirements may differ among the funding agencies.

Provide the “need of project” statement:	
Provide the “purpose of project” statement:	
Provide a brief description of the project scope and design as detailed in the Preliminary Engineering Report:	
Highlight the project features that will likely have an environmental impact or impact to historical resources or involve environmental justice issues. The level of project detail should be in keeping with the scope and magnitude of the construction project.	

Program Loan	Information Request	YES	NO
Projects requiring no Mitigation measures will qualify to proceed with a Categorical Exclusion (CATEX) process. Projects requiring Mitigation may qualify for a Finding of No Significant Impact (FONSI).			
CWSRF and DWSRF	Is the Project likely to have no or very minimal effects?		
CWSRF and DWSRF	Does the project require mitigation measures?		
CWSRF and DWSRF	Does the authorized project representative make a written request for a Categorical Exclusion, for Projects likely to have no or very minimal effects (included)?		
Projects of greater complexity and impact will require an Environmental Impact Statement (EIS) and result in a Record of Decision (ROD)			
CWSRF and DWSRF	Does the project involve greater complexity and impact or controversy ¹ ?		
CWSRF and DWSRF	Attach additional information such as a qualified consultant assessment or determination letters, permits from regulatory authorities, and mapping		
Projects limited to the existing footprint of a building (e.g., a UV disinfection project)			
CWSRF and DWSRF	No Impact Certification Statement, submitted?		
CWSRF and DWSRF	The project is restricted to the footprint of the existing building:		
Project Scope			
DWSRF	Will the project expand capacity to serve more than 500 additional users or a 30% increase in the existing population, whichever is greater?		
CWSRF	Will the project increase hydraulic (flow) treatment capacity by more than 20%		
CWSRF	Percent increase in hydraulic capacity		
CWSRF	Will the project increase influent 5-day biochemical oxygen demand (BOD5) organic treatment capacity by more than 30% ?		
CWSRF	Percent increase in BOD5 capacity		
CWSRF	Existing hydraulic capacities		gal.
CWSRF	Existing organic capacities		mg/l
CWSRF	Proposed hydraulic capacities		gal.
CWSRF	Proposed organic capacities		mg/l
Sole Source Aquifer			
DWSRF and CWSRF	Will the project take place in an area designated by the Environmental Protection Agency as a " Sole Source Aquifer "?		
New Project Features			
DWSRF	Does the project call for a jurisdictionally new withdrawal of groundwater or of surface water (10 V.S.A. § 1042(b))?		
CWSRF	Does the project include a new discharge to surface water or groundwater?		
DWSRF	Will the project result in a 30% increase in groundwater or surface water withdrawal at an existing site?		
DWSRF	Percent increase in groundwater/surface water withdrawal		
Mitigation			
DWSRF and CWSRF	Do you believe your project qualifies for a Categorical Exclusion in accordance with the Environmental Review Procedures for projects funded through the Vermont/EPA Drinking Water Revolving Loan Program and/or the Vermont/EPA Clean Water Revolving Loan Program , based on the environmental information and documentation, presented in the attached form?		
DWSRF and CWSRF	With your applicant's signature below, do you request a Categorical Exclusion for your project?		
DWSRF and CWSRF	If "No" above (Not a CATEX project), you must fill out all affected environmental and historical considerations below. If you answer "Yes" you will also need to provide the mitigation measures or an alternative action plan		

WID

¹ Environmental controversy. Controversy includes not only scientific disagreement about the mitigation's effectiveness, but also public interest or debate. Controversy is an unresolved group opposition, disagreement or concern to the proposed project within the affected community

1. Environmental Justice Considerations

Considerations	Yes or No	Basis for Determination and Documentation
The WID uses this form to establish compliance with NEPA requirements. The WID determination of NEPA compliance does not extend to other permitting by other agencies. The intention of the WID review/determination is to establish that the project development takes into account all direct and indirect aggregated environmental impacts of the project.		
Sensitive Communities include persons who: may have reduced mobility; persons who reside in hospitals, nursing homes, convalescent homes, intermediate care facilities, board and care facilities, and retirement service centers; communities disenfranchised due to economic condition; communities disenfranchised by minority status, such as ethnic, religious, race, color or sexual identity. Sensitive communities includes children and elderly individuals within each of the definitions above.		
Will the project adversely affect a sensitive population? Present a map produced using the online EJSCREEN tool , showing the project perimeter.		
Will the project affect sensitive populations? Project characteristics that may result in effects on sensitive populations include: Measures to avoid loss of life or injury during flood or storm events; construction or operation dust, odor or noise control measures; storage of hazardous chemicals in areas of sensitive communities; limitations on transportation access etc.		
Is the project known or expected to have a significant negative effect on the quality of the human environment? Consider the cumulative and also the long term effects of the project on the community. Provide a narrative of anticipated effects.		
Will the project contribute to significant changes to the socioeconomic makeup of the area?		
Is the project unaffordable? Provide an evaluation of the projected effect on user rates versus the affordability analysis.		
Has the project undergone an alternatives analysis evaluating practicable alternatives to address the pollutant or pollutants of concern (Criterion 9 of Chapter 2)?		
Does the project implement the least cost alternative based upon a Life Cycle Cost Analysis (Criterion 9 of Chapter 2)?		
Does the project implement the least cost alternative of the Long-Term Cost Effectiveness Analysis per (Criterion 9 of Chapter 2)?		
Does the project impact an “existing use” contact recreational activity (on or after November 28, 1975) such as a swimming hole listed in a published Tactical Basin Plan?		

2. Cultural, Historic and Archaeological Resources

WID

Considerations	Yes or No	Basis for Determination and Documentation
Projects shall protect cultural, historical and archaeological resources as they are of value to the community. Qualified consultants will assist and coordinate with WID and SHPO staff in making determinations and concurring with project applicant.		
Historic Sites Act: Will the project adversely affect a federal [16 U.S.C. sec. 461-467, (1935)] historic site?		
Will the project adversely affect a state Vermont historic preservation act historic site? <i>(Please include copies of the historic resources assessment or archeological reports and subsequent phases as needed. List the qualified consultant, agencies and groups consulted.)</i>		
National Historic Preservation Act [16 U.S.C. §470 et. seq. (1966)] : Will the project adversely affect historic buildings, over 50 years old, or listed in the National Register of Historic Places? https://www.nps.gov/subjects/nationalregister/database-research.htm Provide a list of any listed buildings, buildings over 50 years old, in the project area, and photos of each building, or a report by a qualified ACCD listed consultant .		
Vermont listed historic preservation resource: Will the project adversely affect a Vermont listed historic resource? https://accd.vermont.gov/historic-preservation/identifying-resources Provide a list of any listed buildings, buildings over 50 years old, in the project area, and photos of each building, or a report by a qualified ACCD listed consultant .		
Archaeological and Historic Preservation Act: Will the project adversely affect cultural resources? [16 U.S.C. §469a-1 (1974)] current 54 U.S.C. chapter 3125		
Vermont archaeological and historic preservation: Does the project adversely affect a Vermont listed cultural archaeological or historic resource? https://accd.vermont.gov/historic-preservation/resources-rules https://accd.vermont.gov/historic-preservation/identifying-resources Provide documentation that the project perimeter has been evaluated for presence of these resources.		
Executive Order 11593: Will the project adversely affect cultural resources "Protection and Enhancement of the Cultural Environment" https://www.archives.gov/federal-register/codification/executive-order/11593.html		

3. Land Use

Considerations	Yes or No	Basis for Determination and Documentation
Project applicant should identify related General Land Use features such as: a) Existing zoning ordinances, land use plans, development plans, etc.; b) Total land area required and/or proposed for purchase and the area that will be disturbed by construction for and operation of the proposed project; c) Current land uses in the area affected by the proposal, such as residential, commercial, agricultural, rangeland, forest land, recreational, etc; d) Compatibility of the proposed project with existing, if any: local, regional or state land use plans or controls; e) Any necessary mitigation measures.		
Does the project directly or indirectly adversely affect existing current land use? Provide mapping and information from local, regional, and state planning documents. Provide documentation of consultation with local and regional planning officials.		
Will the project convert federally classified Agricultural Soils to non-agricultural uses? Present a map showing the project along with Natural Resources Conservation Service (NRCS) soil classifications. [NRCS soil mapping survey] Farmland Protection Policy Act; Present a completed AD-1006 Farmland Conversion Impact Rating form. [7 U.S.C. §4201 et. seq. (1981)] Submit a determination by the federal Natural Resources Conservation Service List agencies and groups consulted.		
Does the project involve new impacts to identified primary agricultural soils, that may require mitigation of such impacts, to comply with Vermont Statute Act 250 Criterion 9(B)? State primary agricultural soils are defined: [10 V.S.A. Section 6001(15)] Refer to the online NRCS soil mapping survey and submit a map showing the project tract along with NRCS soil classifications [focused on rated Prime, Statewide, or Local soils of agricultural value group 1-7]. Provide a pre-application review letter from the Vermont Agency of Agriculture, Food & Markets. If offsite mitigation is anticipated to be proposed, please review the online "Fee Memo" indicating the current year estimated cost of offsite farmland mitigation acres (subject to annual revision), to present an estimated fee. Please note that all mitigation is subject to approval by the District Commission, and a proposed use of off-site mitigation outside a designated area would be subject to the Commission's findings as to appropriate circumstances. See 10 V.S.A. Section 6093.		Estimate Mitigation Fee
Is Land Use and Development review and approval under Act 250 necessary? Attach a copy of the ANR Project Review Sheet, or Permit Navigator output, including the District Environmental Commission determination on Act 250 permit requirements. <i>List agencies and groups consulted.</i>		

WID

Does the project contribute to sprawl growth outside of Designated Growth Centers? Present a map showing the project in relation to the Designated Growth Center. Attach copies of the Town Plan. Discuss using the Growth Center and Growth Management Document. List agencies and groups consulted.		
Will the project cause other significant environmental impacts, including secondary impacts? List agencies and groups consulted.		
Does the project alter or affect Formally Classified Lands (properties that are administered by either Federal, State, or local agencies)? Present a project area map, identifying each of the administered lands, from resources below as applicable. Federally Administered: Federal Tribal Lands BIA (download geospatial data) Surface Management Agency DoI (downloadable polygon) U.S. Forest Service (USFS) U.S. National Park Service (NPS) Nationwide Rivers Inventory Nat. Bureau Land Management BLM National Parks Conservation Association US Wildlife Refuges (USFWS) State and local land management and planning agencies: parks, and other state-owned and <u>state administered lands</u> (State Game Refuges, State Conservation Camps, State Fishing Access Areas, State Wildlife Management Areas etc.)		

4. Intergovernmental Review of Federal Programs

Considerations	Yes or No	Basis for Determination and Documentation
Does the project coordinate local government concerns in the review of proposed Federal financial assistance and direct Federal development? Executive Order 12372, Intergovernmental Review of Federal Programs		

5. Wetlands, floodplains, coastal zones, wild and scenic rivers

Considerations	Yes or No	Basis for Determination and Documentation
A qualified wetland professional is responsible for mapping lands meeting the definition of a wetland and its buffer area, to ensure proper continued function. The project applicant must demonstrate viability of the project without deterioration of wetland function.		
Will there be construction in a wetland or wetland buffer? Executive Order 11990, "Protection of Wetlands;" as amended by Executive Order No. 12608 (1997) A wetland buffer perimeter compliant with Vermont Wetland Rules applies A qualified consultant's assessment and/or the regulatory authority's determination must be attached for any construction in wetlands.		

For any new construction please provide the wetlands classification delineation. List agencies and groups consulted. Indicate if a State permit or US Army Corps of Engineers permit is required. Qualified consultants are listed at: https://dec.vermont.gov/watershed/wetlands/what/id/wetland-consultant-list Present a printout of the map for the project location using: https://anrmaps.vermont.gov/websites/WetlandProjects/default.html The map should show the perimeter of the project, the wetlands in the project area and their corresponding buffer zone.		
<u>Floodplain and Floodway hazard considerations.</u> A detailed description of floodplain construction and a qualified consultant's assessment and/or the regulatory authority's determination must be attached. Show locations of all utility infrastructure on the Flood Insurance Rate Map (FIRM). Flood map available from Flood Insurance Rate Map. Refer to the SRF Guidance Document 37 on Floodplain management for additional information. Caution: ANR ATLAS (floodready) contains digital DFIRM mapping for 6 of the 14 Vermont counties: (Bennington, Chittenden, Rutland, Washington, Windham and Windsor County) and seven communities: (Bradford Village, Hardwick, Jay, Montgomery, Newbury, Stowe, and Wolcott). "About half of the flood hazard data in Vermont has been officially digitized". Note: TR-16 and other standard require that Critical Infrastructure is expected to be protected from a 500-year flood event. List agencies and groups consulted. All projects must comply with EO 11988 as amended by EO 13690 and reinstated by EO 14030.		
Will the project involve construction in a floodway? Publicly funded infrastructure should not be located within the floodway. Linear projects may have to cross a floodway but must be vertically located sufficiently above or below to avoid impacts. Include floodway boundaries on site plans and profiles.		
Will the project involve construction in a 100-year floodplain? Executive Order 11988, "Floodplain Management," as amended by Executive Order 12148 (1979) Publicly funded infrastructure should not be located within the 100-year floodplain. Linear projects may have to cross a 100-year floodplain, but must be vertically located sufficiently above or below to avoid impacts. All efforts to be made to locate critical infrastructure outside of floodplains to avoid impacts, however where unavoidable infrastructure shall be protected in accordance with the Executive Order and accepted standards. Include 100-year floodplain boundaries on site plans and profiles. Consult state guidance documents: https://floodtraining.vermont.gov/sites/floodtraining/files/documents/Accessory-Structures-Checklist.pdf		
Will the project involve construction in a 500 year floodplain? Publicly funded infrastructure should not be located within the 500-year floodplain (24 CFR §55.2(3)(i)&(4)). Linear projects may have to cross a 500-year floodplain, but may be vertically located sufficiently above or below to avoid impacts. All efforts to be made to locate critical infrastructure outside of floodplains to avoid impacts, however where unavoidable infrastructure shall be protected in accordance with accepted		

standards. Include 500-year floodplain boundaries on site plans and profiles.			WID
Will the project involve construction in a Vermont River Corridor? Provide a map created using the River Corridor layer of the ANR ATLAS, showing the perimeter of the project. Publicly funded infrastructure should not be located in the river corridor, as defined by the Vermont "Flood Hazard Area and River Corridor Protection Procedure" wherever practicable.			
Is a local zoning permit required for work in the flood hazard zone? Present copies of correspondence with local zoning official.			
Does the project require a hydraulic hydrologic study to comply with Act 250 Criterion 1(D) ? Attach the hydraulic study as an appendix to the application.			
Coastal Zone Management Act; [16 U.S.C. § 1451 et. seq. (1972)] Vermont does not participate in the Coastal Zone Management program.	NO		
Coastal Barriers Resources Act; [16 U.S.C. §3501 et. seq. (1982)] Vermont waters are not affected by tidal action, therefore the Coastal Barrier Resource Act of 1982 does not apply.	NO		
Will the project impact a wild, scenic or recreational river area and create conditions inconsistent with the character of the river? Discuss if the project is within a quarter-mile of a river on the National Park Service's Nationwide Rivers Inventory. A listing of rivers on the Nationwide Rivers Inventory is available at: Wild and Scenic Rivers Act ; [16 U.S.C. §1271 et. seq. (1968)] <i>List agencies and groups consulted.</i>			
Will the project involve construction in a stream? A qualified consultant's assessment and/or the regulatory authority's permit for stream alteration determination must be attached for construction in streams. List agencies and groups consulted.			
Will the project involve: directional drilling under a stream, or an aerial crossing over a stream? Explain how the project was designed to address flood resiliency. List agencies and groups consulted (VTDEC Rivers Program , VTRANS).			
Does the project involve earthen impoundment of more than 500,000 CF (4 MG) of wastewater (Vermont Dam Safety Rule §37-108)? Explain if the impoundment is a Dam under the jurisdiction of the VT-ANR and what additional engineering and design standards apply.			

6. Fish and wildlife, and endangered species.

Considerations	Yes or No	Basis for Determination and Documentation
The preservation of Vermont's natural fauna is an objective of all CWSRF funded projects. The EID related efforts should ensure that affected species are not identified by name , to protect their habitat.		
Will the project affect coastal fishing? Magnuson-Stevens Act (Rule at Fed. Reg. 85 FR 44220) and Essential Fish Habitat Consultation Process [as amended 16 U.S.C. §1801 et. seq (1996)]	No	Vermont does not have Exclusive Economic Zones.
Will the project: impound, divert, or otherwise control or modify the waters of any stream or body of water of the State? Fish and Wildlife Coordination Act [16 U.S.C. 661-667e (1934); as amended 1936, 1946, 1947, 1948, 1949, 1958, 1965] Identify the affected waters of the state. Provide citation and/or ANR Atlas map. Detail how many gallons will be impounded, what controls will be implemented, and the engineering and design standards applied, as well as any additional permitting, monitoring and reporting.		
Is the project likely to adversely affect birds covered by the Migratory Bird Treaty Act (MBTA) [(16 U.S.C. 703-712 (1918))] All Vermont birds are listed and migratory and will affect consideration of proposed project designs. Involuntary "take" of birds should be identified in the project definition.		
Does the project affect an eagle habitat or nest? Bald and Golden Eagle Protection Act		
Is the project likely to adversely affect an federally endangered or threatened species? Endangered Species Act [16 U.S.C. §1531 et. seq. (1973)] <i>A qualified consultant's assessment and/or the regulatory authority's determination must be attached demonstrating compliance with US Fish & Wildlife guidance. List agencies and groups consulted. Submit IPaC summary.</i>		
Is the project likely to adversely affect a Vermont state listed rare, threatened or endangered species? https://legislature.vermont.gov/statutes/section/10/123/05406 <i>A qualified consultant's assessment and/or the regulatory authority's determination must be attached</i>		
Is the project likely to adversely affect an ubiquitous statewide bat population? (area of tree removal) VTrans Ind Bat and Northern Long Eared Tree Cutting Guidance by Region.pdf (vermont.gov)		

WID

7. Drinking water and Groundwater Protection

Considerations	Yes or No	Basis for Determination and Documentation
Project Objectives shall safeguard the sources of drinking water and be protective of the groundwaters of the state, which are held in public trust. The Safe Drinking Water Act - 42 U.S.C. 300f et. seq. as amended in 1976, 1986, and 1996, and the State of Vermont Groundwater Protection Rules provide a framework for these objectives.		
Are there Sole Source Aquifers in the project area? Present a map showing the project perimeter area using the EPA online map " EPA Sole Source Aquifers ": and indicate any "sole source aquifers". https://geopub.epa.gov/DWWidgetApp/		(As of August 2022, Vermont has no identified sole source aquifers).
Will there be negative direct impacts to groundwater quality or quantity ? Discuss positive and negatives impacts to nutrients, groundwater, existing drinking water supplies		
Subsurface Contamination and Constituents of Concern		
Has the desktop review of reasonably available information identified a need for a workplan submittal for approval by SMS to address recognized environmental conditions (RECs), contamination or suspected contamination? Links to guidance: 1) " Linear Construction Projects Guidance Document " for projects that take place within a public or private roadway, railroad, utility line, or rights-of-way (ROW). 2) " Guidance For Construction of Public Works Projects in Areas Where Contamination is Suspected or Known " 3) Resources: ANR ATLAS layers- Hazardous Sites Hazardous Waste Generators Brownfields Salvage Yard Aboveground Storage Tank Underground Storage Tank Additional ANR ATLAS layers: Dry Cleaners – verify PFAS results – where known Urban Soil Background Areas Land use restrictions status Others as needed		Summarize Findings:
4) Does the desktop review identify any potential Emerging Contaminants ?		

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8. Air Quality, Noise and Emissions

Considerations	Yes or No	Basis for Determination and Documentation
Construction, related to the installation and upgrade of infrastructure, and operation of water and wastewater facilities can potentially have emissions and may be required to meet federal and state air emission thresholds. Air Quality - Clean Air Act, as amended in 1990. [42 U.S.C. §7401 et. seq.]		
Will there be any changes to air quality (VTDEC Air Control Regulations) ?		
Is an Air Pollution Control Permit required? Note: Emergency generators/pumps are only subject to limited requirements provided they are used strictly for emergency purposes (includes limited emergency demand response programs) and do not participate in peak shaving programs.		
Will there be any changes in emissions?		
Is your digester unequipped and operated without a flare?		
Are there any other non-emergency combustion devices at your facility, including but not limited to: stationary internal combustion engines such as diesel generators/ pumps, boilers or space heaters greater than 3 million BTU, or combustion turbines and/or boilers?		
Will there be any changes in noise levels?		
Will there be any changes in atmospheric dust levels?		
Will there be any explosive dust generation?		
Will there be any odor generation?		

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9. NEPA Related Considerations

Considerations	Yes or No	Basis for Determination and Documentation
Project planning and development should consider both direct and indirect impacts of the project on archaeological, cultural, and environmental site features. These are further defined in the federal NEPA language .		
Is there a controversy ² with respect to environmental effects of the project based on reasonable and substantial issues?		
Is the project significantly greater (requiring a new Act 250 permit, or permit amendment) in scope than normal projects for the area?		
Does the project have significant unusual characteristics (defined at 23 CFR 771.117 (b))?		
Does the project establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects (cumulative impact based on current information)?		
Does the project have significant adverse direct or indirect effects on federal or state parkland, other public lands, or areas of recognized Scenic or recreational value?		
Cumulative Impacts : Will the project cause other significant environmental impacts, including secondary impacts? <i>List agencies and groups consulted.</i>		
Will the project provide new drinking water facilities to serve a population greater than 2,000 persons, using population metrics consistent with the Public Water System regulatory program?		Current DW Population New DW Population

WID

² Environmental controversy. Controversy includes not only scientific disagreement about the mitigation's effectiveness, but also public interest or debate. Controversy is an unresolved group opposition, disagreement or concern to the proposed project within the affected community.

10. Mitigation Measures and/or Alternative Plans of Action

Mitigation measures are applicable, to minimize adverse effects. Explain how mitigation measures will be achieved and monitored (Special Grant Condition or review of Plans and Specifications). Remember to consider structural and non-structural methods.	
<u>Affected Environmental or Archeological Resources</u>	<u>Mitigation Measures or Alternative Plan of Action</u>
A.)	
B.)	
C.)	
D.)	

Potential Mitigation Measure Decisions, must evaluate consider the following:

The adverse effect must have a **reasonable chance of occurring** in the foreseeable future; mitigation measures are only useful and appropriate when there is a compelling reason to address an identified impact. If an adverse effect has a low expectancy in the foreseeable future, mitigation is not likely necessary.

Mitigation measures must be **reasonable and enforceable**. There must be a reasonable expectation that the measure can be implemented and have the desired outcome.

The WID often relies on other federal state and local permitting entities to **monitor and enforce implementation**; environmental regulatory or natural resource agencies are technically in the best position to accomplish this. As much as possible, the WID will work with applicants to ensure mitigation follow-up. This may require a brief mitigation plan or need to be detailed in loan agreements.

Measures must balance the potential for impact on a resource and the resource's relative environmental value. Potential impacts on unique or scarce resources, for example, may require a strong mitigation measure (e.g. restrictive measure).

10. Mitigation Measures and/or Alternative Plans of Action continued

Mitigation measures are applicable, to minimize adverse effects. Explain how mitigation measures will be achieved and monitored (Special Grant Condition or review of Plans and Specifications). Remember to consider structural and non-structural methods.	
Affected Environmental or Archeological Resources	Mitigation Measures or Alternative Plan of Action
E.)	
F.)	
G.)	
H.)	

Potential Mitigation Measure Decisions, must evaluate consider the following:

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Prepared By	Date	Title
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Reviewed By	Date	Authorized Representative
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***Basis for Determination and Documentation**

The basis for determination and documentation information must be traceable and establish the factual data to support the response to each question. Any environmental concerns that are raised by federal, state, or local agencies or the public must be addressed as completely as possible and resolved before the environmental report will be considered complete. All supporting documentation (e.g., correspondence and exhibits) should be attached and easily cross-referenced back into the main body of the environmental report. Types of information to be included in this column are outlined below.

1. **FIELD OBSERVATION:** A site visit that does not usually involve any testing or measurements. FIELD OBSERVATION is an important method for initial screening of the issues, but for some of the categories it may be inadequate for final evaluation. Support documentation should include date of the site visit and by whom.
2. **PERSONAL CONTACT:** Personal contacts are useful when the individual contacted is an accepted authority on the subject(s) and the interview is documented. Supporting documentation should include the name, organization, and title of the person contacted and the date of the conversation. *Copies of written site inspection reports and determinations by regulatory authorities on applicability of regulations and permit requirements should be attached.*
3. **PRINTED MATERIALS:** These are useful sources of detailed information, materials such as comprehensive land use plans, maps, statistical surveys, and studies. Information must be current, i.e., not so old that changing conditions make them irrelevant and must represent accepted methodologies. Citations for the material should include enough information so that an outside reviewer can locate the specific reference.
4. **SPECIAL STUDY:** This is a study conducted for an individual factor or resource, and should be performed by a qualified person using accepted methodologies. Some tests are relatively simple to perform but others may require elaborate equipment or personnel with additional expertise. The preparer is responsible for obtaining assistance from others in order to have the appropriate test or studies conducted. Copy of the study must be appended or referenced as for Printed Materials.
5. **CONTRIBUTOR EXPERIENCE:** The professional judgment of the persons contributing to this environmental report can be useful provided their expertise is relevant. The contributor may have previous knowledge from familiarity with the area, or may have professional background to make judgments about a specific factor. Provide information of the person's qualification in addition to name, organization and position.

**Town of Londonderry, Vermont
Selectboard**

Meeting Minutes
Monday, August 18, 2025 6 PM
100 Old School Street, South Londonderry, VT 05155

Board members present: James Ameden, Jr., Thomas Cavanagh, and Taylor Prouty.

Board members absent: Martha Dale and Jim Fleming.

Town Officials: Aileen Tulloch, Town Administrator; Liam Elio; Mountain Towns Recreation Director; Sally Hespe, Selectboard Note Taker; Jen Greenfield, Planning Commission; and Pamela Spaulding, Planning Commission.

Others in Attendance: Judy and Pete Cobb; Paul Hendler; Bobby Gray; Bonny Johnson; Meg Staloff (SeVEDS); and Amanda Fouda, GNAT Videographer.

1. Call Meeting to Order

Chair Tom Cavanagh called the meeting to order at 6:00 p.m.

2. Additions or Deletions to the Agenda

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

No additions or deletions.

3. Minutes Approval – Meeting(s) of 8/4/2025

Taylor Prouty moved to approve the minutes of the Selectboard meeting of 8/4/2025, seconded by James Ameden. The motion passed unanimously.

4. Selectboard Pay Orders

Taylor Prouty moved to approve the pay orders for payroll and accounts payable, seconded by James Ameden. The motion passed unanimously.

5. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- Five projects submitted for funding for a Community Development Block Grant (CDBG) were approved for the full application process. Tulloch will reach out to Chris Campany For assistance in applications and grant management.
- Allison Marino relayed that Highway Beverage LLC submitted Event Permits for 8/30 and 8/31.
- The Selectboard was invited to a Town Building Symposium as part of the Municipal Leaders Network series on 8/28 at Wardsboro Town Hall.

6. Visitors and Concerned Citizens

a. Meg Staloff (SeVEDS) Get On Board Program

Meg Staloff, Southern Vermont Economy Project Manager at Brattleboro Development Credit Corporation provided information on several upcoming opportunities:

Town of Londonderry, Vermont

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- Town Building Symposium, part of the Municipal Leaders Network series on 8/28. The focus will be on Town-owned buildings, which can make up a significant part of annual Town budgets. The session will consider how town leaders can best use public dollars as they plan for current and long-term maintenance.
- SoVT Get on Board, training for local leaders September through November 2025. An in-person series of 4 Saturday classes to gain practical skills to become effective and active participants in civic life in Southern Vermont communities. Focus will be on how towns work and how nonprofits and municipal governments can work together. Scholarships are available, and the registration fee includes meals.

7. Town Officials Business

a. Beautification Committee

i. Town Hall Beautification Request

Bonny Johnson, Chair of the Beautification Committee, reported on 2 ideas the committee has for the new Town Hall:

- 2 potted boxwood shrubs to be placed on either side of front entrance
- 2 weatherproof benches that convert to picnic tables placed near birch trees for staff and public use

The purchases would be covered by the 2025-2026 budget.

The Selectboard requested the Beautification Committee meet with building staff and Josh Dryden to determine best placement and ensure winter plowing is not affected. The Beautification Committee will report back at the next Board meeting on September 8.

b. Town Administration

i. Vermont Local Government Institute Program – Letter of Support

Tulloch requested a Letter of Support from the Select Board as required for this opportunity.

Taylor Prouty moved to endorse the Town Manager's inclusion in the Vermont Local Government Institute Program, seconded by James Ameden. The motion passed unanimously.

8. Transfer Station/Solid Waste Management

a. Updates

No updates were reported.

Pam Spaulding asked for status on electrical upgrades at the Transfer Station. Tom Cavanagh reported that the project is still in the works. Power is now at the site and service will be installed by GMP.

9. Roads and Bridges

a. Updates

Taylor Prouty reported:

Town of Londonderry, Vermont
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- Culvert replacement has begun on Winhall Hollow Rd. Signs were not posted as the project started with short notice. The road will not be closed, but there will be delays during project.
- Progress on fuel tanks is ongoing.

b. Approve George & Lamotte Access Permit

This is a straightforward application for relocation of driveway for a new garage.

Taylor Prouty moved to approve access permit application No. 2025-5, submitted by Ferdinand & Monika Lamotte for new access to their parcel located on the north of Pond Street, and authorize the Chair to sign the permit on behalf of the Board, seconded by James Ameden. The motion passed unanimously.

c. Review and Adopt Private Road Sign Policy

This was approved by Selectboard but not adopted as a Policy. The Town will pay for first sign installation for private road; residents will pay for any subsequent sign replacements.

James Ameden moved to adopt the Private Road Sign Policy, seconded by Taylor Prouty. The motion passed unanimously.

d. Review and Approve Edge Hill Rd. Paving Proposal

This is a proposal to pave the steep part of Edge Hill Rd. to make grading easier. Work would be done by Hunter Excavating. It was noted there are adequate funds left in the paving budget to cover this expense.

James Ameden moved to accept the proposal from Hunter Excavating LLC to provide services relating to the paving of Edge Hill Road, estimated to cost \$5,885.000 and 2) authorize the Town Administrator to execute any documents necessary for hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

10. Old Business

a. Review and Approve WRC Project Manager contract for Town Hall MERP Improvements

Town Attorney Bob Fisher reviewed the contract and suggested several changes, which WRC accepted.

Taylor Prouty moved to accept the proposal from Windham Regional Commission to provide services relating to Project Management Services for Town Hall MERP-eligible renovations, estimated to cost \$21,800.00 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by James Ameden. The motion passed unanimously.

b. Review and Adopt Dog Ordinance

Town of Londonderry, Vermont
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The Town Attorney reviewed the Ordinance; a clause was added rescinding the old Ordinance.

James Ameden moved to adopt the Ordinance Regulating Dogs and Wolf-Hybrid, such ordinance to take effect after 60 days unless a petition is filed as provided for under 24 V.S.A. § 1973(b), seconded by Taylor Prouty. The motion passed unanimously.

A copy of the Ordinance is attached to these minutes.

c. Discuss Grease Trap issue for the Corner Store

Any business that has a commercial kitchen and wants to hook up to the proposed Village Wastewater System will be required to install a 1,000-gallon grease trap. Jason O'Connor of the Corner Market requested that this cost be supported by the Town's Economic Development Reserve Fund.

The Selectboard indicated that the next step is to determine the number of businesses and total costs involved. Additionally, the Wastewater Committee should to be consulted.

11. New Business

a. Discuss Mowing Aiken's Corner

Mark Wright has offered to take over the mowing and maintenance of Aiken's Corner, which is currently done by a Parks employee. Aileen Tulloch expressed concern about potential liability of non-Town employees mowing Town property. The Selectboard will encourage Mark and Liam Elio to discuss the matter together to come to resolution.

b. Approve Library Request to use Parking Lot on Sept. 13

James Ameden moved to approve the Library's request to use the Town Office Parking Lot on September 13, seconded by Taylor Prouty. The motion passed unanimously.

c. Review and Approve Endorsement of Closing Magic View Motel as a Shelter

Thomas Simmons, Executive Director, Neighborhood Connections in Londonderry sent a request to the Selectboard to endorse a letter related to Magic View Motel (in meeting packet). The Motel has been utilized by the state as an overflow homeless shelter, and Neighborhood Connections has provided extensive services to the residents. The letter is a formal request from the 3 regional agencies providing housing navigation services to cease using Magic View Motel as a homeless shelter if no supports or funding are provided.

Resident Bobby Gray, who lives across the street from the motel, discussed drug traffic and violence at the property. There has been considerable police activity and several reported deaths. The President of the Londonderry Volunteer Rescue Squad, Pete Cobb, reported that the squad already had at least 40 calls to Magic View since the beginning of the year. He also talked about safety issues; the squad will not enter the motel now until police are present. James Ameden reported the Fire Department feels similarly.

Town of Londonderry, Vermont
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All members present of the Selectboard agreed to sign the proposed letter. The Selectboard, Rescue Squad, and Fire Department will also work to send their own letters in support of closing Magic View as a homeless shelter.

The group discussed possible outreach to the motel owner to discuss closing the program. Jen Greenfield, whose Snowden Motel took part in the homeless voucher program several years ago, indicated the choice is with the owner, who makes a profit from participating. It was mentioned that Rutland was successful in shutting down a similar motel, and Aileen Tulloch will reach out to that town for details.

James Ameden moved to Endorse the letter asking the State to either discontinue use of the Magic View Motel for placements in its Emergency Motel Program, or allocate funding to providers for needed services, seconded by Taylor Prouty. The motion passed unanimously.

13. Adjourn

James Ameden moved to adjourn the meeting, seconded by Taylor Prouty. The motion passed unanimously.

The meeting adjourned at 7:22 PM.

Respectfully Submitted,

Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair

**OKEMO VALLEY REGIONAL CHAMBER
OF COMMERCE**

57 Pond Street, PO Box 333
Ludlow, VT 05149
+18022285830
clighthall@yourplaceinvermont.com
www.yourplaceinvermont.com



INVOICE

BILL TO

Shane O'Keefe
Town of Londonderry
100 Old School St
S. Londonderry, VT 05155

SHIP TO

Shane O'Keefe
Town of Londonderry
100 Old School St
S. Londonderry, VT 05155

INVOICE # 8170

DATE 09/01/2025

DUE DATE 10/01/2025

TERMS Net 30

DESCRIPTION	AMOUNT
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Chamber Membership Dues for 12 Months	152.73
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Our Mission is service to you! Advocacy, Technical Assistance, Marketing/Publicity, Advertising/Promotion, Events, Networking, Business Development, Trade Shows and Savings Programs. Thank you - We appreciate your membership.

Thank you for your participation!

Pay invoice

SUBTOTAL	152.73
TAX	0.00
TOTAL	152.73
BALANCE DUE	\$152.73

Sullivan, Powers & Co., P.C.

Certified Public Accountants

77 Barre Street
P.O. Box 947
Montpelier, VT 05601
802/223-2352
www.sullivanpowers.com

Richard J. Brigham, CPA
Chad A. Hewitt, CPA
Jordon M. Plummer, CPA
VT Lic. #92-000180

August 15, 2025

Selectboard
Town of Londonderry, Vermont
100 Old School Street
PO Box 118
South Londonderry, VT 05155

This letter is to confirm our understanding of the terms and objectives of our engagement.

AUDIT SCOPE AND OBJECTIVES

We will audit the modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Town of Londonderry, Vermont as of and for the year ended June 30, 2025.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1. Statement of Cash Receipts, Cash Disbursements and Changes in Modified Cash Basis Fund Balance – Budget and Actual – Budgetary Basis – General Fund.
2. Combining Schedule of Modified Cash Basis Assets, Liabilities and Fund Balances – Non-Major Governmental Funds.
3. Combining Schedule of Cash Receipts, Cash Disbursements and Changes in Modified Cash Basis Fund Balances – Non-Major Governmental Funds.
4. Combining Schedule of Modified Cash Basis Assets, Liabilities and Fund Balances – Non-Major Special Revenue Funds.
5. Combining Schedule of Cash Receipts, Cash Disbursements and Changes in Modified Cash Basis Fund Balances – Non-Major Special Revenue Funds.
6. Combining Schedule of Modified Cash Basis Assets, Liabilities and Fund Balances – Non-Major Capital Projects Funds.
7. Combining Schedule of Cash Receipts, Cash Disbursements and Changes in Modified Cash Basis Fund Balances – Non-Major Capital Projects Funds.

We have also been engaged to report on supplementary information that accompanies the Town of Londonderry, Vermont's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

1. Schedule of Expenditures of Federal Awards.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with the modified cash basis of accounting, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and "Government Auditing Standards" will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements. The objectives also include reporting on:

Internal control over financial reporting and compliance with provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with "Government Auditing Standards."

Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)."

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS
AND SINGLE AUDIT

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in "Government Auditing Standards" issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and "Government Auditing Standards," we exercise professional judgement and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, "Government Auditing Standards" do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and "Government Auditing Standards". In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, if material, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may also request written representation from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- . Management override of controls.

Our audit of the financial statements does not relieve you of your responsibilities.

AUDIT PROCEDURES – INTERNAL CONTROL

We will obtain an understanding of the government and its environment, including the system of internal control sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to “Government Auditing Standards.”

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, “Government Auditing Standards,” and the Uniform Guidance.

AUDIT PROCEDURES – COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the government’s compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to “Government Auditing Standards.”

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the “OMB Compliance Supplement” for the types of compliance requirements that could have a direct and material effect on each of the Town of Londonderry, Vermont’s major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Town of Londonderry, Vermont’s compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

OTHER SERVICES

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the Town of Londonderry, Vermont in conformity with modified cash basis accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under "Government Auditing Standards" and such services will not be conducted in accordance with "Government Auditing Standards." We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

RESPONSIBILITIES OF MANGEMENT FOR THE FINANCIAL STATEMENTS AND SINGLE AUDIT

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the modified cash basis of accounting; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for including all informative disclosures that are appropriate for the modified cash basis of accounting. These disclosures will include (1) a description of the modified cash basis of accounting, including a summary of significant accounting policies, and how the modified cash basis of accounting differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; the schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements, and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial both individually and, in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with the provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review when we begin the audit.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the modified cash basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the modified cash basis of accounting; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the modified cash basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience, evaluate the adequacy and results of those services; and accept responsibility for them.

REPORTING

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Selectboard. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The "Government Auditing Standards" report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Londonderry, Vermont's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with "Government Auditing Standards" in considering the Town of Londonderry, Vermont's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

AUDIT ADMINISTRATION

Jordon Plummer, CPA, is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

We understand that your employees will prepare all cash accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Town of Londonderry, Vermont; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is our property and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of our personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

In the event we are required to respond to a subpoena, court order or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this engagement, you agree to compensate us for the time we expend in connection with such response, and to reimburse us for all of our out-of-pocket costs incurred in that regard.

In the event that we are or may be obligated to pay any cost, settlement, judgment, fine, penalty, or similar award or sanction as a result of a claim, investigation, or other proceeding instituted by any third party, then to the extent that such obligation is or may be a direct or indirect result of your intentional or knowing misrepresentation or provision to us of inaccurate or incomplete information in connection with this engagement, and not any failure on our part to comply with professional standards, you agree to indemnify us, defend us, and hold us harmless as against such obligations.

To ensure that our independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform us before entering into any substantive employment discussions with any of our personnel.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

This engagement letter is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

FEE ARRANGEMENTS

Based upon our knowledge of your accounting system and our understanding of the requirements, we have determined that the audit of the financial statements can be performed for a fee of \$20,500, provided that the books are closed and reconciled and our to-do list is completed prior to our commencing fieldwork.

Our fee for the single audit will be \$7,000 for one (1) major program and \$5,000 for each additional major program.

Fees for any other accounting services we provide will be billed based on the time of the individuals performing these services at our standard hourly rates plus out-of-pocket expenses.

Our procedure is to bill on a monthly progress basis for work performed to date. Accounts are due and payable upon receipt. A finance charge of one percent (1%) per month will be charged on balances over thirty (30) days.

GENERAL CONDITIONS

We are prepared to commence work as soon as formally engaged. A draft of the audit report will be submitted for your review prior to its issuance. We will issue the final reports within one (1) week of your approval of the draft report.

The audit documentation for this engagement will be retained for a minimum of five (5) years after the report release date or for any additional period requested by a federal awarding agency or pass-through entity. If we are aware that a federal awarding agency, pass-through entity or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

If the terms are acceptable to you and the services are in accordance with your requirements, please sign in the space provided and return an executed copy of this letter to us.

Respectfully submitted,

Sullivan, Powers & Co.

SULLIVAN, POWERS & CO.
Certified Public Accountants

We understand that the purpose of this letter is to clarify the services to be performed by you and the fee arrangements. We hereby confirm to you that we agree to the contents of this letter.

Dated: _____

At their September 5, 2025 meeting, the Village Wastewater Committee passed the following motion:

The Committee recommends that the Select Board review and accept the order of prioritization of service connections and extensions in addition to the core properties, as provided in a September 5th memo prepared by the Windham Regional Commission, as follows:

Option 1- Infill Development

Option 2 - Middletown Road Extension

Option 3 - Main Street Extension

Option 4 - Old School Street Extension

Name	911	Street	Property Use	Estimated Flow	Housing Units Existing	Housing Units New	Jobs Existing	Jobs New	Priority	Phase	Notes
O'Connors Corner LLC	1	Main St	Commercial + 3 Apts	861	3	0	2	0	Y	1	
Michael Goodbody	17	Main St	Residential SFH	245	1	0	0	0	Y	1	
Champion Fire Company	60	Main St	Commercial - Fire	80	0	0	0	0	Y	1	
Richard & Diane Squires	67	Main St	Commercial - PO	30	0	0	2	0	Y	1	
Andrew & Donna Chambers	74	Main St	Residential SFH	245	1	0	0	0	Y	1	
Noelle Pronovost	347	Main St	Residential SFH	245	1	0	0	0	Y	1	
Gun Burns	22	Middletown Rd	Residential MFH (2 apts)	490	2	0	0	0	Y	1	
SOLO Library Association	15	Old School St	Commercial - Library	35	0	0	2	0	Y	1	
Town Office	100	Old School St	Commercial	345	0	0	7	0	Y	1	
Alan & Darlene Dumaine	3115	Route 100	Residential SFH	245	1	0	0	0	Y	1	Vtrans Permit
Sean Creegan	3198	Route 100	Residential SFH	245	1	0	0	0	Y	1	Vtrans Permit
Bob Maisey	3222	Route 100	Residential SFH	245	1	0	0	0	Y	1	Vtrans Permit
Marcia Camp	3389	Route 100	Residential SFH	245	1	0	0	0	Y	1	Vtrans Permit
Shannon Rawson	3178	Route 100	Residential SFH	245	1	0	0	0	Y		Vtrans Permit
Champion Fire Company	3100	Route 100	Commercial - Storage	15	0	0	0	0			Vtrans Permit
Yellow Carriage House LLC (David Nunnikhoven)	3988	Route 100	Current Office, Future Residential	245	0	1	0	0		N/A	Vtrans Permit
Hearthstone Village Rentals (David Nunnikhoven)	24	Hearthstone Ln	Commercial	780	0	3	0	3		N/A	Vtrans Permit
Shannon Heidebrecht	56	Crescent St	Residential SFH	245	1	0	0	0			Vtrans Permit
Red Dog Black LLC (Melissa Braatz)	215	Main St	Residential SFH (AirBNB)	245	1	0	0	0			
Steve & Caroline Brown	253	Main St	Residential SFH	245	1	0	0	0			
Brendon Alix	283	Main St	Residential SFH	245	1	0	0	0			
Paul Peluchette	331	Main St	Residential SFH	245	1	0	0	0			
Steve & Heather Swinburne	443	Main St	Residential SFH	245	1	0	0	0			
Forest & Tara Riley	461	Main St	Residential SFH	245	1	0	0	0			
Wesley & Chloe Genovart	95	Middletown Rd	House, Restaurant (SOLO)	1757	1	0	15	0			
Wesley & Chloe Genovart	95	Middletown Rd	Studio Apartment	245	1	0	0	0			
Town Hall	139	Middletown Rd	Commercial	720	0	0	0	0			
Mark Tarmy	45/55	Old School St	Residential SFH x2	490	2	0	0	0			
Town Garage	70	Old School St	Commercial	60	0	0	4	0			

	Estimated Flow
Total Interested List	
Total Estimated Flow Demand	9828
Design Capacity	12960
Difference	3132

ERU

Totals:

24

4

32

3

Concepts:

Main/Route 100 + Old School, how far down Main?

Main/Route 100 + Middletown, how far down Main?

Stub only to non-priority, how far on each road then?

3389 Main St?

39 Crescent?

Insert Logo or Image (optional)

Londonderry Solid Waste Group (LSWG)

2025 Solid Waste Implementation Plan

Date Adopted:

The Londonderry SW Group

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

This Solid Waste Implementation Plan (SWIP) conforms with Vermont's 2024 Materials Management Plan (MMP).

SWME Solid Waste Implementation Plan

Name of SWME	The Londonderry SW Group
Year Chartered (if applicable)	Click here to enter text.
Mission for Sustainable Materials Management	The Londonderry Group is committed to developing programs and policies to maximize waste reduction and increase recycling.
Names of Member Town(s)	Landgrove, Londonderry, Peru, Weston, Windham

Data and Reporting

S1.1	Disposal and Diversion Reporting. A. DISPOSAL RATE: To track progress with state waste reduction goals, LSWG must report their disposal rate in SWIP years one and five. SWMEs may use the method in the <i>ANR Data Guidance</i> to calculate their disposal rate or another method approved by ANR. Disposal rate reports must be based on calendar year data and be submitted to ANR via ReTRAC by April 1st. DOCUMENTATION in Annual SWIP Report: 1. First (1st) Year SWIP Report: report year 1 annual per person per year disposal rate. 2. Fifth (5th) Year SWIP Report: report year 5 annual per person per year disposal rate. B. DIVERSION RATE: SWMEs are not required to report diversion rates to ANR; however, it is strongly recommended that SWMEs track their diversion efforts to determine the success of their programs and services.
Describe method to be used for calculating Disposal Rate:	The Londonderry Group will submit data as required in years 1 and 5. The LSWG tracks disposal rates through monthly and quarterly reports from haulers, EPR programs, NRRRA and Casella Waste Management.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

Outreach

S2.1	Accessible Communications. To ensure that all Vermonters have equal access to information and to minimize barriers to information access, The must critically evaluate their communications in light of best practices for accessibility. A. During SWIP Year 1, LSWG must attend accessible communications training provided by ANR (or another training approved by ANR) on topics such as web design, plain language, accessible graphic design, public outreach and/or engagement, etc. B. LSWG must review accessible communication best practices during SWIP Years 2-5. DOCUMENTATION in Annual SWIP Report: 1. Year 1: List training taken by LSWG staff. 2. Years 2-5: Confirm review of accessible communications best practices.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

S2.2	LSWG Material Management Website. To ensure community members have access to local waste, recycling, and materials management information including state laws; disposal bans; how to reduce, reuse, recycle, donate, compost, and safely dispose of unwanted materials; and local hauler services; LSWG must develop and annually maintain a website with: A. SWIP: post approved SWIP on website within one month of ANR approval. B. A-Z Waste and Recycling Guide: maintain an accurate A-Z guide with regional management options for various materials. i. A-Z link must be easily found on website within 2 clicks or fewer from homepage. ii. The A-Z Guide must contain, at a minimum, information on how to manage, recycle, or divert all regional recycling and safe disposal options for all of the categories and key words in the ANR A-Z Waste and Recycling Guide Minimum Requirements document. iii. Each entry must contain contact information, such as address and telephone number for collection location(s) OR a direct link to webpage with contact information. iv. Entries for disposal-banned materials must indicate that the material is banned from disposal in the trash by state law. v. Entries for items that are accepted as a part of an EPR program must link to information on the EPR program. vi. Entries for items that can be recycled only through special collection must clearly explain that the collection of these materials is separate from curbside, or blue bin, recycling. C. Hauler Services List: establish and maintain an up-to-date hauler Services List with contact information for trash, recycling, and food scrap pick up services offered by all known commercial solid waste haulers operating within the SWME region. D. Waste Reduction for Events Resources: maintain a web page that encourages waste reduction at events such as bin signs, options for bin rental or loan, haulers for recycling and food scrap collection at events, and tips for successful diversion at events (can link to ANR web page for the tips). DOCUMENTATION in Annual SWIP Report: 1. Year 1, provide links to: a. SWIP; b. Updated A-Z Waste and Recycling guide; c. Hauler Services List; d. Waste Reduction for Event Resources. 2. Years 2-5: Describe any significant website updates or changes.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 16, 2025

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

S2.3	Digital Outreach. To build awareness of waste management topics and services provided by SWMEs and those available within their region, LSWG must conduct annual outreach on at least two digital platforms such as Front Porch Forum, social media, electronic newsletters, etc. SWMEs may use existing ANR content or create their own. This requirement is separate from maintaining a materials management website. A. Annual digital outreach must include at least two forms of outreach per year on each of the following topics: i. The A-Z Guide and disposal bans. ii. Waste reduction and diversion. iii. Household hazardous waste reduction and proper disposal. iv. Extended Producer Responsibility programs (i.e. batteries, E-cycles, mercury-containing products, paint, HHW EPR). DOCUMENTATION in Annual SWIP Report: 1. Describe the two digital outreach methods used per SWIP year, including platforms used for each topic covered.
List platforms to be used for Digital Outreach:	Front Porch Forum, Londonderry Community Forum FB page, Londonderry Solid Waste Group FB page, Mail Chimp
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

S2.4	Print Outreach. To reach community members who do not use digital modes of communication, LSWG must conduct at least one annual outreach in printed documents, such as press releases, newsletters, post cards, letters to editor/articles/ads in local newspapers. LSWG must: A. Year 1: Issue one press release about their SWIP to local newspapers or other media outlets within two months of SWIP approval. B. Years 2-5: Issue one printed outreach per year related to the main MMP goals and/or ANR or LSWG initiatives related to materials management. Press releases could also be completed in partnership with ANR. Mailings can count but are not required. HHW event mailings or advertisements and press releases announcing grant receipt do not count toward this requirement. DOCUMENTATION in Annual SWIP Report: 1. Year 1: provide a copy of the SWIP press release along with the date released and list of newspapers where it was sent. 2. Years 2-5: provide copy of press release along with topic, date released, and list of newspapers where it was sent OR copy of print outreach along with topic, date of release, and number of recipients.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

S2.5	Municipality and Facility Connections. To further develop relationships with their local municipalities and to better understand local challenges and opportunities related to the movement of waste, LSWG must conduct outreach to solid waste facilities, town offices, and public libraries. LSWG must: A. Within the SWIP term, LSWG must conduct an in-person visit to each solid waste facility included in the SWIP. B. Each year, for each municipality within the SWME region, LSWG must reach out to the town office and public library (as applicable). Outreach may be conducted in-person, via phone, or via email and must include: i. Introduction of LSWG and their role in the community. ii. Updates on any materials management-related laws, events, or initiatives. iii. For town offices: Discussion of collection plan for disaster debris and disaster-related Hazardous materials (see also C7 – Collection of Disaster Debris and Disaster-related HHW). DOCUMENTATION in Annual SWIP Report: 1. Provide a list of solid waste facilities, town offices, and libraries contacted.
Sign and date to commit to requirement.	Recycling Coordinator LSWG, June 17, 2025

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

S2.5	Municipality and Facility Connections. To further develop relationships with their local municipalities and to better understand local challenges and opportunities related to the movement of waste, LSWG must conduct outreach to solid waste facilities, town offices, and public libraries. LSWG must: A. Within the SWIP term, LSWG must conduct an in-person visit to each solid waste facility included in the SWIP. B. Each year, for each municipality within the SWME region, LSWG must reach out to the town office and public library (as applicable). Outreach may be conducted in-person, via phone, or via email and must include: i. Introduction of LSWG and their role in the community. ii. Updates on any materials management-related laws, events, or initiatives. iii. For town offices: Discussion of collection plan for disaster debris and disaster-related Hazardous materials (see also C7 – Collection of Disaster Debris and Disaster-related HHW). DOCUMENTATION in Annual SWIP Report: 1. Provide a list of solid waste facilities, town offices, and libraries contacted.
List the town offices, libraries, and solid waste facilities in LSWG region.	Landgrove Town Office, Londonderry Town Office, Peru Town Office, Weston Town Office, Windham Town Office. South Londonderry Free Library, Weston Library. Londonderry Transfer Station.

S2.6	School Outreach. To ensure all K-12 public and private schools are aware of the Universal Recycling law, state disposal bans; and how to reduce waste, reuse, repurpose, recycle, compost, donate, and safely manage materials responsibly; and that waste reduction and diversion programs are being implemented effectively, LSWG must: A. Conduct in-person outreach and assistance to K-12 public and private school administrators and/or facilities and food service staff at a minimum of 10% or 2 schools (whichever is greater) within their jurisdiction each year. SWMEs should prioritize outreach to schools that have not yet been visited, but SWMEs may need to visit schools annually to meet the requirement. B. The outreach to each school must focus on school-wide waste reduction and diversion programs covering, at minimum: i. Disposal ban information. ii. How to recycle correctly. iii. How to separate food scraps for composting or anaerobic digestion. iv. How to reduce wasted food and donate (such as through the use of share table) what is appropriate. v. How to responsibly manage hazardous waste. vi. Collection options available from Vermont's Extended Producer Responsibility Programs for HHW, electronics, paint, batteries, mercury-containing bulbs and thermostats.
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The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

	C. If LSWG is not able to reach school administrators or relevant staff in-person, phone calls, video calls, or emails may be conducted instead, with prior ANR approval. D. To keep track of their school outreach, SWMEs may use the ANR tracking spreadsheet template or another system of their own that meets ANR approval. E. Outreach to teachers and students is encouraged but is not required, although SWMEs may find it useful to talk to science, art, and shop teachers about proper management and disposal of hazardous materials. F. One of the primary roles of a SWME is waste reduction, diversion, and hazardous waste reduction outreach and assistance. If a school is not in compliance with the Universal Recycling law or other waste-related laws, and assistance is not effective, or if a SWME is not able to obtain a response from a school at all, SWMEs are encouraged to request follow-up assistance from ANR. DOCUMENTATION in Annual SWIP Report: 1. Provide a spreadsheet or other document including: a. List of schools and person contacted; b. b. Dates visited/contacted; c. c. Status of recycling and food scrap diversion programs. 2. Describe outreach efforts, including notable successes or challenges.
Provide the number and list schools in LSWG region. Describe school outreach plan including the number of schools to receive outreach each year.	There is only one school left open in the LSWG's towns, Flood Brook School. The Windham School and the Mountain School have closed. The only school left in the LSWG is Flood Brook K-8 School. I will attempt in person outreach to the Flood Brook School and discuss all current solid waste laws and help implement any SW requirements that are not being met. Since there is only one school in the LSWG's towns, I will visit once each year of the SWIP.
Sign and date to commit to requirement.	Recycling Coordinator LSWG, June 17, 2025

S2.7	Business Outreach. To ensure businesses and institutions (hospitals, nursing homes, colleges, correctional facilities, and other large waste generators) understand the requirements of the Universal Recycling law, state disposal bans, how to reduce waste, reuse, recycle, compost, donate, and safely manage materials responsibly; and that waste reduction and diversion programs are being implemented effectively, LSWG must:
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The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

	A. LSWG must conduct business outreach and education either in person or via phone to at least 2% or 15 businesses/institutions (whichever is greater) within their jurisdiction each year. i. The number of businesses in a SWME region may be estimated by the Department of Labor list (instructions provided by ANR in Year 1 of the MMP term), or a SWME may use a different method that meets ANR approval. ii. SWMEs should prioritize outreach to businesses that have not yet been contacted or visited or those whose status is not yet known. B. The business outreach and education to each entity must cover, at minimum: i. Disposal ban information. ii. How to recycle correctly. iii. How to separate food scraps for animal feed and/or composting or anaerobic digestion. iv. How to reduce wasted food and donate what is appropriate. v. Single-Use Products law. vi. Resources for safely managing hazardous waste. vii. Collection options available from Vermont's Extended Producer Responsibility Programs for HHW, electronics, paint, batteries, mercury containing bulbs and thermostats. C. To keep track of their business outreach, SWMEs may use the ANR tracking spreadsheet template or another system of their own that meets ANR approval. D. One of the primary roles of a SWME is outreach and assistance. If a business is not in compliance with the Universal Recycling law or other waste-related laws, and assistance is not effective, SWMEs are encouraged to request follow-up from ANR. DOCUMENTATION in Annual SWIP Report: 1. Provide a spreadsheet or other document including: a. List of businesses and person contacted; b. Dates visited/contacted; c. Status of recycling and food scrap diversion programs; d. Interaction type (in person or phone). 2. Describe outreach efforts, including notable successes or challenges.
List the number of businesses in LSWG region. Describe business outreach plan, including the number to receive outreach each year.	I will contact 15 businesses within the LSWG's five towns in person or by phone and share current solid waste laws, explain EPR programs, share state FAQs. Vermont Dept. of Labor lists businesses in our five towns. I've gone through the lists and eliminated the ones from the list that are no longer in business or are duplicates etc. I believe there are 149 viable businesses within the 5 towns of the LSWG.

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

Sign and date to commit to requirement.	Recycling Coordinator LSWG, June 17, 2025
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Collection Infrastructure

S3.1	Variable Rate Pricing. To encourage waste reduction, LSWG must: A. Implement a variable rate pricing system that charges for the collection of municipal solid waste from a residential customer for disposal based on the volume or weight of the waste collected. SWMEs may elect to establish licensing or registration programs to accomplish this requirement and can refer to the Variable Rate Pricing Guide for more information. Documentation in Annual SWIP Report: 1. Year 1: explain the method used to ensure haulers and facilities are charging residents for trash based on volume or weight. 2. Years 2-5: provide any updates and/or instances of hauler or facility non-compliance.
Sign and date to commit to requirement:	Haulers register each year with LSWG and must submit VRP with their application. Fees at the Londonderry Transfer Station are based on volume. Residential Rates are Up to 13 gallon bag-\$2, Up to 33 gallon bag-\$4, Up to 55 gallon bag-\$6, Recycling fee is \$2 each visit to the recycling center. Light construction material (per cubic yard)- \$40, Heavy Construction Material (per cubic yard) - \$60. Esther Fishman, May 30, 2025

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

S3.2	HHW Collection Events and Facilities. To ensure community members have convenient access to safely dispose of Household Hazardous Waste (HHW) and Very Small Quantity Generator (VSQG) hazardous waste (previously defined as Conditionally Exempt Generator hazardous waste (CEG)), LSWG must provide access to one of the following: A. A permanent HHW/VSQG collection facility defined within this MMP as a facility that is open at least one day per week, at minimum from May through October (ANR may consider approving requests for alternative operating days and seasonal openings and closures of permanent facilities when necessary). i. Due to increased user convenience, lower costs per participant, and slightly higher participation rates for regional HHW facilities, SWMEs that provide access to a permanent HHW collection facility in their region are exempt from the requirement to offer all towns at least one annual collection event within 20 road-miles. OR B. A minimum of two (2) HHW/VSQG hazardous waste collection events per year. SWMEs utilizing collection events must at minimum offer at least one HHW and VSQG collection event scheduled in the spring and one in the fall and events must operate for a minimum of four (4) hours. i. SWMEs that only offer collection events or operate HHW facilities with operating hours similar to collection events must annually provide each of its towns with access to at least one collection event (or to a facility) within 20 road-miles; meaning a maximum distance of 20 road-miles from any point in the town. ii. If a SWME provides additional events above the minimum requirement, waivers to the minimum duration for each event may be considered by ANR. iii. To meet this 20 road-mile convenience requirement, certain regions may need to hold more than two collection events each year. Sharing Facilities or Events: SWMEs are encouraged to share access to events and facilities, provided a signed agreement confirming access by the SWME's community members is obtained; and provided that a facility or event is within 20 road-miles from any point in a town that would be using that facility or event. Documentation in Annual SWIP Report: 1. Provide the HHW facility address and seasonal operating schedule, including days operating and hours of operation, OR the dates of the HHW events. 2. Provide the number of participants, the household participation rate, and the amount of HHW/VSQG hazardous waste collected in HHW ReTRAC report.
Describe how HHW Collection services will be offered to	The LSWG will offer two HHW/SQG collection events each year, one the first Saturday in June and one the first Saturday in October. Each event will be open from 9am-1pm. These events will be within 20 road miles of Landgrove, Londonderry, Peru, Weston and Windham. Household collection data will be reported in ReTrac reports each year.

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

residents and VSQGs.	
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

S3.3	Collection of Landfill/Disposal-Banned and Dangerous Materials. To ensure that all Vermonters have year-round collection options for landfill-banned and dangerous materials, LSWG must: - Demonstrate that year-round collection options exist in their region (within SWME boundary OR within 20 miles of an Independent Town) for the following landfill/disposal banned materials: batteries, mercury containing lamps, mercury thermostats, gas cylinders as defined in Vermont's HHW EPR law 10 V.S.A. §7181, electronics, paint, tires, used oil, and appliances (including discarded refrigerators, washing machines, clothes dryers, ranges, water heaters, dishwashers, freezers, air conditioners, and dehumidifiers). - Collection locations can be privately or publicly owned, such as auto parts stores collecting used oil, or hardware stores collecting paint and fluorescent lamps. However, if the only collection location for a required material closes or reaches maximum capacity for collection during the SWIP term, the SWME must provide a collection option for its region. - All collection locations must be open at least one weekday and one weekend day per week. Documentation in Annual SWIP Report: - Confirm that this requirement is met. - Describe any changes in collection options from the previous year.
List current collection locations within SWME boundary or 20 miles of independent town) and open hours for each material:	The LSWG lists where and how to dispose of all the above materials at https://www.londonderryvt.org/wp-content/uploads/2021/05/A-Z-202-new-pricinb-2.pdf on the A-Z list. The list will be updated as needed. Outreach materials will demonstrate the difference between hazardous waste materials vs landfill materials and EPR programs. Batteries, gas cylinders, appliances, mercury thermostats and tires, are collected at The Londonderry Transfer Station open M,T,Th,F,S 9am-4pm and Sunday 12pm-4pm. Used oil can be brought to Londonderry Auto, M-F 9am-5pm, Hunter Excavating, M-F 7am-5pm. Fluorescent tubes are collected at R.K. Miles as is paint, M-F 7am-5pm. LSW Group runs an Electronics collection once a year in May at a location that is within 15 miles of the 5 member towns. Other than the LSWG's electronics collection, electronics can be brought to the Winhall TS, M,T,F 8am-4pm, S,Sn 9am-4pm.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

S3.4

Disaster Debris Plan. To ensure all Vermont towns are prepared to manage disaster-related debris, like HHW, hazardous waste, trash/MSW, construction and demolition (C&D) debris, and woody debris, during and after a disaster such as a flood, fire, storm, or other emergency, LSWG must, by the end of Year 1 of the SWIP term:

- A. **Submit a Disaster Debris Plan:** work with each municipality to create a Disaster Debris Plan ("Plan") for the management of disaster-related trash, C&D debris, and hazardous debris. The Plan must use the ANR Template, must cover all municipalities in the LSWG region, and must include, at minimum:
 - a. **Municipal Disaster Debris Contacts:** Contact each municipality and obtain contact information for the emergency personnel who would be the point-of-contact for coordinating temporary disaster-related hazardous materials storage in that municipality. Referring to your local emergency management director is recommended.
 - b. **Disaster Hazardous Materials Staging Areas:** identify appropriate "Disaster Hazardous Material Staging Areas" (DHMSA) within the SWME region for the temporary storage of disaster-related hazardous materials and dangerous wastes. DHMSAs must be located:
 - i. On publicly owned land.
 - ii. Within either each municipality (which is recommended) or at minimum, one for the whole SWME region.
 - c. **Trash and C&D Disaster Debris Management:** This may include the identity of certified public and/or private solid waste transfer facilities that could be used for disaster trash and C&D debris management.
 - d. **Clean Wood/Vegetative/Inert Debris Management Sites:** list the locations of clean wood/vegetative/inert debris sites as required below in S-3.5.
 - i. S-3.5 is not due until Year four of the SWIP term. Re-submit the Plan after year four, if necessary.
- NOTE: Attending training by ANR and/or Vermont Emergency Management (VEM) is recommended. See ANR Action A-5.2 above for more details.
- NOTE: For communities wishing to pursue FEMA reimbursement: trash/MSW/C&D disaster debris management destination locations (like transfer stations, landfills, categorical disposal/recycling facilities like stump dumps and wood waste management sites must be certified, be out of a flood zone, have controlled access, and follow other debris tracking methods to ensure FEMA reimbursement requirements can be met.
- NOTE: During the historic flooding of July 2023 the State of Vermont Department of Public Safety, Vermont Emergency Management Division, the Department of Buildings and General Services, and the Department of Environmental Conservation, Solid Waste Management Program engaged a statewide debris contractor to assist towns with collection and disposal of disaster related debris when the capacity of local and regional resources were exceeded. Communities with a sound disaster debris plan may respond more quickly from a disaster, getting debris removed and properly managed or disposed of so that impacted residents and businesses have life return to normal in less time.

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

	Documentation in Annual SWIP Report: - Year 1 only: provide Disaster Debris Plan with: - List of emergency personnel in each municipality within SWME region - Locations of temporary “Disaster Hazardous Materials Staging Areas.” - Trash and C&D Disaster Management. - Locations of clean wood/vegetative/inert debris management sites. - Year 4 only: Re-submit Plan if there are updates to the clean wood/vegetative/inert debris management sites per S-3.5.
Sign and date to commit to requirement:	The LSWG amended its certification to allow for a temporary staging area at the Londonderry Transfer Station for disaster debris. Each of the LSWG’s towns emergency management personnel will be listed in the Annual SWIP report. Recycling Coordinator LSWG, June 17, 2025

S3.5	Clean Wood and Inert Debris Management. To ensure Vermonters have access to management sites for clean wood (“wood waste”) and other inert debris during normal times and after a disaster, such as a flood, fire, storm, or other emergency, LSWG must: - By the end of Year 4, identify at least one location within the LSWG region to site and permit a categorical disposal or storage/transfer area (“stump dump”) that can be used to manage both normal clean wood and disaster-related clean wood/vegetative debris and other inert debris including: clean silt, soils, and gravel, brick and concrete, branches, trees, stumps, and wood that is untreated and free from paint, staining, is not odorous or otherwise suspected of contamination. - SWMEs may share access to categorical disposal areas. The municipalities sharing access must provide a signed letter or agreement that documents this shared access. - Clean Wood and Inert Debris Management Sites should be adequate in size and operate frequently enough to meet the needs of the municipality(ies) they serve. - Having a permitted categorical disposal area for disaster debris management in every municipality within a SWME is recommended, but not required. Documentation in Annual SWIP Report: - Year 4: list location of the permitted categorical disposal facility or other facility in the LSWG region where clean wood and inert debris can be managed.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025 The Londonderry Group has one Transfer Station that houses a stump dump. There are no Wastewater treatment or Solid Waste landfill facilities in any of the five LSWG towns.

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

S3.6	Collection of Textiles. To ensure community members have access to textile reuse and recycling centers where used clothing and textiles can be donated, LSWG must: A. Annually ensure that at least one collection location exists within their region (within SWME boundary OR within 20 miles of an Independent Town). Textile reuse/recycling locations can be either privately or publicly owned. B. If the only collection location closes or ceases collection during the SWIP term, then the LSWG is responsible for providing a collection option for its residents. Collection of rag-quality (unwearable) items is encouraged but not required. C. Collection locations can also be shared amongst SWMEs so long as the facility is within the same county or SWME region. SWMEs must list where to donate and reuse/recycle “clothing/textiles” in their A-Z Guides. Documentation in Annual SWIP Report: 1. Confirm that textile collection is available. 2. Describe any changes in collection options from the previous year.
List textile collection location(s):	The Londonderry Transfer Station accepts textiles for recycling. There is also a very active thrift store in Londonderry. What the thrift store doesn't sell, they bring to the LTS collection boxes for recycling.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

Residuals Management Meeting

S4.2	Residuals Recycling Meetings. To reduce pollutants in wastewater and septic systems that can hinder the reuse and recycling of biosolids and to increase awareness of topics of concern, like PFAS and other emerging contaminants, LSWG must: A. Attend the annual, virtual ANR meeting on residuals management each year during the SWIP term. ANR Residuals Program staff will organize the meetings and may choose to not hold a meeting in a given year. Documentation in Annual SWIP Report: 1. Confirm meeting attendance, as applicable.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

Additional SWIP Requirements

Solid Waste facility	Describe siting criteria that will apply to solid waste facilities which may be proposed by any public or private entity in the LSWG region. Siting criteria shall not be less stringent than the criteria in Vermont Solid Waste Management Rules.
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The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

Siting Criteria	
Description:	While there are no plans to site a solid waste facility on the horizon, if such a proposal is brought to the attention of the LSWG's five towns, the criteria sited in 10 V.S.A. §6605(c)), will be adhered to.

Specify Facilities Included in SWIP & Describe How Proposed Facilities will be Reviewed for Inclusion	Explain the process and standards to be used to determine if newly proposed solid waste facilities would be included in the SWIP. The process may reference siting criteria and existing zoning ordinances, may require a host town agreement, or may defer to requirements in the Vermont Solid Waste Management Rules for some or all types of solid waste facilities. The standard(s) for being included in the SWIP should be clear. Under State law (10 V.S.A. §6605(c)), the Agency shall not issue a certification or recertification for a solid waste facility (except for a sludge or septage land application project) unless it is included in the municipal solid waste implementation plan. <i>Note: The plan should also include any known solid waste landfills which have been closed since 1989 so that they can receive post-closure certifications.</i>
List current facilities and process for inclusion of new facilities:	The LSWG runs one SW facility (Transfer Station) for five small rural towns located at 7060 Route 100 in Londonderry. As explained above, there are no proposals to site another facility. If a proposal comes to light all the above criteria will be met. If a new facility proposal is put forward, a letter will be submitted to the Selectboard of the town requesting to be included in the SWIP and supply evidence that the facility has completed all necessary ANR certifications. The SB will then vote to include the facility in the SWIP. New by-laws state: 1104 Government and Community Facilities The following uses may be regulated only with respect to location, size, height, building bulk, yards, courts, setbacks, density of buildings, off-street parking, loading facilities, traffic, noise, lighting, landscaping, and screening requirements, and only to the extent that regulations do not have the effect of interfering with the intended functional use: 1. State- or community-owned and -operated institutions and facilities; 2. public and private schools and other educational institutions certified by the Agency of Education. 3. churches and other places of worship, convents, and parish houses; 4. public and private hospitals; 5. regional solid waste management facilities certified under 10 V.S.A. chapter 159; 6. hazardous waste management facilities for which a notice of intent to construct has been received under 10 V.S.A. § 6606a; 7. emergency shelters; and 8. hotels and motels converted to permanently affordable housing developments.

The Londonderry SW Group (LSWG) 2025 Solid Waste Implementation Plan

Public Participation in the SWIP Approval Process	Describe the process to be used to ensure public participation in the development and implementation of the SWIP. The local community should be notified of opportunities to participate in the SWIP development and implementation. In accordance with state statute, LSWG must hold at least two public meetings on the draft SWIP.
Describe process:	The LSWG will conduct two public meetings to enlist public comment on the draft SWIP once approved. They will be warned and the date and time advertised in the paper of record as well as Mail Chimp, FPF and Facebook.
Sign and date to commit to requirement:	Recycling Coordinator LSWG, June 17, 2025

Ordinances	Include copies of any solid waste related ordinances with the SWIP.
Conformance with Other Plans	Demonstrate that the SWIP is in conformance with any regional plan adopted in accordance with 24 V.S.A Chapter 117. Demonstration may be in the form of a letter from the applicable regional planning commission regarding conformance of the solid waste implementation plan with the regional plan(s), copies of pertinent sections of the regional plan(s), or other documentation that proves conformance.
List attached letter or documentation:	Click here to enter text.

Town of Londonderry, Vermont
100 Old School Street
South Londonderry, VT 05155
802-824-3356
www.londonderryvt.org

Housing Commission Charge

The Town of Londonderry Selectboard hereby establishes the Housing Commission established under authority of 24 V.S.A. § 4433, whose responsibility is to advise the Selectboard and other public bodies of the Town regarding housing matters within the community.

Charge

To fulfill its responsibility to the Selectboard, the Commission will:

1. Coordinate activities to implement the identified goals and strategies for meeting the housing needs in Londonderry as outlined in the Housing Needs Assessment Study completed April 2023.
2. Act as liaisons to the community in building support for actions that promote and support the creation of housing based on best practices.
3. Continue to evaluate current housing needs, identifying any gaps in the housing stock, according to housing, incomes, demographics, or special needs of the community.

Membership

The Commission membership shall consist of seven (7) members, including an appointed member from ~~Selectboard and~~ the Planning Commission, who each of whom shall have a vote on the Commission, and a liaison from the Selectboard, who be a nonvoting member. Members shall be appointed by the Selectboard and may include residents of other communities. All members shall serve on a voluntary basis.

Conduct of Meetings

All business of the Commission shall be conducted in accordance with the Vermont Open Meeting Law (1 V.S.A. §§ 310 et seq.). All meetings of the Commission, as called by its Chair, shall be noticed publicly, open to the public and minutes made publicly available.

As approved by the Londonderry Selectboard on June ___, 2023.

Thomas Cavanagh, Chair

Parks Board - New Member

From Recreation Director <recdirector@londonderryvt.org>

Date Thu 9/4/2025 11:16 AM

To Aileen Tulloch <townadmin@londonderryvt.org>

Hi Aileen,

Any chance we can get a new member on the next SB agenda? Tory Caraway will be completing his application tomorrow and already joined us at a meeting to get the lay of the land. The Parks Board voted to recommend him.

Liam Elio
Mountain Towns Recreation Director
802.824.3356 ext: 8
www.mountaintownsrecreation.org



LIFETIME 60253 Outdoor Convertible Bench, 55 Inch, Harbor Gray

Visit the Lifetime Store
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Or pay later in 30 days or more. [Select from 1 plan](#)

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Delivery & Support

Select to learn more



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Competitive
Edge Products



30-day easy re-
turns



Customer
Support

Product Dimensions	14.2"D x 55.5"W x 34.9"H
Color	Harbor Gray
Size	55 Inch
Furniture Finish	Gray, Powder-coated
Seat Height	18.8 Inches

- Material
Polystyrene
- Style

- Frame Material
Alloy Steel
- Item Weight

Click to see full view



6 VIDEOS



SIZE

\$257.39
FREE delivery **October 1 - 9.**
[Details](#)
📍 Deliver to Town - South
London... 05155

Buy more, get it as low as
\$256.10

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889 certification

Return policy:
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[Add to List](#)

Green Mountain Line Striping LLC
819 Gage St
Bennington, VT 05201 USA
8026818058
birddog1899@yahoo.com
greenmountainlinestriping.com

Invoice

BILL TO
100 Old School St South Londonderry Vt 05155

INVOICE #	DATE	TOTAL DUE	DUE DATE		ENCLOSED
164	08/24/2025	\$10,721.34	09/23/2025		

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Fog line	4 inch painted line with glass beads	59,563	0.18	10,721.34

Middletown rd
Main st Thompsonburg rd

BALANCE DUE

\$10,721.34

Londonderry
(Municipality)

Uniform Municipal Excess Weight Permit



Fleet



Single Vehicle

Approval is hereby given for the granting of a permit under the provisions of VSA Title 23, Sec. 1400a, and any amendments thereto, covering the operations of motor vehicles over local highways and bridges with gross loads as follows:

Owner: McElwain Contracting, LLC.

Address 2847 US Route 7 Ferrisburgh, VT 05456-9700

Contact: Quinn McElwain Phone: (802) 349-2191

Type of Vehicles	# of Axles	Product Carried	Max. Weight Requested	Max Weight Approved
<u>TK</u>	<u>5 - 6</u>	<u>All</u>	<u>80,000</u>	<u> </u>
<u>TK</u>	<u>5 - 6</u>	<u>All</u>	<u>80,000</u>	<u> </u>
<u>TK</u>	<u>5 - 6</u>	<u>All</u>	<u>80,000</u>	<u> </u>

Approved for the following highways (list may be attached):

The following restrictions apply (list may be attached):

This approval shall be effective for no more than a one-year period ending March 31, 2026. If this is a fleet permit, this approval covers all vehicles bearing the company name. If the permit is to cover unmarked company trucks, please attach a list to this form giving theyear, make, VIN number, maximum weight and registration number.

The holder of a permit shall be liable for any damage to highways or bridges per VSA Title 23, Sec. 1400a © and is required to furnish the municipality a valid **Certificate of Insurance** in the following amounts: a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

Approved: _____ Title: _____ Date: _____

INSTRUCTIONS FOR APPLICANT

1. Permit is valid for up to one year, expiring on March 31.
2. Please include an administrative fee of \$5.00 for each single vehicle application, or \$10.00 for a fleet permit:

A municipal permit fee of _____ is required.

3. Single vehicle permits must be carried in the permitted truck. Fleet permits are not required to be carried in the trucks.

4. Please use the following codes:

<u>Type of Vehicle</u>		<u>Products</u>	
TK	Truck	A	All Products
TR	Tractor	F	Unprocessed Forest Products
TT	Tractor Trailer	M	Unprocessed Milk Products
		Q	Unprocessed Quarry Products

INSTRUCTIONS FOR MUNICIPALITY

1. You may attach a copy of approved highways and/or restrictions to this form.
2. Effective July 1, 1994, a Vermont blanket permit is not required for issuance of Municipal Excess weight permits.
3. Special weight limits, which are higher or lower than legal limits for highways or bridges within your jurisdiction, must be on file with the Vermont Department of Motor Vehicles.



MCELWAQU01

JIMTURNBAUGH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Turnbaugh Insurance Agency, Inc. 188 Allen Brook Lane Williston, VT 05495	CONTACT NAME:		
	PHONE (A/C, No, Ext): (802) 862-1600	FAX (A/C, No): (802) 862-1644	
INSURED McElwain Contracting, LLC 2847 US Route 7 Ferrisburgh, VT 05456	E-MAIL ADDRESS:	info@turnbaughinsurance.com	
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Ohio Mutual		
	INSURER B : Progressive		
	INSURER C : Encova Insurance Co		
	INSURER D :		
INSURER E :			
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:			BP 0035455	10/13/2024	10/13/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			998093322	5/29/2025	5/29/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y ☒ N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCP7008996	11/11/2024	11/11/2025	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Carpentry, Roofing and Excavation

When required by written contract certificate holder is named additional insured on general liability and commercial auto policies

CERTIFICATE HOLDER

CANCELLATION

Town of Londonderry 100 Old School Street So. Londonderry, VT 05155	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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FW: Sidewalk on Route 100 in South Londonderry

From Christina Haskins <chaskins@dufresnegroup.com>
Date Wed 9/3/2025 2:49 PM
To Aileen Tulloch <townadmin@londonderryvt.org>

Hi Aileen,

See below for Marc Pickering's response regarding the small section of sidewalk on Route 100 in South Village. Its entirely up to the Town on what to do with it. With that said, if the Town wants to replace it, the State will require that it be brought up to current standards, which would require moving the entire stone retaining wall at 56 Crescent St.

Chrissy Haskins, PE
Dufresne Group
Phone: 802.674.2904 | Cell: 802.366.0529

From: Pickering, Marc <Marc.Pickering@vermont.gov>
Sent: Tuesday, September 2, 2025 2:59 PM
To: Christina Haskins <chaskins@dufresnegroup.com>
Subject: RE: Sidewalk on Route 100 in South Londonderry

This sidewalk is the responsibility of the Town. VTrans has no preference either way, but it should be up to the town if it stays or goes.

Marc

From: Christina Haskins <chaskins@dufresnegroup.com>
Sent: Friday, August 29, 2025 9:19 AM
To: Pickering, Marc <Marc.Pickering@vermont.gov>
Subject: Sidewalk on Route 100 in South Londonderry

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Hi Marc,

There is a narrow (old) concrete sidewalk on Route 100 in South Londonderry. The sidewalk extends from 56 Crescent Street approximately to the intersection with Middletown Road (see photo below – sidewalk is highlighted in yellow and 56 Crescent St is circled in red – Middletown is just outside of this image to the right of the RT100 sign). Do you know who owns this sidewalk? Obviously, it is in the State ROW, but who is responsible for it?

We will be disturbing this sidewalk as part of the sewer project and need to know if the State will require it to be replaced. This sidewalk is about 3 feet wide and there is no space to increase it to 5 feet if it is replaced unless the retaining wall is moved, which is a much greater expense.

Let me know if you have any information on this and if it is the State's sidewalk, what you want to do with it. Thank you,



Christina M. Haskins, PE

Notice of Public Hearing

The Town of Londonderry is considering submitting applications to the State of Vermont for 2 CDBG Disaster Recovery Implementation Grants and 1 CDBG Disaster Recovery Planning Grant under the Vermont Community Development Program. A public hearing will be held at **5:00 pm on 09/25/2025** at the **Town Office at 100 Old School Street, So. Londonderry VT 05155** to obtain the views of citizens on community development, to furnish information concerning the amount of funds available and the range of community development activities that may be undertaken under this program, the impact to any historic and archaeological resources that may be affected by the proposed project, and to give affected citizens the opportunity to examine the proposed statement of projected use of these funds. The proposal is to apply for a total of **\$2,100,000** in CDBG-DR funds which will be used to accomplish the following activities:

07110-DR-PG-2025-Londonderr-33--Flood Proofing and Bridge Replacement

North Village Flood Proofing Feasibility Scoping Study -- This study would identify ways in which the North Village businesses could prevent loss of property and revenue during flooding events and other natural disasters, lessening or eliminating the need for economic recovery, which would provide for the North Villages economic sustainability, and retain local jobs.

Cobble Ridge Road Bridge – To fund engineering for replacing the existing Cobble Ridge Road Bridge, which was badly damaged during the July 2023 flood event with a new bridge of at least 68 feet, would be bid out in Fall of 2025. The engineering could conclude by Spring of 2026. At a cost estimated at about 5 million, the engineering study could help the Town receive funding for the construction phase of the project, which the Town would start seeking at the conclusion of the engineering phase.

Grant Fund Amount Requested: \$300,000

07110-DR-IG-2025-Londonderr-13--South Londonderry Village Wastewater System Expansion

The Town has been awarded a \$4,143,300 ARPA grant from the State of Vermont for the design and construction of a community wastewater system for the village of South Londonderry. This funding included design engineering for a future expansion of the system, but not sufficient funding to cover the entire cost of construction of the expansion. The initial phase will be

completed in 2026 and will provide treatment for up to 6,480 gallons of wastewater per day. The proposed expansion would increase capacity by an additional 6,480 gallons per day, for a total of 12,960 gallons.

Grant Fund Amount Requested: \$1,050,000

07110-DR-IG-2025-Londonderr-34--Londonderry Culvert Replacements

Windy Rise Lane West Culvert # 2 – The Town received a Highways Structures grant for \$200,000 for total estimated cost of \$450,000 in July of 2025. If fully funded the project could go out to bid in Spring 2026, with engineering and bidding costs being completed Summer 2026 and bids for construction going out in Fall of 2026. Construction would be completed late summer/early fall 2027.

Barker Road Culvert #18 -- The Barker Road Culvert sits below the Rinehart Road Culvert, which is being replaced with a box culvert in summer/fall 2025 (funded by FEMA). Both the previous Rinehart culvert and the Barker Road culvert were repeatedly washed out in the floods of 2023, and it is presumed that with a larger box culvert upstream, Barker Road will be even more vulnerable to flood damage.

Grant Fund Amount Requested: \$750,000.00

Copies of the pre-application are available at the Town Clerk's office at **100 Old School Street, South Londonderry, VT 05155** and may be viewed during the hours of **8:30am to 4:00 pm Monday through Friday**. Should you require any special accommodation, please contact **Aileen Tulloch** at **802-824-3356 ext 5** or email at **townadmin@londonderryvt.org** to ensure appropriate accommodation is arranged. For the hearing impaired please call (TTY) # 1-800-253-0191.

Town of Londonderry Selectboard:

Tom Cavanagh, Chair

James Ameden Jr, Vice Chair

Martha Dale, Member

Taylor Prouty, Member

Jim Fleming, Member

Proposal for Feasibility Study

Flood Protection and Mitigation North Main Street, Londonderry VT



Prepared: Steffen Krei, Dipl. Ing. (FH), P.E.



A handwritten signature in black ink, which appears to read "Steffen Krei".

Saint Albans, 07/29/2025

Introduction

Six small businesses, located on North Main Street in Londonderry, VT have been flooded several times in recent years. The owners are seeking a solution to protect their businesses from flooding with connected catastrophic losses.



Figure 1 Jelley's Deli after July Flood 2023 – source: WCBV

The feasibility study aims to understand the risk of flooding, the recurrence of catastrophic events, and it seeks solutions to keep floodwater out.

The engineer will review the digital elevation models (DEM's) and research gauge and rainfall data from NOAA and USGS. The main tools to understand the flood risks are available publication from FEMA including flood risk maps, and flood insurance studies.

The engineer will develop feasible strategies to minimize or eliminate flood related damage and provide a cost estimate for the most feasible option.

This study does NOT provide any set of construction documents or documents to apply for permits. It will review the location and provide an overview of actions and the connected costs as a first step towards protective construction. The cost estimate aims to be the initial step to applying for grants, loans, or other funding options.

Included Work

The engineer will take the following steps to provide the proposed feasibility study:

- Introduction to the business owners via virtual call or email
- Collect and review available data from public sources
- Site Visit and interview with the affected business owners
- Estimation of recurrence intervals for catastrophic events based on base flood elevations
- Develop strategies for object protection based on available warning time
- Develop strategies for area protection based on available space
- Provide hand sketches and drawings for illustration
- Provide visual examples of proposed solutions
- Cost estimate based on FEMA approved forms and methods
- Presentation and Q/A session

Main basis for the study is public available data, mainly provided by FEMA.

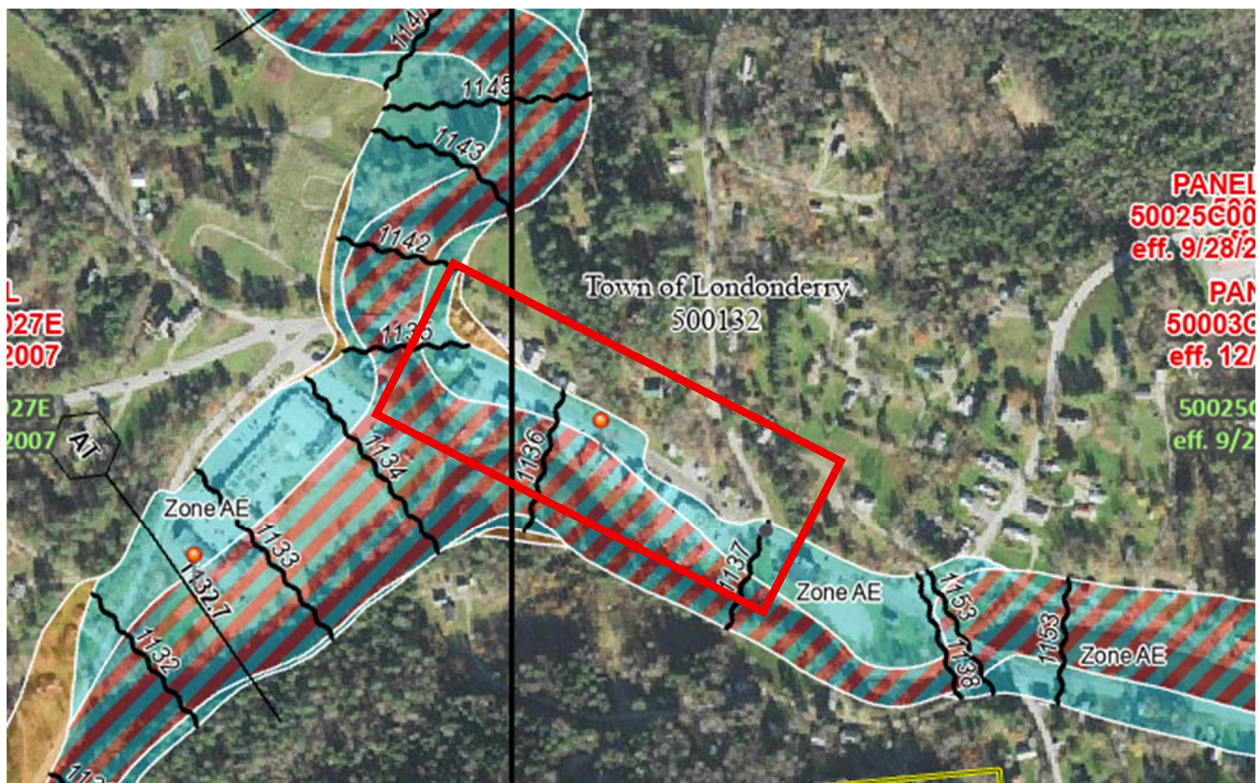


Figure 2 FEMA Flood Map Viewer

Flood Protection and Mitigation – North Main Street, Londonderry VT Proposal for Feasibility Study

The study is intended to show feasible options for the affected business owners and give them the possibility to apply for assistance, grants, external funding, or loans if they choose to do so.

An individual flood cost function based on base flood elevation certificates and connected flood recovery costs can be provided on an individual hourly basis. Cost functions are not included in the feasibility study.

The study does not provide any construction plans, hydraulic calculations suitable for permits necessary for construction within flood zones, other permit documentation, or any other action after presentation and Q/A session.

Pricing and payment

The pricing provided is based that the client (six business owners) acts as one entity on behalf of all included stakeholders with one spokesperson, who shall oversee all contractual concerns including scheduling appointments, receiving the invoices, and payments.

The engineer conducts this “shared” study on a flat fee basis for all business owners as one entity. The flat fee is calculated on known variables and projected time consumption.

The engineer is responsible for tracking his time and for staying in the budget. The client shall not be responsible for any overrun costs based on miscalculations or underestimations of the engineer’s tasks and duties.

Additional remuneration will be requested with written notice if the clients request additional work or information which is not included in this proposal.

The pricing will include benefits for flood impacted families and small businesses as a donation from the engineering company and benefits for an additional referral program under the clause that the engineering company can use project specifics for advertising and own PR.

The engineer asks for a prepayment of 50% after signing the contract and a final payment of 50% after completion. The presentation and Q/A session will be held after the final payment was made.

Timeline

The engineer estimates a project time of 4-6 weeks, starting with the prepayment.

Cost for the Study

Task	Type of work	Hours	Units	Sum hours
Review base data, Londonderry N Main Street and surrounding area	Desktop Study	4	1	4
Review object data (each address)	Desktop Study	0.5	6	3
Site visit Londonderry area	On site	7	1	7
Site visit objects	On site	0.5	6	3
Interview	Virtual / Email	0.5	6	3
Feasibility Study	Desktop Study	8	1	8
Cost Estimate	Desktop Study	3	1	3
Report (no CAD drawings)	Desktop Study	2	1	2
Presentation and Q&A	Virtual	1	1	1
SUM				34

Hours needed 34 hours

Base Rate (Senior Flood Protection Specialist) \$350

Base Estimate \$11,900

Referral and PR program Warften Engineering (-15%) \$(1,785)

Donation from Warften Engineering (-30%) \$(3,570)

Estimate for shared study \$6,545

Prepayment (upon signing the contract) \$3,270

Final Payment (due after 30d upon completion) \$3,275

About the engineer

Steffen Krei is the responsible Flood Protection Specialist for this Project.

Steffen holds the academic degree “Diplom-Ingenieur / Dipl. Ing. (FH)” in civil engineering with the specialization Water Resource Management and Transportation from the University of Applied Sciences in Wismar (Germany). The academic degree is fully recognized as the highest possible degree in engineering, the Master Degree, by the NCEES in a personalized credential evaluation.

Steffen is licensed as Professional Engineer in the State of Vermont (Reg. 018.0136497) and is acknowledged as structural engineer by the Chamber of Engineers in the Federal State of Brandenburg (Germany).

Steffen served as Expert for Water Resource Management in the Standardization Committee DIN in Germany and is currently serving as committee member in the Dam Design and Construction Committee of ASDSO in the United States.

Steffen graduated from university in 1999 and got immediately involved in levee rehabilitation efforts in the aftermath of the Central European Flood of 1997 in the Oder River Floodplain affecting the Czech Republic, Poland, and Germany. Subsequently he got involved in more extreme flood events as a first responder and senior project manager for flood mitigation and flood protection projects. Steffen looks back on 25-year career in levee rehabilitation, flood protection projects, dam safety management and received recognition and awards for his efforts as first responder and project leader. His projects are in Europe, Africa, Australia, North- and South America, and the Middle East.

Steffen is eager to help local communities with the same effort and precision as large corporations and public entities.

Warften Engineering LLC

29 Amber Lane, Swanton, VT 05488

info@warften.com



BLACK MAGIC CHIMNEY SWEEPS

Black Magic Chimney Sweeps
PO Box 2523
Manchester Center, VT 05255

(802) 362-5755
www.blackmagicchimneysweep.com

BILL TO

GPI Construction
436 Canal Street #Suite 101
Brattleboro , VT 05301 USA

ESTIMATE
41962872

ESTIMATE DATE
Aug 21, 2025

JOB ADDRESS

GPI Construction
100 Old School Street
Londonderry, VT 05155 USA

Job:

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
DEMO	Demolition of existing chimney structure	16.00	\$135.00	\$2,160.00
HRLY.MSNBLD	Hourly Labor Rate for Masonry Services for tear downs and partial rebuild or complete builds; repointing as a maintenance item	64.00	\$150.00	\$9,600.00
FNL8PF	A smooth wall stainless-steel flue lining (316 Stainless, All Fuels) shall be installed to vent the oil burning furnace or boiler. The size of the liner is based on the draft/ venting requirements per NFPA31 code or manufacturer specifications. Industry best practice for stainless-steel lining system requires insulation and a seal at the bottom of the liner to make sure the by-products of combustion are exhausted. These items are covered in other lines. Small Liner includes up to 8" round; Sold by the foot. Includes square lid cap, flat top plate with collar 13x13, T-body, 10" long tee snout, Tee end cap. Not including ovalized or special configurations. Price is per foot 7 inch round liner	40.00	\$173.00	\$6,920.00
WASH.REBLD3x6	Service to form and pour a custom wash on a chimney top. Includes overhang to shed water, rebar for strength. Size up to 3 ft x 6 ft	1.00	\$450.00	\$450.00
Access.Ladder	The cost to gain safe access to the work area by using ladders, scaffold, or other equipment. This item is often used for 40 ft ladders or other specialty equipment.	1.00	\$250.00	\$250.00
STG.ROOF	This is the service to set and install a roof platform staging access to the chimney for service and repairs.	3.00	\$275.00	\$825.00

SUB-TOTAL	\$20,205.00
VT SALES TAX 7%	\$0.00
TOTAL	\$20,205.00

Thank you for your business. Please contact us with any questions regarding this invoice.

CUSTOMER AUTHORIZATION

Thank you for the opportunity to estimate this project. This is an estimate and not a contract for services. The summary above is furnished by Black Magic Chimney Sweeps as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially.

This estimate is valid for the next 30 days, after which values may be subject to change. If it becomes necessary for us to institute court proceedings to recover an overdue unpaid balance, we shall be entitled to recover the expenses of suit, including court costs and reasonable attorneys' fees. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

Sign here

Date

TOWN OF LONDONDERRY
FACILITY USE POLICY AND AGREEMENT
Approved as amended January 4, 2016

The Town of Londonderry has a number of facilities that are available for use by Londonderry residents, taxpayers and their guests. It is the intent of the Town to have the facilities used as frequently as possible, but it is the obligation of the Town to ensure that its facilities are maintained in good condition and their use and maintenance do not impose an undue financial cost on the Town's residents. This policy is intended to help ensure that the Town's facilities will be well maintained, enjoyable, accommodating, will provide a safe environment and that the Town will be fair and consistent with all parties wishing to use its facilities.

This policy applies to these facilities: Londonderry Town Hall, Twitchell Building (Town Office Building), Pingree Park Pavilion, and the Memorial Park Pavilion.

The Town of Londonderry will make these facilities available on a first come, first serve basis for individuals, groups and organizations during times when the facilities are not being utilized for Town of Londonderry programs or by Town staff, boards, commissions and committees, or Town of Londonderry sponsored events.

Smoking is prohibited at all Town facilities. Responsible use of alcohol is permitted by attendees of legal age.

A variety of low impact uses are acceptable, providing the use is legal and orderly, and doesn't exert undue impact or wear and tear on the buildings. In general, commercial use or functions for private profit are not offered but will be considered by the Select Board on a case by case basis.

In the case of use by school or other under aged groups, there must be adult supervision on the premises at all times.

FACILITY USE AGREEMENT

Social service and community service groups, individuals, businesses, and non-profit groups wishing to use the facilities are required to complete a Facility Rental Agreement for each event.

Users must return the facilities in a neat, orderly and clean condition after their use. Users will be responsible for, and liable to, the Town for all repairs to the facilities required as a result of damage caused by users.

There will be a \$50 refundable security deposit required for use which can be used for cleanup (if required). Additional charges for cleanup may be imposed.

For usage of the Town Office/Twitchell Building, the \$50 refundable security deposit required can be used for cleanup (if required) and for the key necessary to access the building. Users are required to contact the Town Office at least 48 hours prior to an event in order to receive a security access code, and key.

Due to insurance restrictions, the following are requirements for use of town facilities:

- Small, informal events such as birthday and anniversary parties do not need to provide liability insurance.
- Larger events such as a wedding reception with alcohol, theatrical event charging admission, etc., are required to carry liability insurance. The user can go online with PACIF and pick up a "TULIP" (temporary use liability insurance policy). Please see the town office for more information.
- Any business using the facilities for profit must carry liability insurance. For businesses and organizations that already carry insurance, the Town of Londonderry is to be named as "additional insured".
- It is highly recommended that any event where alcohol is served use a licensed caterer and/or have a liability insurance policy.
- When an insurance policy is required, documentation must be furnished before this document is signed and use of facilities is approved.

This Agreement, dated August 27, 2025 is between the Town of Londonderry and Weston Theater Company. The parties agree to the conditions as listed in this document.

FACILITY: Londonderry Town Hall

EVENT: The Twelfth Night Show Rehearsals

DATE: September 6-21 2025

A copy of liability insurance will be attached to this agreement when required.

Town of Londonderry: By _____ (Authorized Agent)

User _____

Address: _____ Town _____ St _____ Zip _____

Phone: _____

_____ (Organization, if applicable)



Deerfield Valley Communications Union District d/b/a DVFiber

FINANCIAL STATEMENTS,
MANAGEMENT DISCUSSION AND ANALYSIS,
REQUIRED SUPPLEMENTARY INFORMATION, AND
SUPPLEMENTARY INFORMATION

December 31, 2024 AND 2023
With Independent Auditor's Report

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INDEPENDENT AUDITOR'S REPORT

The Board of Trustees
Deerfield Valley Communications Union District d/b/a DVFiber

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the business-type activities of Deerfield Valley Communications Union District d/b/a DVFiber (the District), as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements.

In our opinion, the 2024 financial statements referred to above present fairly, in all material respects, the financial position of the District as of December 31, 2024, and the changes in net position and cash flows for the year then ended in accordance with U.S. generally accepted accounting principles.

Basis for Opinion

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Prior Period Financial Statements

The financial statements of the District as of and for the year ended December 31, 2023 were audited by Berry, Dunn, McNeil & Parker, LLC whose report, dated September 4, 2024, expressed an unmodified opinion on those financial statements.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

U.S. generally accepted accounting principles require that the Management's Discussion and Analysis on Pages 4 through 6, and the budgetary comparison information on Pages 18 through 21 (collectively, required supplementary information), be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with U.S. generally accepted auditing standards, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our

audit of the basic financial statements. We do not express an opinion or provide any assurance on the required supplementary information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the basic financial statements of the District as a whole. The accompanying Schedule of Expenditures of Federal Awards, shown on Page 22 as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Executive Committee Listing but does not include the basic financial statements and our auditor's report thereon. Our opinion on the basic financial statements does not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 22, 2025 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

BMP Assurance, LLP

Portland, Maine
July 22, 2025
Registration No. 192-0134133

**DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
DECEMBER 31, 2024**

Within this section of the annual comprehensive financial report, the Deerfield Valley Communications Union District's (the District) management provides a narrative discussion and analysis of the financial activities of the District for the year ended December 31, 2024 and 2023. The District's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

The Deerfield Valley Communications Union District, also known as DVFiber, was legally organized to become a municipal entity on April 9, 2020. The District has grown from its original membership of 5 towns to include 24 towns in 3 counties. DVFiber selected its private sector vendor partner, Great Works Internet (GWI), in 2021. It obtained substantial grant funding in 2021 and 2022 to begin its work of making Internet access at gigabit speed a reality for homes and businesses in select locations within the District that were previously unserved or underserved by incumbent providers.

In 2023, DVFiber began its network construction in earnest. It selected a construction contractor in April 2023 and mobilized for the start of construction in May 2023. Construction began in summer 2023. DVFiber connected its first customers in late September of 2023. At the end of 2023, DVFiber had connected 112 customers.

In 2024, DVFiber continued its construction in five of its District towns: Stamford, Readsboro, Whitingham, Halifax and Marlboro. As of December 31, 2024, DVFiber had 824 customers, an increase of 712 customers in 2024. As of December 31, 2024, DVFiber has completed construction on a total of 277 road miles, an increase of 198 miles in 2024. As of December 31, 2024, DVFiber's network passed 2,600 service locations, an increase of 1,970 in 2024. The construction pace in 2024 was as anticipated, with installation capacity being outpaced by the rate of customer sign ups. Thus, customer revenues were not realized as quickly as anticipated in 2024. As of December 31, 2024, DVFiber has completed about 80% of its American Rescue Plan Act (ARPA) grant-funded construction build. Actual customer revenues for the year ended December 31, 2024 were 85% of the amount budgeted. At the end of December DVFiber had 824 served customers compared to 762 customers budgeted for the end of the year, exceeding the business model by 62 customers at year end.

DVFiber amended its ARPA construction grant (Grant #02240-FY22-Act71Const-04) multiple times in 2024 and received additional grant funding for Broadband Equity, Access, and Deployment (BEAD) technical assistance. ARPA construction grant amendment #1 was executed in June 2024 to increase the total grant amount by an additional \$218,852. ARPA construction grant amendment #2 was executed in August 2024 to revise the scope of the required grant performance. ARPA construction grant #3 was executed in September 2024 to increase the total grant amount by an additional \$11,385. Additionally, DVFiber received Grant #02240-FY25-BEADSUP-02 relating to certain costs for DVFiber's BEAD application preparation, totalling \$150,000; no funds were drawn or expended on this grant in 2024.

**DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
DECEMBER 31, 2024**

CURRENT ASSETS AND LIABILITIES

In 2024, current assets decreased from \$9,516,001 at December 31, 2023 to \$8,562,623 at December 31, 2024 primarily due to completed construction costs. The increase in cash was due to grant funds received in advance of expenditures. In 2024, total liabilities decreased from \$9,783,954 at December 31, 2023 to \$7,342,066 at December 31, 2024 primarily due to revenue recognition of previously deferred grant revenues as a result of completed construction. In 2023, current assets increased from \$1,120,175 at December 31, 2022 to \$9,516,001 at December 31, 2023 primarily due to the increase in cash. The increase in cash was due to the receipt of grant funds received in advance of expenditures. In 2023, total liabilities increased from \$1,110,700 at December 31, 2022 to \$9,783,954 at December 31, 2023 primarily due to the increase in deferred grant revenues. This was due to the receipt of grant funds received in advance of expenditures.

CAPITAL ASSETS

In 2024 and 2023, DVFiber invested \$6,823,649 and \$6,811,856, respectively, in capital assets, comprising primarily costs for network construction/labor and purchase of materials.

OPERATING REVENUES

Operating revenues in 2024 and 2023 primarily comprised the amounts of grant funds invested in capital assets and used to pay operating expenses in accordance with grant agreements. A pilot program was run the first three quarters of 2023 with more significant customer revenue beginning to be realized in Q4 2023. DVFiber's first large network area was completed in September 2023 with additional customers being added on a rolling basis as our network was built in Q4 2023 and throughout 2024. Operating revenue related to subscriber billings began to be realized in 2024, with it steadily increasing over the year as we built out our network and connected significant numbers of customers. As of December 31, 2023, we had a total of 112 customers. Total DVFiber customers increased nearly 8 times to a total of 824 as of December 31, 2024.

OPERATING EXPENSES

For 2024 and 2023 the District's operating expenses comprised primarily expenditures for network operating expenses, depreciation expense and services of professional staff and consultants. Increases in operating expenses in 2024 were primarily related to a full year of depreciation expense and an increase in network operating costs due to the increase in customers. Nonrecurring storm damage exceeded our budget by more than 10%. During 2024, DVFiber reallocated administrative expenses from a budgeted grant writer/contractor to in-house staff project coordinator and additional clerk hours.

NET POSITION

The District's net position was positive at \$17,837,634 on December 31, 2024, an increase of \$8,035,537 from the prior year due to completed construction, interest income and customer revenue. The District's net position was positive at \$9,802,097 on December 31, 2023, increasing \$6,517,198 from the prior year due to increases in Construction in Progress.

**DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONCLUDED)
DECEMBER 31, 2024**

CASH FLOWS

Consistent with the increases in capital assets and net position, the increase in cash is primarily due to the cash receipts related to grant funding, offset by the costs of acquiring and constructing the capital assets.

BUDGETARY COMPARISONS

The District's 2024 budget assumed a faster pace of installations, and therefore, increased customer revenues. This resulted in total annual income at 88% of the expected budgeted income, due in large part to a slower than anticipated customer installation pace during the first half of the year. Interest income exceeded budget by \$166,297 due to a favorable interest rate environment. Operational expenses, marketing, administrative costs and payroll expenses were close to the budgeted amounts with total expenses within 93% of the 2024 budget in line with our revenues. The District's 2023 budget assumed the fastest pace of network design and construction that was believed to be potentially achievable. However, the budgeted pace and construction schedule could not be realized in practice.

ECONOMIC CONDITIONS OR OUTLOOK

The District continued its network construction at the expected pace in 2024, and made significant strides in network expansion and number of customers using its service. As of December 31, 2024, DVFiber had 824 customers, an increase of 712 customers in 2024. As of December 31, 2024, DVFiber has completed construction on a total of 277 road miles, an increase of 198 miles in 2024. As of December 31, 2024, DVFiber's network passed 2,600 service locations, an increase of 1,970 in 2024. Construction of the first phase of DVFiber's network (using its ARPA grant funding) is expected to continue at pace and be completed within the next 6 months. No material or labor delays are anticipated. DVFiber is meeting its anticipated customer take rates and is expecting that its brand recognition will result in increased customer take rates over the next several years. In 2025, DVFiber intends to bid BEAD funding to complete its Universal Service Plan and bring high-speed reliable internet service to all underserved and unserved locations in the District.

Later in the spring of 2025 as ARPA funded construction began to wind down, DVFiber conducted an analysis of its grant performance. Grant expenses were calculated and added to the value of work performed, but not yet invoiced, and the value of work remaining. The result was that DVFiber was nearing completion of its grant funded obligations, but with nearly \$6 million in ARPA grant funds remaining unspent. Accordingly, in June of 2025 DVFiber requested an amendment to the ARPA grant to allow for construction to continue until September 1, 2026, with final reporting by December 31, 2026. The continued construction is essential to DVFiber future success, especially if BEAD grant funding is not secured. At the end of the next year of construction, DVFiber expects to reach additional customers that will help to generate additional net operating revenues that are essential to adequately funding capital replacement reserves and finally achieve financial sustainability.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, customers, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional information, contact our office at PO Box 532, Wilmington, VT 05363 or info@dvfiber.net

**Deerfield Valley Communications Union District d/b/a DVFiber
Executive Committee Listing (Unaudited)
December 31, 2024**

Chair

Steven John, Marlboro

Officers, voting members

Steven John, chair, Marlboro

Ann Manwaring, vice chair, Wilmington

At-large members, voting members

David Cherry, Windham

Jane Douglas, Newfane

Munson Hicks, Vernon

Bill Levine, Stamford

Andy Snelling, Townshend

Officers, ex-officio

Donna Sebastian, clerk

Denise Sullivan, treasurer

Committee chairs, ex-officio

James Hamilton, Wardsboro, Communications Committee

Scott Lewis, Whitingham, Finance and Audit Committee

Keith Thompson, Whitingham, Operations Committee

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Balance Sheets

December 31, 2024 and 2023

ASSETS

	<u>2024</u>	<u>2023</u>
Current assets		
Cash and cash equivalents	\$ 8,295,543	\$ 7,675,833
Grants receivable	-	1,353,710
Accounts receivable	18,792	-
Materials and supplies	229,429	475,792
Prepaid expenses	<u>18,859</u>	<u>10,666</u>
Total current assets	<u>8,562,623</u>	<u>9,516,001</u>
Capital assets		
Capital assets in service, net of accumulated depreciation	6,787,634	1,734,968
Construction in progress	<u>9,829,443</u>	<u>8,335,082</u>
Total capital assets, net	<u>16,617,077</u>	<u>10,070,050</u>
	<u>\$ 25,179,700</u>	<u>\$ 19,586,051</u>

LIABILITIES AND NET POSITION

	<u>2024</u>	<u>2023</u>
Current liabilities		
Accounts payable	\$ 884,331	\$ 877,162
Accrued expenses	124,255	474,299
Deferred grant income	<u>6,333,480</u>	<u>8,432,493</u>
Total current liabilities	<u>7,342,066</u>	<u>9,783,954</u>
Net position		
Net investment in capital assets	15,842,907	9,210,346
Unrestricted	<u>1,994,727</u>	<u>591,751</u>
Net position	<u>17,837,634</u>	<u>9,802,097</u>
	<u>\$ 25,179,700</u>	<u>\$ 19,586,051</u>

The accompanying notes are an integral part of these financial statements.

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER**Statements of Revenues, Expenses, and Changes in Net Position****Years Ended December 31, 2024 and 2023**

	<u>2024</u>	<u>2023</u>
Operating revenues		
Grant income	\$ 8,791,229	\$ 6,809,491
Contributions	6,087	4,500
Subscriber revenues	<u>476,662</u>	<u>19,260</u>
Total operating revenues	<u>9,273,978</u>	<u>6,833,251</u>
Operating expenses		
Network operating expenses	562,591	127,790
Payroll and payroll taxes	297,890	237,076
Professional services	126,772	117,190
Marketing	88,538	35,514
Office expenses	18,823	11,607
Bank fees	45,433	13,929
Insurance	17,885	16,677
Dues and subscriptions	12,109	14,718
Depreciation	276,622	17,230
Miscellaneous direct expenses	<u>8,075</u>	<u>5,756</u>
Total operating expenses	<u>1,454,738</u>	<u>597,487</u>
Operating income	7,819,240	6,235,764
Nonoperating revenues		
Interest income	<u>216,297</u>	<u>281,434</u>
Increase in net position	8,035,537	6,517,198
Net position, at beginning of year	<u>9,802,097</u>	<u>3,284,899</u>
Net position, at end of year	<u>\$ 17,837,634</u>	<u>\$ 9,802,097</u>

The accompanying notes are an integral part of these financial statements.

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Statements of Cash Flows

Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Cash flows from operating activities		
Cash receipts:		
Cash receipts from grants	\$ 8,049,313	\$ 14,857,920
Other operating cash receipts	460,570	16,560
Cash disbursements:		
Cash payments to employees	(297,890)	(237,024)
Cash payments to suppliers and vendors	<u>(899,397)</u>	<u>(1,886,512)</u>
Net cash provided by operating activities	<u>7,312,596</u>	<u>12,750,944</u>
Cash flows from capital and related financing activities		
Interest income	216,297	281,434
Acquisition and construction of capital assets	<u>(6,909,183)</u>	<u>(5,504,728)</u>
Net cash used by capital and related financing activities	<u>(6,692,886)</u>	<u>(5,223,294)</u>
Net increase in cash and cash investments	619,710	7,527,650
Cash and cash equivalents, beginning of year	<u>7,675,833</u>	<u>148,183</u>
Cash and cash equivalents, end of year	<u>\$ 8,295,543</u>	<u>\$ 7,675,833</u>
Reconciliation of operating income to net cash provided by operating activities		
Operating income	\$ 7,819,240	\$ 6,235,764
Adjustments to reconcile operating income to net cash provided by operating activities		
Depreciation expense	276,622	17,230
Decrease (increase) in operating assets		
Grants receivable	1,353,710	(391,264)
Accounts receivable	(18,792)	-
Materials and supplies	246,363	(475,792)
Prepaid expenses	(8,193)	(1,120)
(Decrease) increase in operating liabilities		
Accounts payable	180,391	(1,043,788)
Accrued expenses	(437,732)	(22,579)
Deferred grant income	<u>(2,099,013)</u>	<u>8,432,493</u>
Net cash provided by operating activities	<u>\$ 7,312,596</u>	<u>\$12,750,944</u>
Noncash transactions:		
Capital asset acquisitions included in accounts payable	<u>\$ 686,482</u>	<u>\$ 859,704</u>
Capital asset acquisitions included in accrued expenses	<u>\$ 87,688</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Notes to Financial Statements

December 31, 2024 and 2023

1. Nature of Operations

Under the laws of the State of Vermont, the Deerfield Valley Communications Union District d/b/a DVFiber (the District) is a municipal entity as defined by Chapter 82 of Title 30, Communications Union Districts (CUD's). The District's mission is to make full-strength internet and related broadband services available to all residences, businesses, and civic institutions throughout its territory by building and operating a municipally owned fiber optic network.

Under state law, the costs of building and operating a municipally owned network may not be subsidized by local taxes, so general-obligation bonds cannot be used. Instead, the District's capital construction is expected to be financed by grants, municipal revenue bonds, and user fees to cover all debt service as well as operating costs.

The District currently has a total of 24 member municipalities.

2. Summary of Significant Accounting Policies

Accounting Method

The District maintains its accounting records on the accrual basis in accordance with United States generally accepted accounting principles (U.S. GAAP). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District follows the "business-type activities" reporting requirements of GASB Codification.

Basis of Presentation

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Operating revenues consists of subscriber revenues, contributions and grant income. Nonoperating revenues consists of interest income earned on cash and cash equivalents balances. Operating income reported in the financial statements includes revenues and expenses related to the primary continuing operations of the District. Operating expenses are the cost of operations, pre-construction and administrative costs related to running the District.

Net position is classified into two components – net investment in capital assets and unrestricted. These classifications are defined as follows:

- Net investment in capital assets – This component of net position consists of capital assets, net of accumulated depreciation and related accounts payable and accrued expense.
- Unrestricted – This component of net position consists of the net amount of assets and liabilities that are not included in the determination of net investment in capital assets.

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Notes to Financial Statements

December 31, 2024 and 2023

Recently Adopted Accounting Pronouncement

During the year ended December 31, 2024, the District adopted new accounting guidance, GASB Statement 101, *Compensated Absences* (GASB101). The adoption of GASB101 and related guidance during the year ended December 31, 2024 did not have a material impact on the financial statements of the District.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

The District considers all highly liquid instruments with an original maturity of three months or less to be cash equivalents. The District maintains a portion of its cash in a Federal Deposit Insurance Corporation (FDIC) insured bank with a "sweep option" that deposits amounts that exceed FDIC insured cash balances in insured accounts at other FDIC insured banks. The District has not experienced any losses in such accounts, and believes it is not exposed to any significant risk with respect to these accounts.

Grants Receivable

Grants receivable consist of grant income earned but unpaid by the funding source. Grants receivable is stated at the amount management expects to collect.

Materials and Supplies

Materials and supplies are stated at the lower of cost or net realizable value.

Deferred Grant Income

Deferred grant income consists of grant funds received for which the terms of the grant agreements have not yet been met.

Revenue Recognition

Subscriber revenues are recognized in the period when broadband services have been provided to customers. Customers are billed monthly in advance for services provided.

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Notes to Financial Statements

December 31, 2024 and 2023

Capital Assets

Property, plant and equipment purchased or acquired are recorded at historical cost. Contributed capital assets are recorded at fair value on the date received. Self-constructed assets are recorded based on the amount of materials, direct labor and overhead costs charged to the self-constructed asset construction. Self-constructed assets are depreciated when they are put into service. Major expenditures for capital assets and improvements are capitalized as projects are constructed. Construction in progress consists of expenditures incurred on the construction of the fiber optic network.

Estimated useful lives are generally as follows: aerial and buried cable 20 years, poles 16 years, network assets and installs 15 years, network electronics 10 years, and terminal equipment 9 years. Depreciation expense was \$276,622 and \$17,230 in 2024 and 2023, respectively.

Subcontractor Expense

The District has entered into various contracts with subcontractors to design communication plant for the delivery of broadband communications services to, and among, the District's subscribers. The District is charged under these subcontract agreements amounts that represent the cost of pre-construction of the District's fiber optic network and expensed as incurred.

Income Taxes

The District is a body corporate and politic and as such is considered a municipality and is therefore exempt from federal and state tax.

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Notes to Financial Statements

December 31, 2024 and 2023

3. Capital Assets

Capital assets, including activity during 2024, consisted of the following:

	<u>Cost</u>			
	<u>December 31,</u> <u>2023</u>	<u>Additions</u>	<u>Retirements</u>	<u>December 31,</u> <u>2024</u>
Aerial and buried cable	\$ 1,583,326	\$ 204,950	\$ -	\$ 1,788,276
Network assets	-	569,331	-	569,331
Poles	7,000	-	-	7,000
Installs	81,378	492,584	-	573,962
Terminal equipment	80,493	3,809,748	-	3,890,241
Network electronics	-	252,676	-	252,676
Construction in progress	<u>8,335,083</u>	<u>6,636,153</u>	<u>5,141,793</u>	<u>9,829,443</u>
	<u>\$ 10,087,280</u>	<u>\$ 11,965,442</u>	<u>\$ 5,141,793</u>	<u>\$ 16,910,929</u>

Capital assets, including activity during 2023, consisted of the following:

	<u>Cost</u>			
	<u>December 31,</u> <u>2022</u>	<u>Additions</u>	<u>Retirements</u>	<u>December 31,</u> <u>2023</u>
Aerial and buried cable	\$ -	\$ 1,583,326	\$ -	\$ 1,583,326
Poles	-	7,000	-	7,000
Installs	-	81,378	-	81,378
Terminal equipment	-	80,493	-	80,493
Construction in progress	<u>3,275,424</u>	<u>8,643,307</u>	<u>3,583,648</u>	<u>8,335,083</u>
	<u>\$ 3,275,424</u>	<u>\$ 10,395,504</u>	<u>\$ 3,583,648</u>	<u>\$ 10,087,280</u>

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Notes to Financial Statements

December 31, 2024 and 2023

Accumulated Depreciation

	December 31, <u>2023</u>	<u>Depreciation</u>	<u>Retirements</u>	December 31, <u>2024</u>	Net Book <u>Value</u>
Aerial and buried cable	\$ (13,483)	\$ (84,666)	\$ -	\$ (98,149)	\$ 1,690,127
Network assets	-	(7,783)	-	(7,783)	561,548
Poles	-	(438)	-	(438)	6,562
Installs	(1,356)	(15,991)	-	(17,347)	556,615
Terminal equipment	(2,391)	(166,182)	-	(168,573)	3,721,668
Network electronics	-	(1,562)	-	(1,562)	251,114
Construction in progress	-	-	-	-	9,829,443
	<u>\$ (17,230)</u>	<u>\$ (276,622)</u>	<u>\$ -</u>	<u>\$ (293,852)</u>	<u>\$ 16,617,077</u>

Accumulated Depreciation

	December 31, <u>2022</u>	<u>Depreciation</u>	<u>Retirements</u>	December 31, <u>2023</u>	Net Book <u>Value</u>
Aerial and buried cable	\$ -	\$ (13,483)	\$ -	\$ (13,483)	\$ 1,569,843
Poles	-	-	-	-	7,000
Installs	-	(1,356)	-	(1,356)	80,022
Terminal equipment	-	(2,391)	-	(2,391)	78,102
Construction in progress	-	-	-	-	8,335,083
	<u>\$ -</u>	<u>\$ (17,230)</u>	<u>\$ -</u>	<u>\$ (17,230)</u>	<u>\$ 10,070,050</u>

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Notes to Financial Statements

December 31, 2024 and 2023

4. Concentration of Revenues

The District is currently economically dependent on continued support from state and federal government programs. For the years ended December 31, 2024 and 2023, approximately 89% and 95%, respectively, of total operating revenues was derived from the State of Vermont. This funding source accounted for 100% of grants receivable at December 31, 2023.

5. Retirement Plan

During 2024, the District implemented a SIMPLE IRA retirement plan (the Plan) covering all eligible employees. Under the Plan, the District matches employee contributions up to 3% of eligible compensation. Employer contributions to the plan totaled \$7,544 in 2024.

6. Commitments

The District has a Master Service Agreement (MSA) with Great Works Internet (GWI) to design, construct and operate the District's fiber network. The MSA will include various Statements of Work (SOW). The SOW's provide for project management, technical, operational, and financial roles and responsibilities of the District and GWI with regard to the design and construction of a fiber-to-the-premises broadband network in the District's service area. The SOW's also provide for fiber access network construction, customer premise installation, ISP support services, network operations management, field maintenance service, administrative and funding support services, voice support services, wholesale voice services, redesign and business plant services, and BEAD support services to assist in preparing a grant application. The MSA is estimated to cost approximately \$2.5 million spanning over several years and is subject to change depending on the scope of work provided. At December 31, 2024 and 2023, there was \$237,170 and \$105,682 due on this contract, respectively.

The District entered into a contract with Sertex Broadband Solutions on April 14, 2023 to provide construction services. The agreement is estimated to cost approximately \$15 million over a period of several years and is subject to change depending on the scope of work provided. At December 31, 2024 and 2023, there was \$448,013 and \$340,485 due on this contract, respectively.

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Notes to Financial Statements

December 31, 2024 and 2023

7. Risk Management

The District is exposed to various risks related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance.

Based on the coverage provided by commercial insurance purchased, the District is not aware of any material actual or potential claim liabilities which should be recorded as of December 31, 2024.

Deerfield Valley Communications Union District d/b/a DVFiber

Statement of Budgetary Comparison (Unaudited)

Year Ended December 31, 2024

	<u>Original and Final Budget</u>	<u>Budgetary Basis Actual Amounts</u>
Operating revenues		
Contributions	\$ -	\$ 6,087
Subscription revenue	534,813	476,662
Grant income	<u>9,960,180</u>	<u>8,791,229</u>
Total operating revenues	<u>10,494,993</u>	<u>9,273,978</u>
Operating expenses		
Advisory services	24,000	26,000
Assistant to the Clerk and Project Director	41,600	50,097
Auditing services	40,000	47,169
Bad debt expense	2,674	-
Bandwidth and uplink	86,400	92,468
Bank fees	8,400	20,757
Bookkeeper and accounting services	40,000	33,251
Clerk	10,400	20,218
Collateral materials	3,306	6,629
Communications content creation specialist	25,000	39,572
POP rent and lease	20,000	4,177
Depreciation expense	150,000	276,622
Digital advertising and social media	25,000	12,747
Direct mailing	2,879	16,509
Dues and subscriptions	12,000	12,109
Executive Director	135,000	136,965
Grant and Finance Coordinator	58,240	61,132
Grant management	-	54
Grant writing	35,000	-
Insurance	20,000	17,885
Internal systems - software licenses	8,736	7,199
ISP support services	123,720	109,980
Legal services	20,000	16,839
Miscellaneous	48,575	6,613
Network IP addresses	1,500	1,000
Network maintenance	50,000	117,301
Network operations	124,846	101,260
Network software licenses	10,000	21,620
Newsprint and radio advertising	10,000	8,220
Office lease	9,600	7,434
Other marketing	10,000	-
Payroll taxes	19,298	21,934
Pole rental	86,235	72,609

Deerfield Valley Communications Union District d/b/a DVFiber

Statement of Budgetary Comparison (Concluded) (Unaudited)

Year Ended December 31, 2024

	Original and Final Budget	Budgetary Basis Actual Amounts
Professional fees	610	1,413
Retirement contribution - company contribution	7,045	7,544
Sponsorship and events	5,000	3,830
Storage	36,200	15,234
Supplies and equipment	4,500	4,191
Transaction fees	31,116	24,638
Transcription services	4,000	2,046
Travel	2,000	1,498
Treasurer	3,000	-
VOIP fees	13,475	26,943
Website design, maintenance and hosting	900	1,031
Total operating expenses	1,370,255	1,454,738
Operating income	9,124,738	7,819,240
Nonoperating revenues		
Interest income	50,000	216,297
Construction expenditures		
Capital assets	-	6,823,649
Increase (decrease) in budgetary fund net position	\$ 9,174,738	\$ 1,211,888

Deerfield Valley Communications Union District d/b/a DVFiber

Statement of Budgetary Comparison (Unaudited)

Year Ended December 31, 2023

	<u>Original and Final Budget</u>	<u>Budgetary Basis Actual Amounts</u>
Operating revenues		
Contributions	\$ -	\$ 4,500
Subscription revenue	462,600	19,260
Grant income	<u>9,990,031</u>	<u>6,809,491</u>
Total operating revenues	<u>10,452,631</u>	<u>6,833,251</u>
Operating expenses		
Advisory services	24,000	32,000
Assistant to the Clerk and Project Director	54,000	51,866
Auditing services	44,000	35,300
Bad debt expense	2,313	-
Bandwidth and uplink	58,020	47,706
Bank fees	1,275	3,972
Bookkeeper and accounting services	16,800	17,715
Clerk	11,960	22,360
Collateral materials	9,975	1,837
Communications content creation specialist	-	19,544
POT rent and lease	6,667	3,428
Depreciation expense	158,472	17,230
Digital advertising and social media	42,000	-
Direct mailing	6,500	14
Dues and subscriptions	62,878	14,718
Executive Director	156,000	136,611
Grant management	18,000	9,880
Grant writing	35,000	-
Insurance	16,164	16,677
Internal systems - software licenses	5,626	6,407
ISP support services	90,000	3,840
Legal services	20,000	28,902
Miscellaneous	43,791	5,755
Network IP addresses	1,500	1,000
Network maintenance	56,210	-
Network operations	21,900	3,245
Network software licenses	36,000	6,478
Newsprint and radio advertising	14,400	1,400
Other marketing	11,135	-
Payroll taxes	-	16,359
Pole rental	68,600	38,204

Deerfield Valley Communications Union District d/b/a DVFiber

Statement of Budgetary Comparison (Concluded) (Unaudited)

Year Ended December 31, 2023

	Original and Final Budget	Budgetary Basis Actual Amounts
Professional fees	5,000	389
Regulatory fees	468	-
Sponsorship and events	20,000	8,494
Storage	39,600	23,074
Supplies and equipment	2,500	5,200
Transaction fees	8,327	9,948
Transcription services	6,360	2,885
VOIP fees	19,800	814
Website design, maintenance and hosting	6,360	4,235
Total operating expenses	1,201,601	597,487
Operating income	9,251,030	6,235,764
Nonoperating revenues		
Interest income	15,000	281,434
Preconstruction expenditures		
Vendor deposits	-	16,939
Capital assets	-	1,860,227
Total preconstruction expenditures	-	1,877,166
Construction expenditures		
Capital assets	-	4,949,264
Increase (decrease) in budgetary fund net position	\$ 9,266,030	\$ (309,232)

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT D/B/A DVFIBER

Schedule of Expenditures of Federal Awards

Year Ended December 31, 2024

Federal Grantor/ Pass-Through Grantor Program Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Numbers	Total Federal Expenditures
<u>U.S. Department of Treasury</u>			
Pass through Vermont Department of Public Service:			
Coronavirus State and Local Fiscal Recovery Funds	21.027		
		00240-FY22- ACT71PREC-03	\$ 370,301
		00240-FY22- ACT71CONST-04	<u>8,202,076</u>
Total expenditures of federal awards			<u>\$ 8,572,377</u>

1. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal grant activity of Deerfield Valley Communications Union District d/b/a DVFiber during the year ended December 31, 2024. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of *Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a portion of the operations of Deerfield Valley Communications Union District d/b/a DVFiber, it is not intended to, and does not, present the net position, changes in net position or cash flows of Deerfield Valley Communications Union District d/b/a DVFiber.

2. Basis of Accounting

Expenditures reported on the Schedule are reported on the accrual basis of accounting. The amounts shown as current year expenditures represent only the federal grant portion of the program costs.

3. Indirect Cost Rate

Deerfield Valley Communications Union District d/b/a DVFiber has not elected to use the 10% de minimis indirect cost rate.



Deerfield Valley Communications Union District d/b/a DVFiber

REPORTS IN ACCORDANCE WITH UNIFORM GUIDANCE

December 31, 2024

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT

December 31, 2024

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Board of Trustees
Deerfield Valley Communications Union District d/b/a DVFiber

We have audited, in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of Deerfield Valley Communications Union District d/b/a DVFiber (the District) as of and for the year ended December 31, 2024, and the related notes to the financial statements and have issued our report thereon dated July 22, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies, and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2024-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The District's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the District's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BSP Assurance, LLP

Portland, Maine
July 22, 2025
Registration No. 192-0134133

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE THE THE MAJOR
FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

The Board of Trustees
Deerfield Valley Communications Union District d/b/a DVFiber

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited Deerfield Valley Communications Union District d/b/a DVFiber's (the District) compliance with the types of compliance requirements described in the Office of Management and Budget *Compliance Supplement* that could have a direct and material effect on the District's major federal programs for the year ended December 31, 2024. The District's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the major federal program for the year ended December 31, 2024.

Basis for Opinion on the Major Federal Program

We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of *Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the District's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the District's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with U.S. generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with U.S. generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the the District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as item 2024-002. Our opinion on the major federal program is not modified with respect to this matter.

Government Auditing Standards requires the auditor to perform limited procedures on the District's response to the noncompliance findings identified in our compliance audit and described in the accompanying schedule of findings and questioned costs. The District's response was not subjected to the other auditing procedures applied in the audit of compliance, and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we did identify a certain deficiency in internal control over compliance that we consider to be a material weakness.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a major federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a major federal program will not be prevented, or detected and corrected, on a timely basis.

A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a major federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2024-002 to be a material weakness.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the District's response to the internal control over compliance findings identified in our compliance audit and described in the accompanying schedule of findings and questioned costs. The District's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

BDMF Assurance, LLP

Portland, Maine
July 22, 2025
Registration No. 192-0134133

Deerfield Valley Communications Union District d/b/a DVFiber

Schedule of Findings and Questioned Costs

Year Ended December 31, 2024

Section I. Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified
Internal control over financial reporting:
Material weakness(es) identified? X yes no
Significant deficiencies identified not
considered to be material weaknesses? yes X none reported
Noncompliance material to financial statements noted? yes X no

Federal Awards

Internal control over major programs:
Material weakness(es) identified? X yes no
Significant deficiencies identified not
considered to be material weaknesses? yes X none reported
Type of auditor's report issued on compliance
for major programs: Unmodified
Any audit findings disclosed that are required
to be reported in accordance with
2 CFR 200.516(a)? X yes no

Identification of major programs:

<u>AL Number</u>	<u>Name of Federal Program or Cluster</u>
21.027	Coronavirus State and Local Fiscal Recovery Funds

Dollar threshold used to distinguish between
Type A and Type B programs: \$ 750,000
Auditee qualified as low-risk auditee? yes X no

Deerfield Valley Communications Union District d/b/a DVFiber

Schedule of Findings and Questioned Costs (Continued)

Year Ended December 31, 2024

Section II. Findings Related to the Financial Statements Which are Required to be Reported in Accordance with Government Auditing Standards

Finding Number: 2024-001 - Financial Reporting

Criteria: U.S. generally accepted accounting principles (U.S. GAAP) requires that grant revenues under cost-reimbursement agreements to be recognized when the related eligible expenditures are incurred, assuming all other conditions of the grant are met. Additionally, effective internal control over financial reporting requires timely and accurate reconciliation of general ledger accounts, including grant revenue, deferred revenue, accrued expenses, accounts receivable, and related expenditure accounts to help ensure accurate financial reporting.

Condition Found: During our audit, we noted the District did not properly recognize grant revenue, in the amount of approximately \$887,000, in the period when the related allowable expenditures were incurred. While the expenses were recorded in the proper period, the corresponding grant revenue remained classified as deferred revenue, causing an understatement of both revenue and net position in the financial statements. Additionally, certain general ledger accounts were not reconciled on a timely basis, leading to material audit adjustment of approximately \$456,000.

Cause and Effect: This condition was caused by a lack of formal processes to help ensure expenditures were appropriately matched with revenues, as well as timely reconciliations of certain accounts. As a result of this condition, grant revenue was materially understated, and revenue recognition did not occur in the same period as the related grant expenditures. Audit adjustments were necessary to properly recognize earned revenues and present the financial statements in accordance with U.S. GAAP. This deficiency represents a material weakness in the District's internal control over financial reporting.

Recommendation: We recommend that the District strengthen its internal controls over grant accounting by implementing procedures to help ensure that revenue is recognized in the period when eligible expenditures are incurred. Additionally, the District should establish a formal monthly reconciliation process for all balance sheet accounts, determine that all reconciliation are completed in a timely manner, and documented reviews and approvals by appropriate personnel are performed timely.

Identification as a Repeat
Finding, if applicable Not applicable

Management response: Management agrees with the findings and recommendations.

Deerfield Valley Communications Union District d/b/a DVFiber

Schedule of Findings and Questioned Costs (Continued)

Year Ended December 31, 2024

Section III. Findings and Questioned Costs for Federal Awards

Finding Number:	2024-002 - Preparation of the Schedule of Expenditures of Federal Awards
Criteria:	The District should report federal grant expenditures on an accrual basis of accounting in order to be consistent with the District's financial statements. Per 2 CFR §200.328, recipients of federal awards must submit financial reports such as those required by the Vermont Community Broadband Board (VCBB). Timely and accurate submission of these reports is critical for demonstrating compliance, accountability, and program effectiveness.
Condition Found:	The District is currently reporting grant expenditures on a cash basis which is not consistent with the financial statements, which are prepared using the accrual basis of accounting. As a result, grant expenditures could be reported in improper periods.
Cause and Effect:	Having to adjust for accrual account balances resulted in errors that an ongoing accrual accounting process would have helped prevent or detect and correct timely. As a result of this condition, the Schedule of Expenditures of Federal Awards had to be corrected to reflect expenditures that had been accrued in the District's financial statements.
Recommendation:	We recommend that the District implement policies and procedures to report grant expenditures on the accrual basis of accounting throughout the year.
Identification as a Repeat Finding, if applicable	A repeat finding; See finding 2023-002
Questioned costs	None
Management response:	Management agrees with the findings and recommendations.

Deerfield Valley Communications Union District d/b/a DVFiber

Schedule of Prior Year Findings

Year Ended December 31, 2024

Finding Number: 2023-001 - Accrual Basis of Accounting

Criteria: The District is required to report on the accrual basis of accounting in order to be in compliance with U.S. GAAP as prescribed by the Government Accounting Standards Board (GASB).

Condition Found: The District does not currently report on the accrual basis of accounting through the calendar year and only presents accrual balances through adjusting entries at year-end.

Cause and Effect: Having to adjust for accrual account balances at year-end resulted in errors that an ongoing accrual accounting process would have helped prevent or detect and correct timely. As a result of this condition, the District had various material adjustments during the financial statement audit that were proposed by the auditors due to errors in the accrual adjustments in order to be in compliance with U.S. GAAP.

Recommendation: It was recommended that the District implement policies and procedures to report on the accrual method of accounting throughout the year.

Status : Corrected

Deerfield Valley Communications Union District d/b/a DVFiber

Schedule of Prior Year Findings (Concluded)

Year Ended December 31, 2024

Finding Number: Awards	2023-002 - Preparation of the Schedule of Expenditures of Federal Awards
Criteria:	The District should be reporting federal grant expenditures on an accrual basis of accounting in order to be consistent with the District's financial statements.
Condition Found:	The District is currently reporting grant expenditures on a cash basis which is not consistent with the financial statements prepared using the accrual basis of accounting as a result grant expenditures could be reported in improper periods.
Cause and Effect:	Having to adjust for accrual account balances resulted in errors that an ongoing accrual accounting process would have helped prevent or detect and correct timely. As a result of this condition, the District reported grant expenditures that had been accrued and reported in the prior year's Schedule of Expenditures of Federal Awards.
Recommendation:	It was recommended that the District implement policies and procedures to report grant expenditures on the accrual basis of accounting throughout the year.
Status :	Not corrected; see finding 2024-002



Corrective Action Plan:

The District acknowledges the continuing issue of receiving material vendor invoices many months after performance of contracted work. One set of late invoices entered into QuickBooks accounts payable with retroactive dates was not recognized as grant revenue earned. As recommended by the auditors, the District will begin tracking grant expenditures on an accrual basis beginning with the period ending July 31, 2025.

In addition to the monthly recognition of cash accounts by the Finance Coordinator, all balance sheet accounts with material balances will be reconciled each month by the Treasurer with review by the Executive Director beginning with the period ending July 31, 2025. We anticipate both audit findings will be fully resolved by these actions.

Responsible party: Patrick Moreland

Date: Ongoing



Learn all about homesharing.

Monday, September 22, 11:30 am-2 pm

Neighborhood Connections

5700 VT Route 100, Londonderry



HomeShare Vermont



(802) 824-3434
HomeShareVermont.org



CORRECTED TIME: Regional Policing Public Meeting

From WCSO - Press Release <no-reply@windhamsheriff.com>

Date Thu 9/4/2025 11:47 AM

To no-reply@windhamsheriff.com <no-reply@windhamsheriff.com>



CORRECTED TIME: Regional Policing Public Meeting

FOR IMMEDIATE RELEASE

09/04/2025 11:46

Newfane, VT — The Windham County Sheriff's Office invites the public to attend the Windham County Sheriff's Regional Policing Initiative's public meeting, which seeks to improve access to rural law enforcement through shared services across municipalities.

Sheriff Mark Anderson will present his proposal and invite discussion on the initiative. Sheriff Anderson intends to bring this initiative — developed in collaboration with towns, stakeholders, and the public — to the Vermont Legislature in January 2026. This is the fifth and final planned public meeting on the topic, which aims to improve access to law enforcement services in towns that do not have their own police department.

"Under current law, only towns and the State are charged with providing law enforcement services," Sheriff Anderson said. "Our experience is that towns and our constituents expect more. The existing system is generally piecemeal and patchwork, leaving people frustrated."

Sheriff Anderson will host this event to present the existing proposal on:

September 22, 2025 – 5:00 PM
Windham County Courthouse
7 Court Street
Newfane, VT 05345

This meeting will also be available online via Zoom:

<https://us02web.zoom.us/j/84024576405?pwd=qP8zYPcNGaAMVRbbWQtr6iWetiW0gm.1>

Meeting ID: 840 2457 6405

Passcode: 390256

The event is open to the public and is intended to gather feedback about the future of policing in rural Vermont. A follow-up meeting will be hosted based on public feedback, with a proposal for future action.

The push for regionalization is not new. Numerous studies commissioned over several decades by the Legislature, the State, and independent researchers have consistently recommended regional law enforcement services as a necessary step forward for Vermont's rural communities.

Media Contact:

Sheriff Mark Anderson

manderso@windhamcountyvt.gov

802-365-4942 x151

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