

**Town of Londonderry, Vermont
Selectboard**

DRAFT

Meeting Minutes

Thursday September 25, 2025 – 5:00 PM

100 Old School Street, South Londonderry, VT 05155

Board members present: Thomas Cavanagh, Jim Fleming and Taylor Prouty.

Board members absent: James Ameden, Jr, Martha Dale

Town Officials: Aileen Tulloch, Town Administrator, Pamela Spaulding, Planning Commission, Jen Greenfield, Planning Commission

Others in Attendance: Karen Geraghty, KG Consulting (online), Keegan Douglas, GNAT-TV (online)

1. Open Public Hearing on Community Development Block Grant - Disaster Recovery (CDBG-DR) grant applications

Tom Cavanagh called the Public Hearing on Community Block Grant – Disaster Recovery applications to order at 5:00 pm.

a. Presentation on Expand Wastewater System Grant (07110-DR-IG-2025-Londonderr-13)

Karen Geraghty of KG Consulting VT explained that The Vermont Agency of commerce and Community Development has received \$67,845,000 from US Department of Housing and Urban Development (HUD) in Community Development Block Grant- Disaster Recovery (CDBG-DR) funds in response to Vermont's July 2023 floods FEMA Disaster Declaration 4720. These funds will help communities with the necessary expenses related to disaster relief, long-term recovery, restoration of infrastructure and housing, and economic revitalization in the most impacted and distressed areas receiving major disaster declarations, for CDBG-DR eligible activities and addressed a national objective of benefitting low and moderate income people and addressing an urgent need. The Federal Register mandates \$54,276,000 must be used to serve communities in HUD-Identified MID areas (Most Impacted and Distressed Area). The remaining \$13,569,000 may be used to address unmet needs in the State-Identified MID areas (Caledonia, Orleans, Rutland, Windham, and Windsor Counties).

She then went on to explain the first application for expanding the Wastewater system:

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.

CDBG-DR Grant Fund Amount Requested: \$1,050,000

i. Concerns and Questions from the Selectboard

Jim Fleming asked where the funds were held and whether they were guaranteed.

Answer: They are currently being held by HUD and we haven't submitted the grant application or been awarded anything yet, so nothing is guaranteed.

ii. Concerns and Questions from the Public

Pam Spaulding asked if the requested funding was for Phase I of the project or for Phase II.

Answer: This would be for Phase II.

b. Presentation on Replace Culverts Grant Application (07110-DR-IG-2025-Londonderr-34)

Geraghty explained that this application was for two culvert replacements.

- Windy Rise Lane West Culvert # 2 – The Town received a Highways Structures grant for \$200,000 for a total estimated cost of \$450,000 in July of 2025 to replace the culvert. 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.

CDBG-DR Grant Fund Amount Requested: \$750,000.00

i. Concerns and Questions from the Selectboard

Taylor Prouty asked whether the deadline for the Structures grant for the Windy Rise Lane West Culvert works with the timeline for the CDBG-DR grant.

Answer: Yes, the Structures grant has a deadline of 12/31/2027.

ii. Concerns and Questions from the Public

None.

c. Presentation on Flood Proofing Feasibility and Cobble Ridge Bridge Engineering Studies CDBG-DR Application (07110-DR-PG-2025-Londonderr-33)

Geraghty moved on to the last application which is a planning grant application for:

- North Village Flood Proofing Feasibility Scoping Study --The North Village Flood Proofing Feasibility Scoping 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.
- The Cobble Ridge Road Bridge replacement study--would 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.

CDBG-DR Grant Fund Amount Requested: \$300,000

i. Concerns and Questions from the Selectboard

None.

ii. Concerns and Questions from the Public

None.

2. Adjourn Public Hearing

Tom Cavanagh moved to adjourn the public hearing at 5:16pm, seconded by Jim Fleming. The motion passed unanimously.

3. Call Regular Meeting to Order

Chair Tom Cavanagh called the Special Selectboard meeting to order at 5:17 pm.

4. Additions or Deletions to the Agenda

[\[1 V.S.A. 312\(d\)\(3\)\(A\)\]](#)

None.

5. New Business

a. Vote to Adopt 07110-DR-IG-2025-Londonderr-13 Expand Wastewater System Grant Funding Resolution

Cavanagh read out the following resolution:

Single Applicant 07110-DR-IG-2025-Londonderr-13 (Wastewater System Expansion)

WHEREAS, the Town of Londonderry, Vermont (hereinafter "Applicant") is applying for a Grant under the Vermont Community Development Program CDBG-DR; and

WHEREAS, it is necessary that an application be made and agreements be entered into with the State of Vermont.

Now, THEREFORE, BE IT RESOLVED as follows:

1. that Applicant possesses the legal authority as defined in the State Act [10 VSA §683(8)] to apply for the grant and to administer the program; and

2. that Applicant apply for a grant under the terms and conditions of said program and agree hereby to enter into Certifications and Assurances there of; and

3. the Applicant has a duly adopted and current Municipal Plan 10/02/2017 (Date Adopted) and that the project is consistent with said plan; and

4. the Applicant has received documentation from the Regional Planning Commission that the project is consistent with the "Regional Plan; and

5. that is hereby authorized to be Contact Person and as such to Aileen Tulloch, Town Administrator provide, on behalf of Applicant, all documents and information necessary for the completion of said application and to provide such coordination as may be necessary for said application; and

6. that Aileen Tulloch, Town Administrator who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal Authorizing Official (MAO) for the Grants Management On-line System, Intelligrants; and

7. that it is understood that, if the application is funded, the receipt of CDBG funds, as federal funds passed through the State of Vermont, may require that an audit of the Applicant be conducted under the provisions of the Single Audit Act, as amended, and that CDBG funds may be used to fund only a limited portion of the audit cost.

Jim Fleming moved to 1) Adopt the 07110-DR-IG-2025-Londonderr-13 Expand Wastewater System Grant Funding Resolution as read, and 2) to authorize the Town Administrator to execute any and all documentation necessary to secure and execute the grant, seconded by Taylor Prouty. The motion passed unanimously.

b. Vote to Adopt 07110-DR-IG-2025-Londonderr-34 Replace Culverts Grant Funding Resolution

Cavanagh read out the following resolution:

Single Applicant 07110-DR-IG-2025-Londonderr-34 (Replace Culverts)

WHEREAS, the Town of Londonderry, Vermont (hereinafter "Applicant") is applying for a Grant under the Vermont Community Development Program CDBG-DR; and

WHEREAS, it is necessary that an application be made and agreements be entered into with the State of Vermont.

Now, THEREFORE, BE IT RESOLVED as follows:

1. that Applicant possesses the legal authority as defined in the State Act [10 VSA §683(8)] to apply for the grant and to administer the program; and
2. that Applicant apply for a grant under the terms and conditions of said program and agree hereby to enter into Certifications and Assurances there of; and
3. the Applicant has a duly adopted and current Municipal Plan 10/02/2017 (Date Adopted) and that the project is consistent with said plan; and
4. the Applicant has received documentation from the Regional Planning Commission that the project is consistent with the "Regional Plan; and
5. that is hereby authorized to be Contact Person and as such to Aileen Tulloch, Town Administrator provide, on behalf of Applicant, all documents and information necessary for the completion of said application and to provide such coordination as may be necessary for said application; and
6. that Aileen Tulloch, Town Administrator who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal Authorizing Official (MAO) for the Grants Management On-line System, Intelligrants; and
7. that it is understood that, if the application is funded, the receipt of CDBG funds, as federal funds passed through the State of Vermont, may require that an audit of the Applicant be conducted under the provisions of the Single Audit Act, as amended, and that CDBG funds may be used to fund only a limited portion of the audit cost.

Taylor Prouty moved to 1) Adopt the 07110-DR-IG-2025-Londonderr-34 Replace Culverts Resolution as read, and 2) to authorize the Town Administrator to execute any and all documentation necessary to secure and execute the grant, seconded by Jim Fleming. The motion passed unanimously.

c. **Vote to Adopt 07110-DR-PG-2025-Londonderr-33 Flood Proofing Feasibility and Cobble Ridge Bridge Engineering Studies**

Cavanagh read out the following resolution:

Single Applicant 07110-DR-IG-2025-Londonderr-33 (Flood Proofing Feasibility and Cobble Ridge Bridge Engineering Studies)

WHEREAS, the Town of Londonderry, Vermont (hereinafter "Applicant") is applying for a Grant under the Vermont Community Development Program CDBG-DR; and

WHEREAS, it is necessary that an application be made and agreements be entered into with the State of Vermont.

Now, THEREFORE, BE IT RESOLVED as follows:

1. that Applicant possesses the legal authority as defined in the State Act [10 VSA §683(8)] to apply for the grant and to administer the program; and
2. that Applicant apply for a grant under the terms and conditions of said program and agree hereby to enter into Certifications and Assurances there of; and
3. the Applicant has a duly adopted and current Municipal Plan 10/02/2017 (Date Adopted) and that the project is consistent with said plan; and
4. the Applicant has received documentation from the Regional Planning Commission that the project is consistent with the "Regional Plan; and
5. that is hereby authorized to be Contact Person and as such to Aileen Tulloch, Town Administrator provide, on behalf of Applicant, all documents and information necessary for the completion of said application and to provide such coordination as may be necessary for said application; and
6. that Aileen Tulloch, Town Administrator who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal Authorizing Official (MAO) for the Grants Management On-line System, Intelligrants; and
7. that it is understood that, if the application is funded, the receipt of CDBG funds, as federal funds passed through the State of Vermont, may require that an audit of the Applicant be conducted under the provisions of the Single Audit Act, as amended, and that CDBG funds may be used to fund only a limited portion of the audit cost.

- d. *Jim Fleming moved to 1) Adopt the 07110-DR-IG-2025-Londonderr- Flood Proofing Feasibility and Cobble Ridge Bridge Engineering Studies Grant Funding Resolution as read, and 2) to authorize the Town Administrator to execute any and all documentation necessary to secure and execute the grant, seconded by Taylor Prouty. The motion passed unanimously.*

6. Adjourn

Taylor Prouty moved to adjourn the meeting, seconded by Jim Fleming. The motion passed unanimously.

The meeting adjourned at 5:24 pm.

Respectfully Submitted,

Town of Londonderry, Vermont
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Respectfully Submitted,

Aileen Tulloch, Town Administrator

Approved
LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair