

Town of Londonderry, Vermont

Selectboard Meeting Agenda

Monday, December 1, 2025 – 6:00 PM

100 Old School Street, South Londonderry, VT 05155

1. Call Regular Meeting to Order
2. Additions or Deletions to the Agenda [\[1 V.S.A. 312\(d\)\(3\)\(A\)\]](#)
3. Minutes Approval – Meeting(s) of 11/17/2025
4. Selectboard Pay Orders
5. Announcements/Correspondence
6. Visitors and Concerned Citizens
7. Roads and Bridges
 - a. Updates
8. Town Officials Business
 - a. Wastewater Committee
 - i. North Village Allocation Recommendations
9. Transfer Station/Solid Waste Management
 - a. Updates
10. Old Business
11. New Business
 - a. Facility Use Request for Town Office December 4.
12. Executive Session 1 V.S.A. § 313 (a)(1)(F) Confidential attorney-client communications made for the purpose of providing professional legal services to the body.
13. Adjourn

Posted and distributed on November 28, 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>

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**Town of Londonderry, Vermont
Selectboard**

Meeting Minutes
Monday, November 17, 2025, 6 PM
100 Old School Street, South Londonderry, VT 05155

Board members present: James Ameden, Jr., Taylor Prouty, and Martha Dale.

Board members absent: Tom Cavanagh and Jim Fleming.

Town Officials: Aileen Tulloch, Town Administrator; Allison Marino, Town Clerk; Sally Hespe, Selectboard Note Taker; Andy Dahlstrom, Short Term Rental Coordinator; Patti Eisenhauer, Housing Commission; Liam Elio, Mountain Towns Recreation Director; Mark Frayne, Deputy Health Officer; and John Hurd, Recycling Coordinator.

Others in Attendance: Tyler Fisher; Paul Hendler; Pamela Spaulding; Amanda Fouda, GNAT Videographer.

1. Call Regular Meeting to Order

James Ameden, Jr. called the Selectboard meeting to order at 6:00 p.m.

2. Additions or Deletions to the Agenda [1 VSA 312(d)(3)(A)]

Agenda Item 7b should read "10/06" not "10/20".

Martha Dale moved to correct Agenda Item 7b to read "Ratify log landing decision from 10/06", seconded by Taylor Prouty. The motion passed unanimously.

2. Minutes Approval – Meeting(s) of 11/3/2025

It was noted that due to Chair Tom Cavanagh's absence, minutes will be signed by James Ameden, Jr.

Martha Dale moved to approve the minutes of the Selectboard meetings of 11/3/2025, seconded by Taylor Prouty. The motion passed unanimously.

4. Selectboard Pay Orders

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

5. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- The website is live. The domain name was changed to londonderryvt.gov, and visitors will be redirected to new site.
- Two RFPs for the basement ceiling and window renovations for Town Hall were issued on 10/10, with an optional site visit on 10/21. Submissions are due 12/1.
- Easement letters went out for South Village Wastewater project and need to be returned and notarized (can do in town hall) by 12/1.
- All necessary easements have been received for Spring Hill Rd. culvert project.

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- Tina is working with Bill Kearns for FEMA Category Z reimbursement for 2023 storm.

The following correspondence can be found in the meeting packet:

- Several liquor licenses applications for Magic Mountain catering events.
- Windham Regional Commission notice of public hearing to review updated Town Plan on Thursday 12/4 at 4 p.m. The Zoom link is in public hearing notice.
- Two thank you letters from SEVCA and Windham County Humane Society for town appropriations.
- Notice from Londonderry GLC Solar of application to Public Utility Commission for certificate of public good.
- Email from Barry Randell expressing his disappointment in the outcome of his presentation at the 11/3 Selectboard meeting.

6. Visitors and Concerned Citizens

a. Short Term Rental Concern (Tyler Fisher)

Before hearing from resident Tyler Fisher, Tulloch read a legal opinion from Town attorney Robert Fisher stating that it would be prudent to amend the Short-Term Rental (STR) regulations to establish a Town-level STR Appeal Board. Until such appeal process or body is created, the Town Attorney recommends that anyone wishing to appeal must file in Superior Court under Rule 75 which covers claims against government action).

Tyler Fisher, a resident on Route 11, addressed the Board regarding his family home, which he rents when not using it. He explained that he believed he did not need to file STR paperwork because he owns the property and considers it a private residence. He stated that he responded to all communications from the Town but did not receive the two mailed notices, though he did respond promptly when contacted by phone. He requested reconsideration of the restrictions applied to his property.

Andy Dahlstrom, STR Administrator, noted that whether the home is a family property is not relevant to compliance, adding that the property has operated as one of the busier rentals in town—approximately 180 nights per year—and appears to function as an active short-term rental. Board member Taylor Prouty added that other STR owners have raised concerns but that changes must follow the existing regulatory process, and he encouraged Tyler Fisher to remain engaged as amendments, including a future appeal process, may be considered.

The selectboard concluded that it cannot respond to any appeals until an appeal process is established.

7. Roads and Bridges

a. Updates

- Road maintenance has begun, and crews are working on Green Mountain Rd.
- The loader is getting repaired. Backhoe will be used for salt and sand.
- The 4th road crew member started back up and will be training on the truck now that he has his license.
- Spring Hill Rd. culvert is coming along.

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- Guardrails on Rinehart are done.

b. Ratify log landing decision from 10/06

Taylor Prouty moved to ratify the Selectboard's 10/06/2025 decision to approve access across town-owned property for Rick Kelley on behalf of Robert Kohler to use Town Parcel 066068.000 for a temporary logging access to be removed upon completion of logging on Parcel 112137.000, seconded by Martha Dale. The motion passed unanimously.

c. Discuss Monet Lane Road Discontinuance

Tulloch was contacted by the State regarding status of Monet Lane. While there is no road or bridge, the road has not been declassified. The State recommends Town work with Windham to officially declassify or “throw up” the road, and Tulloch will pursue.

8. Town Officials Business

a. Town Clerk

i. Review and Approve amended Public Records Request Policy

Several changes were made since July draft. A disclaimer was added about title insurance, and details were added concerning requesting specific pages.

Martha Dale moved to approve the Public Records Request Policy as amended, seconded by Taylor Prouty. The motion passed unanimously.

ii. Review and Approve Amended Public Records Fee Schedule

Additions included provision of a minimum charge of \$10 for email requests and fee for Clerk was amended to be equal to senior staff rate.

Martha Dale moved to approve the approve the Public Records Fee Schedule as amended, seconded by Taylor Prouty. The motion passed unanimously.

b. Parks Director

i. Pingree Tennis Court Cemetery Commission Loan Request

Liam Elio discussed the current condition of the tennis court at Pingree Park, noting that it is in significant disrepair. While an overhaul of the entire park is desired, the Recreation Board intends to wait and only proceed with the court renovation at this time.

Assessments from Advantage Tennis indicate a flawed foundation, broken fencing, and conditions that now pose a safety hazard. The Recreation Board recommended a complete demolition and rebuild and has communicated with the Cemetery Commission about borrowing funds and spreading the cost over five years. The estimated project cost is approximately \$150,000, which will be put out to bid, and the Board will explore options for loans, grants, and donations while preparing to fund the full amount if necessary. The Cemetery Commission has approved the proposal, and Select Board approval is now required. Martha Dale noted that the new surface could support multiple uses, including tennis and up to four pickleball courts. The expected lifespan of a new court is 10–30 years,

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with 20 years being a reasonable estimate. Fencing costs are projected at around \$30,000, and efforts will be made to reduce expenses by reusing materials when possible. If funding is secured during this budget cycle, the plan is to prepare the site in fall 2026 and complete installation in spring 2027.

James Ameden moved to approve the pursuit of a loan from the Cemetery Commission of an amount not to exceed \$150,000 for the purposes of replacing the Pingree Park Tennis Court, and to authorize the Town Administrator to execute any and all documents necessary to secure the loan, seconded by Taylor Prouty. The motion passed unanimously.

ii. Appoint Londonderry and at-large member to MTRDAC

The Mountain Towns Recreation Director Advisory Committee (MTRDAC) consists of representatives from the 5 towns, Flood Brook and West River Sports Associations and a member at large. Additional members are needed due to turnover.

Martha Dale moved to appoint Justin Alexander as the Londonderry Representative for a term of 2 years and Kate Zeigler as the At Large Representative for a term of one year to the Mountain Towns Recreation Director Advisory Committee, seconded by Taylor Prouty. The motion passed unanimously.

9. Transfer Station/Solid Waste Management

a. Updates

- Casella now charges \$40 per mattress disposal, and 2027 will bring a huge increase.
- New tire prices are proposed: \$6 car and light truck; \$8 heavy truck; \$20 light equipment; and \$150 heavy equipment. All fees doubled if rims are included.
- Information will be added to the town newsletter and website, and the Solid Waste page of the website will be updated in the next few weeks.

b. Review and approve Tire Fee Schedule

Martha Dale moved to approve the Tire Fee Schedule as presented, seconded by Taylor Prouty. The motion passed unanimously.

10. Old Business

None.

11. New Business

a. Chris Morrow Request for Input

Representative Morrow sent an email to area towns requesting input on bill concerning flood/disaster issues as next year FEMA will have less money and be less responsive. Tom Cavanagh will reach out to Morrow.

b. Approve Facility Use Agreement for December 1-3 Town Hall (Weston Theatre)

The Theatre is requesting use of the basement for rehearsals and there are no conflicts.

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Taylor Prouty to authorize the use of the Town Hall for Play Rehearsals on December 1 through 3 2025 and to authorize the Town Administrator to sign the facility use agreement on behalf of the Town, seconded by Martha Dale. The motion passed unanimously.

c. Approve Facility Use Agreement for 11/22/2025 Town Hall (Birthday Party)

Someone will need to go and turn on heat prior.

Martha Dale to authorize the use of the Town Hall for a Birthday Party on 11/22/2025 and to authorize the Town Administrator to sign the facility use agreement on behalf of the Town, seconded by Taylor Prouty. The motion passed unanimously.

d. Approve Liquor Licenses

i. Jakes Restaurant 1st, 3rd and OCP

Taylor Prouty moved to approve a 1st, 3rd and OCP Liquor License for Jake's Restaurant related to property located at 5680 Vermont Rte. 100, seconded by Martha Dale. The motion passed unanimously.

ii. West River Coffee Barn 2nd Class

Martha Dale moved to approve a 2nd Class Liquor License for West River Coffee Barn related to property located at 2309 N Main St, seconded by Taylor Prouty. The motion passed unanimously.

12. Adjourn

Martha Dale moved to adjourn the meeting, seconded by Taylor Prouty. The motion passed unanimously.

The meeting adjourned at 6:54 PM.

Respectfully Submitted,

Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

James Ameden Jr., Vice Chair



To: Londonderry Selectboard
From: Matt Bachler, WRC Senior Planner
Date: November 24, 2025
RE: North Village Wastewater System Property Connection Discussion

Background

The Town is reviewing applications from property owners in the village of North Londonderry to connect to the new wastewater system that will be constructed in 2026. Based on current interest, there is not adequate capacity in the system to connect every property that has applied. The North Village system will have capacity to treat 6,480 gallons of wastewater per day. Dufresne Group is preparing final engineering plans and State permit applications and the Town will need to decide which properties to connect to stay on schedule for bidding the project next winter. The Village Wastewater Committee has held several meetings over the last two months to consider different options for connecting properties in the North Village and the Committee made a final recommendation at their meeting on November 21st for the Selectboard to consider.

Discussion

The VWC recommends that the Selectboard first prioritize connecting the 8 properties located on North Main Street within the service area. These properties include a mix of commercial, residential, and civic uses and all are either located within the floodway or floodplain, or are using holding tanks. There is adequate funding and capacity to connect all 8 properties. It should be noted that two properties, 2242 and 2296 North Main Street, are currently vacant but are being considered for redevelopment as a restaurant and visitor center. The developer for the project has stated that connecting to the wastewater system is critical. The attached spreadsheet lists these 8 properties and their existing or proposed uses, and they are shown on the attached map as “Core”.

The VWC also recommends that the Selectboard reserve 10% of the system’s permitted capacity (648 gallons) to support future economic development opportunities in the North Village service area. The Wastewater Ordinance adopted by the Selectboard in May 2025 allows the Town to set aside capacity for a specific public purpose. This decision could be modified by the Selectboard in the future if needed.

The VWC next considered how to prioritize connecting the remaining properties, looking at five areas where additional connections could be made. These areas are also shown on the attached maps. Based on funding and capacity constraints, the Town will not be able to connect all of the remaining properties. As a next step, Dufresne Group will complete final cost estimates and an analysis of

estimated flows for these areas based on the order of prioritization decided on by the Selectboard, which will allow the Town to finalize the list of properties that can be connected.

- **Area 1: Middletown Priority Properties**
The property at 2484 Middletown Road is located in a flood plain, but is located away from other priority properties on North Main Street. The property located at 2452 Middletown Road is on a small parcel (0.25 acres), but there would be additional expense for running the main line to this property up Middletown Road. When the Selectboard prioritized property connections in the South Village, it considered location in a flood hazard area and small lots that would not allow for a replacement system.
- **Area 2: Edge Hill Road**
The main line will run across the West River and down Edge Hill Road to the treatment site at the Peelle property. There are fine single-family residential properties on Edge Hill Road that have applied to connect to the system and are located along the main line.
- **Area 3: Middletown Road Extension**
There is one larger property further south on Middletown Road (2414 & 2430 Middletown Road) that could be connected if the main line were extended past 2452 Middletown Road. The property has multiple existing buildings and the current owners have discussed adding four apartment units on the property.
- **Area 4: Edge Hill Road - Additional Properties**
The Town received applications from two additional single-family residential properties on Edge Hill Road along the main line. These property owners expressed an interest in connecting later on in the process and Dufresne Group has not completed surveys for the properties yet.
- **Area 5: Extensions Off North Main Street**
Three additional applications were received from properties located off of North Main Street: 49 Hells Peak Road, 148 High Street, and 31 Pond Street. All three are residential properties.

VWC Recommendation

Based on their discussion, the VWC recommends the following prioritization of these five areas, after first connecting the core eight properties on North Main Street discussed above:

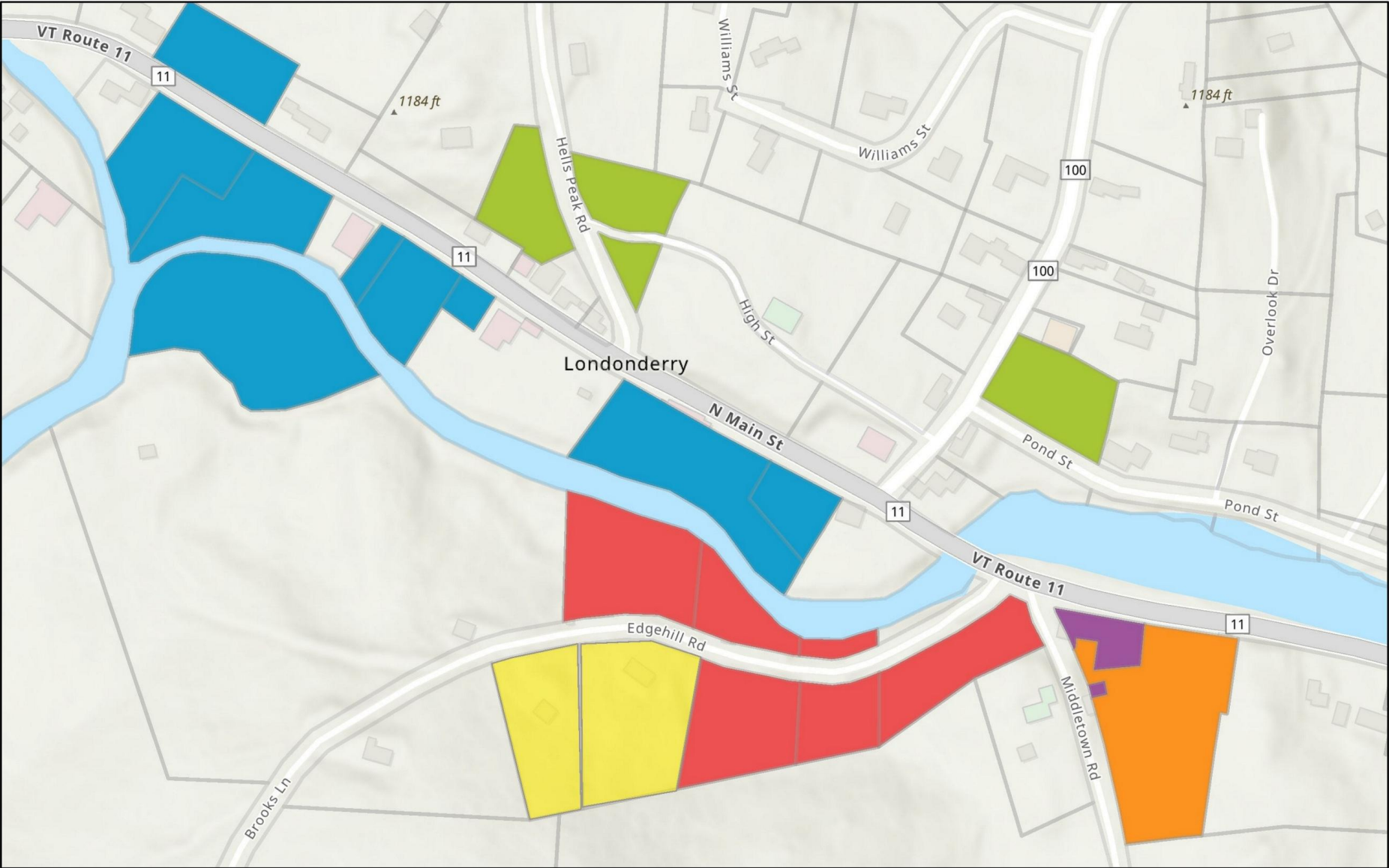
Priority Ranking	Area
Priority #1	Area #1 – Middletown Priority Properties: 2484 & 2452 Middletown Road
Priority #2	Area #2 – Edge Hill Road: 79, 95, 110, 160 Edge Hill Road & 2493 Middletown Road
Priority #3	Area #3 – Middletown Extension: 2414 & 2430 Middletown Road
Priority #4	Area #4 – Edge Hill Road – Additional Properties: 147 & 183 Edge Hill Road
Priority #5	Area #5 – Extensions Off North Main Street: 49 Hells Peak Road, 148 High Street, 31 Pond Street

North Village Wastewater System Connection Applications

North Main Street Priority Properties			
Name	911 Address	Street	Property Use
Laurie Krooss	2021	North Main St	Commercial - Store
Center Merrill	2022	North Main St	Commercial - Store
Center Merrill	2046	North Main St	Commercial - Store
Laurie Krooss	2051	North Main St	Commercial - Church
Lori Jelley	2072	North Main St	Residential MFH (2 apts-3b)
Judy Platt	2116	North Main St	Mixed - Market, Apartments
Judy Platt	2136	North Main St	Mixed - Restaurant, Apartments
Judy Platt	2152	North Main St	Residential
Ed Brown	2242	North Main St	Commercial - Restaurant (<i>Proposed</i>)
Ed Brown	2296	North Main St	Visitor's Center (<i>Proposed</i>)
Town Reserved Capacity			10% (648 Gallons)

Additional North Village Properties				
Name	911 Address	Street	Property Use	Area #
Steve Paulson	2484	Middletown Rd	Residential SFH (3b)	1
Joel Lockwood	2452	Middletown Rd	Residential SFH (3b)	
Ian & Emily Shore (Pannkuk)	79	Edge Hill Rd	Residential SFH	2
Thomas & Katheryn Blozy	95	Edge Hill Rd	Residential SFH	
Kathy Mosenthal	110	Edge Hill Rd	Residential SFH	
Mark & Kimberly Cleverdon	160	Edge Hill Rd	Residential SFH	
Larry & Cynthia Gubb	2493	Middletown Rd	Residential SFH	
Joshua & Nicole Wenguard	2414	Middletown Rd	Residential MFH (2 apts proposed)	3
Joshua & Nicole Wenguard	2430	Middletown Rd	Residential MFH (2 apts proposed)	
Clark Douglas Paige	147	Edge Hill Rd	Residential SFH	4
Marcia Anderson	183	Edge Hill Rd	Residential SFH	
Taylor Prouty	49	Hells Peak Rd	Residential SFH	5
Laurie Krooss	148	High Street	Residential SFH	
Sandra Clark	31	Pond St	Residential	

North Village Wastewater System Property Connections Map



- Core North Main Street
- Area #1: Middletown Road Priority Properties
- Area #2: Edge Hill Road
- Area #3: Middletown Road Extension
- Area #4: Edge Hill Road – Additional Properties
- Area #5: Extensions Off North Main Street

This Agreement, dated November 12, 20 25 is between the Town of Londonderry and Bob Wells. The parties agree to the conditions as listed in this document.

FACILITY: Twitshell Bldg

EVENT: Meeting with Eric Richards to discuss "Squeek's House"

DATE: Thursday, Dec. 4th ~ at 5pm

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

Town of Londonderry: By _____ (Authorized Agent)

User Bob Wells (and about a half dozen people)

Address: 1211 Thompsons Rd Town So. Londonderry St VT Zip 05155

Phone: (802) 430-5445 or (802) 824-3599


Londonderry Arts & Historical Soc. (Organization, if applicable)

Community Fund of Londonderry

Expected attendees:

Eric Richards
Bob Wells
Hilary Batchelor
Elsie Smith
Susan Collins
Mimi Wright
Lenny Gubb

Green Mountain Home Repair Program Expands Support for Mountain Towns

 www.homemattershere.org/green-mountain-home-repair-program-expands-support-for-mountain-towns/

November 24, 2025

by Marion Major | Nov 24, 2025 | General



Windham & Windsor Housing Trust's Green Mountain Home Repair (GMHR) program has launched a special initiative in cooperation with The Collaborative and Neighborhood Connections to support homeowners in the mountain towns of Andover, Jamaica, Londonderry, Weston, and Windham. Eligible homeowners in these communities can now access grants of up to \$25,000 to complete essential health and safety repairs. Funding for this targeted effort is made possible through a generous award from the Fanny Holt Ames and Edna Louise Holt Fund.

Income-eligible households (up to \$82,950 for a family of four) may use these grants to address critical issues including:

- Roof, plumbing, electrical, and heating repairs;
- Well or septic system replacement;
- Structural concerns;
- Accessibility modifications for older adults or people with disabilities;
- Energy efficiency improvements.

“A 2023 Londonderry Housing Needs Assessment revealed 40% of homeowners are cost-burdened, spending over 30% of their income on housing,” says Patty Eisenhaur, Chair of the Londonderry Housing Commission. “This issue affects vulnerable populations most, including a growing senior population with fixed incomes struggling to maintain their homes. Safe, clean and livable homes could be the difference between seniors remaining in their homes and having to move into assisted living elsewhere. We are thrilled that Windham & Windsor Housing Trust is able to offer this special program for our mountain town communities.”

Residents of other Windham and Windsor County towns remain eligible for assistance through GMHR’s regular program, which provides affordable loans, flexible terms, and support from staff who guide homeowners through the entire repair process—from application to project completion.

“Too many Vermonters are living in homes that are unsafe, inefficient, or in need of major repairs,” says Bruce Whitney, Director of Homeownership for WWHT. “This focused opportunity will make a real difference for households in our mountain towns who face unique challenges due to distance, weather, and limited contractor availability.”

GMHR staff help applicants determine project needs, obtain contractor bids, and oversee the construction process to ensure repairs meet quality and safety standards.

To apply or learn more, visit [homemattershere.org/repair-your-home/](https://www.homemattershere.org/repair-your-home/) or contact Program Coordinator Jeremy Paquette at (802) 246-2116.

About WWHT

WWHT’s mission is to strengthen the communities of southeast Vermont through the development and stewardship of permanently affordable housing and through ongoing support and advocacy for its residents. WWHT builds concrete solutions to the region’s housing challenges, and provides better housing opportunities to more than 1,500 Southeastern Vermonters each year.

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