

**Town of Londonderry, Vermont
Selectboard**

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

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

Board members absent: Martha Dale.

Town Officials: Aileen Tulloch, Town Administrator; Sally Hespe, Selectboard Note Taker; and Andy Dahlstrom, SRT Administrator.

Others in Attendance: Cameron and Doria Habib; Rick Kelley, Pamela Spaulding; and Amanda Fouda, GNAT Videographer.

1. Call Regular Meeting to Order

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

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

Add Agenda Item 9b Application for Road Access Permit for Log Landing and change Meeting Minutes approval date.

Taylor Prouty moved to add 9b Application for Road Access Permit for Log Landing and change meeting minutes for approval from 9/08/25 to 09/29/2025, seconded by Jim Fleming. The motion passed unanimously.

3. Minutes Approval – Meeting(s) of 9/29/2025

James Ameden moved to approve the minutes of the Selectboard meetings of 9/29/2025, seconded by Jim Fleming. The motion passed unanimously.

4. Selectboard Pay Orders

Jim Fleming 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:

- CBGD-DR grant was submitted last week and will hear back in November.
- Tulloch will be out of office Tuesday – Thursday for Town Fair in South Burlington but available by phone and email.
- Presentation by Todd Menees of the VT Rivers Program at Town Hall on Saturday October 18th at 9:30 a.m. about Williams Dam.
- Rinehart Rd. box culvert has been replaced and road should be reopened tomorrow.

The following correspondence can be found in the meeting packet:

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- Vermont Department of Environmental Conservation sent notice of intent to issue a Finding of No Significant Impact (FNSI) for the South Londonderry Village Community Wastewater Project.
- Williams Dam was downgraded from “Poor” to “Unsatisfactory” on the Periodic Inspection Report by the Vermont Department of Environmental Conservation. The Hazard Potential Classification remained “Significant”.
- John Hurd sent a report on participation for last Saturday’s Hazardous Waste Day.

6. Visitors and Concerned Citizens

a. Cameron Habib – Short Term Rental Request

Cameron Habib and his wife Doria requested special consideration to be grandfathered into the previous STR Ordinance. After receiving notification to register their STR in November 2024, Habib reached out to the STR Administration via email with several questions. The STR Administrator acknowledged receipt of the email but indicated his response would be postponed due to the high volume of calls and emails. The STR Administrator replied later with answers, but Habib reached out to the STR Administrator again the day before the deadline with additional questions which were not answered.

The Habibs found out in September 2025 that their application would not be grandfathered as the application was never submitted. The Habibs assumed the date of first written contact would be used to hold their place in the process as is done in other municipalities. They believe they made a good faith effort to comply, and the unanswered questions were out of their control.

The Town Attorney reviewed the Habib’s grandfather request and indicated that because an application was not submitted by the deadline, they are not enrolled in the STR program and cannot be grandfathered in. The Selectboard concurred. As this is the first year of the program, changes to the program might be made in the future, and the Selectboard encouraged the Habibs to be part of the process for suggestions for change. The possibility of adding an appeals process was also introduced.

In another matter, Pam Spaulding asked the status of the new website. Tulloch reported that content has been migrated to new site (with a .gov domain) and training for the committee will be in the next several weeks. A launch date at the end of October is anticipated.

7. Town Officials Business

a. Short Term Rental Administrator

i. Updates

- Last year 53 applications were submitted; this year 68 have been submitted, with 43 complete and licensed.
- Registration fees are now paid after walk through inspection to confirm layout and number of bedrooms.
- 43 applications netted \$31,000 in registration fees, which should cover costs.

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- 9 STRS have dropped out, 4 have moved to long term rentals, and 5 no longer renting – all signs of the success of the ordinance.
- Safety amendments have resulted in more smoke and CO alarm installations, along with bedroom window replacements.

b. Recreation Director

i. Pingree Park – Contract with Lawn Master

Liam Elio sent a report that there is a contract for the rest of the year Lawn Master and will renew next year.

Taylor moved to approve the contract with Lawn Master for Pingree Park and authorize the Town Administrator to sign on behalf of the town, seconded by James Ameden. The motion passed unanimously.

8. Transfer Station/Solid Waste Management

a. Updates

None.

9. Roads and Bridges

a. Updates

- Rinehart Rd. culvert is assembled and road will open tomorrow.
- Under Mountain Rd. culvert replacement is ongoing. Road closed to local traffic only with several more weeks of work remaining.
- Winhall Hollow Rd. grinding done and shim layer on southbound lane.
- Landgrove Rd. work will begin once Winhall Hollow Rd. done.
- Still waiting for installation on new truck.

b. Log Landing

Application was received for log landing on Sherwood Forest over town property. Landing exists but access needs to be fixed to be used. Rick Kelley, Forester, reported that this access has been used before with good success. Safety on Route 11 is key, so it is better to use the town road.

Taylor Prouty moved 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 Jim Fleming. The motion passed unanimously.

10. Old Business

a. Add Library as approved public meeting space

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The South Londonderry Librarian requested if public meetings can be held at the library. As it is a public building, the Selectboard agreed as long as they adhere to the requirements of open meeting laws.

Jim Fleming moved to approve the use of the South Londonderry Library by Town of Londonderry public bodies, seconded by Taylor Prouty. The motion passed unanimously.

11. New Business

a. Approve Town Office Use Request (Weston Theater)

Jim Fleming moved to authorize the use of the Town Office by the Weston Theater for a board meeting on 10/11/2025 from 9 a.m. – 1 p.m. and to have them return the furniture and everything to its original positions and to authorize the Town Administrator to sign the Facilities Use Agreement on behalf of the Town, seconded by Taylor Prouty. The motion passed unanimously.

12. Adjourn

Jim Fleming moved to adjourn the meeting, seconded by James Ameden. The motion passed unanimously.

The meeting adjourned at 7:14 PM.

Respectfully Submitted,

Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair