

**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.

Town of Londonderry, Vermont

Selectboard Meeting Minutes – November 17, 2025

- 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.

Town of Londonderry, Vermont

Selectboard Meeting Minutes – November 17, 2025

- 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,

Town of Londonderry, Vermont
Selectboard Meeting Minutes – November 17, 2025

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.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – November 17, 2025

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