

DRAFT
Town of Londonderry, Vermont
Selectboard

Meeting Minutes
Monday, December 1, 2025, 6 PM
100 Old School Street, South Londonderry, VT 05155

Board members present: Martha Dale, Jim Fleming, and Taylor Prouty.

Board members absent: James Ameden, Jr., and Tom Cavanagh.

Town Officials: Aileen Tulloch, Town Administrator; Sally Hespe, Selectboard Minute Taker; Patti Eisenhauer, Housing Commission; Gary Hedman, Village Wastewater Commission.

Others in Attendance: Jim Hendler; Chad Stoddard; and Amanda Fouda, GNAT Videographer.

1. Call Regular Meeting to Order

Board Member Taylor Prouty called the Selectboard meeting to order at 6:03 p.m.

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

Martha Dale moved to add Agenda Item 7b Plowing Contract, seconded by Jim Fleming. The motion passed unanimously.

3. Minutes Approval – Meeting(s) of 11/17/2025

Jim Fleming moved to approve the minutes of the Selectboard meeting of 11/17/2025, seconded by Martha Dale. The motion passed unanimously.

4. Selectboard Pay Orders

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

5. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- Two RFPs went out for Town Hall basement ceiling and window renovation. They were due today at 5 pm.
- Easement letters out in South Village; some complete but not notarized. There are 3 notaries in the Town Clerk's office available between 8:30 a.m. and 4 p.m.
- Next selectboard meeting will start at 4:30 p.m. with a special meeting to review FY27 budget.
- Per the direction of the Selectboard on 8/18/2025, Tulloch has been working with the Town Attorney to find ways to mitigate usage of Magic View as an emergency shelter. The Town filed a request for a Jurisdictional Opinion (JO) that Magic View requires an Act 250 permit as their Change of Use impacts municipal services and constitutes a change to their original Act 250 permit (#2W0062).

The following correspondence can be found in the meeting packet:

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The Londonderry Housing Commission announced that 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 may now apply for grants of up to \$25,000 to complete essential health and safety repairs. Housing Commission Chair Patti Eisenhower noted that the program will be promoted through emails to referral partners, schools, and selectboards, as well as on the Town website, Facebook page and local newsletters.

6. Visitors and Concerned Citizens

Chad Stoddard of the Parks Board asked whether the Beautification Committee has raised funds for maintenance at Aiken's Corner. The committee had originally planned to raise \$1,000 per year toward a \$10,000 goal. Mark Wright had offered to perform the maintenance, and an agreement was made between the Parks Board and Wright. Stoddard noted, however, that Wright simply showing up and taking care of the work is not consistent with the agreement that was established. Martha Dale reported that she does not know the status of the fundraising. Stoddard pointed out that paperwork had been filed by the Beautification Committee. He will locate the paperwork, and the Town will facilitate a conversation with the Beautification Committee and the Parks Board.

7. Roads and Bridges

a. Updates

- Undermountain Rd. is still undergoing construction per GMP agreement. A crew was gravelling the road today; caution should be used.

b. Plowing Contract

The contract with Dryden's Outdoor for plowing Town Hall, Memorial Park, and Pingree Park expired in September, and a new contract was not established. While the original RFP was for two years and could theoretically be amended, Stoddard noted his understanding that there would not be a contract for the parks since they are not utilized in the winter. The Town now has a fourth road crew member and a plow, but staff do not have the proper equipment to manage plowing effectively. The board agreed that direction is needed on whether to purchase equipment that would allow the Town to handle plowing internally. The matter will be placed on the agenda for the next selectboard meeting. In the meantime, Town Hall will be plowed with the red truck until a decision is made. The agenda item will also include consideration of hiring a fourth part-time employee to take on this responsibility along with other small maintenance jobs. Additional options discussed included closing the gate to Pingree Park for the winter and asking Matt Batchelor to explore how other towns expand roles to meet similar needs.

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8. Town Officials Business

a. Wastewater Committee

i. North Village Allocation Recommendations

Gary Hedman of the Village Wastewater Committee presented a memo from the Windham Regional Commission summarizing ongoing discussions regarding the North Village wastewater system. The recommendation is to implement different design considerations with a hard cap on gallons and to reserve 10% of the system's capacity for future needs. While several homeowners won't be connecting to the system now, it is anticipated that future owners will likely do so. Reserve capacity would also allow for the possibility of connecting the old Mill restaurant. The permitting process will continue at the state level as the project progresses, and the redevelopment of the Mill is seen as desirable, though other properties could be added if plans change.

Paul Hendler asked who would pay for the reserve 10%, and it was relayed that the cost of excess capacity would be distributed among all users, with debt service spread across the grand list. Both wastewater systems will be managed as one entity. There is flexibility for future modifications depending on system construction progress. The importance of advancing permitting and the bid process was emphasized, and questions will be posed to Matt and Chrissy at the next meeting. Chad Stoddard asked about pretreatment to lower costs, which was considered but would add significant costs. A motion on the recommendations was tabled to the next meeting, at which Taylor Prouty will be recused from voting due to a potential conflict of interest.

9. Transfer Station/Solid Waste Management

a. Updates

None.

10. Old Business

None.

11. New Business

a. Facility Use Request for Town Office December 4.

Jim Fleming moved to authorize the use of the Town Office for a meeting on 12/04/2025 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.

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.

Martha Dale moved that the Board enter executive session to discuss attorney-client communications pursuant to 1 V.S.A. § 313 (a)(1)(F), seconded by Jim Fleming. The motion passed unanimously

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Entered executive session at 7:06 p.m.
Came out of executive session at 7:15 p.m.

13. Adjourn

Jim Fleming moved to adjourn the meeting, seconded by Martha Dale. The motion passed unanimously.

The meeting adjourned at 7:16 PM.

Respectfully Submitted,

Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Acting Chair, Taylor Prouty