

**Town of Londonderry, Vermont
Selectboard**

Meeting Minutes
Monday, August 18, 2025 6 PM
100 Old School Street, South Londonderry, VT 05155

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

Board members absent: Martha Dale and Jim Fleming.

Town Officials: Aileen Tulloch, Town Administrator; Liam Elio; Mountain Towns Recreation Director; Sally Hespe, Selectboard Note Taker; Jen Greenfield, Planning Commission; and Pamela Spaulding, Planning Commission.

Others in Attendance: Judy and Pete Cobb; Paul Hendler; Bobby Gray; Bonny Johnson; Meg Staloff (SeVEDS); and Amanda Fouda, GNAT Videographer.

1. Call Meeting to Order

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

2. Additions or Deletions to the Agenda

[1 VSA 312(d)(3)(A)]

No additions or deletions.

3. Minutes Approval – Meeting(s) of 8/4/2025

Taylor Prouty moved to approve the minutes of the Selectboard meeting of 8/4/2025, seconded by James Ameden. The motion passed unanimously.

4. Selectboard Pay Orders

Taylor Prouty 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:

- Five projects submitted for funding for a Community Development Block Grant (CDBG) were approved for the full application process. Tulloch will reach out to Chris Campany For assistance in applications and grant management.
- Allison Marino relayed that Highway Beverage LLC submitted Event Permits for 8/30 and 8/31.
- The Selectboard was invited to a Town Building Symposium as part of the Municipal Leaders Network series on 8/28 at Wardsboro Town Hall.

6. Visitors and Concerned Citizens

a. Meg Staloff (SeVEDS) Get On Board Program

Meg Staloff, Southern Vermont Economy Project Manager at Brattleboro Development Credit Corporation provided information on several upcoming opportunities:

Town of Londonderry, Vermont

Selectboard Meeting Minutes – August 18, 2025

- Town Building Symposium, part of the Municipal Leaders Network series on 8/28. The focus will be on Town-owned buildings, which can make up a significant part of annual Town budgets. The session will consider how town leaders can best use public dollars as they plan for current and long-term maintenance.
- SoVT Get on Board, training for local leaders September through November 2025. An in-person series of 4 Saturday classes to gain practical skills to become effective and active participants in civic life in Southern Vermont communities. Focus will be on how towns work and how nonprofits and municipal governments can work together. Scholarships are available, and the registration fee includes meals.

7. Town Officials Business

a. Beautification Committee

i. Town Hall Beautification Request

Bonny Johnson, Chair of the Beautification Committee, reported on 2 ideas the committee has for the new Town Hall:

- 2 potted boxwood shrubs to be placed on either side of front entrance
- 2 weatherproof benches that convert to picnic tables placed near birch trees for staff and public use

The purchases would be covered by the 2025-2026 budget.

The Selectboard requested the Beautification Committee meet with building staff and Josh Dryden to determine best placement and ensure winter plowing is not affected. The Beautification Committee will report back at the next Board meeting on September 8.

b. Town Administration

i. Vermont Local Government Institute Program – Letter of Support

Tulloch requested a Letter of Support from the Select Board as required for this opportunity.

Taylor Prouty moved to endorse the Town Manager's inclusion in the Vermont Local Government Institute Program, seconded by James Ameden. The motion passed unanimously.

8. Transfer Station/Solid Waste Management

a. Updates

No updates were reported.

Pam Spaulding asked for status on electrical upgrades at the Transfer Station. Tom Cavanagh reported that the project is still in the works. Power is now at the site and service will be installed by GMP.

9. Roads and Bridges

a. Updates

Taylor Prouty reported:

Town of Londonderry, Vermont
Selectboard Meeting Minutes – August 18, 2025

- Culvert replacement has begun on Winhall Hollow Rd. Signs were not posted as the project started with short notice. The road will not be closed, but there will be delays during project.
- Progress on fuel tanks is ongoing.

b. Approve George & Lamotte Access Permit

This is a straightforward application for relocation of driveway for a new garage.

Taylor Prouty moved to approve access permit application No. 2025-5, submitted by Ferdinand & Monika Lamotte for new access to their parcel located on the north of Pond Street, and authorize the Chair to sign the permit on behalf of the Board, seconded by James Ameden. The motion passed unanimously.

c. Review and Adopt Private Road Sign Policy

This was approved by Selectboard but not adopted as a Policy. The Town will pay for first sign installation for private road; residents will pay for any subsequent sign replacements.

James Ameden moved to adopt the Private Road Sign Policy, seconded by Taylor Prouty. The motion passed unanimously.

d. Review and Approve Edge Hill Rd. Paving Proposal

This is a proposal to pave the steep part of Edge Hill Rd. to make grading easier. Work would be done by Hunter Excavating. It was noted there are adequate funds left in the paving budget to cover this expense.

James Ameden moved to accept the proposal from Hunter Excavating LLC to provide services relating to the paving of Edge Hill Road, estimated to cost \$5,885.000 and 2) authorize the Town Administrator to execute any documents necessary for hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

10. Old Business

a. Review and Approve WRC Project Manager contract for Town Hall MERP Improvements

Town Attorney Bob Fisher reviewed the contract and suggested several changes, which WRC accepted.

Taylor Prouty moved to accept the proposal from Windham Regional Commission to provide services relating to Project Management Services for Town Hall MERP-eligible renovations, estimated to cost \$21,800.00 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by James Ameden. The motion passed unanimously.

b. Review and Adopt Dog Ordinance

Town of Londonderry, Vermont

Selectboard Meeting Minutes – August 18, 2025

The Town Attorney reviewed the Ordinance; a clause was added rescinding the old Ordinance.

James Ameden moved to adopt the Ordinance Regulating Dogs and Wolf-Hybrid, such ordinance to take effect after 60 days unless a petition is filed as provided for under 24 V.S.A. § 1973(b), seconded by Taylor Prouty. The motion passed unanimously.

A copy of the Ordinance is attached to these minutes.

c. Discuss Grease Trap issue for the Corner Store

Any business that has a commercial kitchen and wants to hook up to the proposed Village Wastewater System will be required to install a 1,000-gallon grease trap. Jason O'Connor of the Corner Market requested that this cost be supported by the Town's Economic Development Reserve Fund.

The Selectboard indicated that the next step is to determine the number of businesses and total costs involved. Additionally, the Wastewater Committee should to be consulted.

11. New Business

a. Discuss Mowing Aiken's Corner

Mark Wright has offered to take over the mowing and maintenance of Aiken's Corner, which is currently done by a Parks employee. Aileen Tulloch expressed concern about potential liability of non-Town employees mowing Town property. The Selectboard will encourage Mark and Liam Elio to discuss the matter together to come to resolution.

b. Approve Library Request to use Parking Lot on Sept. 13

James Ameden moved to approve the Library's request to use the Town Office Parking Lot on September 13, seconded by Taylor Prouty. The motion passed unanimously.

c. Review and Approve Endorsement of Closing Magic View Motel as a Shelter

Thomas Simmons, Executive Director, Neighborhood Connections in Londonderry sent a request to the Selectboard to endorse a letter related to Magic View Motel (in meeting packet). The Motel has been utilized by the state as an overflow homeless shelter, and Neighborhood Connections has provided extensive services to the residents. The letter is a formal request from the 3 regional agencies providing housing navigation services to cease using Magic View Motel as a homeless shelter if no supports or funding are provided.

Resident Bobby Gray, who lives across the street from the motel, discussed drug traffic and violence at the property. There has been considerable police activity and several reported deaths. The President of the Londonderry Volunteer Rescue Squad, Pete Cobb, reported that the squad already had at least 40 calls to Magic View since the beginning of the year. He also talked about safety issues; the squad will not enter the motel now until police are present. James Ameden reported the Fire Department feels similarly.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – August 18, 2025

All members present of the Selectboard agreed to sign the proposed letter. The Selectboard, Rescue Squad, and Fire Department will also work to send their own letters in support of closing Magic View as a homeless shelter.

The group discussed possible outreach to the motel owner to discuss closing the program. Jen Greenfield, whose Snowden Motel took part in the homeless voucher program several years ago, indicated the choice is with the owner, who makes a profit from participating. It was mentioned that Rutland was successful in shutting down a similar motel, and Aileen Tulloch will reach out to that town for details.

James Ameden moved to Endorse the letter asking the State to either discontinue use of the Magic View Motel for placements in its Emergency Motel Program, or allocate funding to providers for needed services, seconded by Taylor Prouty. The motion passed unanimously.

13. Adjourn

James Ameden moved to adjourn the meeting, seconded by Taylor Prouty. The motion passed unanimously.

The meeting adjourned at 7:22 PM.

Respectfully Submitted,

Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair

ORDINANCE REGULATING DOGS AND WOLF-HYBRIDS

Town of Londonderry

SECTION 1. AUTHORITY. This ordinance is adopted by the Town of Londonderry under authority of 20V.S.A. § 3549, 24 V.S.A. §§ 2291 (10), (14), and (15), and 24 V.S.A. Chapter 59. Upon adoption, this Ordinance will supersede the Town of Londonderry's Dog Ordinance as amended on September 29, 1995.

SECTION 2. PURPOSE. The purpose of this ordinance is to regulate the keeping of dogs and wolf hybrids and to provide for their leashing, muzzling, restraint, impoundment, and destruction, to protect the public health and safety of the Town and preserve the quiet enjoyment of its residents' homes and properties.

SECTION 3. DEFINITIONS. For purposes of this ordinance, the following words and phrases shall apply:

A. "Dog" means any member of the canine species. For purposes of this ordinance, this term shall also include "wolf-hybrids" and "working farm dogs" except as otherwise stated.

B. "Domestic animal" means those animals defined by 6 V.S.A. § 1151(2).

C. " (3) "Domestic pet" or "pet" means any domestic dogs, domestic cats, and ferrets. The term shall also include such other domestic animals as the Secretary shall establish by rule, provided that the Secretary finds that the animal has the potential to become an imminent danger to public health or welfare if not subjected to the provisions of this chapter.

D. "Enforcement Officer" means any Town Constable, Police Officer, Animal Control Officer, Humane Officer, or any other person designated as an Enforcement Officer by the Selectboard.

E. "Impoundment" means being held by the Town at a place designated by the Selectboard. Such a place may or may not be operated by the Town and may or may not be within Town limits.

F. "Owner" means any person who has actual or constructive possession of a dog. The term also includes those persons who provide food and shelter to a dog.

G. "Potentially vicious dog" means a dog that, while running at large: inflicts minor injuries on a person not necessitating medical attention; chases, worries, threatens to attack or attacks another domestic pet or domestic animal; causes damage to personal or real property; chases a person; or causes any person to reasonably fear attack or bodily injury from such dog. This definition shall not apply if the dog was protecting or defending itself,

its offspring and other domestic pet or animal or a person from attack or assault or the person attacked or threatened by the dog was engaged in teasing, tormenting, battering, assaulting, injuring or otherwise provoking the dog.]

H. “Premises” means the home and real property of the dog owner.

I. “Running at large” means that a dog is not:

- a. on a leash; or
- b. in a vehicle; or
- c. on the owner’s premises.
- d. on the premises of another person with that person’s permission; or
- e. clearly under the verbal or non-verbal control of its owner.

J. “Wolf hybrid” means an animal that:

- a. is the progeny of a dog and a wolf (*Canis lupus* or *Canis rufus*); or
- b. is advertised or otherwise described or represented to be a wolf hybrid; or
- c. exhibits primary physical and/or behavioral wolf characteristics.

K. “Working farm dog” means a dog that:

- a. is bred or trained to herd or protect livestock or poultry or to protect crops; and
- b. is used for those purposes; and
- c. is registered as a working farm dog pursuant to State law.

SECTION 4. NUISANCES.

A. Prohibitions. An owner of a dog shall not allow, permit, or suffer such dog to create a nuisance. The following activities shall be deemed nuisances:

Nuisance One: Lack of current license and/or rabies tag

A dog without a collar or harness with a current license and/or valid rabies tag securely attached.

Nuisance Two: Running at large

A dog running at large in the Town. “Run at large” shall mean to move about without restraint, control or limitation as to property lines or areas. A domestic pet or domestic

animal on a public road is considered restrained if it is on a leash and is not causing a danger or nuisance.

Nuisance Three: Failure to remove waste

A dog that defecates in any public area or on the private premises of another person and whose owner does not immediately remove the fecal material and dispose of it in a sanitary manner.

Nuisance Four: Unconfined dog in heat

A female dog in heat not confined to a building or other secured enclosure, except while under the direct control of the owner.

Nuisance Five: Disturbing the Peace

A dog that disturbs the quiet, comfort and repose of others by barking, whining, calling, or howling for a continuous period between the hours of 10:00pm – 7:00am. This regulation shall not apply to dogs in a kennel or boarding facility which has received a zoning permit under the Town's Zoning Regulations. The zoning permit will govern the use of the kennel or boarding facility. This regulation shall not apply to a working farm dog. Note that the working farm dog also needs to be working on a farm that meets the qualifications for a farm. See the Required Agricultural Practices that are set forth by the department of Agriculture as to the minimum requirements for a farm operation.

Nuisance Six: Potentially vicious dog

A dog that while running at large: inflicts minor injuries on a person not necessitating medical attention; chases, worries, threatens to attack or attacks another domestic pet or domestic animal; causes damage to personal or real property; chases a person; or causes any person to reasonably fear attack or bodily injury from such dog. This definition shall not apply if the dog was protecting or defending itself, its offspring, another domestic pet or animal or a person from attack or assault or the person attacked or threatened by the dog was engaged in teasing, tormenting, battering, assaulting, injuring or otherwise provoking the dog.

B. Exemptions for Working Dogs. The provisions of the sections pertaining to running at large and disturbing the peace shall not apply to working farm dogs if the working farm dog is:

1. barking to herd or protect livestock or poultry or to protect crops; or
2. running at large to herd or protect livestock or poultry or to protect crops.

SECTION 5. COLLAR AND LICENSE.

Each dog shall be licensed according to the laws of this State and shall wear a collar or harness with the current license attached. A dog that is visiting from out of state must wear a collar or harness with a current license from its home state attached. A dog found without a collar or harness and license shall be in violation of this Ordinance and may be immediately impounded.

SECTION 6. ENFORCEMENT.

A violation of this Ordinance shall be a civil matter which may be enforced in the Vermont Judicial Bureau or in the Windham County Superior Court, at the election of the Selectboard and/or Enforcement Officer. Violations concerning potentially vicious dogs under Section 4A(Nuisance 6) and violations concerning a vicious dog and dog bite cases shall be enforced pursuant to Section 9 and Section 10 of this ordinance in addition to any civil fines imposed.

Violations enforced in the Judicial Bureau shall be in accordance with the provisions of 24 V.S.A. §§ 1974a and 1977 et seq. For purposes of enforcement in the Judicial Bureau, any Enforcement Officer shall have authority to issue tickets and represent the Town at any hearing. Violations enforced in the Superior Court shall be in accordance with the Vermont Rules of Civil Procedure. The Town may pursue all appropriate injunctive relief.

SECTION 7. PENALTIES AND COSTS.

A. The Enforcement Officer is authorized to recover civil penalties for violations of this Ordinance to any person who violates any provision of the ordinance shall be subject to a civil penalty of not less than a warning to not more than Five Hundred Dollars (\$500.00) together with the costs of prosecution and, in the event of a continuing violation, each day shall constitute a separate offense.

B. The Enforcement Officer is authorized to recover a waiver fee in lieu of a civil penalty, in the stated amount, for any person who declines to contest a municipal complaint and pays the waiver fee.

C. Determining the sequences of offenses for violations of this Ordinance shall be as follows: a subsequent violation that is identical to, and that occurs within 12 months of, a previous violation shall be considered a higher offense (i.e., second, third, or subsequent offense). Any subsequent identical violation that occurs after 18 months of a previous identical violation shall be considered a new first offense.

D. Reckless Dog Owner. Any owner who has violated this Ordinance 3 times, whether the offenses are identical or not, within a 12 month period shall provide proof to the

Enforcement Officer of successful completion of a behavior modification program, pre-approved by the Selectboard, and designed to improve the owner's understanding of dog ownership responsibilities, within 4 months from the date of notification. The Enforcement Officer shall issue a notification of this requirement, in writing by regular mail, postage prepaid, to the owner's last known address. Failure to provide such certification within the time allotted shall subject the offending dog(s) to immediate seizure and impoundment.

E. For purposes of calculating the sequence of offenses, offenses shall be counted against the owner.

F. A warning shall not be counted towards the calculation of the number of offenses under this Ordinance.

SECTION 8. IMPOUNDMENT.

A. Grounds for Impoundment. Any dog may be immediately impounded if the dog:

1. has been determined by an Enforcement Officer to be a "potentially vicious dog," which presents an imminent danger to people or other animals;
2. has reportedly bitten a person off or on premises the ordinance will apply to all dog bites, regardless of location and premises of its owner.
3. is in violation of State licensing law;
4. has an unknown rabies vaccination history or is suspected of having been exposed to rabies;
5. is running at large;
6. is an unconfined dog in heat; or
7. is found without a collar or harness and license.

B. Notice of Impoundment. The officer who impounds a dog shall, within twenty-four (24) hours, give notice to the owner thereof either personally, by telephone call, or by regular mail postage prepaid at the owner's last known address. Such notice shall inform the owner of the nature of the violations, the dog's location, and the necessary steps to have it returned to the owner. If the owner of the dog is unknown, the officer who impounds a dog shall, within twenty-four (24) hours of impoundment, post a public notice. Notification shall be posted in the town clerk's office and other usual places for public notice for a ten (10) calendar day period. The public notice shall include a description of the dog, including any significant marks of identification, and when and where it was impounded or found by the person placing the dog in the town's custody. The public notice must also declare that,

unless the owner 1) claims the dog, 2) pays all expenses incurred by the town for treatment, boarding and care of the dog, and any applicable penalties, and 3) takes all necessary remedial action within ten (10) calendar days following posting, the town may place the dog in an adoptive home or transfer it to a humane society or rescue organization. If the dog cannot be placed in an adoptive home or transferred to a humane society or rescue organization, it may be destroyed in a humane way.

C. Release from Impoundment. Impounded dogs shall be released to the owner only after payment of all penalties and impoundment fees (including, but not limited to, boarding, food, and veterinary expenses), the final disposition of a potentially vicious dog or vicious dog hearing if applicable, and after all necessary remedial action, as determined by the enforcement officer in consideration of the violation committed, is taken by the owner. Remedial action shall include, but is not limited to, such actions as providing a collar and current license; verification of certification of current vaccination against rabies completion of a program designed to improve the owner's understanding and execution of dog ownership responsibilities. If the owner of a dog impounded under the provisions of this ordinance refuses to take the remedial action necessary to secure the dog's release within ten (10) calendar days following notice of impoundment or gives notice either personally, by telephone call, or in writing to the town of forfeiture of ownership before that time, the dog may be placed in an adoptive home, transferred to a humane society or rescue organization; or, if the town is unable to transfer the dog, it may be humanely destroyed. The owner of a dog transferred or humanely destroyed shall remain liable for all expenses incurred by the Town for treatment, boarding and care of the dog for the duration of its impoundment, and any expenses associated with its transfer or humane disposal.

D. Rabies Suspect. The procedures provided in this section shall only apply if the dog is not a rabies suspect. If an official designated by the Selectboard to enforce the provisions of this ordinance determines that the dog is a rabies suspect, the Selectboard shall immediately notify the Town Health Officer who shall proceed in accordance with the Vermont Department of Health's rules.

SECTION 9. INVESTIGATION OF VICIOUS DOGS.

A. Complaint. When a dog has bitten a person while the dog is off or on the premises of its owner or keeper, and the person bitten requires medical attention for the attack, such person may file a written complaint with the Selectboard of the municipality. The complaint shall contain the time, date, and place where the attack occurred, the name and address of the victim or victims, and any other facts that may assist the Selectboard in conducting its investigation.

B. Investigation and Hearing. The Selectboard, within seven (7) calendar days from receipt of the complaint, shall investigate the charges and hold a hearing on the matter. If the owner of the dog which is the subject of the complaint can be ascertained with due diligence, said owner shall be provided with a written notice of the time, date, and place of hearing and a copy of the complaint.

C. Protective Order. If, after a hearing on the matter, the dog is found to have bitten the victim without provocation, the Selectboard shall make such order for the protection of persons as the facts and circumstances of the case may require, including, without limitation, that the dog is disposed of in a humane way, muzzled, chained, or confined. The order shall be sent by certified mail, return receipt requested, to the owner. A person who, after receiving notice, fails to comply with the terms of the order shall be subject to the penalties provided in 20 V.S.A. § 3550.

D. Rabies suspect. The procedures provided in this section shall only apply if the dog is not a rabies suspect. If a member of the Selectboard or an Enforcement Officer determines that the dog is a rabies suspect, the Selectboard shall immediately notify the Town Health Officer who shall proceed in accordance with the Vermont Department of Health's rules. If the dog; payment of all applicable fines or waiver fees; and proof of satisfactory successful is deemed healthy, the terms and conditions set forth in the Selectboard's order shall be enforced.

SECTION 10. POTENTIALLY VICIOUS DOGS.

A person claiming a dog is a "potentially vicious dog" may file a written complaint with the Selectboard. The complaint shall contain the time, date, and place where the alleged behavior occurred, an identification of the domestic pet or animal threatened or attacked, the name and address of any victim or victims, and any other facts that may assist the Selectboard in conducting its hearing. Upon receipt of a "potentially vicious dog" complaint, the Selectboard shall proceed as in the case of a "vicious dog" complaint using Section 9 B.-D. above, with the exception that if the Selectboard determines that the behavior classifies the dog as "potentially vicious" the Selectboard may order any protective measures be taken absent the dog being humanely destroyed.]

SECTION 11. OTHER LAWS.

This ordinance is in addition to all other ordinances of the Town of Londonderry and all applicable laws of the State of Vermont. All ordinances or parts of ordinances, resolutions, regulations, or other documents inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 12. SEVERABILITY.

If any section of this ordinance is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this ordinance.

SECTION 13. EFFECTIVE DATE.

This ordinance shall become effective 60 days after its adoption by the Selectboard. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the taking effect of this ordinance.

Adopted this _____ day of _____, 20__.

SIGNATURES:

Adoption History

1. Agenda item at regular Selectboard meeting held on _____.
2. Read and approved at regular/special Selectboard meeting on _____ and entered in the minutes of that meeting which were approved on _____.
3. Posted in public places on _____.
4. Notice of adoption published in the _____ newspaper on _____ with a notice of the right to petition.
5. Other actions [petitions,etc.