

Town of Londonderry, Vermont

Selectboard Meeting Agenda

Monday, February 3, 2025 – 5:00 PM
139 Middletown Road, South Londonderry, VT 05155

1. Call Meeting to Order
2. Additions or Deletions to the Agenda [\[1 V.S.A. 312\(d\)\(3\)\(A\)\]](#)
3. Executive Session(s) – The appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313 (a)(3)
4. Discuss Town Administrator recruitment process
5. Minutes Approval – Meeting(s) of 1/20/2025 & 1/23/2025
6. Selectboard Pay Orders
7. Announcements/Correspondence
8. Visitors and Concerned Citizens
9. Town Officials Business
 - a. Town Treasurer – Review FY2024 Town Audit
 - b. Mountain Towns Rec. Director – Consider compensation rates for parks and recreation temporary part-time employees
 - c. Planning Commission – Consider hiring a person to provide technology services for meetings
10. Transfer Station/Solid Waste Management
 - a. Updates
11. Roads and Bridges
 - a. Updates
 - b. Consider application(s) for excess vehicle weight permits [\[23 V.S.A. 1400a\]](#)
12. Old Business
 - a. Recommendation on the future of the Williams Dam
 - ~~b. Town Office Renovations – Consider change order(s)~~
13. New Business
 - a. Discuss winter meeting schedule
 - b. Consider employee compensation matters
 - [c. Consider Vermont Bond Bank commitment letter](#)
14. Adjourn

AS AMENDED AT MEETING

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>

**Town of Londonderry, Vermont
Selectboard**

Meeting Minutes

Monday, February 3, 2025

139 Middletown Road, South Londonderry, VT 05155

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

Board members absent: None.

Town Officials: Liam Elio, Mountain Towns Recreation Director; Esther Fishman, Londonderry Solid Waste Group; Sally Hespe, Selectboard Meeting Note Taker; Tina Labeau, Town Treasurer; Allison Marino, Town Clerk; Highway Department employee Donald Derby, and Pamela Spaulding, Planning Commission.

Others in Attendance: Melissa Brown; Nicholas Crane; Doug Friant; Jen Greenfield; Paul Hendler; Scott Ross; Anna Stoddard; Chad Stoddard; Aileen Tulloch; Ryan Anderson; Vermont Agency of Natural Resources representatives Marie Caduto (via phone), Ben Green and Scott Jensen, and GNAT camera operator Bruce Frauman.

1. Call Meeting to Order

Chair Tom Cavanagh called the meeting to order at 5:00 p.m.

2. Additions or Deletions to the Agenda

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

James Ameden moved to delete from the Old Business section of the agenda the consideration of change orders for the Town Office Renovations project, which shall be addressed at the next regular meeting, seconded by Taylor Prouty. The motion passed unanimously.

Tom Cavanagh moved to add to the Bond Bank Letter of Commitment to the New Business section of the agenda, seconded by Jim Fleming. The motion passed unanimously.

3. Executive Session(s) – The appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313 (a)(3)

At 5:05 p.m., Taylor Prouty moved to enter executive session to consider the appointment or employment or evaluation of a public employee, pursuant to Title 1 V.S.A. Section 313(a)(3), and invited Donald Derby, Josh Dryden and Tina Labeau to attend the executive session, seconded by James Ameden.

At 5:16 p.m. Martha Dale moved to enter executive session to consider the appointment or employment or evaluation of a public employee, pursuant to Title 1 V.S.A. Section 313(a)(3), and invited Aileen Tulloch and Tina Labeau to attend the executive session, seconded by James Ameden.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – February 3, 2025

Executive Session ended at 5:22 p.m.

4. Discuss Town Administrator recruitment process

Martha Dale moved to hire Aileen Tulloch to the full-time position of Town Administrator with starting salary of \$65,000 annually, plus full benefits including 10 vacation days, effective March 24, 2025, subject to completion of a probationary period of 6 months, seconded by Jim Fleming. The motion passed unanimously.

Aileen Tulloch responded that she is excited for the opportunity and eager to meet everyone in Londonderry. She currently lives in Putney, where she is the Selectboard Chair and previously served as a Lister. Tom Cavanagh indicated that the Vermont League of Cities and Towns has a pilot program to help with the transition process and Shane O'Keefe will continue to work for up to 10 hours a week until the end of June.

James Ameden moved to enter executive session to consider the appointment or employment or evaluation of a public employee, pursuant to Title 1 V.S.A. Section 313(a)(3), and invited Nicholas Crane, Esther Fisherman, and Tina Labeau to attend the executive session, seconded by Jim Fleming.

James Ameden moved to hire Nicholas Crane to the part-time position of Transfer Station Attendant at a rate of pay of \$18 per hour, without benefits, effective February 2, 2025, subject to completion of a probationary period of 6 months, seconded by Taylor Prouty. The motion passed unanimously.

Melissa Brown asked if the transfer station will be open on Sundays once the new Transfer Station Attendant begins work, and the Board answered that this will be considered after the new Transfer Station Attendant completes training.

5. Minutes Approval – Meetings of 1/20/2025 and 1/23/2025

James Ameden moved to approve the minutes of the Selectboard meetings of January 20, 2025 and January 23, 2025, seconded by Martha Dale. The motion passed unanimously.

6. Selectboard Pay Orders

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

7. Announcements/Correspondence

Town Treasurer Tina Labeau made the following announcement:

- The Town Annual Report will be mailed by February 19, 2025.

Town Clerk Allison Marino made the following announcements:

- Dog licenses are due April 1, 2025.
- Magic Mountain has requested 7 days of outside liquor licenses.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – February 3, 2025

8. Visitors and Concerned Citizens

Melissa Brown asked why there was not an option to attend the Selectboard meeting remotely, especially considering the Short-Term Rental working group meeting held prior to the Board meeting offered a Zoom option. Brown hopes that future Board meetings will have a regular Zoom option.

Jen Greenfield, owner of Snowdon Chalet asked if there have been any recent issues reported by neighbors located near Magic View. She indicated that several people staying at Magic View have been wandering her property and “casing” the place. Taylor Prouty said the last police log had similar reports. The Board suggested Greenfield and anyone else affected contact the sheriff at the non-emergency number.

9. Town Officials Business

a. Town Treasurer – Review FY2024 Town Audit

Town Treasurer Labeau reported that overall, the year went pretty well. Over \$1 million spent on road repairs resulted in a \$210,000 deficit in the fund balance at the end of the year, but more than \$600,000 has been recouped in the new fiscal year. Labeau anticipates a surplus at the end of the current year.

Martha Dale asked if the audit performed by Sullivan, Powers & Co. was clean, and Labeau responded there were no issues this year. Pam Spaulding had a question about the audit report pertaining to Page 39, Age of Spouse. This section is actuarial information required by the Vermont Municipal Employees’ Retirement System, and any questions on the content would need to be referred to that agency or the auditor.

Martha Dale moved to accept the FY2024 Town Audit as presented, seconded by Jim Fleming. The motion passed unanimously.

b. Mountain Towns Recreation Director – Consider compensation rates for parks and recreation temporary part-time employees

The Board discussed hourly rates submitted by the Mountain Towns Recreation Director. All agreed the rates seemed in line with surrounding towns. Pam Spaulding inquired why referees are paid more than umpires, which seems to be due to the active running involved with refereeing both basketball and soccer.

Martha Dale moved to approve compensation rates for temporary part-time parks and recreation positions at the following hourly rates of pay:

- **Basketball Referee - \$40.00**
- **Soccer Referee - \$40.00**
- **Baseball Umpire - \$20.00**

Town of Londonderry, Vermont
Selectboard Meeting Minutes – February 3, 2025

- *Basketball Bookkeeper - \$15.00*
- *Basketball Clock operator - \$15.00*

Seconded by James Ameden. The motion passed unanimously.

c. Planning Commission – Consider hiring a person to provide technology services for meetings

Pam Spaulding, representing the Planning Commission, proposed the hiring of Ryan Anderson to provide technology services for commission meetings. Spaulding disclosed that Anderson is her son-in-law, and he has been providing assistance with Zoom meeting setup and administration since the Fall.

It was decided that the best way to hire Anderson would be as a Town employee paid an hourly wage. This would also allow Anderson to assist at other committee meetings if available. The cost of assisting at Planning Commission meetings would come out of that committee's communication budget and a draw-down statement would be supplied to the committee every few months. Any technology assistance provided outside the Planning Commission would be paid from other budgets.

Martha Dale moved to hire Ryan Andersen to provide technology services for meetings at \$25 per hour, with a \$50 minimum per meeting, effective 2/10/2024, subject to completing a probationary period of 6 months, seconded by Taylor Prouty. The motion passed unanimously.

10. Transfer Station/Solid Waste Management

a. Updates

The vending machine is up and running, although occasionally not working for certain credit cards. There are also issues with purchasing bulk card purchases, and Town staff will follow up with the company. Esther Fishman thanked Tom Cavanagh for his work on this project; Tina Labeau and Allie Marino were also thanked.

Esther Fishman reported that over 100 tons of dirt were dropped at the transfer station fill area and staff are concerned the time needed to push it back with the backhoe will leave them unable to punch cards. Tom Cavanagh will talk to Josh about having the road crew use the Town front loader to assist.

Bruce Frauman asked about the kindling that used to be available at the transfer station for resident use. Esther Fishman confirmed it is no longer there and will inquire about status.

11. Roads and Bridges

a. Updates

Taylor Prouty noted there is nothing specific to report. In general, there have been a lot of little storms which utilize resources. Tina Labeau reported that current expenditures are in line with prior years.

b. Consider application(s) for excess vehicle weight permits [23 V.S.A. 1400a]

Applications are from companies that have applied in previous years, and all insurance policies have been verified.

Taylor Prouty moved to approve the excess weight permit(s) for:

- *Newport Sand & Gravel Company, Inc.*
- *Renaud Brothers, Inc., and,*
- *Valley Crane Services, Inc.*

and authorize the Town Administrator to execute the permit(s) on behalf of the Town, seconded by Jim Fleming. The motion passed unanimously.

12. Old Business

a. Recommendation on the future of the Williams Dam

Several representatives from the state were present to answer questions on the future of the Williams Dam: Marie Caduto, Springfield Area Watershed Planner (via phone); Ben Green, Dam Safety Engineer; and Scott Jensen, River Management Engineer.

One of the questions voiced by community members concerns dredging around the existing dry hydrant. Ben Green indicated the location of the pond and the amount of sediment would make it tough to keep the hydrant open. Other towns with similar setups have ultimately moved the location of dry hydrants. Dredging behind the hydrant would also need buy-in from adjacent property owners and consideration that this could be a frequent activity after each big storm. The state would need a plan and to determine if this is a permissible activity. Melissa Brown asked if the state has a record of any prior applications to dredge part or entire pond. Green and Cavanagh stated they have not found any record of permits to dredge.

Scott Ross, who lives directly across from the dam asked what is the fate of the dam, and what is the point of spending large sums to dredge when it will probably flood again. The board ultimately will decide based on all the information and options gathered, sooner rather than later. One factor to consider, the cost of removing the dam will be covered by funding, but not any other cost. Additionally, the dam is uninsurable so future damages would need to be absorbed by the Town.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – February 3, 2025

Opposition to removal is the fire department, as the dam is a source of water for firefighting. Others in town have indicated that the pond contributes to the aesthetic of the town.

Scott Jensen explained that the dam was reclassified as a “Significant Hazard”, which is defined as significant loss of property around dam and some measurable loss of property downstream. He clarified that the “Hazard” potential classification does not have anything to do with the physical condition of the dam or how it might perform under certain circumstances. The Williams dam has been in “Poor” condition for quite a while and not operational since the 1990s.

The Board reiterated that it is still weighing all options. Paul Hendler relayed that the SLR International report of July 2024 shows dam removal will improve conditions upstream and in the area surrounding dam, but the effects downstream are not known.

Resident Chad Stoddard expressed interest in dredging the entire pond back to its original depth and said 2 local excavation companies offered to do this for free. Cavanagh said no companies have come forward to the Town with this offer. Hendler said that dredging wouldn’t have any effect on future flooding. Anna Stoddard stated she wants the damn to stay because she doesn’t want her house to burn down without a water source. Once the damn is removed it can never be put back.

The Board agreed that a decision needs to be made, and the next and final step is to find a satisfactory solution for the fire department. The Board will reach out to Troy Dare for options on water sources, including dry hydrants and cisterns.

Melissa Brown urged thoughtful consideration as this is a very complicated decision.

13. New Business

a. Discuss winter meeting schedule

It was decided to stick to the current meeting schedule as posted.

b. Consider employee compensation matters

Taylor Prouty moved to adjust the hourly rate of pay for Donald Derry to \$32 per hour effective February 10, 2025, seconded by Martha Dale. The motion passed unanimously.

c. Bond Bank Commitment letter

The Town received approval from the Vermont Bond Bank for bond to finance town office renovations. The closing will be on March 6th.

Martha Dale moved to authorize the Town Administrator to sign all paper work for the Town Office building, seconded by James Ameden. The motion passed unanimously.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – February 3, 2025

Martha Dale reminded the Board that she was advised at a workshop that a line of credit should be secured for future emergencies in case the Town is unable to tap into federal funding. The Town does not currently have a line of credit, so this might be something the new Town Administrator can explore with the Town Treasurer.

14. Adjourn

Jim Fleming moved to adjourn the meeting, seconded by Taylor Prouty. The motion passed unanimously.

The meeting adjourned at 7:28 PM. The next regular meeting of the Selectboard is scheduled for 2/17/2025.

Respectfully Submitted,



Sally Hesse, Town Minute Taker

Approved February 17, 2025

LONDONDERRY SELECTBOARD



Thomas Cavanagh, Chair