

Town of Londonderry, Vermont

Selectboard Meeting Agenda

Monday, May 5, 2025 – 6:00 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. Minutes Approval – Meeting(s) of 04/07/2025
4. Selectboard Pay Orders
5. Announcements/Correspondence
6. Visitors and Concerned Citizens
7. Town Officials Business
 - a. Town Assessor/Listers
 - i. Lister Appointment
 - ~~b. Town Clerk~~
 - ~~i. Social Services Appropriations Policy Approval~~
 - ~~c. Parks Director~~
 - ~~i. Memorial Park Pavilion Roof bid~~
8. Transfer Station/Solid Waste Management
 - a. Updates
 - b. Discuss Recycling hours
9. Roads and Bridges
 - a. Updates
 - b. Discuss paving schedule
 - c. Discuss culvert replacement on Winhall Station
 - d. Discuss salt shed wall
10. Old Business
 - a. Discuss Village Wastewater Fee Schedule
 - ~~b. Town Office Renovations – Consider change order(s)~~
11. New Business
 - a. Londonderry domain name change from .org to .gov
 - b. Discuss change of venue for Selectboard Meetings
 - c. 1st and 3rd Class Liquor Licenses and Outside Consumption Permit– Ski Magic, LLC
 - d. 2nd Class Liquor License –AGS Vermont Inc (Londonderry Village Market)
 - e. Outside Consumption Permit – Turner Enterprises, LLC (New American Grill)
 - f. Outside Consumption Permit – Upper Tamarack, Inc (Upper Pass Lodge)
 - g. Itinerant Vendor Permit Application –Grateful Harvest
 - h. Town Hall Facilities 05/04/25 Request (retroactive) Farmer’s Market
12. Adjourn

~~Posted and distributed on May 2, 2025~~ **AS AMENDED on May 5, 2025**

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, May 5, 2025 6 PM

139 Middletown Road, South Londonderry, VT 05155

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

Board members absent: Jim Fleming.

Town Officials: Aileen Tulloch, Town Administrator; Tina Labeau, Town Treasurer; Sally Hespe, Selectboard Meeting Note Taker; Sandra Clark, Town Lister; Josh Dryden; Road Foreman; Liam Elio, Mountain Towns Parks Administrator; Gary Hedman, Chair, Village Wastewater Committee; and Jeremiah Sund, Town Assessor.

Others in Attendance: Barthley Thomas; Paul Hendler; Dan McKenna; Pam Spaulding; and GNAT camera operator Bruce Frauman.

1. Call Meeting to Order

Chair Tom Cavanagh called the meeting to order at 6:01 p.m.

2. Additions or Deletions to the Agenda

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

Taylor Prouty moved to delete agenda item 7.b.i. (Town Clerk Social Services Appropriations Policy Approval) and item 10.b (Town Office Renovations – Consider change order), seconded by James Ameden. The motion passed unanimously.

3. Minutes Approval – Meeting(s) of 04/21/2025

Martha Dale noted to the need to correct the spelling of the name “Peale” to “Peele”.

James Ameden moved to approve the minutes of the Selectboard meeting of April 21, 2025 as amended, seconded by Taylor Prouty. The motion passed unanimously.

4. Selectboard Pay Orders

Martha Dale 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:

- Town office renovations still moving along, and staff hope to be in by May 14th. The trailer is scheduled to be removed on the 20th.
- STR Ordinance was noticed in the *VT Journal* and posted on the website, Town Hall, post offices, and Town Office.
- The Last Selectboard meeting was not live streamed or recorded. Keegan Douglas of GNAT would like to come to next meeting to present a different solution.
- Website Committee met to complete initial design questionnaire. The committee also discussed the idea of creating a logo, perhaps by design contest by local students.
- Attending May 15 and 16 VTCMA conference but available for email and phone.

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The following correspondence was reported by Tulloch:

- Email from Peter Franzoni of Rutland with a resolution for the Selectboard to consider.
- Smugglers Notch LLC was granted a Farmer's Market Spirits License.
- Email from Patty Ferrick-Reilly in the packet regarding the STR policy.

6. Visitors and Concerned Citizens

Resident Dan McKenna voiced his concerns about the STR amendment. While he agrees with the new safety requirements, he asked why there is a one-year wait period for new owners before they can begin renting and if an economic impact study was done. McKenna also voiced concerns about the yearly limit on rental nights. Tom Cavanagh replied that the new ordinance was drafted based on community input and a desire to limit home purchases for financial gain by non-residents. McKenna stated that the new amendment will affect future home values, as potential rental income for owners will decrease.

Resident and STR property owner Barthley Thomas asked what prompted the amendment. Selectboard members replied that community feedback reflected a dissatisfaction with "party houses" with absentee owners.

Thomas reported that many STR are owned by locals as business opportunities. He pointed out that other businesses do not face caps on the number of days they can operate. Thomas predicts the ordinance will slow growth in the area and that decreased rental days will impact house cleaners, maintenance companies etc.

Martha Dale added that the STR Committee took information from residents and many communities in VT and nationally. The resulting ordinance balances growth and safety. It is the responsibility of the Selectboard to make sure homes are safe for guests in the community.

Dan McKenna thanked the committee for listening and indicated he would be filing an appeal.

7. Town Officials Business

a. Town Assessor/Listers

i. Lister Appointment

Marge Fish approached Town Lister Sandra Clark after the Town Meeting and said she would be willing to serve as one of the Listers. Clark stated that Fish has a wonderful background, is good is with people, and would perform the role admirably.

Martha Dale moved to appoint Marge Fish to fill the office of Lister pursuant to 24 V.S.A. § 963 and authorize the Selectboard Chair to sign the Notice of Vacancy on behalf of the board. The appointee will serve until a town election is had, seconded by James Ameden. The motion passed unanimously.

b. Parks director

i. Memorial Park Pavilion Roof bid

Liam Elio reported that the Parks Board chose a bid from Buddy System Roofing to repair the roof of the Memorial Park Pavilion. Their work is known in the community. Pam Spaulding

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asked why they were replacing with shingles versus standing seam roof. Elio responded they were replacing with same material already on roof, and it would be repaired to withstand the snow load.

Jame Ameden moved to 1) accept the bid from Buddy System Roofing to provide services relating to the Memorial Park Pavilion Roof Repair, estimated to cost \$10,71 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

8. Transfer Station/Solid Waste Management

a. Updates

Most of the time the vending machine is working unless the credit card processor is down.

b. Discuss Recycling Hours

Nick and Candy ready to work Sundays. Martha Dale noted the vending machine sign will need to be changed. It was agreed new hours will begin Sunday, May 11. Hours will be 12-4, which will be a 5-hour shift for staff to allow for opening and closing. Nick will be working on garbage, and Candy will cover recycling. "Take It or Leave It" will be open on Sundays only if Candy can cover.

It was noted per Pam Spaulding's question that the first Household Hazardous Waste Collection will be the first Saturday in June.

Tom Cavanagh moved to reopen the Transfer Station from 12 – 4 on Sundays starting May 11, 2025, seconded by Taylor Prouty. The motion passed unanimously.

9. Roads and Bridges

a. Update

Road Foreman Josh Dryden reported:

- Fuel usage for April was 870 gallons for equipment and 140 gallons for the Transfer Station.
- The excavator broke on Route 100, and will hopefully be fixed tomorrow.
- Road crew is busy picking up brush and grading when able.

b. Discuss paving schedule

Taylor Prouty, Josh Dryden, and Tom Cavanagh provided a summary of meeting with Everett Hammond, and noted this year's budget is larger than usual as funds were not spent during the flood.

- Total funds available are \$750,000 for paving and \$200,000 grant.
- Primary project will be Winhall Hollow Rd. and grant funds must be used for Landgrove Rd.
- Project RFPs will be posted shortly and work will be done over the summer.

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- All the bad culverts (10 – 20) will be replaced prior to paving on Winhall Hollow Rd and a chip seal process will be used, which extends the life of paving an additional 5 years.
- Hunter Excavating will pave Old School Street while they are doing the new Town Office parking lot.
- Overall goal is to address larger stretches of road instead of little sections.

The Board discussed how to let citizens know about upcoming work. Announcements will go out with general timeframe once paving company is selected. It was noted that the Town is utilizing Everett Hammond, an independent engineering contractor, to assist with RFP and planning. Hammond could also be hired to help update the Town paving plan, which drafted 4-5 years ago.

c. Discuss culvert replacement on Winhall Station

Five culverts need to be replaced. The campground is closed for the majority of summer, so there will be minimal traffic. Tulloch will work to get the RFP out.

d. Discuss salt shed wall

Both ends of the salt shed are currently open and the snow blows in and hardens the salt. Sides are needed at an estimated cost of \$2,500. The project will be put out to bid.

10. Old Business

a. Discuss Village Wastewater Fee Schedule

Gary Hedman reported that Aileen Tulloch and Martha Dale both attended the last meeting. Lynette Claudon, Vermont DEC, told the Committee that there is an additional \$500,000 grant available; ARPA money was transferred into the state fund. The transfer did not, however, include an extension in the current completion deadline of September 2026. The Committee is drafting a position paper that the Town can submit to the State legislature requesting an extension to the end of 2026.

The group discussed the Prouty parcel map and noted a freshwater well was not marked. A water source will need to be identified to get water to any buildings or a new firehouse, but this should not impede the wastewater project from moving forward. Hedman will make sure the map gets put on a board for easier study.

Hedman revisited the draft Ordinance that was presented at the March 17th meeting. The Selectboard agreed with comments and changes proposed by the Town attorney and to serve as the Wastewater Administrator. The Board is prepared to adopt the Ordinance at the next meeting

The next step is to adopt a fee structure. A draft was prepared by RCAP with 3 options and reviewed by the Committee. Martha Dale requested information on fee structures from other municipalities, and this information is included in the meeting packet. It was agreed that connection fees will be a burden to some in town, and perhaps other options for funding, such

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as a local use options tax, might be considered. Additionally, the Town will need to begin outreach and communications with residents who want to connect to the system.

The Selectboard agreed to discuss the fee structure and have consensus at next meeting.

11. New Business

a. Londonderry domain name change from .org to .gov

Using domains with “.gov” is best practice for government agencies. The Website Committee recommends this change and will make the transition in conjunction with the website migration.

Martha Dale moved to 1) approve the migration of Londonderry’s Domain Name from londonderryvt.org to londonderryvt.gov, and 2) direct the Town Administrator to coordinate with staff, IT services and Revize to accomplish the migration, seconded by Taylor Prouty. The motion passed unanimously.

b. Discuss change of venue for Selectboard Meetings

The next Selectboard meeting will be at Old Town Hall to ensure construction is complete, with subsequent meetings at the new Town Offices.

c. 1st and 3rd Class Liquor Licenses and Outside Consumption Permit– Ski Magic, LLC

Taylor Prouty moved to approve a 1st and 3rd Class Liquor License for Ski Magic, LLC, related to property located at 495 Magic Mountain Access Rd, seconded by James Ameden. The motion passed unanimously.

d. 2nd Class Liquor License –AGS Vermont Inc (Londonderry Village Market)

Taylor Prouty moved to approve a 2nd Class Liquor License for AGS Vermont Inc, related to property located at 5700 Vermont Route 100, seconded by James Ameden. The motion passed unanimously.

e. Outside Consumption Permit – Turner Enterprises, LLC (New American Grill)

Taylor Prouty moved to approve an Outdoor Consumption Permit for Turner Enterprises, related to property located at 5700 Vermont Route 100, seconded by James Ameden. The motion passed unanimously.

f. Outside Consumption Permit – Upper Tamarack, Inc (Upper Pass Lodge)

Taylor Prouty moved to approve an Outdoor Consumption Permit for Upper Tamarack Lodge, related to property located at 420 Magic Mountain Access Rd., seconded by James Ameden. The motion passed unanimously.

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g. Itinerant Vendor Permit Application –Grateful Harvest

Taylor Prouty moved to approve Itinerant Vendor Permit #2025-03 for Grateful Harvest LLC at location of Green Mountain Therapeutics, seconded by James Ameden. The motion passed unanimously.

h. Town Hall Facilities 05/04/25 Request (retroactive) Farmer's Market

Martha Dale moved to authorize the use of the Town Hall for a private event on May 04, 2025, and to authorize the Town Administrator to sign the facility use agreement on behalf of the Town, seconded by James Ameden. The motion passed unanimously.

12. Adjourn

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

The meeting adjourned at 7:33 PM.

Respectfully Submitted,



Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD



Thomas Cavanagh, Chair