

Draft Meeting Minutes for Londonderry Village Wastewater Project

September 5, 2025

Attendees:

Online Attendees: Matt Bachler (Windham Regional Commission), Chrissy Haskins (Dufresne Group), Martha Dale, Patty Eisenhaur, Eric Richards

Village Wastewater Committee Members: Gary Hedman (online), Larry Gubb, Corey Mack, Sharon Crossman, Tom Metcalfe

Guests: Stephen Swinburne, Bob Maisey

The meeting was held at the Londonderry Town Offices and recorded to the cloud.

The video can be viewed at:

Share link: https://us02web.zoom.us/rec/share/Zdjip7DXY4uxvAigDwvAlvQv_9AFXZNoh_YT2zE-GCmINtAXdXkk9avmP8J-yvbW.eqrndSVo3STSVqQz

Meeting was called to Order at 9:04 AM

Quick recap

The meeting focused primarily on project status updates, South Village build-out prioritization, and discussion of additional funding to support subsequent phases of the project build out.

Next steps

- *The Committee made a recommendation on build-out options to the Select Board at the meeting, which will be presented to the Select Board at their regularly scheduled meeting on September 8th.*
- *Chrissy to consult with the State on how to address the build-out scenarios during the bid solicitation and contracting phases of the project.*
- *The Finding of No Significant Impact (FONSI) hearing is scheduled for September 8th, at the regular Select Board meeting, Chrissy will attend. The State is drafting the FONSI notice.*
- *Aileen to continue coordinating the Community Development Block Grant Disaster (CDBG) Disaster Recovery funding full application (pre-application was approved), due to be submitted end of September*
- *Gary to coordinate additional outreach to several properties in the North Village, with the updated information/summary tables in hand.*

Summary

Gary called the meeting to order and noted that the meeting was properly warned, with agendas posted at the post offices and town offices.

Public Comments

No formal public comments were made, guests asked questions and requested clarification during the discussion of the build-out options.

Project Updates

Chrissy provided a project update, primarily focused on the South Villages, sharing updated summary tables showing the properties for which a connection application had been received. A summary memorandum prepared by the Windham Regional Council detailing the build-out options and attached maps depicting the different build-out options was reviewed. The project aims to connect priority properties (those in flood plains, with small parcel sizes or failing systems, and critical community services) and the prioritization of build-out options addresses remaining areas. The Committee then reviewed each of the options for build-out and property prioritization, and, following discussion, elected to make a recommendation to the Select Board (see below, under “Motions”).

Project Updates (Carried over from prior minutes)

Having the project designated as a Priority Project with the Brattleboro Development Credit Corporation is critical for Northern Border Regional Commission consideration. Aileen is coordinating submittal of a Project Interest Form. If the project is selected by BDDC, there are two funding cycles that typically occur, Fall and Spring. The Community Development Block Grant Disaster Recovery funding (2023 Floods) pre-application submittal was filed by Aileen. Aileen has been exploring opportunities for grant writing assistance and that process is ongoing.

Motions

At their September 5th, 2025 meeting, the Village Wastewater Committee passed the following motion:

The Committee recommends that the Select Board review and accept the order of prioritization of service connections and extensions in addition to the core properties, as provided in a September 5th memo prepared by the Windham Regional Commission, as follows:

Option 1- Infill Development

Option 2 - Middletown Road Extension

Option 3 - Main Street Extension

Option 4 - Old School Street Extension

Next Committee Meeting –

The next Village Wastewater Committee meeting is scheduled for Tuesday, September 16th, at 6:00 PM at the Londonderry Town Offices.

The meeting adjourned at 10:05 AM.

Note – While we strive for accuracy, the draft meeting minutes may contain errors or omission, and are subject to revision prior to approval.