Town of Londonderry, Vermont
Selectboard Meeting Agenda

October 19, 2026/6:00pm

100 Old School Street, South Londonderry, VT 05155

PUBLIC ACCESS: Hybrid meeting as allowed under 1 V.S.A. 312. Remote access is not guaranteed, especially during a storm, a power outage, or technical difficulties. Selectboard meetings are recorded.
Join Zoom Meeting: https://us02web.zoom.us/j/87870498479 Meeting ID: 878 7049 8479;
One tap mobile: +13052241968,,87870498479# US **or** +13092053325,,87870498479# US

1. Executive session: 1 V.S.A. § 313 (a)(3) The appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting. (Minute Taker Interviews)
2. Call Regular Meeting to Order
3. Additions or Deletions to the Agenda [1 V.S.A. 312(d)(3)(A)]
4. Minutes Approval – Meeting(s) of 10/05/2026
5. Selectboard Pay Orders
6. Announcements/Correspondence
7. Visitors and Concerned Citizens
    a. SevEds Annual Visit (Laura Sibilia)
    b. Chester Snowmobile Club Landowner Permission
8. Liquor Commission
9. Roads and Bridges
    a. Updates
10. Town Officials Business
    a. Housing Commission
        i. Updates
11. Transfer Station/Solid Waste Management
    a. Updates
12. Old Business
    a. Ratify HSIP grants decision
13. New Business
    a. Appoint Title VI Coordinator
    b. Review and Approve South Village Change Order
14. Executive Session: if needed
15. Adjourn

Posted and distributed on 10/16/2026

Meeting documents will be available at londonderryvt.gov/sbagendas approximately 24 hours before the meeting.

Livestream: *https://www.youtube.com/user/GNATaccess https://www.facebook.com/GNATtelevision*

Town of Londonderry, Vermont

Selectboard Meeting Agenda

October 19, 2026/6:00pm

Table of Contents

1. Executive session: 1 V.S.A. § 313 (a)(3) The appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting. (Minute Taker Interviews)	
2. Call Regular Meeting to Order	
3. Additions or Deletions to the Agenda [1 V.S.A. 312(d)(3)(A)]	
4. Minutes Approval – Meeting(s) of 10/05/2026	**3-8**
5. Selectboard Pay Orders	
6. Announcements/Correspondence	
7. Visitors and Concerned Citizens	
a. SevEds Annual Visit (Laura Sibilia)	**9-13**
b. Chester Snowmobile Club Landowner Permission	**14**
8. Liquor Commission	
9. Roads and Bridges	
a. Updates	
10. Town Officials Business	
a. Housing Commission	
i. Updates	**15-16**
11. Transfer Station/Solid Waste Management	
a. Updates	
12. Old Business	
a. Ratify HSIP grants decision	
13. New Business	
a. Appoint Title VI Coordinator	**17-46**
b. Review and Approve South Village Change Order	**47-60**
14. Executive Session: if needed	
15. FYI Documents	**61-69**

Town of Londonderry, Vermont
Selectboard Meeting Minutes—Draft
October 05, 2026/6:00pm

Board members present: Tom Cavanagh, James Ameden, Leanne Alexander and Taylor Prouty.
Board members absent: Jim Flemin.

Town Officials: Aileen Tulloch, Town Administrator; Liam Elio, Recreation Director; Andy Dahlstrom, Short Term Rental Administrator; Allison Marino, Town Clerk; George Mora, Assistant Town Clerk

Others present: Pamela Spaulding; Chad Stoddard;Anna Stoddard;Lisa Brown;Jeff Duda;Patty Eisenhaur;Kim Ray;Rachel Febbe;Melissa Brown;Stephen Brown; Paul Hendler;Heather Stephenson; Kelly Capen (online); Amanda Fouda, GNAT-TV.

1. **Call Regular Meeting to Order**

Tom Cavanagh called the meeting to order at 6:00 pm.

Cavanagh noted that the Allison Marino and Leanne Alexander were still meeting with the STR Appeals Board and would be in the meeting shortly.

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

Taylor Prouty ***moved to delete 6.b, and 11.c add 8.c Review and Approve Small Scale Grant application (HSIP)*** *and James Ameden seconded. The* ***motion passed*** *unanimously.*

James Ameden ***moved to add 11.d Dam Discussion Continued*** *and Taylor Prouty seconded. The* ***motion passed*** *unanimously.*

3. **Minutes Approval – Meeting(s) of 09/21/2026**

Taylor Prouty ***moved to approve the minutes of 9/21/2026*** *and James Ameden seconded. The* ***motion passed*** *unanimously.*

4. **Selectboard Pay Orders**

Taylor Prouty ***moved to approve the pay orders for payroll and accounts payable*** *and James Ameden seconded. The* ***motion passed*** *unanimously.*

5. **Announcements/Correspondence**

Tom Cavanagh read into the record a memo from the Town Attorney regarding an open meeting law violation allegation. (attached)

Aileen Tulloch made the following announcements:

a. Tulloch will be traveling to Burlington tomorrow to attend Town Fair on Wednesday and a VTCMA conference on Thursday, then will be off on Friday to travel to Erie PA to visit Gannon University with her daughter. She will still be available via phone and email.

b. Town Offices will be closed on Monday in observance of Indigenous People's Day

c. The South Village Wastewater project is continuing down Main Street and has also started on the leach field at Prouty.

d. Town Hall construction project will be starting shortly. The Town Hall will be closed for rentals for the time being except for on Halloween when it will be converted to a Haunted House. The THRC is in the process of applying for MERF for additional energy efficiency projects and for an ADA grant to construct a bathroom on the first floor.

The following correspondence included in the Board's meeting packet is as follows:

a. Memo from the Town Attorney regarding an Open Meeting Law violation complaint
b. 2 emails from concerned citizens
c. FYI tobacco permits
d. An email from VLCT concerning VLCT/PACIF/VERB contract negotiations
e. An email from Patricia Martin notifying the Town of the need to appoint a Title VI coordinator (which will be on the next agenda)
f. An email from the WRC inviting Town Officials to take part in NIMS (national Incident Management System) training at the Grafton Town Hall on October 22 from noon to 4 pm
g. A notice from WRC of a public hearing on their final draft of the Regional Plan on Thursday November 5 at 6:00pm, at their offices in Brattleboro and also on Zoom.

6. Visitors and Concerned Citizens

a. Road Closures for Trunk Or Treat (Jeff Duda)

Jeff Duda, Fire Chief for the South Londonderry Fire Department proposed closing the road on Halloween for the annual Trunk or Treat.

James Ameden ***moved to close Main Street from Old School Street to the Intersection of Route 100, and Middletown Road from the Intersection of Route 100 to Crescent Street, between the hours of 4:30 pm and 7:00pm on October 31, 2026 for the Annual Trunk or Treat*** *and Taylor Prouty seconded. The* ***motion passed*** *unanimously.*

Concerns and questions were raised by numerous attendees about the manner in which the Assistant Town Clerk was promoted to full time and where the funds had come from. Some questioned whether the Town Treasurer was authorized to identify budget adjustments. Tom Cavanagh pointed to the Town Attorney's Memo on the matter, which clarified the legal authority of the Selectboard to enter executive session, the authority to hire and promote personnel, and the authority to reallocate funds of a previously approved budget. It was further pointed out that both the Treasurer and the Town Clerk are elected officials in their own right and the Selectboard does not have authority over them.

Some questions were asked about the need for a full time Assistant Town Clerk. Town Clerk Allison Marino explained that many statutorily required duties were not being accomplished, such as preserving the land records, which are required to be kept in perpetuity. Many records are in danger of or have already fallen apart. In addition it is an election year, and the Town Clerk is responsible for running a safe and fair election, which requires planning, training and preparation.

Some discussion ensued about the presentation from Ron Rhodes about possible grant money for studying the removal of Williams Dam. The decision isn't due until February, so the Board has time to further discuss this opportunity.

7. Liquor Commission

8. Roads and Bridges

a. Updates

b. Approve Change Order to extend Spring Hill Culvert Contract Date

Aileen Tulloch announced that the change order was still in process, and asked the Board to authorize her to sign it when it was ready.

Tom Cavanagh ***moved to authorize the town administrator to sign the change order for the Spring Hill Road covert contract*** *and Taylor Prouty seconded. The* ***motion passed*** *unanimously*

c. Review and Approve Small Scale Grant application (HSIP)

This was a grant we applied for back in the Spring and hoped to use for the Boynton Road project. We were never notified that we got the grant, so we went ahead and did the Boynton Road project. We can still use it for edge line striping for Landgrove Road, and Thompson Road.

Taylor Prouty ***moved to accept the HSIP grant and authorize the Town Administrator to sign any and all documents necessary to execute it****, and Leanne Alexander seconded. The* ***motion passed*** *unanimously.*

9. Town Officials Business

a. Town Clerk

i. Review and Adopt Amended Dog Ordinance

The Dog Ordinance has been amended for grammatical errors and a more detailed penalty/waiver schedule, at the suggestion of Deputy Ashley Pinger, Windham Regional Animal Control officer.

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

The ordinance is attached to these minutes.

b. Recreation Director

i. Review and Approve West River Road Closure

A 5K run is scheduled for November 1st to benefit the Friends of West River Trail. They would like to close West River Road for the duration of the race.

Leanne Alexander ***moved to close the West River Road between the hours of 10 and 1 p.m. on November 1st for a 5K race to benefit friends of the West River Trail*** *and James Ameden seconded. The* ***motion passed*** *unanimously.*

ii. Review and Approve Army Corp Use Agreement

Liam Elio needs permission from the US Army Corp of Engineers to use their portion of the West River Trail for the 5k race.

Leanne Alexander ***moved to approve the US Army Corp of Engineers Special Activity/Event Application and authorize the Town Administrator to sign any and all documents necessary to obtain permission for a 5K Race on the West River Trail*** *and James Ameden seconded. The* ***motion passed*** *unanimously.*

iii. Review and Approve LWCF grant application for Tennis Court

Liam Elio would like to apply for a LWCF grant to help fund the replacement of the Pingree Tennis Courts**.** He will be attending a webinar to learn more about the grant. Tom Cavanagh suggested holding off to make sure the grant doesn't include requirements that will make the project more costly. Elio will come back next meeting with more information.

10. Transfer Station/Solid Waste Management

a. Updates

11. Old Business

a. Review and Approve Windham County ACO contract

Londonderry will now be getting Animal Control Services from the Windham County Sherriff's Office. Deputy Ashley Pinger has already been dealing with some dog complaints and is doing a great job.

Taylor Prouty ***moved to accept the proposal from the Windham County Sherrif's Office to provide services relating to animal control, estimated to cost $5,005.00 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work and Leanne Alexander*** *seconded. The* ***motion passed*** *unanimously.*

b. Review and Approve Itinerant Vendor Ordinance

The amended Vendor ordinance will allow for the Selectboard's Appointee to approve permits without going before the Selectboard. It also allows for property owners who host events throughout a season to apply for one permit on behalf of all vendors for that season.

Leanne Alexander ***moved to adopt the Itinerant Vendor Ordinance as Amended, such ordinance amendment to take effect after 60 days unless a petition is filed as provided for under 24 V.S.A. § 1973(b)*** *and Taylor Prouty seconded. The* ***motion passed*** *unanimously.*

The ordinance is attached to these minutes.

c. Adopt the Library bulletin board as a physical posting location

The new bulletin board has been placed at the library and is ready for business.
It was suggested that a lockbox be purchased to be on location so that people don't walk away with the keys.

Taylor Prouty ***moved to adopt the Library bulletin board as the third physical posting location for all Board, Committees and Commissions for any meeting not yet posted and simultaneously remove the South Londonderry Post Office as the official posting location*** *and Leanne Alexander seconded. The* ***motion passed*** *unanimously*

d. Dam Discussion Continued

More discussion about what to do with Williams Dam and whether the Town should reconvene a Dam Committee. Aileen Tulloch volunteered to write a charge, which might be discussed at the next Selectboard meeting.

12. New Business

a. Discuss Note Taker Position

Unfortunately, Sally Hespe is no longer able to be the Note Taker for the Selectboard due to work demands. Aileen Tulloch asked for permission to advertise the position. The Selectboard agreed that it was an important service**.**

b. Review and Adopt Social Media Policy

Aileen Tulloch explained that she had taken the policy that Liam Elio had originally presented to the Selectboard a few years ago and modified it because currently the Town does not have its own Social Media, and there had recently been some confusion over Town Officials turning off comments on the Londonderry Forum page. Also it becomes confusing of Town Officials use their personal Facebook accounts to post Town Business. Elio pointed out that the Village Wastewater committee and the Planning Commission had their own Facebook pages, and he has a group. Elio feels that comments should be turned off on Town owned pages but if they are shared with other pages we should not try to dictate how they appear. Tulloch agreed and said this lead her to think that the Town should have its own dedicated Facebook page after all. She is willing to run it. The Selectboard agreed that might be best. Tulloch will come back with a new version of the Social Media Policy at a future meeting.

13. Executive Session: 1 V.S.A. § 313 (a)(1)(E) Pending or probable civil litigation or a prosecution, to which the public body is or may be a party. (STR Administrator)

Taylor Prouty ***moved to find that premature general public knowledge of pending litigation will clearly place the Town, the Board or person involved at a substantial disadvantage by revealing legal strategy*** *and Leanne Alexander seconded. The* ***motion passed*** *unanimously.*

Taylor Prouty ***moved that the Board enter executive session under 1 V.S.A. § 313 (a)(1)(E) Pending or probable civil litigation or a prosecution, to which the public body is or may be a party, and invite the Town Administrator and the Short Term Administrator to attend the session*** *and Leanne Alexander seconded. The* ***motion passed*** *unanimously.*

Entered Executive Session at 7:45 pm.
Exited Executive Session at 8:09 pm.

14. Adjourn

Leanne Alexander ***moved to adjourn*** *and Taylor Prouty seconded. The* ***motion passed*** *unanimously*

Adjourned at 8:10 pm.

Respectfully Submitted,

Aileen Tulloch, Town Administrator

Approved
LONDONDERRY SELECTBOARD

_____

Chair, Tom Cavanagh

2026 BDCC/SeVEDS Select Board Visit Overview

- Our staff attends at least one Selectboard meeting a year in your town. We are always happy to come back or visit other committees to talk about specific programs, projects or services.
- The Annual Report is a succinct way to learn about what we've worked on the past year. View current and past reports at: https://brattleborodevelopment.com/bdcc-seveds-annual-reports/.
- Our newly updated website is a great way to learn about our work: https://brattleborodevelopment.com/.
- The Windham Region Economic Data Dashboard is an interactive tool developed by BDCC that provides real-time, localized economic data for the Windham Region of Vermont: https://tinyurl.com/52syevwp.
- SeVEDS and BDCC partner with Bennington County on a regional public process to develop a Comprehensive Economic Development Strategy (CEDS) that defines the region's longer term (5 year) strategy. More information at: https://www.sovermontzone.com/ceds.
- This year, we are asking Select Board members to fill out a short survey to help BDCC understand the opportunities and priorities of your town, communicate our work effectively, and align our efforts with shared regional priorities. This can be filled out digitally here: https://tinyurl.com/vba7yzd6. It will be attached to meeting materials as well and we have mailed a hard copy to towns – fill it out how best works for you and return at our visit, or email to mstaloff@brattleborodevelopment.com.

Planning, Programs and Services – Recent Updates

- **Southern Vermont Economy Project** - SVEP helps build regional capacity to support important local economic and community development projects. This includes gatherings for municipal leaders and nonprofit leaders, as well as network gatherings to support local nonprofits and community projects. SVEP also programs the annual Southern Vermont Economy Summit: https://www.sovermontzone.com/summit.
- **Business Technical Assistance & Lending -** BDCC supports businesses at all stages, from potential startup to succession planning and transitions. BDCC has multiple flexible lending products to meet small business needs, and is running new LaunchPad Cohorts and BizConnect meetups around the region. Find out more via this link to their programming: https://brattleborodevelopment.com/what-we-do/business-assistance/.
- **Business Recovery and Resilience -** BDCC is on the frontlines as needed, working with municipalities and business owners significantly impacted by adverse events (like the 2011 and 2023 floods or the 2020 COVID-19 pandemic). This has included administering donated funds and technical assistance to businesses to support recovery.
- **Comprehensive Economic Development Strategy (CEDS) update -** The 2020-2024 SoVT Zone CEDS was completed in 2024 and approved in June of 2025 by the EDA. Read the report at: www.sovermontzone.com/ceds.
- **CEDS Projects and Priority Projects -** BDCC collects information annually about key local projects, both public and private sector efforts. These annual CEDS updates are ranked to find "vital projects", and used by regional partners including the regional commission to identify projects that fit state program priorities.
- The **Pipelines and Pathways Program (P3) -** We want Windham County students to graduate with a solid plan for success, whether college or workforce-bound. From Annual 'Reality Fairs' and 'Fearless Futures' events to Senior Survival and Wings classes, P3 helps 700 students each year chart a course for the future.
- **Southern Vermont Young Professionals** helps young adults in their 20's-40's advance their careers and deepen their connections in the region. Combining socializing and recreation, professional development, networking, and community engagement. Find events at https://brattleborodevelopment.com/sovtyps/.
- **Workforce Center of Excellence -** BDCC builds programs and partnerships that connect working adults with training and career pathways, from CDL bootcamps to LNA training and beyond. Contact jspanierman@brattleborodevelopment.com to get started.

BRATTLEBORO DEVELOPMENT CREDIT CORPORATION

SeVEDS
Advancing Southern Vermont

August 21, 2026

Town of Londonderry
100 Old School St
South Londonderry, VT 05155

Dear Londonderry Selectboard:

Each year, Brattleboro Development Credit Corporation (BDCC) asks each of the 27 towns we serve in the Windham region to support long-term regional economic strategy and program development through funding for Southeastern Vermont Economic Development Strategies (SeVEDS). We appreciate the time Selectboards devote to reviewing this request with us and the support voters have provided. In 2025, 21 communities, representing 82% of Windham region residents, voted to support the SeVEDS municipal funding effort, resulting in an investment of more than $110,000 in regional planning and economic initiatives.

SeVEDS is a grassroots organization that began in 2007 with a practical understanding: no single town can significantly influence major economic indicators on its own. Through SeVEDS, BDCC supports and encourages an approach to economic development that is proactive, long-term, and regional, while remaining connected to the priorities of individual communities.

SeVEDS led the creation of the area's first federally recognized regional economic development plan, the Southern Vermont Comprehensive Economic Development Strategy (CEDS). We update the plan annually with CEDS Project submissions that highlight important local initiatives. Working with state, federal, regional, and philanthropic partners, BDCC helps local projects attract technical and financial resources that move projects forward. Our work strengthens collaboration among towns to improve the overall economic vitality of Southern Vermont. The 2024 SoVermont Zone CEDS was approved by the EDA in June 2025. It is available at: www.sovermontzone.com/ceds.

Municipal funding for SeVEDS has been leveraged by BDCC to launch innovative and responsive programs including high school career education, business relief and small business lending, and new Vermonter initiatives. It has also supported programs that work directly with communities, such as the USDA-funded Southern Vermont Economy Project (SVEP). Through these efforts, we provide towns, businesses and community organizations with one-on-one assistance, group training, project-specific grants, and help with identifying and accessing resources.

We ask each town in the Windham Region to contribute to regional economic development efforts at a rate of $3.00 per person. This year, we are asking the Town of Londonderry to fund BDCC at $5,757 (based on a population of 1,919 people per the 2020 U.S. Census data), to support continued implementation of SeVEDS efforts in FY 2028. This amount is the same amount we requested in FY2027. Last year you included this request as a line item in the Town budget.

We will follow up to schedule time with your Selectboard to answer questions about our work and this request, to hear municipal feedback, and to share updates on regional programs and projects. Once again, we are including a short Selectboard Engagement Survey to better understand your town's priorities. The survey may be completed online, by email, or in hard copy. This input is one of the ways we assess technical and financial tools that would be most helpful in the region. Thank you to the board for its consideration and to the voters whose past support has made this work possible.

Sincerely,



Adam Grinold
Executive Director
Brattleboro Development Credit Corporation
agrinold@brattleborodevelopment.com

BDCC Selectboard Engagement Survey

Dear Windham Region Town:
This short survey helps BDCC understand the opportunities and priorities of your town, communicate our work more effectively, and align our efforts with shared regional priorities. Your input will inform our annual planning and ensure that BDCC's resources best support the collective goals of local governments across the region.There are three options to complete:

1. Online at: https://tinyurl.com/vba7yzd6 or use QR Code:
2. Fill out by hand then scan and email to Meg Staloff at BDCC: mstaloff@brattleborodevelopment.com
3. Or return a hard copy to the BDCC staff person who attends your selectboard meeting.

Section 1: Your Role & Context

- ☐ Your Town: _____
- ☐ Your Name: _____
- ☐ Your role in town: _____
- ☐ I am filling this survey out
  - ☐ As myself (a single Select Board member or administrator)
  - ☐ On behalf of the Town Select Board

Is the 2019 or 2024 Southern Vermont CEDS referenced in your Town Plan?

- ☐ Yes, 2019
- ☐ Yes, 2024
- ☐ No
- ☐ What's a CEDS?

Can we assist in reviewing or supporting development of the economic development section of your Town Plan?

- ☐ Yes, and we are working on our town plan now
- ☐ Yes, and we plan to start work on our town plan in _____
- ☐ No

BDCC advocates for economic and community development policies at the state level. Are there specific policies your town is advocating for? _____

Section 2: Municipal Opportunities & Economic Priorities

- ☐ **What are the greatest opportunities for your community to grow or maintain viability? (select up to 3)**
  - ☐ Housing assistance or policy *(indicate below what area if known)*
    - ☐ Senior housing
    - ☐ Workforce housing
    - ☐ Low income housing
    - ☐ CHIP program to support housing development
    - ☐ Land use designations under Act 181
  - ☐ Improvements to public infrastructure (water, wastewater, cell service)
  - ☐ Stronger regional or local civic infrastructure (schools, healthcare, community centers, recreation)
  - ☐ Increased business activity
  - ☐ Population growth/new residents
  - ☐ We are not looking to grow
  - ☐ Other _____

- ☐ **What are the greatest impediments to your town's opportunities to grow / maintain viability? Please select up to three. If it is not on this list, please add under Other.**
  - ☐ Sufficient number of businesses that can support living wages
  - ☐ Broadband or cell access or affordability
  - ☐ Housing availability
  - ☐ Workforce or labor force issues
  - ☐ Access to public transportation
  - ☐ Transportation infrastructure (roads, bridges, culverts)
  - ☐ Childcare access
  - ☐ Population decline
  - ☐ Flooding
  - ☐ Lack of public water/wastewater
  - ☐ Access to public education
  - ☐ Access to healthcare
  - ☐ Other: _____

- ☐ **What are your municipality's top 1–2 priorities for the coming year?**

_____

_____

- [ ] **Are there areas where regional collaboration would benefit your community? (examples: shared infrastructure, shared services, shared staffing, marketing the region, etc.)**

Section 3: BDCC Partnership & Communication

- [ ] **What BDCC programs or services have been most valuable to your community?** *(Check all that apply)*
  - [ ] Community Facilities Technical Assistance
  - [ ] Business Assistance (Startup, Expansion)
  - [ ] Workforce/Internship Programs (P3, Reality Fair etc.)
  - [ ] Town Meeting Presentations
  - [ ] Southern Vermont Economy Summit
  - [ ] Southern Vermont Economy Project (Municipal Leader Network, Get on Board, Webinars, Grant Training Workshops)
  - [ ] CEDS Development/Projects (Economic Development Strategy)
  - [ ] Young Professionals Events
  - [ ] Other: _____
  - [ ] Not sure/I'm not aware of any of these programs

- [ ] **How would you prefer to receive regional economic and community development updates from BDCC?** *(Select all that apply)*
  - [ ] Emailed updates or newsletters
  - [ ] Mailed updates or newsletters (ie. Town Bulletins)
  - [ ] In-person presentations
  - [ ] Zoom briefings (could be scheduled regularly)
  - [ ] Updates to our website www.BrattleboroDevelopment.com
  - [ ] Other: _____

- [ ] **What suggestions do you have for how BDCC could better serve your municipality?**

Thank You!

Your input supports our shared goal of strengthening the economy and quality of life across the region. If you'd like to follow up with us or request assistance directly, please contact Meg Staloff at mstaloff@brattleborodevelopment.com.

OCT 19th @ 6pm

Landowner Permission Form

For the Vermont Association of Snow Travelers, Inc.
26 Vast Lane • Barre, VT 05641 • 802.229.0005 • Fax 802.223.4316

Permission is hereby granted to the Vermont Association of Snow Travelers, Incorporated (VAST), to WINDSOR (Name of County) County Snowmobile Club, Incorporated, and to the CHESTER SNOWMOBILE CLUB (Name of Local Snowmobile Club) to establish, maintain, and groom a snowmobile trail or trails upon property located at * SEE BELOW (Physical Street Address of Property), with a town/city SPAN # of ..... (SPAN #) Vermont belonging to TOWN OF LONDONDERRY (Property Owner's Name). The snowmobile trail(s) shall be established and maintained in an area acceptable to the landowner. No construction or major maintenance shall occur without the landowner's permission. Permission is further granted to VAST, to the fourteen Vermont county snowmobile clubs, to all affiliated local snowmobile clubs, and to their respective members to use the trail(s).

Permission extends for a period starting DEC 15, 2026 (Date) to APRIL 15, 2026 (Date)

Permission is subject to the additional terms and conditions listed below, if none, enter "NONE". NO CHANGES TO * TRAIL USE - LIMITED TO PORTIONS OF LOWELL LAKE RD (#19) AND MANSFIELD LANE (TH #29)

Vermont law limits the liability of landowners for personal injury and property damage sustained by a person operating a snowmobile, or riding as a passenger, to claims for damages or injuries intentionally inflicted by the landowner, unless the landowner charges the owner or operator of the snowmobile a fee for the use of the property. VAST agrees to maintain liability insurance with a policy limit of at least $1,000,000 covering the landowner for any VAST trail related claims as an additional insured. VAST further agrees to defend, or reimburse the landowner for the reasonable costs of defense, in the event that a claim is made or a suit is brought as a result of a snowmobile accident on the landowner's property while using the VAST trails, unless the landowner charges a fee to the snowmobile operator or owner for the use of their property. An "Explanation of Landowner Rights and Protections" is printed on the reverse side of this document. Neither this permission nor any use of the trail(s) established pursuant to this permission shall, under any circumstances, entitle VAST, any county snowmobile club, any local snowmobile club, or any member of any one or more such clubs, to claim any dedication, right of adverse possession, prescriptive easement, or any similar right with respect to any portion of the landowner's property.

X Dated this ..... (Day) day of ..... (Month), 20 ..... (Year)

Vermont Association of Snow Travelers, Inc.

By: Ruthanne Batchelder

Ruthanne Batchelder (Please Print Name)

Its duly authorized agent for the limited purpose of negotiating and entering into landowner permission agreements.

Club Contact Phone Number 802-376-6315

Club Email RUTHANNE.BATCHELDER@GMAIL.COM

Signature of landowner or landowner's duly authorized agent.

..... (Please Print Name)

Mailing Address:

100 SCHOOL ST
S. LONDONDERRY, VT 05155

Phone Number 802-824-3356

Email .....

Housing Strategy and Goals

Housing Strategy

Four overarching goals were established as the framework for the housing strategy. The goals cover the key housing challenges and needs within Londonderry. For each goal, specific strategies were developed that will help the Town and partner organizations accomplish each goal.

The Town faces a variety of complex housing issues and there will be no "silver bullet" solution. However, by leveraging existing resources, building partnerships, creating new capacity, and thinking creatively, the Town will be able to make meaningful strides towards addressing these housing issues and meeting the urgent needs found throughout the community.

Housing Goals and Strategies

ID	Strategy
Goal 1: Grow Capacity to Address Local Housing Needs	
1A	Adopt Housing-Friendly Zoning By-Laws
1B	Undertake a public education campaign about the housing needs in Londonderry
1C	Establish a working group to guide implementation of the housing strategy
1D	Explore options for a local housing fund and dedicated funding sources
1E	Continue to pursue funding for infrastructure to support housing development
1F	Build a coalition of local, regional, and state partners to implement the "priority workforce housing development project."
Goal 2: Sustain and Grow the Number of Homes Owned and Occupied by Local Workers	
2A	Adopt short term rental regulations that strike a balance between seasonal and year-round housing
2B	Create "downsizing" options in the community for empty nesters and seniors
2C	Plan for a priority workforce housing development project
2D	Explore a voluntary deed restriction program
Goal 3: Expand the Number of Quality Long-Term Rental Units	
3A	Support the use and creation of Accessory Dwelling Units (ADUs) and conversion of single-family homes to multifamily
3B	Create a property improvement funding mechanism
3C	Establish a Lease to Locals program
3D	Inventory existing affordable units and identify opportunity to expand onsite
Goal 4: Assist Local Residents and Workers to Acquire Local Housing	
4A	Engage employers in creating solutions to housing challenges
4B	Explore creating a housing assistance program
4C	Promote home sharing in the community
4D	Create an online "Living in Londonderry" portal with housing resources

Londonderry Housing Needs Assessment

Key Accomplishments & Current Focus

- Secured $300,000 grant for Mountain Towns Emergency Home Repair program
- Supported Home Share Vermont's expansion into Windham County
- Created a Housing Resources page on Town website
- Advocated for housing-friendly zoning by-laws
- Advocated for funding of Economic Improvement Reserve Fund in support of housing infrastructure

Current Activities/Focus:

- Engage employers in creating solutions to housing challenges
- Update Town Plan to align with housing goals
- Revisit strategies and action plans

Outlook

Fw: Action required by October 30, 2026: Title VI training, quiz, and questionnaire

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From Allison Marino <TOWNCLERK@londonderryvt.gov>
Date Thu 10/1/2026 2:41 PM
To Aileen Tulloch <townadmin@londonderryvt.gov>

Not sure if you got this but I passed along to you

Allison Marino
(she/her)
Clerk
Town of Londonderry, VT
100 Old School Street
S. Londonderry, VT 05155
802-824-3356 ext 101

Office Hours:
Monday – Friday 8:30 am to 4:00 pm (Closed all Federal Holidays)

https://pay.xpress-pay.com/org/D6F2CEAF94204A6

Please note that this email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).
PLEASE NOTE: The Town of Londonderry does not bear any responsibility or liability for missing or incorrect information or documents. Documents are provided as a courtesy due to current circumstances.

From: Martin, Patricia <Patricia.Martin@vermont.gov>
Sent: Wednesday, September 30, 2026 4:29 PM
To: Martin, Patricia <Patricia.Martin@vermont.gov>
Subject: Action required by October 30, 2026: Title VI training, quiz, and questionnaire

You don't often get email from patricia.martin@vermont.gov. Learn why this is important

Hello,

Please have your organization's designated Title VI Coordinator complete the required Title VI training, quiz, and questionnaire by October 30, 2026. If you have not yet designated a Title VI Coordinator, please do so before beginning these activities.

Your participation helps identify and remove transportation barriers, supports compliance monitoring and technical assistance, and keeps grant eligibility and reimbursement on track.

As a direct recipient of federal aid and assistance, the Vermont Agency of Transportation (AOT) may delegate project management responsibilities to subrecipients—including cities, towns, municipalities, nonprofits, and other entities. Subrecipients, like direct recipients, must carry out federally funded activities in accordance with all applicable federal requirements, including Title VI and the ADA. These requirements are covered in the training.

AOT is committed to accessibility, including digital accessibility, for all. If you need language assistance, a reasonable accommodation, or materials in an alternative format, please email AOT.CRTitleVI@vermont.gov.

Thank you for your time and partnership.

Patricia Martin, M.S. (she, her)| Civil Rights Data & Reporting Manager, Title VI and ADA Coordinator
Civil Rights Bureau | Finance & Administration Division
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-595-6959 | patricia.martin@vermont.gov
vtrans.vermont.gov/civil-rights



Title VI Procedures for sub-recipients

Agency of Transportation Office of Civil Rights

VERMONT



Training Objectives

To ensure all management staff, sub-recipients, contractees, and service beneficiaries are aware of the provisions of Title VI of the Civil Rights Act of 1964, and that the minimum requirements to follow its rules, laws, and regulations are met.

Title VI is a Federal Law.

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d): “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.“



Title VI prohibits discrimination

1. **Disparate Treatment – intentionally eliminate a protected group.**
2. **Disparate Impact – having a neutral policy that adversely impacts a protected group without any business necessity.**
3. **Retaliation – intentionally taking adverse actions against persons who have exercised.**

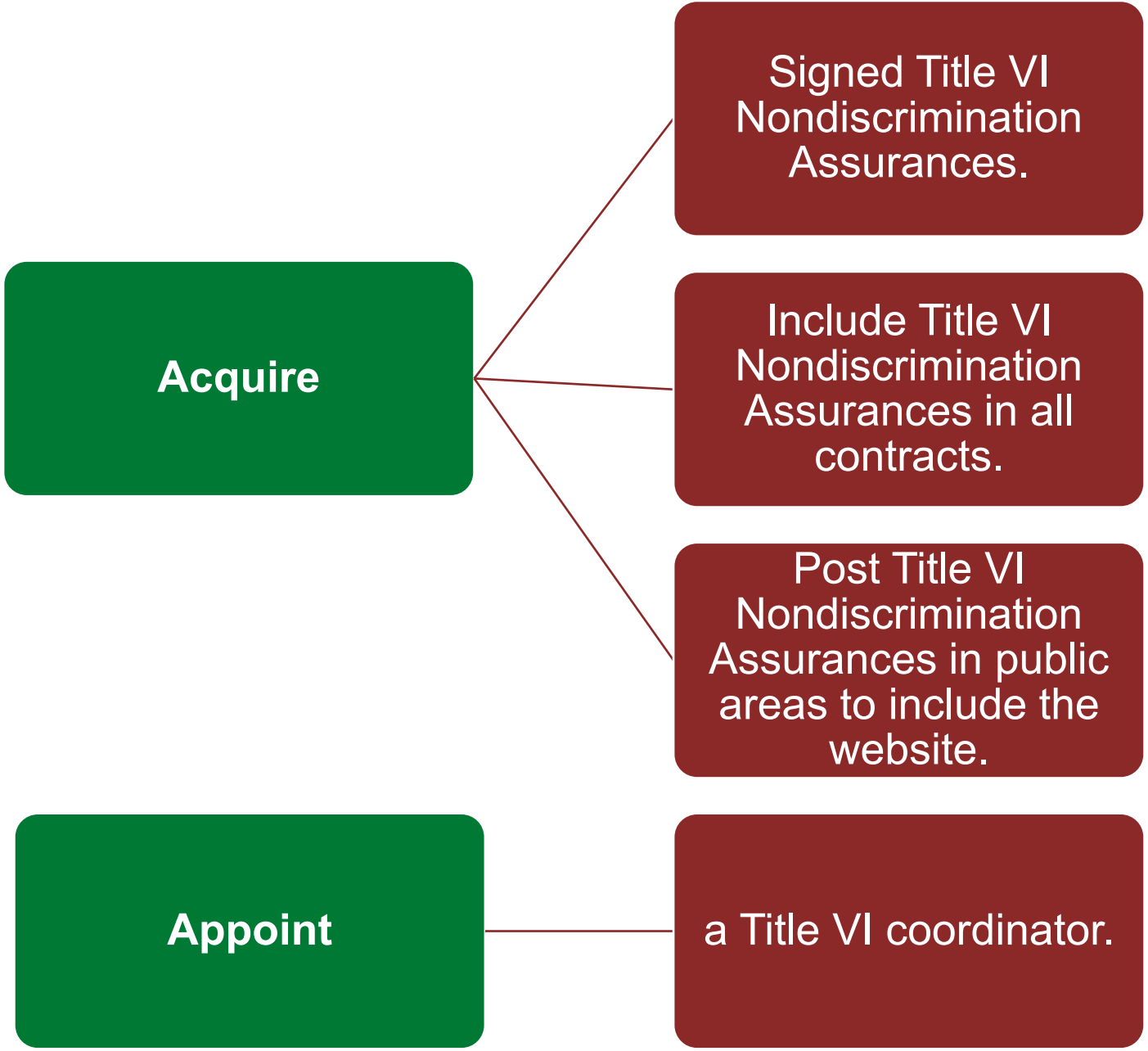
Sanctions for Noncompliance

If your agency is found to be noncompliant with Title VI of the 1964 Civil Rights Act and other nondiscrimination authorities, your agency could be subject to:

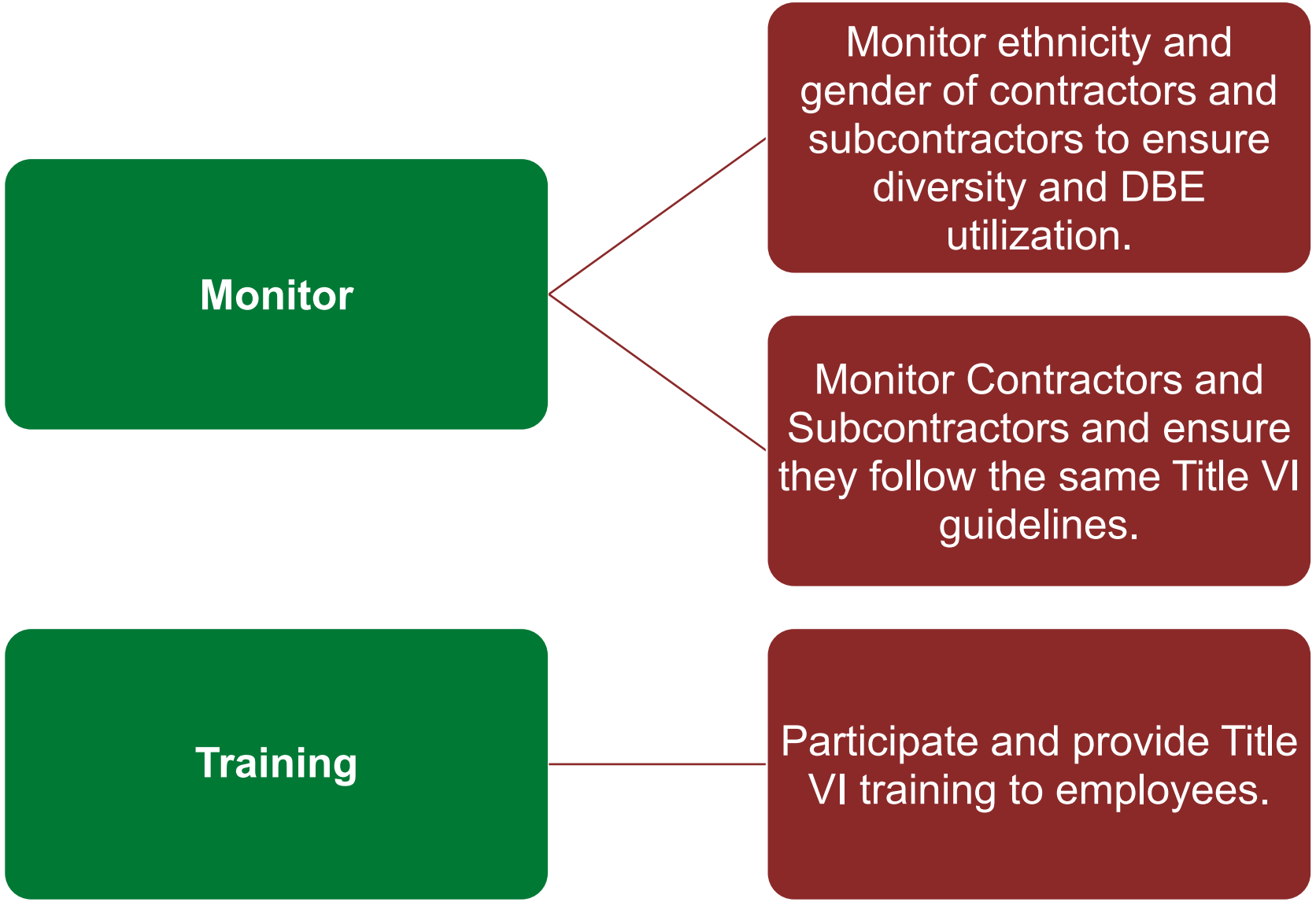
Withholding of payments under the contract until the compliance is met, and/or

Cancellation, termination or suspension of the contract, in whole or in part

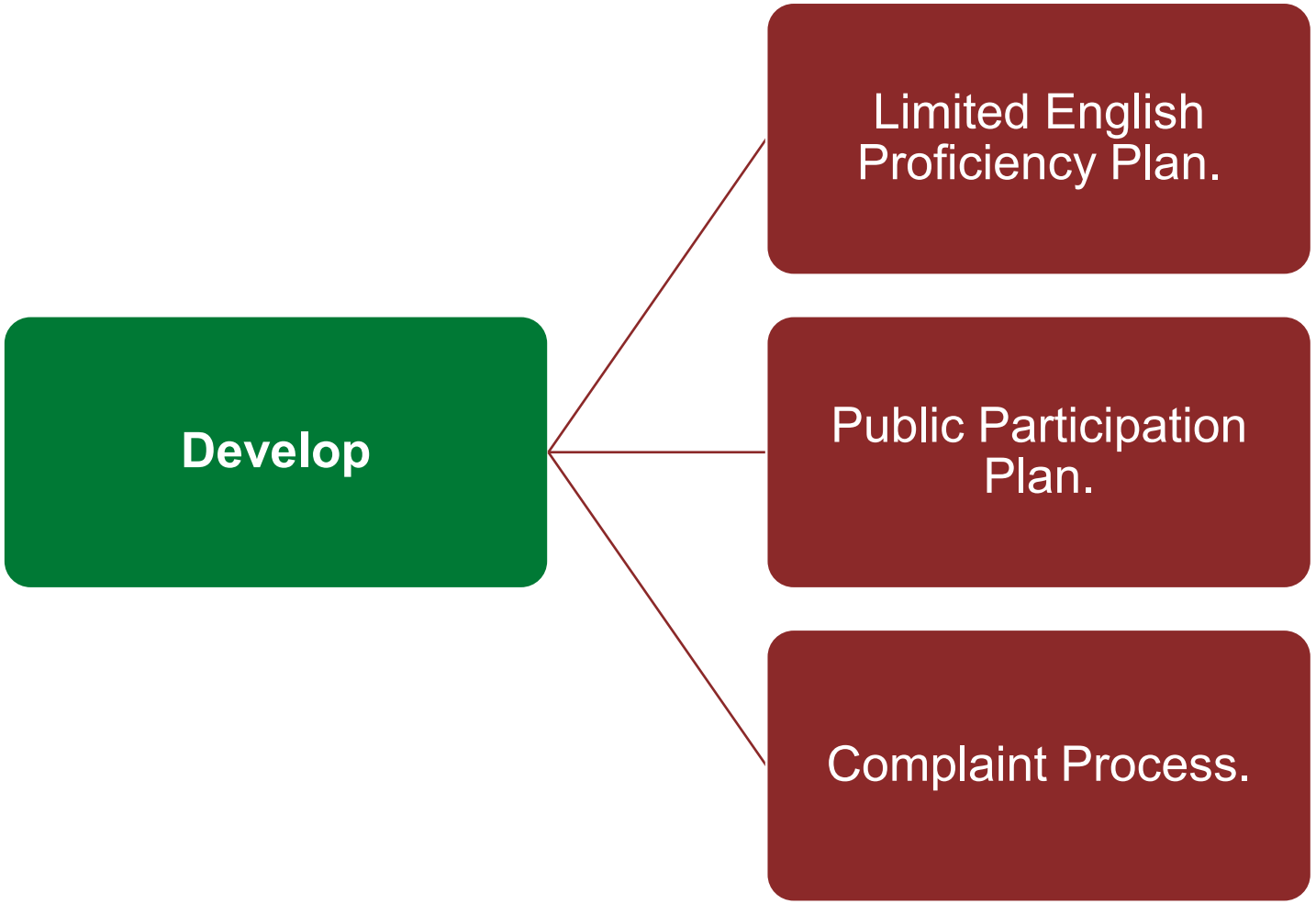
To Be compliant with Title VI your Agency must:



To Be compliant with Title VI your Agency must monitor and train :



To Be compliant with Title VI your Agency must develop:



To Be compliant with Title VI your Agency must have:

Have a Written Title VI Complaint Process & Complaint Log That:
Publicly available instructions on how to file a complaint (posted in office or on website, emailed or mailed to requestor).
Notifies the complainant that a complaint must be filed within 180 days of the alleged occurrence or when the alleged discrimination became known to the complainant.
Notifies the complainant that the complaint should be in writing and signed.
Informs complainant on determining the jurisdiction, acceptability, and the need for additional information upon receipt to investigate the merit.
Instructs complainant on other agencies a complaint could/should be filed with for investigation, and that the complaint should be forwarded to the agency.
Provides a timeline for length of investigation and final action within 90 days.
Provides appeal instructions.

The following nondiscrimination authorities expanded the range and scope of Title VI coverage:

Race, Color, National Origin Title VI of the Civil Rights Act of 1964.

Sex Federal-Aid Highway Act of 1973, Title IX of the Education Amendments of 1972.

Disability: Section 504 of the Rehabilitation Act of 1973, as amended, Americans with Disabilities Act of 1990, as amended.

Age: The Age Discrimination Act of 1975, as amended.

Low-income: Executive Order 12898, 1994, Address Environmental Justice in Minority Populations & Low-Income Populations.

Limited English proficiency: Executive Order 13166, 3 C.F.R. 289 2000 on Limited English Proficiency.

People with language access needs = Limited English Proficient (LEP) individuals.

- Limited English Proficient (LEP) individuals is a federal term.
- Individuals whose primary language is not English.
- Individuals who have limited ability to speak English.
- Individuals who have limited understanding of English.
- Individuals who have limited ability to read and write English.



Take Reasonable Steps to Ensure Meaningful Access to Programs and Activities of People with Language Access Needs.

Assess the population by using the Four Factor Analysis:

1. Number or proportion people with language access needs eligible for services or likely to be encountered.
2. The frequency with which people with language access needs encounter the program.
3. The nature and importance of the program, activity, or service provided by the program (agency).
4. Resources available and cost to the agency.

Evaluate Current Language Service Practices

Identify	Inventory	Ensure	Develop
• Identify actions already being taken and existing tools that can be used to provide meaningful access	• Inventory existing materials that have been translated into other languages	• Ensure staff is awareness of procedures	• Develop a response plan (have procedures in place to ensure the are no barriers to participation in your programs and activities)

State of Vermont Language Tools:



[Point to your language poster]



[Translation services]



[Limited English proficiency page]



[Language assistance]



Vermont Environmental Justice Law

Act 154 of 2022

- The act focuses on addressing environmental health disparities and improve health and well-being of all Vermont residents.
- Ensures all Vermont residents regardless of race, cultural background, or income have equitable access to environmental benefits.
- Protects all Vermont residents from disproportionate environmental burdens.
- Requires State agencies to meaningfully engage communities in the environmental decision-making processes.

Minority and Women Representation on Planning Boards & Commissions:

The inclusion of minorities and women on planning boards and commissions is critical in establishing an equal access planning system. Subrecipients or recipients cannot "deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program."

Public Involvement: Engage the public early and often. Make communities aware of your agency's projects and/or services to allow for input in the decision-making process. Your Agency must:



Conduct public meetings/hearings in centralized locations with access to public transit and other modes of transportation.



Conduct public meetings/hearings at convenient times for communities that will be impacted.



Advertise with local and minority owned media resources; and Publicize meeting/hearing's dates and locations through agency's website and various other media.



Avoid jargon. Use plain language. Offer translation and interpretation services.

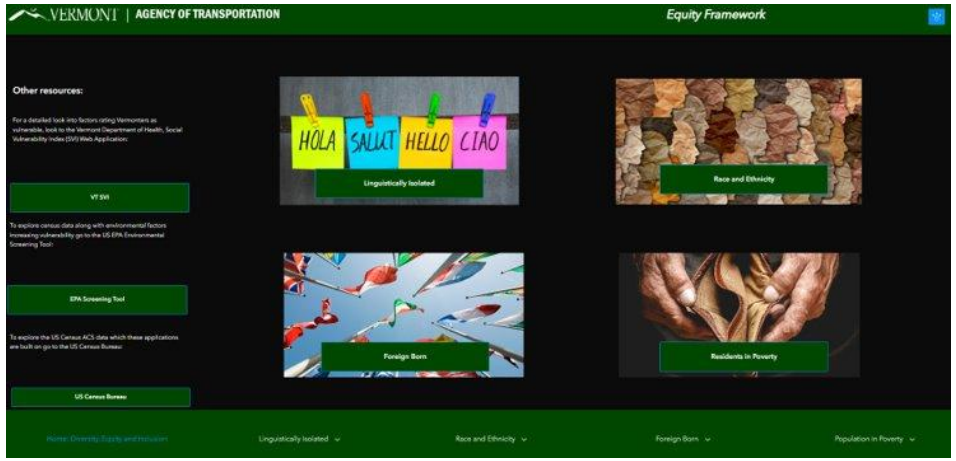
To learn more about public involvement:



Department of Transportation's Promising Practices for Meaningful Public Involvement in Transportation Decision-Making

Data Collection:

Where are disadvantaged communities?



- Equity mapping tool: Vtrans.Vermont.gov/equity
- Linguistically Isolated
- Race and Ethnicity
- Foreign Born
- Low Income

Recipients are required to collect statistical data.

Data must include race, color, sex, and national origin.

It covers relocatees, impacted citizens, and affected communities.

The requirement is specified in 23 CFR 200.9(b)(4) and 49 CFR 21.9(b) and (c).).

Promote the Utilization of Certified Disadvantaged Business Enterprises (DBEs)

Disadvantaged Business Enterprises (DBEs) are small business firms, owned by minorities, women, and other socially and economically disadvantaged persons. Your Agency must provide the opportunity for participation on AOT federally funded contracts by means of:

- Outreach to Certified DBEs on both goal and non-goal projects
- Solicit Certified DBEs through all reasonable and available means (e.g., pre-bid meetings, advertisement, AOT DBE list, etc.)
- Arrange times for presentation of bids, quantities, specifications and delivery schedules in ways that facilitate DBEs' participation
- Ensure that bid notices and requests for proposals are available to DBEs in a timely manner
- Advertise with local and minority media resources

Could this be a potential Title VI Complaint?



Your agency has a large project that requires relocating a Hispanic community. Your agency sends out notifications about the public meeting in English only.



A Korean (LEP) contacts your Agency to discuss a letter he received concerning relocation plans. He is unable to read the letter, but he is told “they are trying to take your house.” He is unable get language assistance.



“… the people in this neighborhood didn’t have any input on this road project, and it is seriously impacting our travel time and there’s too much noise.”



“… The roads in the low income/minority side of town seldom get repaired. We have potholes everywhere. All the money is spent on the roads on the affluent side of town.”

All could be a Title VI Complaint!



Your agency has a large project that requires relocating a Hispanic community. Your agency sends out notifications about the public meeting in English only. Yes.



A Korean (LEP) contacts your Agency to discuss a letter he received concerning relocation plans. He is unable to read the letter, but he is told “they are trying to take your house.” He is unable get language assistance. Yes.



“… the people in this neighborhood didn’t have any input on this road project, and it is seriously impacting our travel time and there’s too much noise.” Yes.



“… The roads in the low income/minority side of town seldom get repaired. We have potholes everywhere. All the money is spent on the roads on the affluent side of town.” Yes.



Knowledge Check:

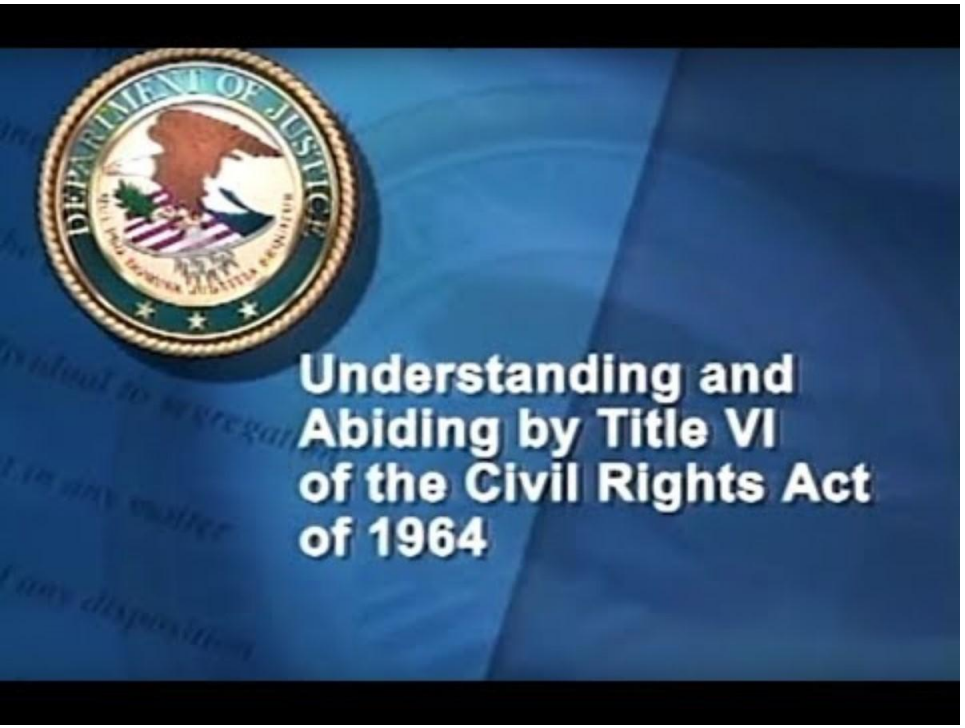
Title VI Quiz.



Optional Learning

The following U.S. Department of Justice Title VI related videos have been included as optional learning.

VERMONT



Understanding and Abiding by Title VI.

This video explains the protections of Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance, the individuals who are covered by these protections, the entities that must follow this law, and how Title VI is enforced.



People with Language Access Needs.

This video explains the rights of people with language access needs under Title VI of the Civil Right Act of 1964 and its implementing regulations; and the requirements of federal agencies to provide language access to their programs and activities.



Providing Meaningful Access for People with Language Access Needs.

This video training series is one part of a training toolkit designed to educate federal personnel on interacting with limited English proficient individuals. The training series is intended to help establish consistent and legally sound practices across the government when engaging in communications with limited English proficient individuals.

Title VI Program Staff Contact Information



Email:
AOT.CRTitleVI@vermont.gov

- Colleen Montague, Civil Rights Director
- Patricia Martin, Title VI and ADA Coordinator

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 1

Date of Issuance:	October 16, 2026	Effective Date:	October 20, 2026
Owner:	Town of Londonderry	Owner's Contract No.:	2026-1
Contractor:	Hunter Excavating, Inc.	Contractor's Project No.:	
Engineer:	Dufresne Group	Engineer's Project No.:	6126001
Project:	South Village Community Wastewater System – Segment 1 (06140-2022-ARPA-VWWW-05)		

The Contract is modified as follows upon execution of this Change Order:

Refer to page 2.

Attachments: Summary Table, Field Order 1, Contractor's Change Proposal, Segment 2 Drawings

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: $ 4,126,878.00	Original Contract Times: Substantial Completion: 270 days Ready for Final Payment: 300 days
Increase/Decrease from previously approved Change Orders: $ 0.00	Increase/Decrease from previously approved Change Orders: Substantial Completion: 0 days Ready for Final Payment: 0 days
Contract Price prior to this Change Order: $ 4,126,878.00	Contract Times prior to this Change Order: Substantial Completion: 270 days Ready for Final Payment: 300 days
Increase of this Change Order: $ 865,515.53	Increase of this Change Order: Substantial Completion: 110 days Ready for Final Payment: 110 days
Contract Price incorporating this Change Order: $4,992,393.53	Contract Times with all approved Change Orders: Substantial Completion: 380 days Ready for Final Payment: 410 days

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: CHaskins	By:	By: Devon McCluskey
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Co-President	Title Selectboard Chair	Title Project Manager
Date: October 16, 2026	Date October 19, 2026	Date October 16, 2026

Approved by Water Investment Division

By:

Title: Construction Project Manager

Date:

Description:

1. Adjust quantities based on Field Order 1. The proposed sewer services at 3988 Route 100 and 24 Hearthstone Lane will be eliminated from the Contract as the property owner no longer wants to connect. The quantity adjustment related to Field Order 1 is detailed in the attached Summary Table. This results in a contract price decrease of $132,720.00
2. Reduce the quantity of item 9C by 1. This quantity was overestimated in the original bid. This quantity adjustment is included in the "Field Order 1 Deletions" column of the attached Summary Table. This results in a contract price decrease of $4,511.00.
3. The Owner requested the inclusion of "Segment 2" into this Contract due to the availability of additional funding. Add "Segment 2" work as detailed herein and on the attached Drawings. The estimated quantities for the addition of Segment 2 work are detailed in the attached Summary Table. Segment 2 work is further defined as follows:
    a. Segment 2 includes the addition of Pay Item 10D – On-site Tank & Pump System (4,000 gal, concrete) with a quantity of 1 each and a unit price of $45,178.64/each. Refer to the Contractor's Change Proposal for supporting documentation of the unit price.
        i. Refer to Sheet C13 of the bid plans for the 4,000 gallon precast concrete STEP tank detail.
        ii. Refer to the bid specifications Section 11311 with one addition: Add as Part 2.01.B.3 "95 Middletown Road: PVU68-2425 or PVU57-2419 (to be selected based on actual tank dimensions) or approved equal."
        iii. Refer to the bid specifications Section 03482 for the precast concrete tanks.
        iv. Measurement and payment for pay item 10D shall be equal to pay items 10A, 10B, and 10C, with the addition of a payment note as follows: "Item 10D includes precast concrete tanks with a package duplex STEP pump system with vents."
    b. The Contractor requested a change in the unit prices for Items 1A and 1B due to lower production volumes than anticipated caused by differing subsurface conditions. Refer to the Contractor's Change Proposal for additional details. These unit price changes are for the Segment 2 quantities only and do not apply to the original bid quantities. As such, two new pay items shall be added as follows:
        i. Pay Item 1A.2, 3" Pressure Sewer Pipe – Segment 2 with an estimated quantity of 575 LF and a unit price of $149/LF. Measurement and payment for pay item 1A.2 shall be equal to pay item 1A.
        ii. Pay Item 1B.2, 2" Pressure Sewer Pipe – Segment 2 with an estimated quantity of 1,040 LF and a unit price of $148/LF. Measurement and payment for pay item 1B.2 shall be equal to pay item 1B.
        iii. Pipe installation under the two new pay items will be in accordance with the bid specifications and bid plans.
    c. All other work will be covered under existing pay items. The additional quantities are detailed in the attached Summary Table.
    d. This results in a contract price increase of $985,775.64 and a contract time increase of 110 calendar days. The additional funding for this work is State ARPA funds, which must be spent by August 30, 2027.
4. A 2% bond fee is added to pay item 24 based on the total increase amount of Change Order 1. This results in a contract price increase of $16,970.89. The additional funding for this bond fee is State ARPA funds, which must be spent by August 30, 2027.

Change Order 1 - Quantity and Cost Summary

South Village Community Wastewater System - Segment 1, Contract 2026-1

Londonderry, VT

		Original Bid				Field Order 1 Deletions + Removal of (1) Item 9C				Segment 2 - Additional Quantities				Total - Change Order 1		
ITEM NUMBER	DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL AMOUNT	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL AMOUNT	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL AMOUNT	ESTIMATED QUANTITY	UNITS	TOTAL AMOUNT
1A	3" Pressure Sewer Pipe	8375	LF	$ 77.00	$ 644,875.00	0	LF	$ 77.00	$ -	0	LF	$ 77.00	$ -	0	LF	$ -
1A.2	3" Pressure Sewer Pipe - Segment 2	0	LF	$ -	$ -	0	LF	$ -	$ -	575	LF	$ 149.00	$ 85,675.00	575	LF	$ 85,675.00
1B	2" Pressure Sewer Pipe	330	LF	$ 76.00	$ 25,080.00	0	LF	$ 76.00	$ -	0	LF	$ 76.00	$ -	0	LF	$ -
1B.2	2" Pressure Sewer Pipe - Segment 2	0	LF	$ -	$ -	0	LF	$ -	$ -	1040	LF	$ 148.00	$ 153,920.00	1040	LF	$ 153,920.00
1C	1-1/4" Pressure Sewer Service	1130	LF	$ 72.00	$ 81,360.00	-255	LF	$ 72.00	$ (18,360.00)	1225	LF	$ 72.00	$ 88,200.00	970	LF	$ 69,840.00
2	4" Gravity Sewer Service	480	LF	$ 73.00	$ 35,040.00	-60	LF	$ 73.00	$ (4,380.00)	520	LF	$ 73.00	$ 37,960.00	460	LF	$ 33,580.00
3A	Highway Crossing - 3" Pressure Pipe in 6" Sleeve	28	LF	$ 1,375.00	$ 38,500.00	0	LF	$ 1,375.00	$ -	0	LF	$ 1,375.00	$ -	0	LF	$ -
3B	Highway Crossing - 1-1/4" Pressure Pipe in 4" Sleeve	99	LF	$ 1,479.00	$ 146,421.00	-33	LF	$ 1,479.00	$ (48,807.00)	0	LF	$ 1,479.00	$ -	-33	LF	$ (48,807.00)
4A	8" Pipe Sleeve	90	LF	$ 169.00	$ 15,210.00	0	LF	$ 169.00	$ -	150	LF	$ 169.00	$ 25,350.00	150	LF	$ 25,350.00
4B	6" Pipe Sleeve	600	LF	$ 124.00	$ 74,400.00	0	LF	$ 124.00	$ -	350	LF	$ 124.00	$ 43,400.00	350	LF	$ 43,400.00
4C	4" Pipe Sleeve	25	LF	$ 121.00	$ 3,025.00	0	LF	$ 121.00	$ -	0	LF	$ 121.00	$ -	0	LF	$ -
5	Bypass Valve Cluster	2	EA	$ 7,755.00	$ 15,510.00	0	EA	$ 7,755.00	$ -	0	EA	$ 7,755.00	$ -	0	EA	$ -
6	Gravity Sewer Service Cleanout	8	EA	$ 992.00	$ 7,936.00	-2	EA	$ 992.00	$ (1,984.00)	4	EA	$ 992.00	$ 3,968.00	2	EA	$ 1,984.00
7	Sewer Service Connection	20	EA	$ 1,861.00	$ 37,220.00	-2	EA	$ 1,861.00	$ (3,722.00)	8	EA	$ 1,861.00	$ 14,888.00	6	EA	$ 11,166.00
8	4" Thick Rigid Board Insulation	2100	SF	$ 6.00	$ 12,600.00	0	SF	$ 6.00	$ -	300	SF	$ 6.00	$ 1,800.00	300	SF	$ 1,800.00
9A	Interconnection Manhole #1	1	EA	$ 14,072.00	$ 14,072.00	0	EA	$ 14,072.00	$ -	0	EA	$ 14,072.00	$ -	0	EA	$ -
9B	Interconnection Manhole #2	1	EA	$ 7,037.00	$ 7,037.00	0	EA	$ 7,037.00	$ -	0	EA	$ 7,037.00	$ -	0	EA	$ -
9C	Automatic Air Release Structure	7	EA	$ 4,511.00	$ 31,577.00	-1	EA	$ 4,511.00	$ (4,511.00)	0	EA	$ 4,511.00	$ -	-1	EA	$ (4,511.00)
9D	Manual Air Release Structure	3	EA	$ 2,643.00	$ 7,929.00	0	EA	$ 2,643.00	$ -	1	EA	$ 2,643.00	$ 2,643.00	1	EA	$ 2,643.00
10A	On-site Tank & Pump System (1000 gal)	12	EA	$ 20,997.00	$ 251,964.00	-1	EA	$ 20,997.00	$ (20,997.00)	6	EA	$ 20,997.00	$ 125,982.00	5	EA	$ 104,985.00
10B	On-site Tank & Pump System (1500 gal)	3	EA	$ 20,727.00	$ 62,181.00	-1	EA	$ 20,727.00	$ (20,727.00)	4	EA	$ 20,727.00	$ 82,908.00	3	EA	$ 62,181.00
10C	On-site Tank & Pump System (1500 gal, concrete)	2	EA	$ 29,225.00	$ 58,450.00	0	EA	$ 29,225.00	$ -	0	EA	$ 29,225.00	$ -	0	EA	$ -
10D	On-site Tank & Pump System (4000 gal, concrete)	0	EA	$ -	$ -	0	EA	$ -	$ -	1	EA	$ 45,178.64	$ 45,178.64	1	EA	$ 45,178.64
11	Grease Tank	1	EA	$ 19,908.00	$ 19,908.00	0	EA	$ 19,908.00	$ -	0	EA	$ 19,908.00	$ -	0	EA	$ -
12	Septic Tank Abandonment	19	EA	$ 1,993.00	$ 37,867.00	-1	EA	$ 1,993.00	$ (1,993.00)	21	EA	$ 1,993.00	$ 41,853.00	20	EA	$ 39,860.00
13	Wired Conduit	600	LF	$ 50.00	$ 30,000.00	-95	LF	$ 50.00	$ (4,750.00)	595	LF	$ 50.00	$ 29,750.00	500	LF	$ 25,000.00
14	Boulder Fence	140	LF	$ 81.00	$ 11,340.00	0	LF	$ 81.00	$ -	0	LF	$ 81.00	$ -	0	LF	$ -
15	Wastewater Treatment Site	1	LS	$ 1,405,928.00	$ 1,405,928.00	0	LS	$ 1,405,928.00	$ -	0	LS	$ 1,405,928.00	$ -	0	LS	$ -
16A	Permanent Trench Pavement (4" thick)	4700	SY	$ 60.00	$ 282,000.00	-50	SY	$ 60.00	$ (3,000.00)	1350	SY	$ 60.00	$ 81,000.00	1300	SY	$ 78,000.00
16B	Temporary Trench Pavement	1600	SY	$ 60.00	$ 96,000.00	0	SY	$ 60.00	$ -	0	SY	$ 60.00	$ -	0	SY	$ -
17	Ledge Rock Excavation	800	CY	$ 483.00	$ 386,400.00	0	CY	$ 483.00	$ -	200	CY	$ 483.00	$ 96,600.00	200	CY	$ 96,600.00
18	Boulder Excavation	100	CY	$ 27.00	$ 2,700.00	0	CY	$ 27.00	$ -	100	CY	$ 27.00	$ 2,700.00	100	CY	$ 2,700.00
19	Excavation Below Grade w/ Gravel Refill	50	CY	$ 55.00	$ 2,750.00	0	CY	$ 55.00	$ -	0	CY	$ 55.00	$ -	0	CY	$ -
20	Exploratory Excavation	200	CY	$ 21.00	$ 4,200.00	0	CY	$ 21.00	$ -	0	CY	$ 21.00	$ -	0	CY	$ -
21	Common Fill	200	CY	$ 59.00	$ 11,800.00	0	CY	$ 59.00	$ -	0	CY	$ 59.00	$ -	0	CY	$ -
22	STEP Electrical Allowance (N.A.B.I.)	1	LS	$ 34,000.00	$ 34,000.00	1	LS	$ (4,000.00)	$ (4,000.00)	1	LS	$ 22,000.00	$ 22,000.00	1	LS	$ 18,000.00
23	Electrical Service Allowance (N.A.B.I.)	1	LS	$ 15,000.00	$ 15,000.00	0	LS	$ 15,000.00	$ -	0	LS	$ -	$ -	0	LS	$ -
24	Miscellaneous Work & Cleanup	1	LS	$ 116,598.00	$ 116,598.00	0	LS	$ 116,598.00	$ -	0	LS	$ -	$ -	1	LS	$ 16,970.89
25	Development Soil Allowance (N.A.B.I.)	1	LS	$ 100,000.00	$ 100,000.00	0	LS	$ 100,000.00	$ -	0	LS	$ -	$ -	0	LS	$ -
TOTAL BID PRICE					$ 4,126,878.00			TOTAL	$ (137,231.00)			TOTAL	$ 985,775.64		**TOTAL**	**$ 865,515.53**

FIELD ORDER NO.: 1

Owner:	Town of Londonderry	Owner's Project No.:	2026-1
Engineer:	Dufresne Group	Engineer's Project No.:	6126001
Contractor:	Hunter Excavating, Inc.	Contractor's Project No.:	
Contract Name:	South Village Community Wastewater System – Segment 1		
Date Issued:	September 10, 2026	Effective Date of Field Order:	September 10, 2026

Contractor is hereby directed to promptly perform the Work described in this Field Order, issued in accordance with Paragraph 11.04 of the General Conditions, for minor changes in the Work without changes in Contract Price or Contract Times. If Contractor considers that a change in Contract Price or Contract Times is required, submit a Change Proposal before proceeding with this Work.

Reference:

Specification Section(s): N/A

Drawing(s) / Details (s): G2 & C8

Description:

Eliminate the two sewer service connections at 3988 Route 100 and 24 Hearthstone Lane, including 1.25" HDPE service pipe, sewer service connection fittings and valves, STEP tanks (one 1,000 gallon and one 1,500 gallon), 4" gravity piping, and any required cleanouts.

The Contract quantities will not be reduced at this time. Quantity adjustment will be addressed later with the balancing change order at the end of construction.

Attachments:

None

Issued by Engineer		**Received by Contractor**	
By:	CHaskins	By:	
Title:	Co-President	Title:	Project Manager
Date:	September 10, 2026	Date:	9/28/2026

EJCDC® C-942, Field Order.
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HUNTER EXCAVATING INC.
ESTABLISHED 2005

2218 Vermont Route 100
South Londonderry, VT. 05155
www.HunterExcavatinginc.com
802-856-7165

ADDITIONAL WORK – PRICING JUSTIFICATION & TIME EXTENSION REQUEST

Londonderry Village Sewer Segment 1

South Village Community Wastewater System – Segment 1, Contract 2026-1 | Town of Londonderry

October 15, 2026

Chrissy Haskins, Project Manager
Dufresne Group
Springfield, VT

Dear Ms. Haskins,

Hunter Excavating submits the following justification for the pricing of the Additional Work (Phase II), together with a request for a time extension. Three items are addressed: the revised unit prices for pressure sewer pipe installation, the lump-sum price for the new paired-tank pumping station, and an extension of the Contract Times to complete all of Phase II.

1. Pressure Sewer Pipe Installation

Our original installation calculations were based on 200 LF of pipe installed per day. Our actual laid footage through October 11, 2026 has averaged 91 LF per day. This reflects the measurable challenges experienced on this corridor. In particular, the existing subgrade consisted of extremely tightly compacted native soils, a differing site condition outside of the conditions known at the time of bid, which slowed excavation and directly reduced daily production. We have adjusted the unit prices in this Additional Work proposal to accommodate these conditions.

Pressure sewer pipe	Current contract	Additional Work
2-inch	$76.00/LF	$148.00/LF
3-inch	$77.00/LF	$149.00/LF

2. Paired 2,000-Gallon Tank Pumping Station (4,000 Gallon) – $45,178.64 LS

The pumping station consists of two 2,000-gallon precast tanks installed as a paired configuration to provide 4,000 gallons of working capacity, with an Orenco SoLo duplex pump package and associated electrical connection. Pricing is supported by the attached supplier quotes, the 15% allowable markup on materials, the electrical subcontract, and Hunter Excavating's published 2026 equipment and labor rates, based on two 10-hour working days.

Pump Station Cost Summary:

Labor & Equipment:

315 Excavator @ $240/hour x 20 hours = $4,800.00
304 Excavator @ $178/hour x 20 hours = $3,560.00
Laborer @ $70/hour x 20 hours x 2 people = $2,800.00
Project Manager @ $125/hour x 20 hours = $2,500.00
Supervisor (GPS Stakeout) @ $100/hour x 8 hours = $800.00
Plate Compactor @ $100/day x 2 days = $200.00
3-inch Dewatering Pump @ $18/hour x 20 hours = $360.00
Dump Truck @ $187/hour x 20 hours = $3,740.00
Flat Bed (304 transport) @ $200/hour x 4 hours = $800.00
TOTAL LABOR & EQUIPMENT = $19,560.00

Materials:

Precast 2,000 Gal Tank @ $2,275.80/EA x 2 EA = $4,551.60
(S.D. Ireland Concrete quote, Job 28931 – 4,000 G LD STEP Tank)
Orenco SoLo Duplex Pump Package @ $11,610.00/LS x 1 LS = $11,610.00
(Orenco / UVT quote QTE1 – 2 pumps, Biotube vault, discharge assy, floats, risers, duplex panel)
Base Stone @ $40/CY x 14.3 CY = $572.00
(22 ft x 17.5 ft x 1 ft)
Erosion & Sediment Control @ $500/LS x 1 LS = $500.00
(silt fence and stabilization stone)
Materials Subtotal = $17,233.60
Markup @ 15% x $17,233.60 = $2,585.04
TOTAL MATERIALS = $19,818.64

Subcontractor:

Electrician @ $5,800/LS x 1 LS = $5,800.00
TOTAL SUBCONTRACTOR = $5,800.00

TOTAL COST: $45,178.64

2.1 Installation scope

- Stakeout and layout of the tank location and inlet/outlet elevations
- Installation and maintenance of erosion and sediment controls
- Excavation of the entire tank hole for the paired configuration (approx. 135 CY), with export of excess material (approx. 63 CY in place)
- Dewatering of the excavation as required for normal groundwater and surface runoff, with discharge through a sediment control device
- Import, placement and compaction of base stone (approx. 14.3 CY)
- Setting and leveling both tanks
- Installation of the Orenco pump vault, pumps, discharge assembly, floats and risers
- Pipe ties between tanks and to the inlet and force main
- Testing per the specifications
- Standard backfill and compaction

2.2 Exclusions

- Ledge rock or boulder excavation

- Unknown subsurface conflicts, including unmarked utilities, groundwater beyond what normal dewatering can control, or unsuitable bearing soils

3. Request for Contract Time Extension – 110 Calendar Days

Hunter Excavating requests that the Contract Times be extended by 110 calendar days to incorporate all of the Phase II Additional Work described above. The extension accounts for the additional pipe installation at the production rates experienced on this corridor, along with the procurement, installation and testing of the paired-tank pumping station.

We request that this time extension be incorporated into the change order for the Additional Work.

4. Contractor's Statement – General Conditions Paragraph 11.06.A.1

In accordance with General Conditions Paragraph 11.06.A.1, Hunter Excavating, Inc. states that the supporting data provided with this proposal are accurate and complete, and that the requested time and price adjustments are the entire adjustment to which the Contractor believes it is entitled as a result of the Additional Work described herein. The excluded conditions identified in Section 2.2 are not part of this adjustment.

We appreciate your review and are available to discuss this pricing and time request at your convenience.

Respectfully submitted,

Bret Carter
Sr. Manager of Business Development
Hunter Excavating, Inc.

S.D. IRELAND CONCRETE CONST CORP
P O BOX 2286
So. Burlington, VT 05407
Phone: (802) 863-6222
Fax: (802) 860-1528

Quote Number: 28931

Quote Date: 5/1/2026

Office

Bill to:	HUNTER EXCAVATING INC 2218 ROUTE 100 S LONDONDERRY, VT 05155	**Project:**	South Village Wastewater Londonderry,
Contact:	HUNTER KATZAS	**Project Manager:**	Bret
Phone :	(802) 384-2432 **Fax:**	**Phone :**	(775) 600-2738 **Fax:**

Customer ID: 1610 **PO:** **ShipVia:** Unassigned **Sales Rep:** N/A
Terms: Net 30 **Bid Date:**

Structure: ☐ **4000 G LD Step Tank**

1	0812001	SEPTIC FILTER TANK, 2000 GAL. SEAMLESS
1	0812001	SEPTIC FILTER TANK, 2000 GAL. SEAMLESS
6	1403100	MASTIC,CON-SEAL, 1" X 14 1/2' (8 ROLLS/BOX) CS-102

$4,551.60

Bid Item 1 - SoLo DUPLEX PUMP TANK

ATTENTION: Equipment listed in this scope are based strictly on our interpretation of the design parameters and may not include equipment specific to the project site. If any additional equipment or modification of this scope is required and identified during design, will be included as extra and will be charged accordingly.

NOTES:

1. All riser assumes 24" burial depth per Sheet C13, verify before ordering.
2. Equipment pricing good for 30 days from date of this scope.
3. Allow 3-4 week lead time for equipment.

NOT INCLUDED:

1. Concrete tank
2. PVC pipe and fittings to and from concrete tank
3. Electrical conduit and fittings to and from concrete tank
4. Local and state taxes not included

Orenco Item Code	Description	Quantity
	ACCESS RISERS AND LIDS	
RF3024	30" x 24" Fiberglass Riser	3
***RF3024+L+HDDH+TSB	Fiberglass Access Riser, 30" Dia. x 24" Tall, Drilled for L and HDD hole, w/ TSB	1
FLD30G	Fiberglass Lid, Durafiber, 30" W/ EPDM Gasket; 4 Bolts	4
RTS30I2	Tank Shield for RF30 w/2" insulation	4
PRTA30	ABS Riser/Tank Adapter 30" Dia	4
PRTA30BDKIT	Bolt Down Kit, PRTA30 and RRFTA30	4
MA8120	Methacrylate Adhesive & Activator, 1:1 Ratio(300ml.ea) Work Time 20-30 min.	4
	DUPLEX PUMP PACKAGE	
SB6	Pvc Splice Box W/6 Cord Grips	1
PF200511CV	Effluent Pump; 1/2Hp, 20 gpm, 115V, 60Hz, 10' Lead, w/Internal Check Valve	2
PVU68-2425-L	Universal Biotube Pump Vault , 24" cartridge	1
***HDAD30125ASLC-43	Hanging Discharge Assy., 1.25",30" Riser,Duplex,AS, LC, 43" Hose Length	1
HVX125PR	11/4" X 12" Hi-Press Ext. Flex Extension	2
***MF4P-33V	Float Assembly; 33" stem, Pump Vault	1
	CONTROL PANEL	
MVP-DAX1DMCSMTSGRHTSA	MVP Duplex Panel, 115V w/ DM, CT, MTS, GR, HT, SA	1

PRICE: $11,610.00

SEWER SERVICE TABLE

SHEET #	911 ADDRESS	EXISTING WW PERMIT #	ALLOCATED FLOW (GPD)	TANK SIZE (GAL)[1]	EXISTING BUILDING SEWER PIPE SIZE AND MATERIAL[2]	ESTIMATED BUILDING SEWER INVERT ELEVATION[2]	CONTROL PANEL MIN. ELEVATION	EXISTING ELECTRIC PANEL (AMPS)	NOTES[3]	VARIANCE FROM INDIRECT DISCHARGE RULE[4]
C1	461 MAIN STREET		245	1000	4" CI	1035.7	STANDARD	200A	EXISTING PUMP STATION TO BE ABANDONED	NONE
C1	443 MAIN STREET	PB-2-0043	245	1500	4" CI	1035.6	STANDARD	100A	EXISTING PUMP STATION TO BE ABANDONED	PROXIMITY TO PROPERTY LINE
C1	347 MAIN STREET	WW-2-5881	245	100	4" CI	1035.8	STANDARD	100A	PRETREATMENT TO BE REMOVED BY OTHERS	PROXIMITY TO PROPERTY LINE
C1	283 MAIN STREET		245	1000	UNKNOWN	1030.5	STANDARD	UNKNOWN		NONE
C2	253 MAIN STREET		245	1000	4" PVC	1036.7	STANDARD	100A	PAVED DRIVEWAY TO BE RESTORED	NONE
C2	215 MAIN STREET		245	1000	4" CI	1036.6	STANDARD	200A		PROXIMITY TO PROPERTY LINE & BUILDING
C3	74 MAIN STREET		245	1000	3" PVC	1036.0	1044.5	100A		PROXIMITY TO PROPERTY LINE, DRIVEWAY & BUILDING
C3	67 MAIN STREET		30	1500	4" CI	1037.3	1045.5	200A		PROXIMITY TO PROPERTY LINE & PARKING LOT
C3	60 MAIN STREET		80	1000	4" PVC	1039.9	1046.0	200A		NONE
C3	17 MAIN STREET	WW-2-1366	245	1500 (CONCRETE)	6" PVC	1047.0	STANDARD	200A	FULL PAVED DRIVEWAY TO BE RESTORED	PROXIMITY TO PROPERTY LINE, DRIVEWAY & BUILDING
C3	1 MAIN STREET	WW-2-1366	861	1500 (CONCRETE)	4" CI	1048.8	STANDARD	200A	GREASE TANK TO BE INSTALLED	PROXIMITY TO PROPERTY LINE & PARKING LOT
C3	56 CRESCENT STREET		245	1000	4" PVC	1063.8	STANDARD	200A	DIRECTIONAL DRILL UNDER STONE WALL	PROXIMITY TO PROPERTY LINE
C3	3100 ROUTE 100		15	1000	UNKNOWN	UNDER SLAB	STANDARD	100A	SEWER SERVICE DOES NOT NEED TO BE MAINTAINED DURING CONSTRUCTION	PROXIMITY TO DRIVEWAY
C3	3115 ROUTE 100		245	1500	4" CI	1053.4	STANDARD	200A		
C4	3178 ROUTE 100		245	1000	4" CI	1053.1	STANDARD	100A		PROXIMITY TO DRIVEWAY
C4	3198 ROUTE 100		245	1000	4" CI	1055.1	STANDARD	100A		
C4	3222 ROUTE 100		245	1000	4" CI	1057.6	STANDARD	200A		
C5	3389 ROUTE 100		245	1000	3" CI	1053.2	STANDARD	100A		PROXIMITY TO DRIVEWAY, WITHIN WELL SHIELD
C8	3988 ROUTE 100		245	1000	4" CI	1063.6	STANDARD	100A	TRENCH PAVEMENT RESTORATION ACROSS PARKING LOT	
C8	24 HEARTHSTONE LANE		780	1500	UNKNOWN	UNDER SLAB	STANDARD	200A	EXISTING SEPTIC TANK AND SYSTEM TO REMAIN ACTIVE	
C10	15 OLD SCHOOL STREET		35	1000	4" PVC	1048.2	STANDARD	100A	EXISTING DRYWELL TO BE ABANDONED. RESTORE PAVED WALKWAY AS NECESSARY	
C10	45/55 OLD SCHOOL STREET		490	1500	4" PVC	1047.7	STANDARD	200A	EXISTING PUMP STATION TO BE ABANDONED	
C10	70 OLD SCHOOL STREET	WW-2-3855	60	1000	UNKNOWN	UNDER SLAB	STANDARD	200A		PROXIMITY TO PARKING LOT
C10	100 OLD SCHOOL STREET		345	1500	4" PVC	1064.9	STANDARD	200A		
C11	22 MIDDLETOWN ROAD	WW-2-1366	490	1000	4" CI	1068.2	STANDARD	100A		PROXIMITY TO PROPERTY LINE, DRIVEWAY, & ROAD
C11	95 MIDDLETOWN ROAD	WW-2-1256-2	1757	4000 (CONCRETE DUPLEX)	4" PVC	1091.3	STANDARD	200A	EXISTING PUMP STATION TO BE ABANDONED	
C11	95 MIDDLETOWN ROAD		245	1000	UNKNOWN	UNDER SLAB	STANDARD	100A	STUDIO APARTMENT	
C11	139 MIDDLETOWN ROAD		720	1500	UNKNOWN	UNDER SLAB	STANDARD	200A		
TOTAL ALLOCATED FLOW (GPD)			9583							

Add 461 + 443 for Phase 2

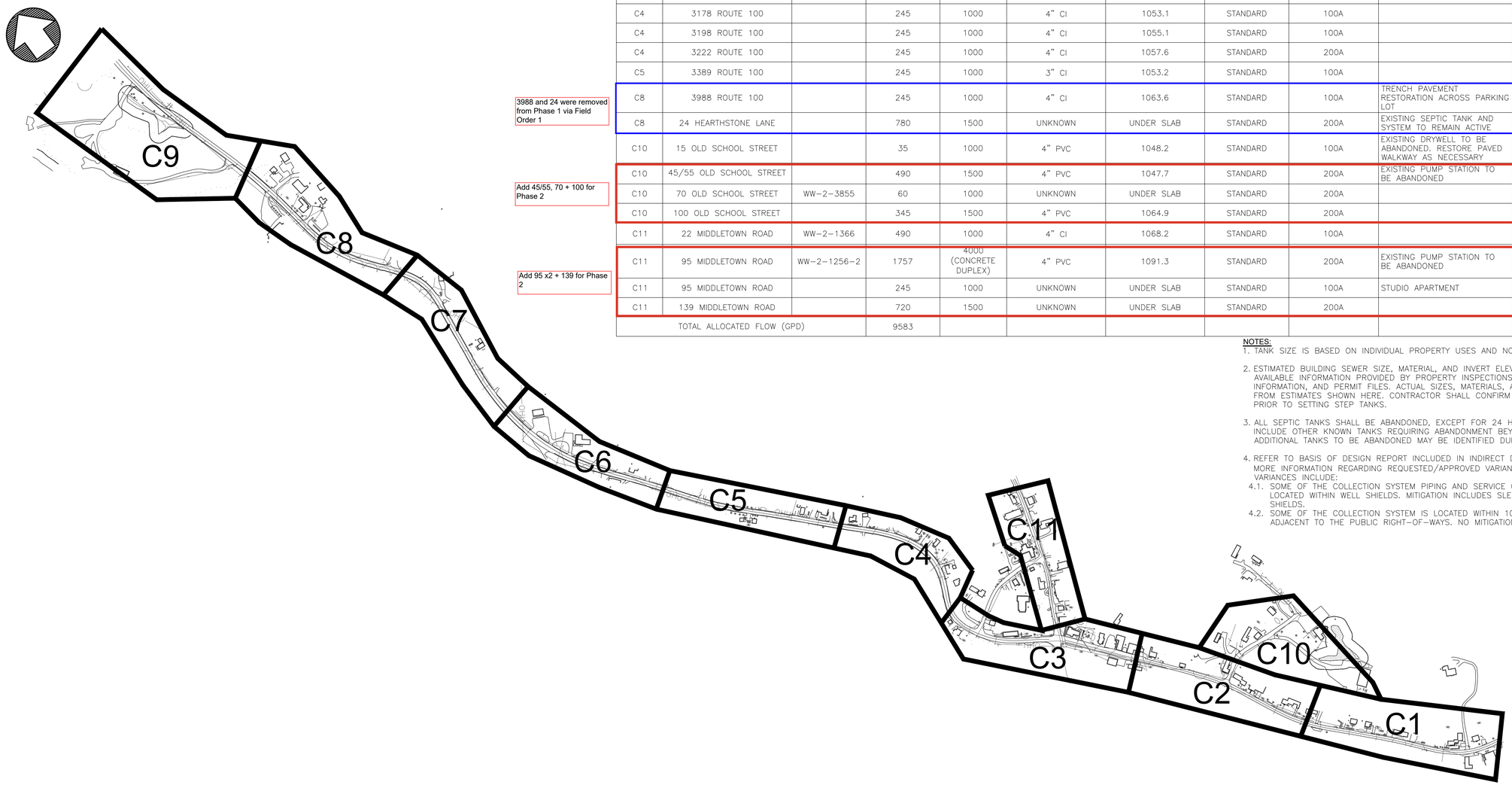
Add 283, 253, + 215 for Phase 2 (these 3 already have service connections from main to curb stop in Phase 1 - rest of service to be added in Phase 2)

3988 and 24 were removed from Phase 1 via Field Order 1

Add 45/55, 70 + 100 for Phase 2

Add 95 x2 + 139 for Phase 2

NOTES:
1. TANK SIZE IS BASED ON INDIVIDUAL PROPERTY USES AND NOT ALLOCATED FLOW.
2. ESTIMATED BUILDING SEWER SIZE, MATERIAL, AND INVERT ELEVATION IS BASED ON BEST AVAILABLE INFORMATION PROVIDED BY PROPERTY INSPECTIONS, PROPERTY OWNER INFORMATION, AND PERMIT FILES. ACTUAL SIZES, MATERIALS, AND ELEVATIONS MAY DIFFER FROM ESTIMATES SHOWN HERE. CONTRACTOR SHALL CONFIRM ALL BUILDING SEWER DETAILS PRIOR TO SETTING STEP TANKS.
3. ALL SEPTIC TANKS SHALL BE ABANDONED, EXCEPT FOR 24 HEARTHSTONE LANE. NOTES INCLUDE OTHER KNOWN TANKS REQUIRING ABANDONMENT BEYOND SEPTIC TANKS. ADDITIONAL TANKS TO BE ABANDONED MAY BE IDENTIFIED DURING CONSTRUCTION.
4. REFER TO BASIS OF DESIGN REPORT INCLUDED IN INDIRECT DISCHARGE PERMIT FILE FOR MORE INFORMATION REGARDING REQUESTED/APPROVED VARIANCES. ADDITIONAL GENERAL VARIANCES INCLUDE:
   - 4.1. SOME OF THE COLLECTION SYSTEM PIPING AND SERVICE CONNECTION PIPING IS LOCATED WITHIN WELL SHIELDS. MITIGATION INCLUDES SLEEVING PIPING WITHIN THE WELL SHIELDS.
   - 4.2. SOME OF THE COLLECTION SYSTEM IS LOCATED WITHIN 10 FEET OF PROPERTY LINES ADJACENT TO THE PUBLIC RIGHT-OF-WAYS. NO MITIGATION IS PROPOSED.



GRAPHIC SCALE
300 0 175 300 600 1200
(IN FEET)

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STATE OF VERMONT · CHRISTINA M. HASKINS · NO. 7334 · REGISTERED PROFESSIONAL ENGINEER

REVISIONS

DATE	COMMENTS	BY

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SOUTH VILLAGE COMMUNITY WASTEWATER SYSTEM
CONTRACT 2025-1

SHEET LAYOUT KEY AND SERVICE TABLE

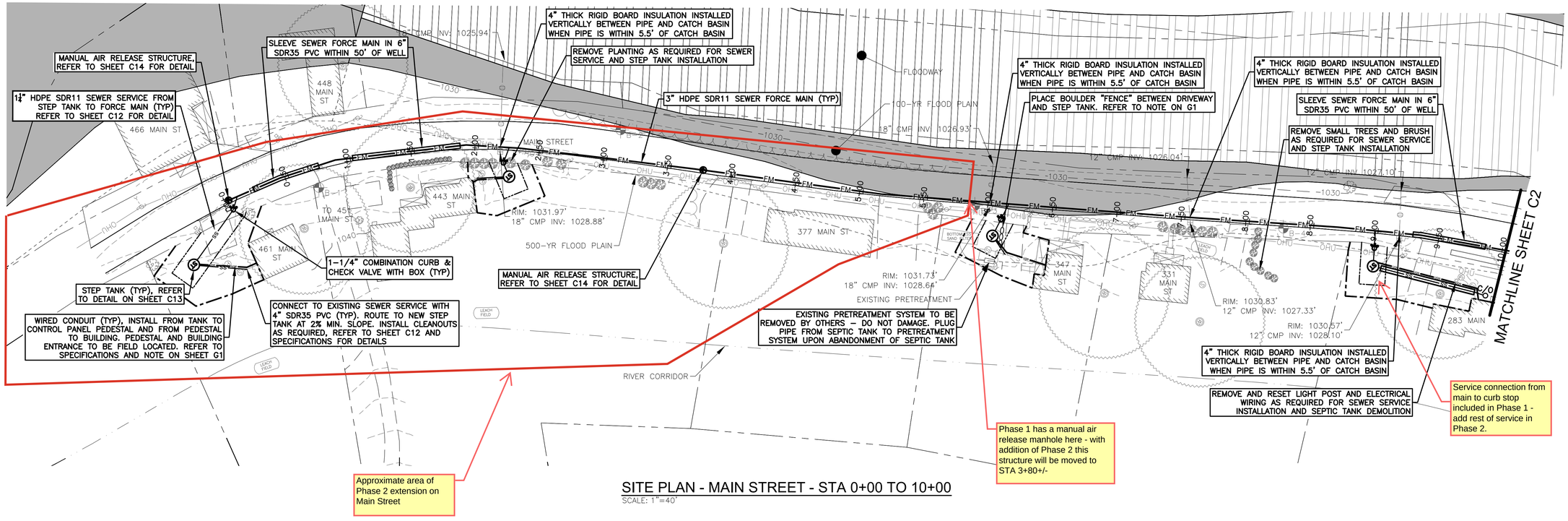
LONDONDERRY, VERMONT

Project #	3124003
Project Mgr.	C.M.HASKINS
Design by	C.M.HASKINS
Drawn by	A.M.GURNEY
Reviewed by	R.N.GOODWIN
Approved by	C.M.HASKINS
Date	FEBRUARY 9, 2026
Scale	1" = 300'

G2

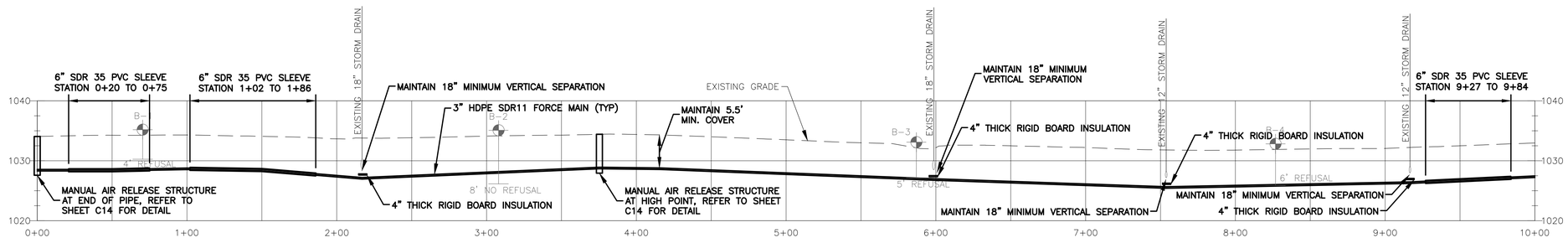
SHEET 2 OF 25

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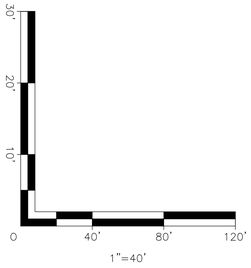
SITE PLAN - MAIN STREET - STA 0+00 TO 10+00

SCALE: 1"=40'



SEWER PROFILE - STA 0+00 TO 10+00

SCALE: H- 1"=40'
V- 1"=10'



NOTES:

1. REFER TO SHEET G1 FOR GENERAL NOTES, LEGEND, AND ABBREVIATIONS.
2. REFER TO SHEETS C12–C15 FOR TYPICAL DETAILS.

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SOUTH VILLAGE COMMUNITY WASTEWATER SYSTEM
CONTRACT 2025-1

MAIN STREET PLAN AND PROFILE
STA 0+00 TO 10+00

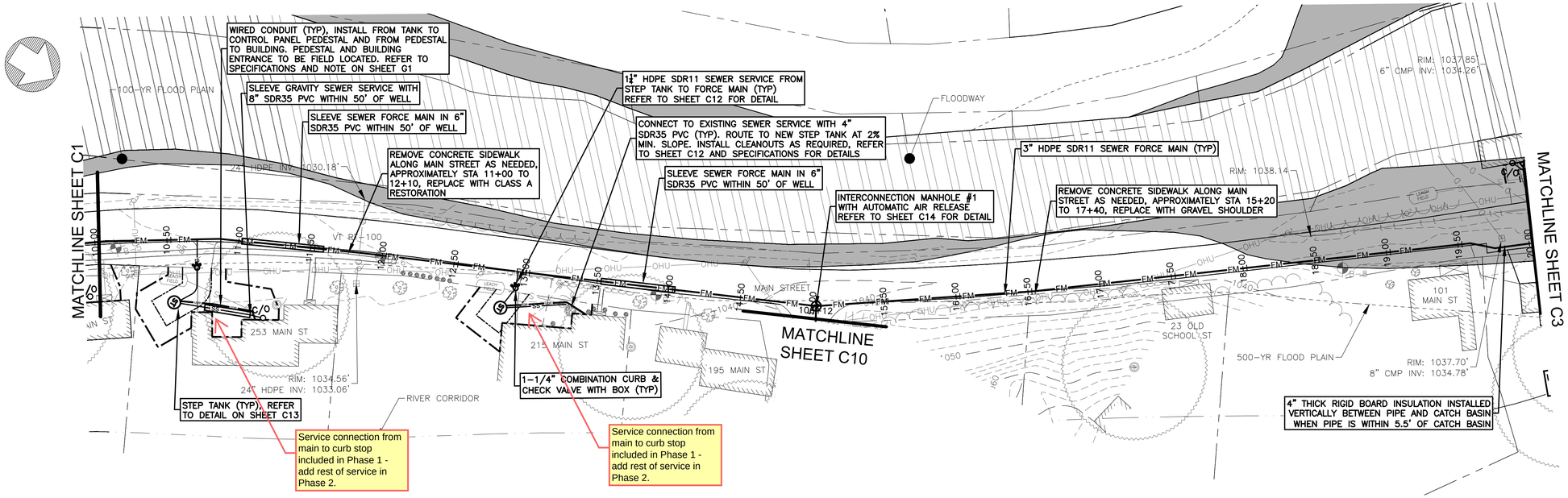
LONDONDERRY, VERMONT

Project #	3124003
Project Mgr.	C.M.HASKINS
Design by	C.M.HASKINS
Drawn by	M.C.BISSELL
Reviewed by	R.N.GOODWIN
Approved by	C.M.HASKINS
Date	FEBRUARY 9, 2026
Scale	AS SHOWN

C1

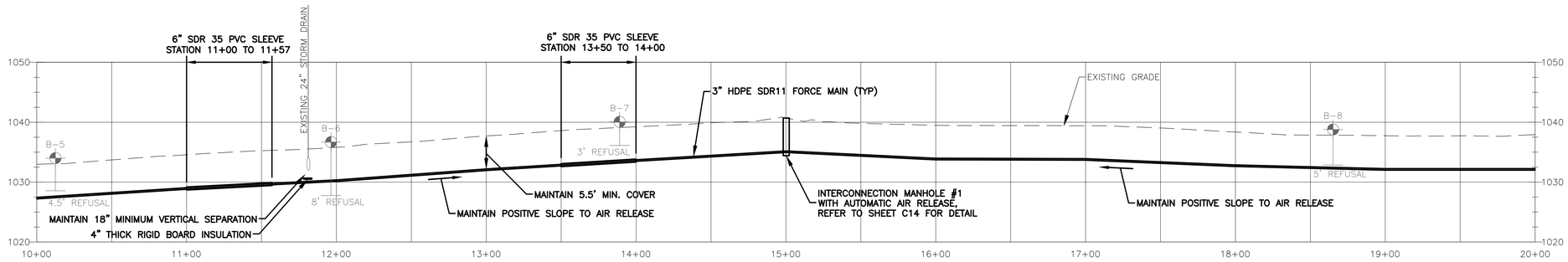
SHEET 4 OF 25

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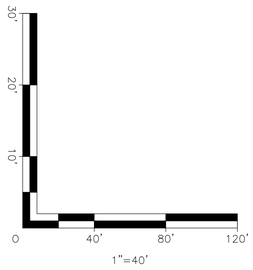
SITE PLAN - MAIN STREET - STA 10+00 TO 20+00

SCALE: 1"=40'



SEWER PROFILE - STA 10+00 TO 20+00

SCALE: H- 1"=40'
V- 1"=10'



NOTES:

1. REFER TO SHEET G1 FOR GENERAL NOTES, LEGEND, AND ABBREVIATIONS.
2. REFER TO SHEETS C12-C15 FOR TYPICAL DETAILS.

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NO. 7334
LICENSED PROFESSIONAL ENGINEER

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BY	COMMENTS	DATE

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SOUTH VILLAGE COMMUNITY WASTEWATER SYSTEM
CONTRACT 2025-1

MAIN STREET PLAN AND PROFILE STA 10+00 TO 20+00

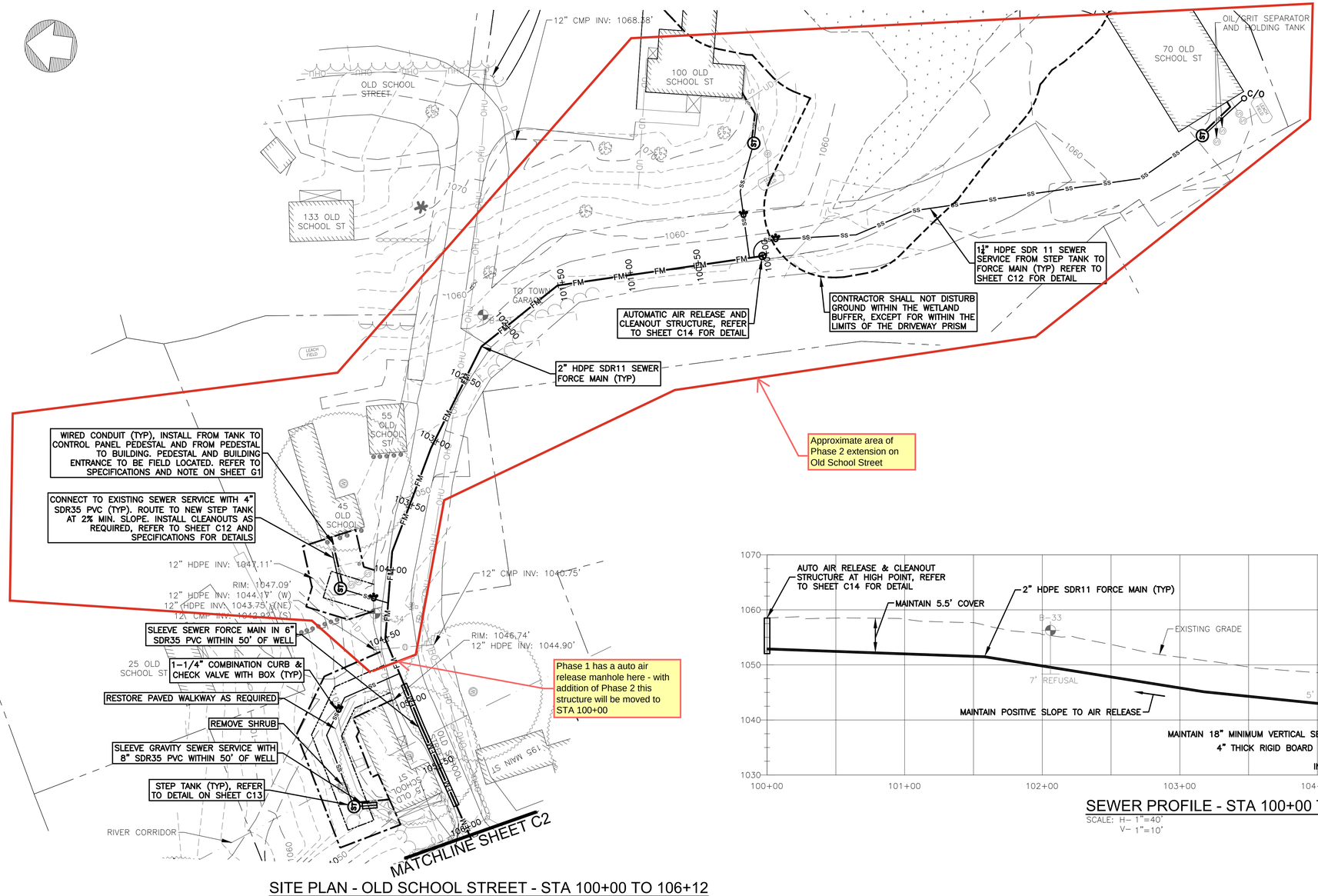
LONDONDERRY, VERMONT

Project #	3124003
Project Mgr.	C.M.HASKINS
Design by	C.M.HASKINS
Drawn by	M.C.BISSELL
Reviewed by	R.N.GOODWIN
Approved by	C.M.HASKINS
Date	FEBRUARY 9, 2026
Scale	AS SHOWN

C2

SHEET 5 OF 25

FILE: C:\Users\chaskins\OneDrive - NHVT Computer Services, LLC\To Do\Londonderry South WW FD\CAD\C1-02.dwg Feb 12, 2026 - 10:58am

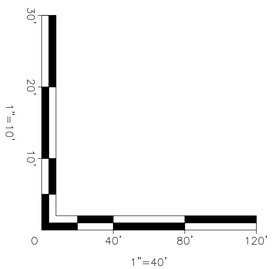


SITE PLAN - OLD SCHOOL STREET - STA 100+00 TO 106+12

SCALE: 1"=40'

SEWER PROFILE - STA 100+00 TO 106+12

SCALE: H- 1"=40'
V- 1"=10'



NOTES:

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REVISIONS

DATE	COMMENTS	BY

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SOUTH VILLAGE COMMUNITY WASTEWATER SYSTEM
CONTRACT 2025-1

OLD SCHOOL STREET PLAN AND PROFILE
STA 100+00 TO 106+12

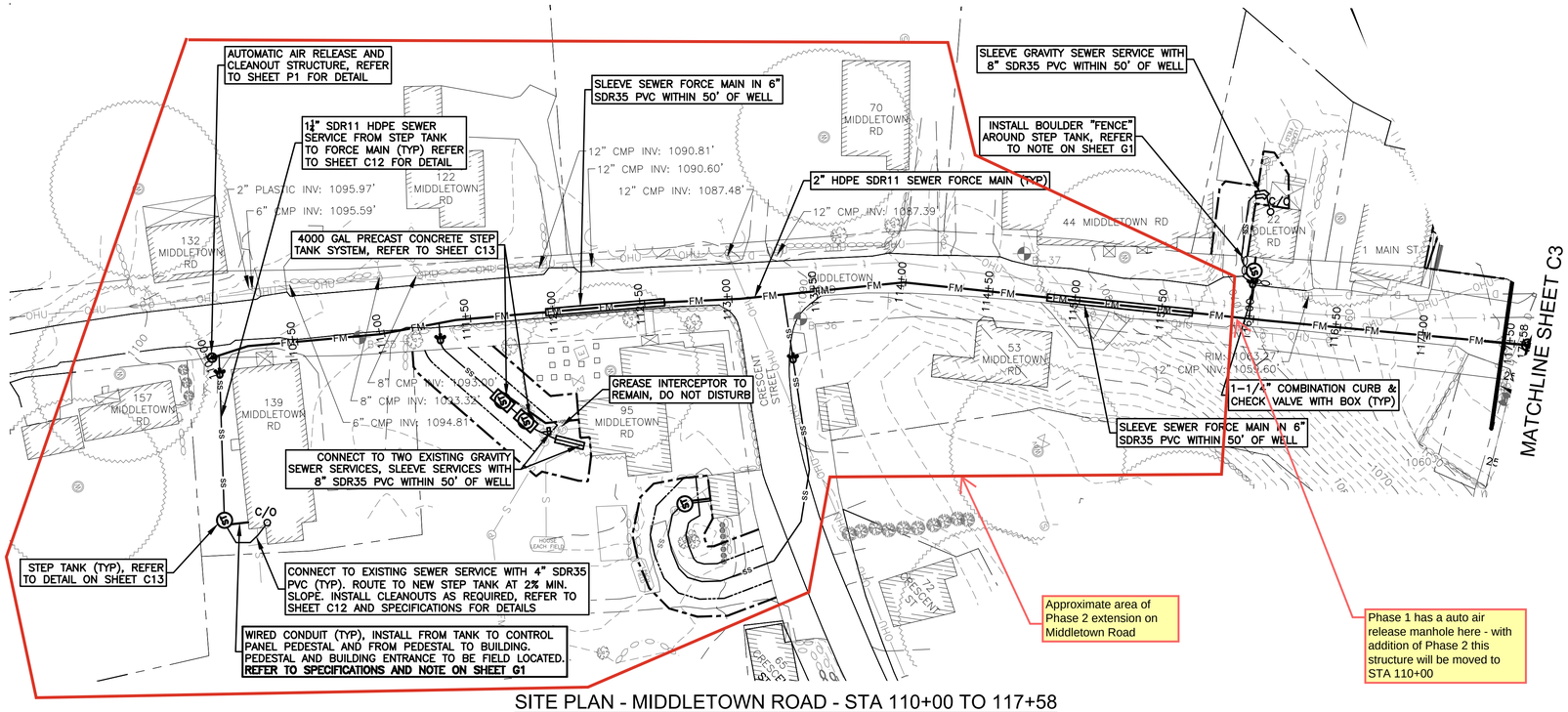
LONDONDERRY, VERMONT

Project #	3124003
Project Mgr.	C.M.HASKINS
Design by	C.M.HASKINS
Drawn by	M.C.BISSELL
Reviewed by	R.N.GOODWIN
Approved by	C.M.HASKINS
Date	FEBRUARY 9, 2026
Scale	AS SHOWN

C10

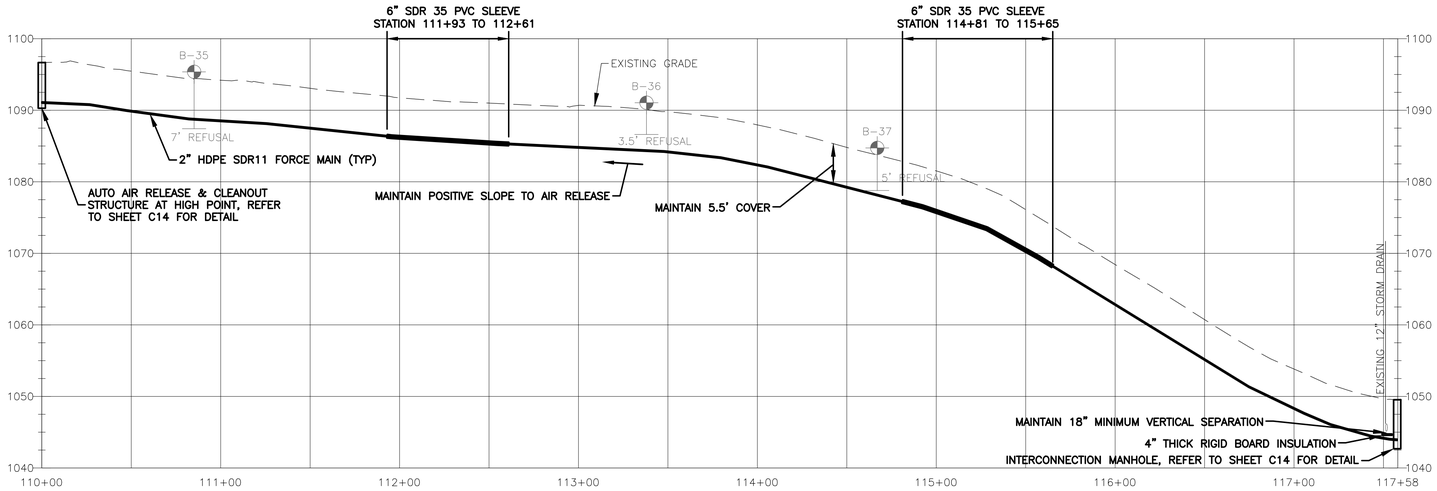
SHEET 13 OF 25

FILE: C:\Users\chaskins\OneDrive - NHVT Computer Services, LLC\1o Da\Londonderry South WW FD\CAD\C1-CX.dwg Feb 12, 2026 - 11:00am



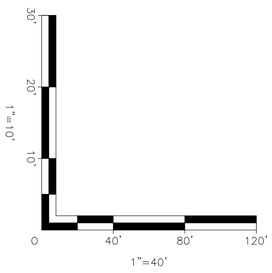
SITE PLAN - MIDDLETOWN ROAD - STA 110+00 TO 117+58

SCALE: 1"=40'



SEWER PROFILE - STA 110+00 TO 117+58

SCALE: H- 1"=40'
V- 1"=10'



NOTES:

1. REFER TO SHEET G1 FOR GENERAL NOTES, LEGEND, AND ABBREVIATIONS.
2. REFER TO SHEETS C12-C15 FOR TYPICAL DETAILS.

100% DESIGN SUBMITTAL
NOT FOR CONSTRUCTION

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STATE OF VERMONT · CHRISTINA M. HASKINS · NO. 7334 · LICENSED PROFESSIONAL ENGINEER

REVISIONS

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SOUTH VILLAGE COMMUNITY WASTEWATER SYSTEM
CONTRACT 2025-1

MIDDLETOWN ROAD PLAN AND PROFILE STA 110+00 TO 117+58

LONDONDERRY, VERMONT

Project #	3124003
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Approved by	C.M.HASKINS
Date	FEBRUARY 9, 2026
Scale	AS SHOWN

C11

SHEET 14 OF 25

FILE: C:\Users\chaskins\OneDrive - NHVT Computer Services, LLC\To Do\Londonderry South WW FD\CAD\C1-02.dwg Feb 12, 2026 - 11:00am

Seeking Comment on 2026 Consolidated Annual Performance and Evaluation Report to HUD for Vermont's Recovery Housing Program

The report is due to the U. S. Department of Housing and Urban Development (HUD) each year by October 30, 2026. The Department of Housing and Community Development (DHCD) staff have written the **DRAFT 2026 Consolidated Annual Performance and Evaluation Report for Vermont's Recovery Housing Program (CAPER-RHP)**. The report is in the format required by HUD. The report includes activity from October 1, 2025 - September 30, 2026.

To learn more about the 2026 CAPER-RHP go to DHCD's website: https://accd.vermont.gov/community-development/funding-incentives/vcdp/recovery-housing-program. The DRAFT 2026 CAPER-RHP report will be available on **October 13, 2026,** on the website**.**

Send questions or written comments to Cindy Blondin at Cindy.Blondin@vermont.gov or call 802-828-5219 or toll free at 1-866-933-6249. Written comments are due by **October 28, 2026, at 4:30 p.m.** Mail to DHCD, 1 National Life Drive, Montpelier, VT 05620-0501, ATTN: Cindy Blondin.

Outlook

GMP Londonderry Substation project - update

From Debra Bouffard <dbouffard@sheeheyvt.com>
Date Wed 10/7/2026 10:12 AM
To Tom Cavanagh <T.CAVANAGH@londonderryvt.gov>; Pamela Spaulding <p.spaulding@londonderryvt.gov>; powersderrypl@gmail.com <powersderrypl@gmail.com>; Aileen Tulloch <townadmin@londonderryvt.gov>
Cc Debra Bouffard <dbouffard@sheeheyvt.com>

Dear Town of Londonderry Officials –

Good morning. I am the attorney that has assisted Green Mountain Power (GMP) with its Londonderry Substation upgrade project, which was approved by the Vermont Public Utility Commission (PUC) in 2023.
In 2025, GMP completed the construction of the Londonderry Substation upgrades with the exception of installing the new transformer. The upgraded substation is currently operating with the original transformer.

Back in 2024, GMP informed the PUC and Londonderry officials that the transformer, which GMP purchased for its Londonderry Substation, had to be installed at another substation where the same sized transformer failed. At that time, GMP was expecting that it would have another transformer ordered for installation at the upgraded Londonderry Substation in 2026.

GMP now expects that it will not have the new transformer until January 2029 and plans to install the new transformer around June 2029. Before work starts at the substation in 2029, GMP will provide notice to the Town of Londonderry and the PUC of the date on which it expects to re-commence construction to install the new transformer, including the expected duration of that work. Notice of commencing operation of the new transformer will also be provided to the Town and PUC once the new transformer is installed and ready to be energized.

I will be filing a letter with the PUC to let them know of the delay with installation of the new transformer until 2029. I will send a copy of that letter to you when filed.

Please let me know if you have any questions.

Best regards, Debra

Debra L. Bouffard (she/her)
Sheehey Furlong & Behm P.C.
30 Main Street, 6th Floor | P.O. Box 66 | Burlington, Vermont 05402
Office: 802.864.9891 | Direct: 802.865.6318
Email: dbouffard@sheeheyvt.com

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VERMONT
DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID:	**DLL - Application - 83165**
Application for:	Special Events Permit (Manufacturer)
Category of Business:	Manufacturer

Business/ Entity Information

Business/ Entity Name:
Highland Beverage LLC

Business Address:
732 Under The Mountain Road,
Londonderry, Vermont 05155

Phone:
617-955-9914

Email:
twistedhornbrewery@gmail.com

Business ID:
0429131

Entity Type:
Limited Liability Corporation

Management Type if LLC:
Member-managed

Foundational License (if applicable)

License Type:
Manufacturer

Licensee Name:
Twisted Horn

Licensee Address:
3714 Rte 11 ,
Londonderry, Vermont 05155

License Number:
LP-034979

License Status:
License issued-new application

License Start Date:
2026-04-27

License End Date:
2027-04-26

Event Contact/s

Person:
Robert Cowles

Business Role:
Member/Manager

Business Address:
732 Under the Mountain Road,
South Londonderry, Vermont, 05155

Phone:
(802) 558-5525

Email:
glebemtngardens@gmail.com

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Event Details

Start date of event:
Sat Oct 10 13:00:00 GMT 2026

End date of event:
Sun Oct 11 21:00:00 GMT 2026

Physical Location Street 1
825 VT 11

Physical Location Name:
Taylor Farm

Physical Location Street 2/Unit/Suite:

Physical Location State:
Vermont

Town Clerk/ Municipal Jurisdiction:
Londonderry

Outside Side Consumption End time:

Physical Location City/Town:
Londonderry

Landlord Name:

Do you Lease the Premises:

Landlord Email:

Business Location:

Lease Expiration Date:

Approximate Number of Persons Expected:
100

Outside Side Consumption Start time:

Outside Side Consumption Hours Requested:

Outside Side Consumption Days Requested:

Physical Location Zip:
05148

Describe the type of event/ OCP Area:
Outdoors in a designated area defined by ropes

Location:
LN-039055

Days or specific bingo date(s):

Documents Attached

Name	Document Type	Assosicated With
D-14026	Articles of Organization	Highland Beverage LLC
D-14027	Operating Agreement	Highland Beverage LLC
D-14028	Articles of Organization	Highland Beverage LLC
D-14032	Articles of Organization	Highland Beverage LLC
D-14033	Federal Employee Identification #	Highland Beverage LLC
D-14034	Federal Employee Identification #	Highland Beverage LLC
D-16328	Lease or proof of ownership	Highland Beverage LLC
D-20648	Sales and Use tax documents	Highland Beverage LLC

Payment and Acknowledgement

Signed by:
David Barker

State of Vermont / DLL Application Fee:
35.00

Date and time of Submission:
2026-10-09 11:28:41

Local Application Fee:
0

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false

Outlook

Resignation Letter

From Jen Greenfield <jengreenfield73@gmail.com>

Date Tue 10/6/2026 10:20 AM

To Tom Cavanagh <T.CAVANAGH@londonderryvt.gov>; James Ameden Jr. <j.amedenjr@londonderryvt.gov>; Taylor Prouty <T.PROUTY@londonderryvt.gov>; Jim Fleming <j.fleming@londonderryvt.gov>; Leanne Alexander <l.alexander@londonderryvt.gov>; Aileen Tulloch <townadmin@londonderryvt.gov>; Allison Marino <TOWNCLERK@londonderryvt.gov>; Tina Labeau <TREASURER@londonderryvt.gov>; George Mora <ASSTCLERK@londonderryvt.gov>

To: Londonderry Select Board and Londonderry Town Clerk's Office,

I am formally resigning from my volunteer roles with the Town of Londonderry, including the Land Acquisition Task Force. At this point, it's clear that the environment you've created is not one where volunteers are respected, supported, or even communicated with in a basic, functional way.

Let me be direct: communication with your town volunteers would dramatically improve if it involved actual dialogue instead of barking orders. Volunteers aren't employees. They show up because they care about the town. Treating them like subordinates is not leadership.

When I began volunteering for the Planning Commission in 2024, we (the whole 'new' Planning Commission) wanted our $3,000 in Planning Commission stipends allocated to the Town Hall Renovation for the upstairs chairs. We brought this to the Select Board to make it happen. It never did. Instead, we were told the money was quietly shifted to the General Fund. That was the first red flag.
Then I dropped everything to work on the Town Plan—because it mattered, because it helps secure grants, and because the State required it. When I later tried to finalize the Zoning Bylaws fiasco, you told me I was "personally and legally responsible for it and that I better have it right." I'm a volunteer, not a Master Planner. That level of pressure was absurd, and it's exactly why I left the Planning Commission.

The Doings in Derry Newsletter existed to keep residents informed and was formed from the Derry Flood Resilience Group— Yet in the entire year and a half I produced it, your office never once reached out to include anything. Not once. I was always the one digging through the website to keep people updated. Then the excuse became that you were "too busy," and that the newsletter wasn't "important enough" to send/email out. It's once a month. Really?
You then placed it on the Select Board agenda for the 9/21/26 meeting without contacting me at all. It was obvious the plan was to kill it. And now it's dead. If that was the goal, congratulations.

Then came the push to increase the PT Office Clerk position to full-time—despite the townspeople voting it down twice. But because you "found" the money and changed the job title, suddenly it was acceptable. All of this to urgently scan old town documents now? And when I posted the Select Board meeting video on the Doings in Derry Facebook Page, you claimed it was my "opinion," and drafted an elaborate Social Media Policy for the Select Board to approve at the 10/5 SB Meeting. It looked like retaliation for calling you out publicly. Now you want a "Town Social Media Moderator" to troll all of social media? I thought the office was already too busy.

Since I'm stepping away, here are a few suggestions that might actually help:
Take a class or read a book on office time management.
Take a class or read a book on communicating with volunteers.
Maybe ask the Historical Society to help scan old town documents?
And maybe try not spending so much of the taxpayers' money.

I care deeply about this town, but I will not continue volunteering under leadership that treats volunteers as disposable and transparency as optional.

Sincerely,
Jen

Outlook

Fw: Resignation

From Tom Cavanagh <T.CAVANAGH@londonderryvt.gov>
Date Wed 10/7/2026 8:16 PM
To Aileen Tulloch <townadmin@londonderryvt.gov>; Tina Labeau <TREASURER@londonderryvt.gov>; Allison Marino <TOWNCLERK@londonderryvt.gov>

Thomas Cavanagh
Chair, Londonderry Selectboard
802-824-3254

From: Trevor Powers <powersderrypl@gmail.com>
Sent: Wednesday, 07 October 2026 20:15:26
To: Tom Cavanagh <T.CAVANAGH@londonderryvt.gov>
Subject: Fwd: Resignation

---------- Forwarded message ---------
From: **Chad Stoddard** <cstoddardderrypc@gmail.com>
Date: Mon, Oct 5, 2026 at 8:46 PM
Subject: Resignation
To: <powersderrypl@gmail.com>

Trevor,
I am resigning from the Londonderry Planning Commission effective immediately.

Respectfully,
Chad Stoddard