

Town of Londonderry, Vermont

Selectboard Meeting Agenda

Tuesday, January 20, 2026

Special Meeting– 6:00 PM

100 Old School Street, South Londonderry, VT 05155

1. Call Regular Meeting to Order
2. 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. (Andrew Phinney and John Hurd 6 month review)
3. Additions or Deletions to the Agenda [\[1 V.S.A. 312\(d\)\(3\)\(A\)\]](#)
4. Minutes Approval – Meeting(s) of 01/06/2025
5. Selectboard Pay Orders
6. Announcements/Correspondence
7. Visitors and Concerned Citizens
8. Roads and Bridges
 - a. Updates
 - b. Review and Approve Certificate of Highway Mileage
9. Town Officials Business
 - a. Town Staff –Open Meeting Law Responsibility
 - b. Short Term Rental Administrator
 - i. Short Term Rental Committee
 - c. Conservation Committee
 - i. Regional Watershed Task Force
 - d. Town Hall Renovation Committee
 - i. Funding conversation
10. Transfer Station/Solid Waste Management
 - a. Updates
11. Old Business
 - a. Review and Approve FY2027 Budget
 - b. Review and Adopt Town Meeting Warning
 - c. Ratify South Village Waste Water Tree Removal Bid decision of 1/06/26
 - d. Ratify Selectboard Schedule decision of 1/06/26
 - e. Review and Approve Salt Shed Repair Proposal
12. New Business
 - a. Approve pursuit of grant funding (EDA and Northern Borders)
 - b. Review and Approve Pingree Park Tree Removal Bid
 - c. Approve Facilities Use Request for Green Mountain Gardeners

d. Review and Approve North and South Loan Applications for Village Wastewater

13. Adjourn

Posted and distributed on January 16, 2026

Meeting documents will be available at <http://www.londonderryvt.org/town/agendasminutes/> approximately 24 hours before the meeting.

Live video of meetings available at:

<https://www.youtube.com/user/GNATaccess>

<https://www.facebook.com/GNATtelevision>

Town of Londonderry, Vermont
Selectboard Meeting Agenda
Table of Contents

1. Call Regular Meeting to Order	
2. 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. (Andrew Phinney and John Hurd 6 month review)	
3. Additions or Deletions to the Agenda [1 V.S.A. 312(d)(3)(A)]	
4. Minutes Approval – Meeting(s) of 01/06/2025	4-8
5. Selectboard Pay Orders	
6. Announcements/Correspondence	
7. Visitors and Concerned Citizens	
8. Roads and Bridges	
a. Updates	
b. Review and Approve Certificate of Highway Mileage	9
9. Town Officials Business	
a. Town Staff –Open Meeting Law Responsibility	10-16
b. Short Term Rental Administrator	
i. Short Term Rental Committee	
c. Conservation Committee	
i. Regional Watershed Task Force	
d. Town Hall Renovation Committee	
i. Funding conversation	
10. Transfer Station/Solid Waste Management	
a. Updates	
11. Old Business	
a. Review and Approve FY2027 Budget	17-24
b. Review and Adopt Town Meeting Warning	25-26
c. Ratify South Village Waste Water Tree Removal Bid decision of 1/06/26	
d. Ratify Selectboard Schedule decision of 1/06/26	
e. Review and Approve Salt Shed Repair Proposal	27
12. New Business	
a. Approve pursuit of grant funding (EDA and Northern Borders)	28-30
b. Review and Approve Pingree Park Tree Removal Bid	31-40
c. Approve Facilities Use Request for Green Mountain Gardeners	41-42
d. Review and Approve North and South Loan Applications for Village Wastewater	43-68
13. FYI Documents	69-75

DRAFT
Town of Londonderry, Vermont
Selectboard

Meeting Minutes
Monday, January 5, 2026, 6:00 PM
100 Old School Street, South Londonderry, VT 05155

Board members present: Tom Cavanagh, Martha Dale, Jim Fleming, and Taylor Prouty.

Board members absent: James Ameden.

Town Officials: Aileen Tulloch, Town Administrator; Sally Hesper, Selectboard Minute Taker; Tina Labeau, Town Treasurer; Doug Friant, Town Moderator; and Alison Marino, Town Clerk.

Others in Attendance: Matt Bachler, Windham Regional Commission; Christina Haskins, Dufresne Group; Amanda Fouda, GNAT-TV.

1. Public Hearing on Spring Hill Culvert Project

a. Questions and concerns from the Selectboard

Matt Bachler from Windham Regional Commission explained that this meeting is required as part of the TAP grant and serves as the second public informational session, with the first having taken place in August 2023. Bachler reported that all easements from adjacent property owners have been secured, and the right of way with VTRANS is in place. It is expected the project will be bid in late January, with proposals due in late February. Construction should begin in late spring and conclude by late summer. A construction inspections service firm will be hired to oversee the project to ensure adherence to the proposal and plan. An RFP was issued for this service, and the recommended firm will be proposed at the February 2, 2026 Selectboard meeting. There will be a temporary road closure for two to three months during the summer on Spring Hill Rd., with a detour set up and appropriate signage posted in advance.

Additional TAPP funding of approximately \$300,000 was applied for and a decision is pending.

b. Questions and concerns from the public

None.

2. Adjourn Public Hearing

Martha Dale moved to adjourn the Public Hearing, seconded by Jim Fleming. The motion passed unanimously.

3. 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. (Transfer Station Part Time Attendant discussion).

Town of Londonderry, Vermont
Special Meeting and Selectboard Meeting Minutes – January 5, 2026

Taylor Prouty moved that the Board enter Executive Session per 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, seconded by Jim Fleming. The motion passed unanimously.

Entered executive session at 6:09 p.m.

Came out of executive session at 6:19 p.m.

Taylor Prouty moved to hire Dana Griswold at \$30 an hour for the transfer station on Sundays, not including benefits, seconded by Jim Fleming. The motion passed unanimously.

4. Call Regular Meeting to Order

Chair Tom Cavanagh called the regular Selectboard meeting to order at 6:10 p.m.

5. Additions or Deletions to the Agenda [1 VSA 312(d)(3)(A)]

Need to add Agenda items for tree removal bids for South Village Wastewater Project and MLK Meeting Date Change.

Martha Dale moved to add Agenda Item 14C Review and Approve South Village Wastewater Tree Removal Bid and Agenda Item 14D Approve Meeting Date Change from 1/19 to 1/20/2026, seconded by Taylor Prouty. The motion passed unanimously.

6. Minutes Approval – Meeting(s) of 12/15/2025

Jim Fleming moved to approve the minutes of the Selectboard meeting of 12/15/2025, seconded by Martha Dale. The motion passed unanimously.

7. Selectboard Pay Orders

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

8. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- Happy New Year - Welcome to 2026.

The following correspondence can be found in the meeting packet:

- One event permit FYI.
- VTRANS announcement that culvert replacement project on Route 100 is postponed and now scheduled for 2027.
- Town Hall renovation update from Anand Fedele, Windham Regional Commission.
- Site visit of culverts, which Tom will attend.

Town of Londonderry, Vermont
Special Meeting and Selectboard Meeting Minutes - January 5, 2026

The following announcement were made by Town Office staff:

- Dog registrations are open for 2026.
- 2026 permits for transfer station on sale.

9. Visitors and Concerned Citizens

None.

10. Roads and Bridges

- Crews are taking care of roads with holidays, storms, and illness.
- RFP for Salt Shed repair did not receive any bids. Tom Cavanagh will reach out to Nester, and then Tulloch will reissue RFP.
- Tina Labeau has closeout paperwork for underground fuel tank and will get that done this week.

11. Town Officials Business

b. Town Clerk and Town Administrator

i. Facilities Use Policy and Procedure

Facilities Use policy needs to be updated. Staff wondered if Selectboard needs to approve each use or not. It was decided staff could approve. The new policy will be adopted after it is drafted.

12. Transfer Station/Solid Waste Management

a. Updates

- Individual who had Sunday Transfer Station position has resigned, and Keith has been filling in. Dana Griswold will now have this position.
- Vending machine has functional issues that will be looked at.
- Getting a new Port-a-Potty with new company that is less expensive.

13. Old Business

a. Review and Approve FY 2027 Budget

Tina Labeau reported no further updates were made, and no feedback was received from any citizens.

Martha Dale moved to approve the FY2027 Budget as presented, seconded by Jim Fleming. The motion passed unanimously.

14. New Business

a. Review Town Meeting Warning

The following warning items were discussed:

Town of Londonderry, Vermont
Special Meeting and Selectboard Meeting Minutes - January 5, 2026

- Town Clerk Allison Marino clarified that the new policy regarding appropriations requires organizations submit an annual written request and a petition every five years. If petitions are not received by due date of 1/14/26 they will not be on the warning. Marino expects to have final appropriations by the next Selectboard Meeting on 1/20/26.
- Town Moderator Doug Friant commented that small appropriation requests might not be worth the effort of getting signatures. The group discussed other ways, including an electronic signatures, that small requests could be funded as getting signatures is very difficult.
- Tina Labeau reported that the Building Reserve Fund budget was increased from \$100,000 to \$200,00 to cover a deficit of \$80,000 left from the Town Office renovation. This will hopefully cover some of the upcoming Town Hall renovations.
- Friant commented that one issue that might bring discussion by voters is the proposed Assistant Office Manager position.
- Selectboard members Jim Fleming and Martha Dale will be up for reelection. Jim Fleming plans to run again, but Martha Dale will not run or accept the position if elected.
- 1% sales tax has been added back in, and the staff and Selectboard will put together a presentation in support of the tax.
- Friant noted that any presentation will require unanimous consent.

b. Approve Town Office Facility Use Request for CFL

Martha Dale moved to authorize the use of the Town Office by the Community Fund for Londonderry for a meeting on January 8th at 5 p.m. and authorize the Town Administrator to sign the Facility Use Agreement on behalf of the Town, seconded by Jim Fleming. The motion passed unanimously.

c. Review and Approve South Village Waste Water Tree Removal Bid

Chrissy Haskins clarified that tree removal will be on about 1/10 of an acre of the Prouty property and an additional 5 trees will be removed at 3115 Route 100.

Three bids were received. Hunter Excavating was \$3,000 under the next lowest bid.

Jim Fleming moved to accept the proposal from Hunter Excavating to provide services relating to Tree Removal for the South Village Wastewater project estimated to cost \$6,008 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

d. Approve moving meeting scheduled for MLK Day.

Town of Londonderry, Vermont
Special Meeting and Selectboard Meeting Minutes - January 5, 2026

Jim Fleming moved to change the date of our next meeting from 1/19 to 1/20 at the Town Offices due to the Martin Luther King holiday, seconded by Martha Dale. The motion passed unanimously.

15. Adjourn

Jim Fleming moved to adjourn the meeting, seconded by Martha Dale. The motion passed unanimously.

The meeting adjourned at 7:02 PM.

Respectfully Submitted,

Sally Hesse, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh

District 2
 Certcode 1310-0

**CERTIFICATE OF HIGHWAY MILEAGE
 YEAR ENDING FEBRUARY 10, 2026**

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2026 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section via email to: aot.mileagecertificates@vermont.gov or if necessary via mail to: VTrans PPAID - Mapping Section, 219 North Main Street, Barre VT 05641.

We, the members of the legislative body of LONDONDERRY in WINDHAM County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Class 2	12.190	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Class 3	40.05	<input type="text"/>	<input type="text"/>	<input type="text"/>	
State Highway	15.202	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total	67.442	<input type="text"/>	<input type="text"/>	<input type="text"/>	
* Class 1 Lane	0.000	<input type="text"/>	<input type="text"/>	<input type="text"/>	
* Class 4	5.27	<input type="text"/>	<input type="text"/>	<input type="text"/>	
* Legal Trail	3.23	<input type="text"/>	<input type="text"/>	<input type="text"/>	

* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

- NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".
- DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES RECORDED THIS YEAR: Place an X in the box and sign below.

PART III - SIGNATURES - PLEASE SIGN.

Signatures of Selectmen/ Aldermen/ Trustees: _____

Signature of T/C/V Clerk: _____ Date Filed: _____

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: _____ DATE: _____
 Representative, Agency of Transportation

Agenda Warning Issue:

Town Agendas must be posted at the Town Office, the two Post Offices in Town and the Town Website at least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting in order to comply with Vermont Open Meeting Law.

There are currently 16 active boards/committees/commissions in the Town of Londonderry subject to Open Meeting Law.

Of these 14, various Town Staff are directly responsible for posting Agendas and Minutes for:

1. Board of Civil Authority (Town Clerk)
2. Board of Abatement (Town Clerk)
3. Development Review Board (Zoning Administrator)
4. Lister Board (Town Assessor)
5. Selectboard (Town Administrator)
6. Parks Board (Rec Director)
7. Short Term Rental Working Group (Short Term Rental Administrator)

This leaves 7 additional Boards who do not have salaried help dedicated to them to post their agendas and minutes.

Currently, Town Staff consisting of two elected officials and one appointed official attempt to manage this task on top of their other duties. Town Offices are open from 8:30 am to 4:00pm. Requests for posting frequently come outside of that time or on weekends and Holidays when no Town Staff are available to post. Agendas often come in Word format and must be saved as PDF's in order to be posted, they are often for dates that differ from their publish regular scheduled times and places, often the dates are wrong in the agendas themselves and have to be sent back, and very frequently often get buried in other correspondence. Also, they come in at random times with no regard to schedules or prior commitments Town Staff may have (such as meetings, conferences, trainings, and public facing interactions, not to mention planned vacations, sick time, or Holidays.)

Examples of recent issues with the current system:

- A Wastewater agenda had to be sent back because it had the wrong date.
- A public hearing had to be cancelled because the notice never made it into the paper.
- A recent planning commission agenda came in at 3:47pm, 13 minutes before Town Office closed.

- A recent housing commission agenda came in on 11/11 for a meeting on 11/13 which was a Holiday for Town staff. As a result the meeting was not properly warned.
- A September Beautification agenda came in at 5:58pm on a Tuesday, and as a consequence didn't get posted until 3 days later.
- A September Planning Commission agenda was sent on 9/22/25 and didn't get posted until 9/24/25
- An August Beautification agenda came in at 4:34pm on a Thursday and wasn't posted until the following day.

Proposed Solution:

Each Committee shall be responsible for properly warning their meetings. This will consist of physically posting agendas at the Londonderry Post Office, the South Londonderry Post Office, the Town Office, and the Town Website. This shall be the responsibility of the Chairs of each Committee, although the Chairs can delegate the task to any committee member willing and able to complete the task. Each Committee will also be responsible for the timely posting of their meeting minutes to the Website, as well as any Video/Recording if they are required to do so.

Public Records Issue:

Currently, there is an inconsistent physical record of Agendas and Minutes. While the records are kept electronically on the Town's Sharepoint Server, should there be a Public Record's Request on these items there will be considerable time and expense for Town Staff to compile and transmit these documents. If they are physically available in the Vault, however, they are deemed public records and can be viewed by the public with minimal intervention by Town Staff. However, Town Staff lack the resources to consistently maintain every Committee's record of Agendas and Minutes.

Proposed Solution:

Each Committee shall be responsible for posting physical copies for keeping in the Town Vault. This shall be the responsibility of the Chairs of each Committee, although the Chairs can

delegate the task to any committee member willing and able to complete the task. This task can be accomplished quarterly or yearly, and can be accomplished during Town Office Hours or after hours when Agendas are posted at the Town Office.

RE: PDF of Thursday's Meeting

From Allison Marino <TOWNCLERK@londonderryvt.org>

Date Wed 1/7/2026 11:22 AM

To Sunny Wright <sigourneyww@gmail.com>; Mark Wright <markbwright@gmail.com>; Aileen Tulloch <townadmin@londonderryvt.org>; Tom Cavanagh <T.CAVANAGH@londonderryvt.org>

Cc Gary Hedman <gary.hedman@gmail.com>; Jane MacKugler <jmackugler@gmail.com>; Steve Swinburne <stephen.swinburne@gmail.com>; Helen Hamman <hchamman@gmail.com>; Irwin Kuperberg <irwin123@gmail.com>; Greta Aiken <Greta.Aiken@uvm.edu>; Recreation Director <recdirector@londonderryvt.org>; assistclerk@londonderryvt.org <assistclerk@londonderryvt.org>

Good Morning

Unfortunately, this meeting was not properly warned. As such you will need to move and re- warn.

As I received this agenda after 4:00pm on Monday with it asking for edits to be made, I have still not received a final copy of the agenda.

For future reference you need to send the agenda and minutes to Myself (townclerk@londonderryvt.org) Aileen (townadmin@londonderryvt.org) and Tina (treasurer@londonderryvt.org) if you wish for the Town office staff to post. As well in a timely manner as it may take up to 24 hours to post.

Best
Allison

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: Sunny Wright <sigourneyww@gmail.com>

Sent: Monday, January 5, 2026 5:08 PM

To: Mark Wright <markbwright@gmail.com>

Cc: Gary Hedman <gary.hedman@gmail.com>; Jane MacKugler <jmackugler@gmail.com>; Steve Swinburne <stephen.swinburne@gmail.com>; Helen Hamman <hchamman@gmail.com>; Irwin Kuperberg <irwin123@gmail.com>; Greta Aiken <Greta.Aiken@uvm.edu>; Recreation Director <recdirector@londonderryvt.org>; Allison Marino <TOWNCLERK@londonderryvt.org>; assistclerk@londonderryvt.org

Subject: Re: PDF of Thursday's Meeting

Here's a summary of my conversation with Ron...that I sent to the LCC back in November. I haven't get got those contacts, so will reach out to mim this week.:

Sunny Wright <sigourneyww@gmail.com>

Wed, Nov 5, 2025, 4:37 PM

to Irwin, Gary, helen, Jane, steve, Mark

Hi Team ~

Just had a great conversation with Ron and he's on board for the talk at 5PM March 19.

He thought it would be better to introduce the school program (which we would execute with the teachers) a different day ~ maybe the week after his evening program?

Meanwhile, he will be sending me the contact info of two guys, one of whom did bluebird building with the Putney Central School middle schoolers... and another who did a building workshop at his house (I think) and then the participants installed them at some golf course (not sure where.)

Will forward that info on to you all.

Best,
Sunny

On Mon, Jan 5, 2026 at 5:05 PM Sunny Wright <sigourneyww@gmail.com> wrote:

Thanks Mark for all your work getting ready for this meeting...

Just want to make sure we add a discussion for the 2 Bluebird Programs in March to the Agenda: The first with Ron Svec...and the second at FloodBrook.

I wasn't able to reach Ann Alford because she took a leave for health reasons.

Jane, do you know if she's back or how she's doing?

I'll forward ron's emails to me regarding these programs to jog everyone's memory -)

Sunny

On Mon, Jan 5, 2026 at 4:46 PM Mark Wright <markbwright@gmail.com> wrote:

In case you can't open pages ..

Mark Wright
Rugg Valley Farm
968 Haven Hill
South Londonderry, Vermont
markbwright@gmail.com
802-375-3544

Re: LHC Agenda for website

From Aileen Tulloch <townadmin@londonderryvt.org>

Date Wed 1/7/2026 12:43 PM

To Maryann Morris <maryann@thecollaborative.us>; Allison Marino <TOWNCLERK@londonderryvt.org>; Tina Labeau <TREASURER@londonderryvt.org>

Cc Patty Eisenhaur <patty.eisenhaur@gmail.com>; Tom Cavanagh <T.CAVANAGH@londonderryvt.org>

Hello Maryann,

Regular meetings need to be warned at least 48 hours in advance of the meeting in three physical locations and the website. Since it didn't get posted to the website in a timely fashion, this meeting will not have been properly warned. I encourage you to reschedule.

Thank you,

Aileen Tulloch

Town Administrator

Town of Londonderry, Vermont

100 Old School Street

South Londonderry, VT 05155

802-824-3356, ext. 5

Please note that this email message, along with any response or reply, may be considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. 315-320).

From: Maryann Morris <maryann@thecollaborative.us>

Sent: Wednesday, January 7, 2026 12:05 PM

To: Aileen Tulloch <townadmin@londonderryvt.org>; Allison Marino <TOWNCLERK@londonderryvt.org>; Tina Labeau <TREASURER@londonderryvt.org>

Cc: Patty Eisenhaur <patty.eisenhaur@gmail.com>

Subject: LHC Agenda for website

Hello all and Happy New Year.

The agenda is posted at the town Offices and post office by another member of the team since I was away. Here is the agenda for the website. I am late sending it on to you, and hope that it can make it on there.

Thanks,

Maryann

--

Maryann Morris, CPS

Executive Director

Email | maryann@thecollaborative.us

Phone | (802) 824-4200 x 101

Subscribe to our newsletter [here!](#)



Find us on: TheCollaborative.us | [Instagram](#) | [Facebook](#) | [YouTube](#)

**My working hours may not be your working hours. Please do not feel obligated to respond outside of your working hours.*

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Cash Receipts				
Taxes:				
Property Taxes Raised (Current & Delinquent)	-	2,430,558	-	-
Local Options Tax Revenue	30,000	41,085	50,000	50,000
Interest on Delinquent Taxes	50,000	23,643	55,000	50,000
Penalties on Delinquent Taxes	30,000	41,860	30,000	35,000
Education Billing Fee Retained	15,000	16,225	15,000	15,000
Current Use	70,000	87,955	72,000	75,000
CT River Tax Losses	2,341	2,341	2,341	2,341
Total Taxes:	197,341	2,643,667	224,341	227,341
Licenses & Fees:				
Recording Fees	20,000	22,656	22,000	23,000
Dog Licenses	1,500	2,105	2,200	2,200
Marriage Licenses	200	275	200	300
Liquor Licenses/Cannabis Licenses	1,300	930	1,300	1,300
Vendor Licenses	25	75	25	100
Zoning Permits & Applications	6,000	18,815	7,000	8,000
Truck Permits	225	220	250	250
Clerk Fees	6,500	5,276	6,500	6,500
Short Term Rental Fees	50,000	48,000	55,000	55,000
Other Fees	200	350	200	2,000
Total Licenses & Fees:	85,950	98,702	94,675	98,650
Transfer Station/Recycling:				
Town of Landgrove	29,734	20,797	34,202	35,221
Town of Peru	73,188	51,189	84,185	84,989
Town of Weston	74,427	52,056	85,610	89,761
Town of Windham	44,253	30,951	50,902	69,706
Hazardous Waste	1,000	850	500	850
Sale of Recyclables	3,000	2,694	3,000	3,000
Transfer Station Fees (PAYT)	230,000	246,800	230,000	250,000
Compost Buckets	100	9	100	-
Annual Stickers	9,000	13,525	9,000	12,000
Transfer Station Grants	8,000	9,966	10,000	10,000
Total Transfer Station/Recycling:	472,703	428,836	507,498	555,527
Other Revenues:				
Investment Income	2,000	48,940	5,000	25,000
Election Grant Income	-	5,000	-	-
Highway State Aid	119,000	126,034	124,000	126,000
Miscellaneous Grant Income	-	1,000	-	-
Municipal Planning Grant	-	13,200	-	-
Equalization Study Grant Income	1,577	1,574	1,577	1,574
PILOT	17,000	37,628	17,000	17,500
Judicial	8,000	3,915	6,000	4,000
Collins Fund	3,600	4,983	4,000	5,200
South Londonderry Street Lights	7,200	7,290	7,200	7,800
Londonderry Street Lights	6,000	5,432	6,000	6,100
Lease Land	77	104	83	104
Structures Grant Income	-	50,027	-	-
Solar Array Income	6,300	6,151	6,300	6,500
Miscellaneous State Grant Income	20,000	-	20,000	20,000
Better Roads Grant	-	35,151	-	-
Miscellaneous (Including Highway Auction Money)	2,000	2,805	2,000	2,000
Records Digitization	2,000	-	2,000	2,000
Weston Mountain Towns Rec Director Share	9,300	4,355	9,542	10,331
Winhall Mountain Towns Rec Director Share	17,644	8,400	18,403	19,925
Peru Mountain Towns Rec Director Share	7,926	-	8,179	8,855
Landgrove Mountain Towns Rec Director Share	2,642	2,509	2,726	2,952
Transfer from ARPA Fund for Technology	-	4,758	-	-
Transfer from Highway Equipment Fund	40,000	-	-	-
Total Other Revenues:	272,266	369,255	240,010	265,841
Grants & Reimbursements				
South Village Waste Water Grant	-	87,189	-	-
North Village Waste Water	-	8,529	-	-
FEMA JULY 23 STORM REIMBURSEMENT	-	671,999	-	-
Total Grants & Reimbursements	-	767,717	-	-
Prior Year Surplus (Deficit)	-	(238,224)	-	-
Total Cash Receipts	1,028,260	4,069,954	1,066,524	1,147,359

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Cash Disbursements				
Salaries:				
Town Administrator	72,900	73,927	72,900	67,000
Admin Mitigation Project Coordinator	-	4,394	-	-
Town Clerk	60,000	65,570	61,500	63,500
Assistant Town Clerk	25,000	18,345	25,000	30,000
Town Treasurer	42,000	44,311	62,400	64,275
Listers	10,000	5,910	10,000	15,000
Town Assessor	68,000	71,808	71,000	73,130
Delinquent Tax Collector	15,000	26,992	15,000	15,000
Selectboard Stipends	6,300	4,800	6,300	6,300
Ballot Clerks	3,000	1,095	1,500	3,000
Animal Control Officer	6,000	3,749	6,000	10,000
Recording Secretary for Boards	3,350	3,687	6,500	7,000
Records Digitization (Reimbursable)	2,000	90	2,000	2,000
Special Project Manager		8,200		
Short Term Rental Coordinator	45,000	46,731	46,124	50,180
Total Salaries:	358,550	379,608	386,224	406,385
Benefits Administration - FICA/MEDI				
Town Administrator	5,577	5,655	5,577	5,126
Admin Mitigation Project Coordinator	-	336	-	-
Town Clerk	4,590	5,016	4,705	4,858
Assistant Town Clerk	1,913	1,403	1,913	2,295
Town Treasurer	3,213	3,390	4,774	4,917
Listers	765	452	765	1,148
Town Assessor	5,202	5,493	5,432	5,594
Delinquent Tax Collector	1,148	2,065	1,148	1,148
Selectboard Stipends	482	367	482	482
Ballot Clerks	230	84	115	230
Recording Secretary for Boards	256	282	497	765
Records Digitization (Reimbursable)	153	7	153	536
Special Project Manager		627		153
Short Term Rental Coordinator	3,443	3,575	3,528	3,839
Benefits Administration - FICA/MEDI	26,970	28,753	29,087	31,088
Benefits Administration - VT Municipal Retirement				
Town Administrator	7,290	11,285	7,290	4,020
Town Clerk	3,300	3,612	3,536	3,810
Town Treasurer	3,135	5,182	4,451	4,757
Benefits Administration - Retirement	13,725	20,080	15,277	12,587
Benefits - Health Insurance				
Administration Health Insurance	68,000	99,114	80,000	115,000
Health Insurance Stipend	2,500	-	2,500	2,500
Administration HRA	9,000	13,691	9,000	12,500
Total Benefits - Health	79,500	112,805	91,500	130,000
Benefits - Workers Comp/Life & Disability Insurance				
Administration Workers Comp	1,000	1,000	1,500	2,450
Administration Life & Disability Insurance & Child	2,800	2,720	2,800	6,000
Total Benefits - Workers Comp	3,800	3,720	4,300	8,450
Travel and Training & Cell Phone				
Town Administrator	2,500	2,384	3,000	3,000
Town Clerk	750	715	750	1,000
Assistant Town Clerk	350	764	350	700
Town Treasurer	1,000	978	1,000	1,000
Listers/Town Assessor	1,610	1,441	3,100	3,500
Selectboard	150	200	150	150
STR Coordinator		650	1,100	1,100
Total Travel and Training	6,360	7,132	9,450	10,450
Office Expenses				
Professional Auditors	10,000	11,500	15,000	20,000
Election Expense	2,000	4,471	1,000	2,500
Legal Expenses	10,000	9,684	10,000	15,000
Advertising	2,500	3,081	2,500	2,500
Office Supplies	4,500	5,968	5,000	6,000
Town Report Printing & Postage	5,000	4,240	6,000	6,000
Postage and Mailing	5,000	5,070	6,000	6,000
Recording Supplies	1,800	-	1,800	1,800
Town Mapping	2,750	2,750	3,200	2,200
Short Term Rental Coordinator Expenses	-	-	-	4,400
GIS Mapping Online	2,080	1,821	1,500	2,500
Total Office Expenses	45,630	48,584	52,000	68,900

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Computer/Copier				
Website	6,000	5,560	8,000	7,000
Copier	4,500	3,231	4,500	4,500
Software and Support	20,000	24,514	25,000	30,000
Computer Equipment	5,000	5,385	5,000	6,000
Total Computer/Copier	35,500	38,690	42,500	47,500
Other Administrative Expenses				
IDS Dog Tags	175	129	175	175
Windham County Tax	52,000	50,710	52,000	52,000
VLCT Dues	3,800	3,740	3,800	3,934
WRC Dues	5,118	5,118	5,118	5,118
Credit Card Expenses	500	284	500	500
Legal Service - Tax Sale	400		400	400
Listers Expenses	500		370	500
Misc. Administrative/Selectboard Misc.	7,500	13,302	7,500	7,500
Windham County Sheriff/Policing	57,000	56,160	70,000	70,000
Salary Adjustment	13,438		20,000	20,000
Total Other Administrative Expenses	140,431	129,443	159,863	160,127
Other Municipal Services/Appropriations				
GNAT-TV				3,560
Greenup Day Vermont				100
4th of July Fireworks and Parade				1,500
SVEDS				5,307
VT Rural Fire Protection				200
Champion Fire Department #5				40,000
Phoenix Fire Department #6				20,000
Londonderry Historical Society				2,000
So. Londonderry Library Association				15,000
Londonderry Volunteer Rescue Squad				15,750
Total Other Municipal Services	-	-	-	103,417
Planning Commission				
Planning Commissioners Stipends	4,200	-	3,000	3,500
Planning Commission Training & Education	1,000	10	1,600	1,000
Water Supply and Wastewater Planning	100	231,599	100	100
Town Buildings Planning	1,000		1,000	1,000
Communications	3,000		3,600	3,000
Printing	500	189	500	500
Municipal Planning Grant Expense	3,000	12,169	3,000	3,000
Zoning Bylaw Implementation	1,000	-	1,000	1,500
Total Planning Commission	13,800	243,967	13,800	13,600
Housing Committee				
Software/Printing and Mailing	5,750	208	5,750	500
Grant Match				4,000
Training and Education	500	-	500	250
Total Housing Committee	6,250	208	6,250	4,750
DRB Stipends				
DRB Stipends	4,200	600	4,200	4,200
Zoning Administrator Salary	27,000	22,767	31,200	32,240
Zoning Administrator FICA/MEDI	2,066	1,742	2,387	2,466
Zoning Administrator - Child Care Tax	119	-	137	142
Zoning Administrator Workers Comp	125	94	120	210
Hearing Notices/Advertising	1,000	451	1,000	1,000
Printing	100	-	100	100
Travel & Training	400	10	400	400
GIS Maps/Misc.	2,080	2,080	1,500	2,080
Total Development Review Board	37,089	27,744	41,044	42,838

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Electricity				
Street Lights - S. Londonderry	7,200	7,495	7,300	7,800
Street Lights - Londonderry	6,000	5,844	5,500	6,100
Town Office	3,000	6,248	3,000	5,000
Town Garage	2,800	2,281	2,300	2,400
Town Hall	900	1,511	900	1,500
Salt/Sand Shed - Prouty Property	500	483	400	500
Total Electricity	20,400	23,863	19,400	23,300
Town Office				
Repairs and Maintenance	6,000	17,883	10,000	10,000
Cleaning	6,240	4,805	10,400	14,560
Town Office Supplies	1,750	5,535	2,500	5,000
Fuel	4,500	289	3,000	3,000
Locks and Security	700	421	2,000	2,000
Internet	3,000	6,940	3,600	3,600
Telephone System	3,000	1,467	3,600	5,100
Total Town Office	25,190	37,341	35,100	43,260
Town Garages				
Repairs and Maintenance	3,000	2,220	3,000	3,000
Telephone & Internet	900	1,383	900	1,450
Fuel	4,500	5,345	4,500	6,000
Old Garage Upgrades	1,000	-	1,000	1,000
Total Town Garages	9,400	8,947	9,400	11,450
Town Hall				
Repairs and Maintenance	2,000	14,742	2,000	6,000
Telephone/Security	800	2,455	2,400	1,500
Fuel	1,400	5,559	2,000	2,500
Total Town Hall	4,200	22,756	6,400	10,000

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Transfer Station				
Wages	53,960	51,689	55,000	57,600
FICA/MEDI	4,128	4,352	4,208	4,406
Vt Municipal Retirement	2,492	2,584	2,900	3,456
Health Insurance	14,000	15,024	15,600	18,000
HRA	1,500	3,030	2,500	2,500
Workers Comp Insurance & Life and Disability	4,500	3,863	5,000	4,236
Child Care Tax	255	238	242	253
Transfer Station Administration	5,383	5,192	5,383	5,383
Uniforms	250	-	250	250
Repairs and Maintenance	7,000	5,015	7,000	7,000
Vending Machine Purchase		7,077	-	-
Electric Upgrade/Equipment	15,000	-	35,000	35,000
Portable Toilets	1,800	3,480	1,800	2,160
Telephone	750	1,196	800	1,200
Electricity	2,500	2,693	3,000	3,100
Fuel	2,000	2,824	3,500	3,500
Supplies and Misc.	3,500	3,243	3,500	3,500
Yard Maintenance	9,500	9,400	9,500	10,000
Backhoe Purchase Payment	34,159	33,995	34,159	34,159
Advertising	500	500	750	500
Contracted Hauling Fees	250,000	201,050	250,000	275,000
Backhoe Repairs	2,000	2,337	2,000	2,000
Vehicle Insurance	700	854	850	900
Total Transfer Station	415,877	359,637	442,942	474,104
Recycling				
Wages	57,530	58,636	60,000	64,500
FICA/MEDI	4,401	3,937	4,590	4,934
Vt Municipal Retirement	2,643	3,310	2,900	3,870
Health Insurance	6,000	4,571	6,000	18,000
HRA	1,500	247	2,500	2,500
Workers Comp Insurance & Life and Disability	4,600	4,205	4,500	4,744
Uniforms	250	65	250	250
Child Care Tax	239	-	264	284
Supplies and Misc.	1,000	439	1,000	1,000
Organics	17,000	18,366	20,000	20,000
Recycle Hauling	90,000	90,174	120,000	120,000
Advertising	500	-	500	500
Educational Publications	500	1,189	500	500
Total Recycling	186,163	185,139	223,004	241,082
Hazardous Waste				
Wages	16,000	11,843	16,000	16,640
FICA/MEDI	1,224	906	1,224	1,273
Child Care Tax	70	-	70	73
Workers Comp Insurance	1,624	1,432	1,224	1,400
Travel & Training	2,000	27	2,000	1,000
Advertising	1,400	296	1,400	500
Supplies	200	-	200	250
Contractor	40,000	35,211	35,000	40,000
Membership Dues	850	722	850	850
Misc.	50	861	50	50
Total Hazardous Waste	63,418	51,297	58,018	62,036
Septage Spreading				
Groundwater Testing Services	7,000	7,779	8,000	8,000
Total Septage Spreading	7,000	7,779	8,000	8,000

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Town Parks				
Grounds Maint Employee	15,000	8,715	27,300	27,040
FICA/MEDI	1,148	441	2,088	2,069
Mountain Towns Rec Director	57,000	58,192	59,000	60,840
FICA/MEDI	4,361	3,598	4,514	4,654
Health Insurance	12,500	13,687	14,000	17,400
VMERS	3,135	4,048	3,393	3,650
Health Reimbursement Account	2,500	1,069	2,500	2,500
Mileage, Cellphone & Memberships		2,744	3,000	3,000
Workers Comp/Life & Disability Insurance	3,200	3,446	3,323	2,600
Operating Supplies	3,000	2,256	13,000	13,000
Outside Services Lawn Maintenance & Plowing	23,000	12,045	6,500	6,500
Electricity	2,300	1,888	2,300	2,500
Infrastructure Maintenance	15,000	15,000	15,000	
Tennis Court Maintenance	20,000	11,859	-	10,000
Portable Toilets	5,000	2,480	5,000	5,000
Total Town Parks	167,143	141,468	160,917	160,753
Insurance				
Liability	9,000	9,931	11,000	11,000
Property	17,000	16,224	15,000	15,000
Bond	3,500	2,654	3,000	3,000
Workers Comp	1,000	34	1,000	1,000
Unemployment	1,200	929	1,200	1,200
Employment Practices Liability	5,000	3,765	5,000	5,000
Total Insurance	36,700	33,537	36,200	36,200
Debt Service				
Fire Truck Installment Phoenix	50,000	89,508	50,000	-
John Deere Tractor Installment (ends fy 2027)	28,601	28,601	30,031	31,935
2020 International Installment (ends fy 2025)	31,386	31,386	-	-
2025 International Installment (ends fy 2030)	-	-	33,683	35,532
Bond Payment - Town Office (Ends fy 2055)	-	12,754	52,832	119,015
New Truck Installment	-	-	-	45,000
Interest on John Deere Tractor	2,931	2,931	1,501	2,224
Interest on 2020 International	948	948	-	-
Interest on 2025 International	-	-	10,318	8,469
Total Debt Service	113,866	166,127	178,365	242,175
Total Dispatching	40,000	39,397	42,000	52,000
Conservation Commission				
Salaries	1,200		1,200	1,200
FICA/MEDI	92		92	92
Workers Comp	4		4	4
Child Care Tax	-		-	-
Field Naturalist Program	550		3,250	3,250
Association of Vermont Conservation	250	50	50	50
Water Testing	500	-	500	500
Public Meeting Costs	3,000	640	3,000	3,000
Conservation Town Appropriation	200		-	1,000
Conservation Projects	500	462	400	400
Total Conservation Commission	6,296	1,152	8,496	9,496

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Summer Roads				
Wages	130,334	113,160	150,000	159,000
FICA/MEDI	10,217	8,657	11,475	12,152
Vt Municipal Retirement	6,842	4,434	8,625	7,325
Health Insurance	56,060	33,772	52,000	59,000
HRA	10,217	5,882	7,300	7,300
Child Care Tax			660	700
Workers Comp Insurance & Life and Disability	7,600	7,441	7,100	10,500
Uniforms	2,600	3,101	4,000	4,000
Travel & Meetings/Education	800	297	3,300	4,000
Total Summer Roads	224,670	176,745	244,460	263,977
Summer Highway Equipment Maint				
Tires	8,000	4,498	8,000	8,000
Highway Equipment Maint.	50,000	87,973	50,000	75,000
Trucking	-	-	-	-
Roadside Mower	-	-	-	-
Vehicle Insurance	5,000	5,899	6,150	6,200
Total Summer Highway Equipment Maint	63,000	98,370	64,150	89,200
Summer Highway Construction				
Signs/Cones	5,000		5,000	6,000
Tree Removal	5,600		7,500	30,000
Bridge/Guardrails	7,500		7,500	10,000
Paving	-		-	-
Operating Supplies	7,500	10,638	7,500	10,000
Fuel	30,000	13,265	30,000	30,000
Gravel	75,000	36,031	100,000	100,000
Calcium Chloride	15,000	10,886	17,500	17,500
Equipment Purchase	40,000	-	10,000	10,000
Culverts	10,000	9,698	10,000	10,000
Better Roads Grant Expense	2,000	102,807	6,000	3,000
Highway Repairs (Storm Related)	4,000	17,308	4,000	4,000
Highway Miscellaneous	-	5,326	-	-
Contracted Services	15,000	5,700	18,000	25,000
Total Summer Highway Construction	216,600	211,660	223,000	255,500
Winter Roads				
Wages	93,666	78,040	105,000	114,000
Overtime	25,625	19,048	22,000	23,000
FICA/MEDI	8,871	7,366	9,716	9,240
Vt Municipal Retirement	6,018	4,152	7,303	5,700
Health Insurance	40,615	38,948	37,000	42,000
HRA	7,333	2,881	5,100	5,200
Child Care Tax	405	-	559	600
Workers Comp Insurance & Life and Disability	5,500	5,687	5,100	8,000
Uniforms	1,900	1,048	4,000	4,000
Travel & Meetings/Education	-	1,200	-	1,200
Total Winter Roads	189,933	158,370	195,777	212,940
Winter Highway Equipment Maint				
Tires	7,000	7,385	7,000	7,000
Highway Equipment Maint.	30,000	16,641	40,000	40,000
Plow/Grader Wear Maint.	-	-	-	-
Tire Chains/Cutting Edges	6,000	9,509	12,000	-
Vehicle Insurance	3,500	4,216	4,400	5,000
Total Winter Highway Equipment Maint	46,500	37,750	63,400	52,000
Winter Highway Construction				
Operating Supplies	7,000	25,512	5,000	12,500
Fuel	25,000	21,528	25,000	25,000
Gravel	-	368	-	-
Salt	150,000	163,454	150,000	175,000
Winter Sand	95,000	77,597	95,000	95,000
Signs				
Total Winter Highway Construction	277,000	288,460	275,000	307,500

TOWN OF LONDONDERRY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Account Name	FY25 ADJUSTED	FY25 ACTUAL	FY26 APPROVED	FY27 PROPOSED
Emergency Management				
Emergency Management	1,000	-	1,000	1,000
Total Emergency Management	1,000	-	1,000	1,000
Total Beautification Committee	4,000	3,843	4,000	4,000
Total Budgeted Expenses	2,885,961	3,094,372	3,150,324	3,600,065
Excess/(Deficiency) of Cash Receipts over Cash	(1,857,701)	975,582	(2,083,800)	(2,452,706)
Appropriations				
American Red Cross	500	500	-	
Champion Fire Company #5	20,000	20,000	40,000	
Friends of the West River Trail	1,000	1,000	1,000	
Grace Cottage Foundation	1,000	1,000	1,000	
Greater Northshire Access TV	2,000	2,000	2,000	
Green Mountain RSVP	415	415	415	
Green Up Vermont	100	100	100	
Healthcare & Rehabilitation Services	1,513	1,513	1,513	
Londonderry 4th of July	1,500	1,500	1,500	
Londonderry Conservation Fund	500	500	500	
Londonderry Historical Society	1,000	1,000	-	
Londonderry Transport (Neighborhood Connecti	11,600	11,600	11,660	
Londonderry Volunteer Rescue Squad	15,750	15,750	15,750	
Mountain Valley Health Council	5,000	5,000	-	
My Community Nurse	2,500	2,500	3,500	
Neighborhood Connections/including Transport	6,000	6,000	6,000	
Phoenix Fire Company #6	20,000	20,000	20,000	
Senior Solutions	970	970	970	
SEVCA	1,700	1,700	1,700	
South Londonderry Library	15,000	15,000	15,000	
SVEDS	5,307	5,307	5,307	
The Collaborative	1,000	1,000	1,000	
Valley Cares	2,742	2,742	2,742	
Vermont Rural Fire Protection	100	100	200	
Visting Nurse Association	7,000	7,000	-	
West River Montessori School	-	-	3,000	
Windham County Humane Society	450	450	500	
Windham County Youth Services	315	315	315	
Womans Freedom Center	800	800	800	
Total Appropriations	125,762	125,762	136,472	-
Economic Improvement Reserve Fund	5,000	5,000	25,000	
Williams Dam Expenses	-	5,747		
New Fulltime Asst Clerk/Office Manager	-			
Emerald Ash Borer Removal Reserve Fund	3,000	3,000	3,000	
Transfer to Highway Equipment Fund	100,000	100,000	100,000	
Pingree Park Reserve Fund			20,000	
Transfer to Infrastructure Fund	100,000	100,000	100,000	
Transfer to Highway Improvement Fund	300,000	300,000	340,000	
Total Cash Disbursements	3,519,723	3,733,881	3,874,796	3,600,065
Excess/(Deficiency) of Cash Receipts over Cash	\$ (2,491,463)	\$ 336,072	\$ (2,808,272)	\$ (2,452,706)
Taxes Needed to Balance with Appropriations	\$ (2,491,463)	\$ 336,072	\$ (2,808,272)	\$ (2,452,706)

WARNING FOR THE LONDONDERRY TOWN MEETING

The legal voters of the Town of Londonderry, Vermont, are hereby notified and warned to meet at the Town Hall, 139 Middletown Road, South Londonderry in Londonderry, on Tuesday, March 3, 2026, to act on the following Articles, namely:

BUSINESS TO BE TRANSACTED FROM THE FLOOR:

Beginning at 9:30 a.m., the following business will be transacted from the floor:

ARTICLE 1 To elect a Moderator to preside at Town Meeting.

ARTICLE 2 To act on the report of the Town Officers.

ARTICLE 3 To elect all Town Officials required by law:

- Selectboard member for a term of two years.
- Selectboard member for a term of three years.
- Town Clerk for a term of three years.
- Treasurer for a term of three years.
- Lister for a term of three years.
- Cemetery Commissioner for a term of five years.
- Trustee of Public Funds for a term of three years.

ARTICLE 4 To see how much the Town will vote for a General Fund.

ARTICLE 5 Shall the Town vote for its taxes to be paid to the Town Treasurer as provided by law, due date to be on or before October 1, 2026?

ARTICLE 6 Shall the Town vote to raise and appropriate the sum of \$XX,XXX for the following organizations?

• Friends of the West River Trail	\$1,000
• Grace Cottage Foundation	\$1,000
• Green Mountain RSVP	\$415
• Health Care & Rehabilitation Services	\$1,513
• Londonderry 4 th of July	\$1,500
• My Community Nurse program	\$3,500
• Neighborhood Connections	\$20,000
• Senior Solutions	\$970
• SVEDS	\$5,307
• SEVCA	\$1,700
• The Collaborative	\$1,000
• Valley Cares	\$2,742
• West River Montessori School	\$3,000
• Windham County Humane Society	\$500

PROPOSAL

CUSTOMER
Town of Londonderry
Tom Cavanagh
T.CAVANAGH@londonderryvt.org
802-824-3254



PROPOSAL #
HE2097

1/14/26

Job Site Info:
4215 RT 100
Londonderry VT

Enclose Back of Salt Shed

Hunter Excavating agrees that all work will be performed in a professional manner according to all manufacturer recommendations in compliance with local and state code requirements. Prior to commencement of work there will be a pre-construction meeting to coordinate impacts of work and scheduling. A construction plan will be developed with a project manager from Hunter Excavating. Any other special accommodation requests outside original construction plan will be met. Weekly meetings will be coordinated by project manager to ensure customer satisfaction throughout project.

SCOPE OF WORK:

1. Mobilization of equipment and labor for duration of proposed work
2. Close in back of shed
3. Frame with same wall assembly
4. Add 2x8x28' LVL for structural support along bottom plate
5. Cover interior with 3/4" pressure treated plywood
6. Cover outside with matching metal siding

Total cost of proposed work.....\$9,126.16

Acceptance:

Hunter Excavating, Inc. is hereby authorized to perform the work defined in this quote. Terms of this agreement are mutually agreeable.

X _____ Date _____

Thank you, we look forward to working with you!

Re: Fw: \$1.45B in Disaster Recovery Grants Available

From KG ConsultingVT <kgconsultingvt@gmail.com>
Date Wed 1/7/2026 10:37 AM
To Aileen Tulloch <townadmin@londonderryvt.org>

Hello Aileen!

Happy New Year to you as well! I was thinking of you and Londonderry last week and now that the holidays are over, I will send you a separate email about starting to prepare for the Northern Borders grant application. This NBRC grant should be a good fit for Londonderry (especially for the wastewater project). I will send you an outline of that process and timeline in another email for you to review so we can start to coordinate the needed documents and requirements if you'd like to pursue that grant. .

This EDA opportunity is also one we should definitely pursue. In reviewing the award projects for the CDBG-DR funds, it is clear that while there was some consideration for infrastructure repair/recovery/planning, the priority was given to projects that are directly creating new affordable housing capacity. CDBG funds are allocated to the state through HUD (U.S. Dept of Housing and Urban Development) which has as one of its key priorities affordable housing. HUD's priorities coupled with the State of Vermont's aggressive goal to create 30,000 new homes by the year 2030 (only 4 years left to reach that goal!) made housing projects priority applicants. While Londonderry has new housing goals in its economic development recovery, it will likely take longer to materialize than within the State's 4 year timeline.

However, both NBRC and EDA funding opportunities are looking at recovery and long-term development. Londonderry's current goals of recovery and infrastructure development sit nicely in that space which make both of these grants a good fit.

I will put the timelines and requirements together for you in overview documents so that these grant opportunities can be discussed at the Selectboard meetings and eventual (hopefully) public hearings if the Select Board approves pursuing the applications.

Again, I will not be charging for any of this work given the amount of work already done for the CDBG-DR applications which is all relevant to these new opportunities. I will put together a scope of work for each of these grants so that you have a formal record for this arrangement.

I look forward to working with you again as we continue to pursue funding for Londonderry's worthy projects! More to come!

Best,

-Karen

Karen Geraghty
KGConsultingVT@gmail.com
(802) 735-7400

On Tue, Jan 6, 2026 at 12:19 PM Aileen Tulloch <townadmin@londonderryvt.org> wrote:

Hello And Happy New Year!

Please see below. Do you think it is worth our time to try for this opportunity?

Aileen Tulloch
Town Administrator
Town of Londonderry, Vermont
100 Old School Street
South Londonderry, VT 05155
802-824-3356, ext. 5

Please note that this email message, along with any response or reply, may be considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. 315-320).

From: Tom Cavanagh <T.CAVANAGH@londonderryvt.org>
Sent: Tuesday, January 6, 2026 12:06 PM
To: Aileen Tulloch <townadmin@londonderryvt.org>
Subject: Fw: \$1.45B in Disaster Recovery Grants Available

Thomas Cavanagh
Chair, Londonderry Selectboard
802-824-3254

From: Flood Resilience <FLOODRESILIENCE@list.uvm.edu> on behalf of Swanberg, Ned (he/ki) <Ned.Swanberg@VERMONT.GOV>
Sent: Tuesday, January 6, 2026 12:05:15 PM
To: FLOODRESILIENCE@LIST.UVM.EDU <FLOODRESILIENCE@LIST.UVM.EDU>
Subject: \$1.45B in Disaster Recovery Grants Available

\$1.45B in Disaster Recovery Grants Available

The US Economic Development Administration (EDA) has announced funding for the FY 2025 Disaster Supplemental Grant Program. The program makes approximately \$1.45 billion in disaster recovery funding available to communities that received major disaster declarations in calendar years 2023 and 2024. Check eligibility here on the [FEMA Disaster Declarations page](#).

The [FY 2025 Disaster Supplemental Notice of Funding Opportunity](#) encourages broad-based local engagement and places special emphasis on projects that involve private industry in disaster recovery and economic renewal to ensure the maximum impact for taxpayer funding to support these communities.

Applicants can choose from three funding pathways based on their recovery stage, capacity, and long-term development vision. Grants range from \$250,000 to \$50 million. Readiness and Implementation grant applications will be accepted and reviewed on a rolling basis until funds are exhausted or the Notice of Funding Opportunity is canceled. Industry Transformation grant applications are due by Tuesday, March 3, 2026. To learn more, visit the [EDA FY2025 Disaster Supplemental Grant Program page](#).

To post a message to the Flood Resilience Listserve: FLOODRESILIENCE@LIST.UVM.EDU To subscribe send a message to: listserv@list.uvm.edu with no subject. In the message body type: subscribe floodresilience My Name (please use your name!) To sign off, send a message to: listserv@list.uvm.edu with no subject. In the message body type: sign off floodresilience Thank you

8. BID PROPOSAL FORM

Due: January 9 at 2:00 PM

Complete and submit the following proposal, please write clearly

1. BID PROPOSAL: Check here [] if supplementary documentation is attached.

Scope of Work Item	Bid
A. Tree Removal (only)	\$
B. Stump Removal (only)	\$
C. Tree and Stump Removal	\$ 6,900

NOTES: All prices above shall be valid for 30 days and for the duration of the contract period. All prices shall include all labor and material costs, and any discounts offered. All fuel surcharges, delivery charges and miscellaneous charges that are not part of the terms and conditions of this solicitation or contract will not be paid and only hold up payment if they are added to a submitted invoice.

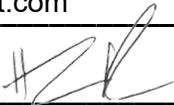
Company: Hunter Excavating Inc

Authorized Representative: Hunter Kaltsas

Address: 2218 VT RT 100, S Londonderry VT 05155

Phone: 802-856-7165

Email: projects@hunterexvt.com

Signature:  **Date:** 1/6/26

[END OF DOCUMENT]

Received 1/8/2024
8:30 AM

8. BID PROPOSAL FORM

Due: January 9 at 2:00 PM

Complete and submit the following proposal, please write clearly

1. BID PROPOSAL: Check here [] if supplementary documentation is attached.

Scope of Work Item	Bid
A. Tree Removal (only)	\$ 5,000
B. Stump Removal (only)	\$ 3,900
C. Tree and Stump Removal	\$ 8,900

NOTES: All prices above shall be valid for 30 days and for the duration of the contract period. All prices shall include all labor and material costs, and any discounts offered. All fuel surcharges, delivery charges and miscellaneous charges that are not part of the terms and conditions of this solicitation or contract will not be paid and only hold up payment if they are added to a submitted invoice.

Company: T-K Trucking, Inc.

Authorized Representative: Raymond of Tony

Address: 1319 Little Pond Road Londonderry Vt

Phone: 1-802-289-2187 - 1-802-824-4108

Email: RayKusJiaka (akurjiaka1319@gmail.com)

Signature: Tony Guyaloe Date: 1/16/26

[END OF DOCUMENT]

Tree Removal cut 6 trees
haul wood and brush away
\$5,000

Stump Removal Pull all
stumps haul stumps away
top soil where stumps
where hay and seed
top soil 3,900

Total \$8,900

Town of Londonderry, Vermont

100 Old School Street
South Londonderry, VT 05155
802-824-3356
www.londonderryvt.org

INVITATION TO BID

RFP NO. 2025-13

DATE: December 16, 2025

PROJECT TITLE: PINGREE PARK TREE & STUMP REMOVAL

PROPOSAL DUE DATES: Bid proposals are due by Friday, January 9, 2026, no later than 2:00 PM. See section 5 for specific directions on bid submission.

ESTIMATED TIME PERIOD FOR CONTRACT: This contract shall be in effect between January 20, 2026 and April 15, 2026.

BIDDER ELIGIBILITY:

This procurement is open to those bidders who satisfy the minimum qualifications stated herein and are available for work in the State of Vermont.

CONTENTS OF THE INVITATION TO BID (ITB):

- | | |
|------------------------------------|----------------------------------|
| 1. Introduction | 5. Submission of Proposals |
| 2. Scope of Work | 6. General Provisions |
| 3. General Information for Bidders | 7. Evaluation and Contract Award |
| 4. Pricing | 8. Bid Proposal Form |

1. INTRODUCTION

A. Purpose

The Town of Londonderry, Vermont (The Town) is seeking proposals for tree and stump removal at Pingree Park.

2. SCOPE OF WORK

The Town is seeking a qualified contractor to remove trees and stumps in the following manner:

A. Tree Removal

- a. 29" Pine (at the end of the field, close to concession stand) 35" Codominant Pine (Half way up left field) 20" Pine (Half way up left field) 29" Pine (closer to dugout) 22" Pine (close to dugout) 10" Cherry (along roadway, under large pine) All marked with orange paint, except the cherry,

B. Stump Removal

- a. 29" Pine (at the end of the field, close to concession stand) 35" Codominant Pine (Half way up left field) 20" Pine (Half way up left field) 29" Pine (closer to dugout) 22" Pine (close to dugout) 10" Cherry (along roadway, under large pine) All marked with orange paint, except the cherry, Grind stump(s) 6-10" below grade, remove mound and visible surface roots 10 feet from cut surface. Leave all chips.

Terms and conditions may be further defined in a formal contract.

Contractors will submit an all-inclusive, fixed price bid, including sub-contractor costs, if applicable.

3. GENERAL INFORMATION FOR BIDDERS

A. Right to Accept or Reject Proposals

The Town reserves the right to accept or reject any proposal, at their sole discretion, and to award a contract based solely on their determination of the best proposal considering all circumstances and conditions applicable to this project.

B. Right to Cancel or Postpone the Project

The Town reserves the right at its sole discretion to reject any and all proposals received without penalty and not to issue a contract as a result of this ITB.

C. Right to Retain and/or Utilize Information Contained in Submitted Proposals

The Town reserves the right to retain all of the proposals and to use any ideas in a proposal regardless of whether the proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this ITB unless clearly stated to the contrary and specifically noted in the proposal submitted and confirmed in the contract between the Town and the selected firm.

4. PRICING

- A. Proposals will clearly state and explain all costs associated with the services to be provided as defined in Section 2, Scope of Work. The Town will not make advance, incremental or partial payments. All work/deliveries must be satisfactorily completed before being invoiced.
- B. There is no expressed or implied obligation on the part of the Town to reimburse bidders for any expenses incurred in preparing or presenting proposals in response to this request.

5. SUBMISSION OF PROPOSALS

- A. Bids should be submitted electronically to the following email address: townadmin@londonderryvt.org. Bids will also be accepted by mail or in person.

- B. Respondents are required to use the enclosed Bid Proposal Form (page 7) to submit their proposal. The completed form and any attachments should be scanned to PDF format and sent as a single attachment to the email address above. Failure to use the enclosed form shall be deemed as non-responsive and shall invalidate any submittal. Additional materials which clarify and/or supplement the response form may be attached to the Bid Proposal Form.
- C. All proposals must be submitted to the Town of Londonderry in care of the RFP Coordinator with reference to “**Pingree Park Tree & Stump Removal**” in the email subject line, or on the envelope if submitted by mail or in-person. Any bid may be withdrawn in writing prior to the scheduled time for the opening of bids. Any bids received after the time and date specified shall not be considered. Bidders shall bid to specifications and any exceptions must be noted. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf without connection with or obligation to any undisclosed person or firm.
- D. There will be no public opening of the bids received by the Town, but they will be reviewed by the Londonderry Parks Board at a meeting scheduled soon after the submission deadline. The Parks Board will make a recommendation for bid acceptance to the Londonderry Selectboard at the next regularly scheduled Selectboard meeting.

6. GENERAL PROVISIONS

A. RFP Coordinator

- 1) The Town Administrator will serve as the single point of contact for this solicitation:

Aileen Tulloch, Town Administrator

Town of Londonderry

100 Old School Street

South Londonderry, VT 05155

Phone: 802-824-3356, ext. 5

Email: townadmin@londonderryvt.org

- 2) Except as noted below, all communication between the bidder and the Town upon release of this ITB shall be with the RFP Coordinator. Any other communication will be considered unofficial and non-binding on the Town. Bidders are to rely on written statements issued by the RFP Coordinator.

- 3) **Should potential bidders wish to view trees and site with a Town representative prior to bidding, please contact Liam Elio, Mountain Towns Recreation Director, at 802-824-3356, ext.8.**

B. No Obligation to Contract

This ITB does not obligate the Town to contract for services specified herein. The Town reserves the right to reject all bids and to either withdraw the ITB or reissue a revised ITB at

a later time.

C. Commitment of Funds

The Town of Londonderry Selectboard is the only entity that may legally commit the Town to the expenditures of funds for a contract resulting from this ITB. No costs chargeable to the proposed contract may be incurred before receipt of a fully and properly executed contract.

D. Right to Extend Contracts

The Town reserves the right to extend a contract for ongoing services without reissuing an ITB.

E. Insurance Requirements

- 1) The Contractor will furnish the Town with a certificate(s) of insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth below.
- 2) The Contractor shall, at its own expense, obtain and keep in force insurance coverage during the full term of the contract. Upon the Town's acceptance of the Contractor's proposal, a Certificate of Insurance shall be provided to the Town by the Contractor or the Contractor's insurance company before any work is performed. The Contractor's policies shall name the "Town of Londonderry, Vermont" as an additional insured.
- 3) By submitting a bid, Bidder warrants and promises that it will comply with all State of Vermont and federal requirements for the transportation, storage and handling of the fuel to be provided under this bid. The awarded Contractor shall indemnify the Town and its representatives against any claim, loss, damage, or liability arising from any such law or regulation related to any activity of Contractor or its agents or employees. The awarded Contractor shall be responsible for all damage to property, or injury to persons, arising out of any act or failure to act on the part of its agents or employees. They shall indemnify and hold harmless the Town from any and all demands, suits, or judgments arising in conjunction with or as a result of the Contractor's performance of this contract.
- 4) Liability Insurance -- Contractor shall maintain Commercial General Liability Insurance with a limit of not less than \$1,000,000 per each occurrence and General Aggregate coverage of at least \$2,000,000.
- 5) Automobile Liability Insurance -- Contractor shall maintain automobile liability coverage with a Combined Single Limit of at least \$1,000,000.
- 6) Workers' Compensation -- The Contractor will, at all times during its service to the Town, comply with all applicable workers' compensation, occupational disease, and occupational health and safety laws, statutes, and regulations to the full extent

applicable. The Town will not be held responsible in any way for claims filed by the Contractor or their employees for services performed under the terms of this contract. Additionally, the Contractor is responsible for ensuring that any subcontractors provide adequate insurance coverage for the activities arising out of subcontracts.

7. EVALUATION AND CONTRACT AWARD

A. Evaluation Procedure

- 1) Proposals will be evaluated in accordance with the requirements stated in this request and the Town of Londonderry Purchasing Policy.
- 2) The RFP Coordinator may contact the bidder for clarification of any portion of the bidder's proposal.

B. Evaluation and Selection Criteria

The Town will consider the following criteria when evaluating and selecting proposals:

- Price
- Clarity and completeness of the submitted proposal
- Bidder's ability to perform within the specified time limits
- Bidder's experience and reputation, including past performance for the Town of Londonderry
- Quality of the materials and services specified in the bid
- Bidder's ability to meet other terms and conditions, including insurance and bond requirements, if any.
- Bidder's availability to provide future service, maintenance, and support.
- Bidder's financial stability.
- Any other factors that the Town determines are relevant and appropriate in connection with a given project or service.

C. Notification to Bidders

The RFP Coordinator will notify the apparently successful Contractor of the Town's selection as soon as possible following the Selectboard's acceptance of the bid and awarding of a contract.

D. Start of Work

Work can commence as soon as contract is signed, and will be completed before April 15, 2026.

Bid Proposal Form is on following page

8. BID PROPOSAL FORM

Due: January 9 at 2:00 PM

Complete and submit the following proposal, please write clearly

1. BID PROPOSAL: Check here [] if supplementary documentation is attached.

Scope of Work Item	Bid
A. Tree Removal (only)	\$
B. Stump Removal (only)	\$
C. Tree and Stump Removal	\$

NOTES: All prices above shall be valid for 30 days and for the duration of the contract period. All prices shall include all labor and material costs, and any discounts offered. All fuel surcharges, delivery charges and miscellaneous charges that are not part of the terms and conditions of this solicitation or contract will not be paid and only hold up payment if they are added to a submitted invoice.

Company: _____

Authorized Representative: _____

Address: _____

Phone: _____

Email: _____

Signature: _____ **Date:** _____

[END OF DOCUMENT]

pd
1/15/16
\$50.00

**TOWN OF LONDONDERY
FACILITY USE POLICY AND AGREEMENT**

Approved as amended January 4, 2016

The Town of Londonderry has a number of facilities that are available for use by Londonderry residents, taxpayers and their guests. It is the intent of the Town to have the facilities used as frequently as possible, but it is the obligation of the Town to ensure that its facilities are maintained in good condition and their use and maintenance do not impose an undue financial cost on the Town's residents. This policy is intended to help ensure that the Town's facilities will be well maintained, enjoyable, accommodating, will provide a safe environment and that the Town will be fair and consistent with all parties wishing to use its facilities.

This policy applies to these facilities: Londonderry Town Hall, Twitchell Building (Town Office Building), Pingree Park Pavilion, and the Memorial Park Pavilion.

The Town of Londonderry will make these facilities available on a first come, first serve basis for individuals, groups and organizations during times when the facilities are not being utilized for Town of Londonderry programs or by Town staff, boards, commissions and committees, or Town of Londonderry sponsored events.

Smoking is prohibited at all Town facilities. Responsible use of alcohol is permitted by attendees of legal age.

A variety of low impact uses are acceptable, providing the use is legal and orderly, and doesn't exert undue impact or wear and tear on the buildings. In general, commercial use or functions for private profit are not offered but will be considered by the Select Board on a case by case basis.

In the case of use by school or other under aged groups, there must be adult supervision on the premises at all times.

FACILITY USE AGREEMENT

Social service and community service groups, individuals, businesses, and non-profit groups wishing to use the facilities are required to complete a Facility Rental Agreement for each event.

Users must return the facilities in a neat, orderly and clean condition after their use. Users will be responsible for, and liable to, the Town for all repairs to the facilities required as a result of damage caused by users.

There will be a \$50 refundable security deposit required for use which can be used for cleanup (if required). Additional charges for cleanup may be imposed.

For usage of the Town Office/Twitchell Building, the \$50 refundable security deposit required can be used for cleanup (if required) and for the key necessary to access the building. Users are required to contact the Town Office at least 48 hours prior to an event in order to receive a security access code, and key.

Due to insurance restrictions, the following are requirements for use of town facilities:

- Small, informal events such as birthday and anniversary parties do not need to provide liability insurance.
- Larger events such as a wedding reception with alcohol, theatrical event charging admission, etc., are required to carry liability insurance. The user can go online with PACIF and pick up a "TULIP" (temporary use liability insurance policy). Please see the town office for more information.
- Any business using the facilities for profit must carry liability insurance. For businesses and organizations that already carry insurance, the Town of Londonderry is to be named as "additional insured".
- It is highly recommended that any event where alcohol is served use a licensed caterer and/or have a liability insurance policy.
- When an insurance policy is required, documentation must be furnished before this document is signed and use of facilities is approved.

This Agreement, dated JAN. 15, 2026 is between the Town of Londonderry and 10:30 - 12:30 ish
_____ The parties agree to the conditions as listed in this document.

FACILITY: Town Office

EVENT: hand tied bouquet workshop

DATE: Feb. 9

A copy of liability insurance will be attached to this agreement when required.

Town of Londonderry: By _____ (Authorized Agent)

User Helen Hamman

Address: 534 MAGIC CIR Town Londonderry St VT Zip 05148

Phone: 973-270-4793

Green Mt. Gardeners (Organization, if applicable)

Water Infrastructure

FINANCING PROGRAMS



VERMONT WATER & WASTEWATER REVOLVING LOAN FUNDS

State Revolving Loan Programs

FUNDING APPLICATION

IMPORTANT: Please select the Type of Entity and Loan Type(s) before completing the application. This information is used to set up the rest of the form. **This form MUST be completed electronically, handwritten applications will not be accepted.**

Select the Type of Entity this application is for:

- Municipality, Fire District, or other similar entity
- Homeowners Association, LLC, Proprietorship, 501(c)3 Non-Profit, or other similar entity

LOAN TYPE

This section may be completed by engineer or applicant

A draft [Engineering Services Agreement \(ESA\)](#) must be submitted via [ANR Online](#). Do not submit a draft ESA with this loan application.

This loan will be used for (select all that apply):

- Step I Drinking Water Loan (Feasibility & Planning)
- Step II Drinking Water Loan (Final Design)
- Step III Drinking Water Loan (Construction)
- Drinking Water Loan Amendment
- Municipal Source Water Protection Loan
- Step I Clean Water Loan (Feasibility & Planning)
- Step II Clean Water Loan (Final Design)
- Step III Clean Water Loan (Construction)
- Clean Water Loan Amendment
- CWSRF Interim Financing
- Pollution Control or ARPA Grant

ANR Online Submission ID from the "Engineering Services Agreement Review and Approval" form:

APPLICANT INFORMATION

This section may be completed by engineer or applicant

LOAN APPLICANT				DATE OF APPLICATION			
Town of Londonderry				Jan 20, 2026			
SYSTEM NAME			WSID NUMBER		WASTEWATER PERMIT NUMBER		
Community Wastewater System (North)			N/A		N/A		
MAILING ADDRESS		TOWN		STATE	ZIP+4		
100 Old School Street		Londonderry		VT	0 5 1 5 5 - [] [] [] []		
PHONE	CELL PHONE	TAX ID		SAM UNIQUE ENTITY ID			
8028243356		03-6000539		U 7 X X D N 8 D 9 M W 3			

CONTACT PERSON - AUTHORIZED REPRESENTATIVE

This section may be completed by engineer or applicant

All authorized representatives and any alternate authorized representatives must be members of the owner's governing body or direct employees of the owner and may not be independent contractors working for the owner.

CONTACT NAME		TITLE	
Aileen Tulloch		Town Administrator	
MAILING ADDRESS	TOWN	STATE	ZIP
100 Old School Street	Londonderry	VT	05155
PHONE	CELL PHONE	EMAIL ADDRESS	
8028243356 x5		townadmin@londonderryvt.org	

ALTERNATE AUTHORIZED REPRESENTATIVE(S) (At least one Alternate Authorized Representative is Required)

This section may be completed by engineer or applicant

AUTHORIZED REPRESENTATIVE NAME		TITLE	
Tina Labeau		Treasurer	
MAILING ADDRESS	TOWN	STATE	ZIP
100 Old School Street	South Londonderry	VT	05155
PHONE	CELL PHONE	EMAIL ADDRESS	
802-824-3356 x3		treasurer@londonderryvt.org	

Add Alternate Representative

ENGINEERING FIRM & REPRESENTATIVE (or Legal Firm and Attorney's Name if this is a Source Protection Loan)

This section may be completed by engineer or applicant

FIRM NAME		CONTACT NAME	
Dufresne Group		Christina Haskins	
MAILING ADDRESS	TOWN	STATE	ZIP
56 Main Street, Suite 200	Springfield	VT	05156
PHONE	CELL PHONE	EMAIL ADDRESS	
8026742904		chaskins@dufresnegroup.com	

LOAN REQUEST

This section may be completed by engineer or applicant

Project Title: South Londonderry Village Community Wastewater System

Total amount requested for this loan: \$ 282,000

Total projected project cost: \$ 4,332,500

Please enter details of costs not included in the Engineering Services Agreement that the requested loan amount will cover:

Construction, potential land acquisition (to be confirmed following meeting in late January)

Please describe the source(s) of the additional funding needed to cover the difference between the amount requested for this loan and the total projected project cost:

The project has previously been awarded \$4,050,500 in State ARPA grant.

Please describe the history of the project:

Preliminary engineering began in 2020 with a Preliminary Engineering Report completed in 2024. The PER identified the need for community wastewater in the North Londonderry Village. Final design continued following the PER and the project is currently awaiting permit issuance.

Please describe who will benefit from the proposed project:

All property owners and residents in the North Village proposed service area will have a direct benefit related to the opportunity for a connection to the proposed wastewater treatment system. All property owners in town will have an indirect benefit related to economic development and village revitalization.

Do current and potential customers have alternative sources of water and is the proposed project the best and most cost-effective alternative?

There are no current customers as there is no existing community system. All property owners in the proposed service area have a water source and wastewater treatment; however, in some cases, the wastewater treatment is not sufficient for existing or future uses, or does not meet the current regulations. The proposed project is for decentralized wastewater, which has been identified as the most cost effective alternative to provide adequate wastewater treatment in the North Village.

Please provide a description of the project as it relates to this loan. Include specifications and materials used, water sources, and treatment facilities (attach sheets if necessary):

The project includes a low pressure effluent collection system with STEP tanks at each connection and HDPE piping for services and mainline. The disposal field is a drip dispersal mound system and the treatment site also includes an equipment building, and equalization tanks.

Please include estimated or actual project cost summary/estimate of probable project costs.

Is the Applicant interested in sponsoring a Water Infrastructure Sponsorship Program (WISPr) project?

Yes No

Please indicate the project if known.

Unknown

LOCAL FUNDING AUTHORIZATION (not applicable to planning-only loans)

This section may be completed by engineer or applicant

Has a legal vote on the authorization to borrow for an SRF loan occurred?

Yes No Number of Registered Voters:

Attach a copy of the legal warning and recorded vote or resolution authorizing such debt and attach bond counsel opinion letter. The clerk must certify these as true copies.

SITE INFORMATION

This section may be completed by engineer or applicant

An attorney's legal opinion may be required regarding the site or sites where the project will be located. The Facilities Engineering Division's Construction Section will make this determination for the project.

Do you own all land or possess all the easements or rights-of-ways for project sites?

Yes No Enter the date expected to complete ownership and site information:

Please describe how this site is integral to the project:

One easement is necessary for the disposal field site. There is no other location for the disposal field. The other easements are for service connections. If a property wants to be connected to the system, they must provide an easement.

ESTIMATED PROJECT SCHEDULE

This section should be completed by the engineer

Estimated Project Initiation Date:

Estimated Project Completion Date:

ESTIMATED SPENDING SCHEDULE OF LOAN PROCEEDS

This section may be completed by engineer or applicant

Quarter	Year	Amount
October - December	2026	\$35,000
April - June	2027	\$106,000
July - September	2027	\$106,000
October - December	2027	\$35,000
<input type="button" value="Add Another Quarter"/>		
TOTAL -->		\$282,000

FISCAL SUSTAINABILITY PLAN

This section should be completed by the applicant

Does the applicant currently have, maintain, and implement a Fiscal Sustainability Plan (FSP) or its equivalent (See the [FED website for FSP information](#))?

Yes No

If no, please note that the loan recipient must complete the Fiscal Sustainability Plan Certification as required by Section 603(d)(1)(E) of the Federal Water Pollution Control Act (FWPCA). By acceptance of this Agreement, the loan recipient agrees to complete the Fiscal Sustainability Plan Certification on or before 90% disbursement of project funds and send to the Vermont Facilities Engineering Division.

REVENUES

This section should be completed by the applicant

What is the Applicant's fiscal year?

User Rate Revenue Table

	Current FY - 2	Current FY - 1	Current FY (estimated)	Current FY + 1 (estimated)	Current FY + 2 (estimated)
Amount Billed	\$0	\$0	\$0	\$71,000	\$71,000
Amount Collected	\$0	\$0	\$0	\$71,000	\$71,000
Amount Uncollected/Outstanding	\$0	\$0	\$0	\$0	\$0
Estimated Amount of Commercial Revenue	\$0	\$0	\$0	\$71,000	\$71,000

Does the system use tax revenue to support any utility related activities, including capital projects?

Yes No

What is the source of the revenue (special assessment, general fund, 1%, impact fees, etc.)?

Will taxes or fees need to be adjusted based on the proposed project?

Yes No

Please describe how taxes or fees need to be adjusted based on the proposed project.

Taxes are anticipated to be increased by an estimated \$0.0063 per \$100 of assessed value on the grand list to fund the debt service for this project and the South Londonderry Wastewater system.

Taxes Supporting System Revenue

Taxes Supporting System Revenue					
	Current FY - 2	Current FY - 1	Current FY	Current FY + 1	Current FY + 2
Amount Billed	\$0	\$0	\$0	\$0	\$26,567
Amount Collected	\$0	\$0	\$0	\$0	\$26,567
Amount Uncollected/Outstanding	\$0	\$0	\$0	\$0	\$0

EXPENDITURES / SYSTEM OPERATION & MAINTENANCE EXPENSES

This section should be completed by the applicant

Current Fiscal Year O&M Costs (exclusive of debt and reserve fund payments): \$0

Post Project Fiscal Year O&M Costs (exclusive of debt and reserve fund payments): \$42,275

Please attach a copy of your actual YTD revenue and expenses, and projected budget.

EXPENDITURES / SYSTEM DEBT

This section should be completed by the applicant

What is the applicant's total long-term outstanding debt? \$0

What is the applicant's total annual long-term debt payment? \$0

Direct Debt

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4	Current FY + 5
Total Payment	\$0	\$0	\$0	\$0	\$0	\$0

Long-Term Debt Schedule

Purpose of Long-Term Debt	Direct or Self-Supporting	Year of Maturity	\$ Amount Outstanding
N/A		0	\$0
Add Another Long-Term Debt		Total As of -->	1/9/2026
			\$0

Does the system have any authorized but unissued debt (excluding the debt requested in this application)?

Yes No

Does the Applicant have any future borrowing plans over the next 5 years?

Yes No

Please describe the system's future borrowing plans.

The Town is also currently applying for a CWSRF loan for the South Village WW project. The Town intends to move forward with the construction of associated collection systems for Phase 2 of the South Village project. The Town is actively pursuing grants, but may need additional bonding for another loan.

Are there other capital projects in the near term (5 years)?

Yes No

Please describe those other capital projects planned for the near term (5 years)?

The Town intends to construct community wastewater systems in both the North and South villages in Londonderry (two concurrent projects, both with CWSRF loan applications currently submitted). In addition, the Town intends to pursue Phase 2 of the South Village WW system within the next 5 years.

Does the Applicant have an annual or cumulative deficit?

Yes No

Does the Applicant anticipate an increase in revenues as a result of these improvements?

Yes No

Please explain the increase in revenues you anticipate will result from these improvements.

There is currently no revenue as there is no municipal utility system. Once a municipal utility system is constructed and operational, the system will collect revenue from users.

Does the Applicant anticipate a reduction in operating expenses as a result of these improvements?

Yes No

What are the economic trends in your service area - jobs, population increases/decreases, housing starts, property values, etc.? For Mobile Home Parks, please provide an occupancy history for the past five (5) years.

The population has increased in the past decade and is projected to continue increasing over the next 20 years. Housing values have increased since 2020 due to new residents moving from cities. There is currently a housing shortage.

List any current or potential connections using greater than 5% of demand or provide a general description of service area.

As the South Village and North Village wastewater systems will be managed by the Town as a single utility, the following summarizes both village systems:

There is one connection in the South Village that will use greater than 5% of the total system capacity. This user is Solo Restaurant and the attached single family home (the two uses share a single connection). There are a few connections in the North Village that will use more than 5% of the North Village capacity. These include: 2072 North Main St (duplex housing), 2116 North Main St (small deli with seating and multi housing units), 2136 North Main St (commercial and multi housing units), 2152 North Main St (duplex housing), and 2242 North Main St (commercial use).

SYSTEM RESERVE FUNDS

This section should be completed by the applicant

Does the Applicant have any reserve funds?

Yes No

Is the Applicant actively contributing to reserve funds in accordance with a short-term Asset Replacement Table (START)?

Yes No

What does the Applicant do with surpluses, if any?

The applicant will set aside surpluses in a capital reserve fund once the system is operational and user fees are being collected.

Reserve Funds

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4
Amount Available	\$0	\$0	\$28,725	\$56,350	\$83,144

Financial Documentation & Controls

This section should be completed by the applicant

Please submit 3 years audit financial statements. If not available, submit:

- 3 years statement of revenue and expenditure, AND;
- 3 years year-ending cash balance (checking, savings, and investment accounts)

Has anything occurred since the date of your last annual financial report or financial statement that would have a significantly negative effect on your revenues, expenditures, or ability to pay future debt service?

Yes No

Did the Applicant have more than one budget defeat in the last two years?

Yes No

Does the Applicant have any pending litigation in excess of \$10,000 on the system and/or the municipality?

Yes No

Does the Applicant offer a retirement plan to its employees (including VMERS)?

Yes No

Please describe your plan, your estimated proportionate share of unfunded pension liability:

VMERS for all staff and separate plan for the Town Administrator.

If the Applicant has its own retirement plan separate from VMERS, does it have any unfunded pension liabilities?

Yes No

Describe the Applicant's budget control system. Does the Applicant use multi-year forecasting or interim (quarterly or monthly) financial reports to monitor your status?

Interim reports are used to monitor financial status.

Are all account records currently maintained for:

Checkbook Yes No Don't Know

By Whom:

Comments:

Receipts Yes No Don't Know

By Whom:

Comments:

Disbursements Yes No Don't Know

By Whom:

Comments:

[Empty comment box]

Deposit Slips Yes No Don't Know By Whom:

Comments:

[Empty comment box]

Are bank statements reconciled on a regular basis?

Yes No Don't Know By Whom:

Comments:

[Empty comment box]

Are bank accounts and ledger balances reconciled on a monthly basis?

Yes No Don't Know By Whom:

Comments:

[Empty comment box]

Are financial records maintained in a computerized system?

Yes No Don't Know By Whom:

Comments:

[Empty comment box]

Are any financial records maintained in manual form?

Yes No Don't Know By Whom:

Comments:

[Empty comment box]

Does the applicant maintain separate reporting for this utility?

Yes No Don't Know By Whom:

Comments:

[Empty comment box]

Does someone other than the treasurer receive unopened bank statements and review bank reconciliations?

Yes No Don't Know By Whom:

Comments:

[Empty comment box]

Does the same individual open the mail and deposit checks?

Yes No Don't Know By Whom: Clerk and Assistant Clerk

Comments:

Does the organization receive payments in cash?

Yes No Don't Know By Whom: Clerk and Assistant Clerk

Comments:

Does the Applicant have pre-numbered receipt books for cash payments?

Yes No Don't Know By Whom: Clerk and Assistant Clerk

Comments:

Are checks always written to specified payees and not to cash?

Yes No Don't Know By Whom: Treasurer

Comments:

Are pre-numbered checks used for all bank accounts?

Yes No Don't Know By Whom: Treasurer

Comments:

Are checks written by the same individual who approves payments?

Yes No Don't Know By Whom:

Comments:

Have there been any changes in authorized signatures during the fiscal year?

Yes No Don't Know By Whom:

Comments:

Has a signature stamp ever been used for any account?

Yes No Don't Know By Whom:

Comments:

Is the organization professionally audited by a CPA?

Yes No Don't Know By Whom:

Comments:

Does the Authorized Representative assist in the audit planning process?

Yes No Don't Know By Whom:

Comments:

Is a specific individual responsible for correcting audit findings?

Yes No Don't Know By Whom:

Comments:

Are regular financial reports prepared for the board?

Yes No Don't Know By Whom:

Comments:

Are budget to actual reports prepared for each department?

Yes No Don't Know By Whom:

Comments:

Has the Authorized Representative borrowed money from the utility?

Yes No Don't Know By Whom:

Comments:

Has the organization had a theft, embezzlement or wire fraud in the last 5 years?

Yes No Don't Know By Whom:

Comments:

Has the Treasurer or CFO participated in any business which does business with the system/utility?

Yes No Don't Know By Whom:

Comments:

Does the Applicant loan money to employees?

Yes No Don't Know By Whom:

Comments:

Have board members attended financial trainings?

Yes No Don't Know By Whom:

Comments:

Has the Treasurer/CFO attended trainings on recordkeeping?

Yes No Don't Know By Whom:

Comments:

Does the Applicant have written financial policies and procedures?

Yes No Don't Know By Whom:

Comments:

Does each employee have copies of these policies and procedures?

Yes No Don't Know By Whom:

Comments:

Available on Town website

KEY PERSONNEL

Please list the names and qualifications of the following key personnel including areas of expertise, years of experience in similar programmatic work, years at current position, and/or any relevant qualifications.

Please include all personnel related to the loan. Authorized Rep, Alternative Authorized Rep(s), Clerk, Board Members, Financial Manager, etc. Failure to include all key personnel will result in the application being considered incomplete.

NAME

POSITION (select from the list or enter another value)

Aileen Tulloch

Town Manager/Administrator

QUALIFICATIONS:

Aileen Tulloch has over 25 years of varied professional experience, gained in a variety of different industries, including life insurance, library services, higher education, agriculture and municipal government. In March of 2021, she was elected to the Town of Putney Selectboard, where she served for three years as the Chair. In March of 2025, Aileen was appointed the Town Administrator for the Town of Londonderry. She graduated with an A.B. In Near Eastern Archaeology and a minor in Ancient Greek from Bryn Mawr in 1996.

NAME

POSITION (select from the list or enter another value)

Tina Labeau

Treasurer

QUALIFICATIONS:

Tina began working in municipal government in 2000 as an auditor and from 2002 to 2007 was the bookkeeper at Flood Brook School. In 2012 she became Assistant Treasurer and was elected as Treasurer in 2014. She has an Associates Degree from Community College of Vermont in Liberal Studies, with a concentration in accounting.

Add Another Key Person

ADDITIONAL COMMENTS

Provide any additional comments for your application here:

Certification

The Applicant certifies that it possesses the legal authority to apply for the SRF loan, and to finance and construct the proposed facilities. A resolution, motion, or similar action has been duly adopted or passed as an official act of the Applicant's Legislative Body authorizing the filing of the application. A resolution, motion, or similar action has been duly adopted or passed authorizing the person identified herein as the authorized representative of the Applicant in connection with the project for the purpose of furnishing information, data and documents pertaining to the project as required by the State of Vermont.

Authorization Date:

REPRESENTATIVE SIGNATURE

Tom Cavanagh

PRINT NAME

REPRESENTATIVE SIGNATURE

James Ameden

PRINT NAME

REPRESENTATIVE SIGNATURE

Taylor Prouty

PRINT NAME

REPRESENTATIVE SIGNATURE

Jim Fleming

PRINT NAME

REPRESENTATIVE SIGNATURE

Martha Dale

PRINT NAME

Clerk Certification

Clerk Signature Date:

SIGNATURE OF CLERK

Allison Marino

PRINT NAME

Authorized Representative Certification

Authorized Representative Signature Date:

SIGNATURE OF AUTHORIZED REPRESENTATIVE

Aileen Tulloch

PRINT NAME

Submit completed application and all attachments via the ANR Online website at:

<https://anronline.vermont.gov/?formtag=SRFLoanIntake>

Water Infrastructure

FINANCING PROGRAMS



VERMONT WATER & WASTEWATER REVOLVING LOAN FUNDS

State Revolving Loan Programs

FUNDING APPLICATION

IMPORTANT: Please select the Type of Entity and Loan Type(s) before completing the application. This information is used to set up the rest of the form. **This form MUST be completed electronically, handwritten applications will not be accepted.**

Select the Type of Entity this application is for:

- Municipality, Fire District, or other similar entity
- Homeowners Association, LLC, Proprietorship, 501(c)3 Non-Profit, or other similar entity

LOAN TYPE

This section may be completed by engineer or applicant

A draft [Engineering Services Agreement \(ESA\)](#) must be submitted via [ANR Online](#). Do not submit a draft ESA with this loan application.

This loan will be used for (select all that apply):

- Step I Drinking Water Loan (Feasibility & Planning)
- Step II Drinking Water Loan (Final Design)
- Step III Drinking Water Loan (Construction)
- Drinking Water Loan Amendment
- Municipal Source Water Protection Loan
- Step I Clean Water Loan (Feasibility & Planning)
- Step II Clean Water Loan (Final Design)
- Step III Clean Water Loan (Construction)
- Clean Water Loan Amendment
- CWSRF Interim Financing
- Pollution Control or ARPA Grant

ANR Online Submission ID from the "Engineering Services Agreement Review and Approval" form:

HQJ-N2H0-T4HFX

APPLICANT INFORMATION

This section may be completed by engineer or applicant

LOAN APPLICANT				DATE OF APPLICATION			
Town of Londonderry				Jan 20, 2026			
SYSTEM NAME			WSID NUMBER		WASTEWATER PERMIT NUMBER		
Community Wastewater System (South)			N/A		N/A		
MAILING ADDRESS		TOWN		STATE	ZIP+4		
100 Old School Street		Londonderry		VT	0 5 1 5 5 - [] [] [] []		
PHONE	CELL PHONE	TAX ID		SAM UNIQUE ENTITY ID			
8028243356		03-6000539		U 7 X X D N 8 D 9 M W 3			

CONTACT PERSON - AUTHORIZED REPRESENTATIVE

This section may be completed by engineer or applicant

All authorized representatives and any alternate authorized representatives must be members of the owner's governing body or direct employees of the owner and may not be independent contractors working for the owner.

CONTACT NAME		TITLE	
Aileen Tulloch		Town Administrator	
MAILING ADDRESS	TOWN	STATE	ZIP
100 Old School Street	Londonderry	VT	05155
PHONE	CELL PHONE	EMAIL ADDRESS	
8028243356 x5		townadmin@londonderryvt.org	

ALTERNATE AUTHORIZED REPRESENTATIVE(S) (At least one Alternate Authorized Representative is Required)

This section may be completed by engineer or applicant

AUTHORIZED REPRESENTATIVE NAME		TITLE	
Tina Labeau		Treasurer	
MAILING ADDRESS	TOWN	STATE	ZIP
100 Old School Street	South Londonderry	VT	05155
PHONE	CELL PHONE	EMAIL ADDRESS	
802-824-3356 x3		treasurer@londonderryvt.org	

Add Alternate Representative

ENGINEERING FIRM & REPRESENTATIVE (or Legal Firm and Attorney's Name if this is a Source Protection Loan)

This section may be completed by engineer or applicant

FIRM NAME		CONTACT NAME	
Dufresne Group		Christina Haskins	
MAILING ADDRESS	TOWN	STATE	ZIP
56 Main Street, Suite 200	Springfield	VT	05156
PHONE	CELL PHONE	EMAIL ADDRESS	
8026742904		chaskins@dufresnegroup.com	

LOAN REQUEST

This section may be completed by engineer or applicant

Project Title: South Londonderry Village Community Wastewater System

Total amount requested for this loan: \$ 515,700

Total projected project cost: \$ 5,159,000

Please enter details of costs not included in the Engineering Services Agreement that the requested loan amount will cover:

Construction

Please describe the source(s) of the additional funding needed to cover the difference between the amount requested for this loan and the total projected project cost:

The project has previously been awarded \$4,143,300 in Federal ARPA grant, and \$500,000 in State ARPA grant.

Please describe the history of the project:

Preliminary engineering began in 2020 with a Preliminary Engineering Report completed in 2024. The PER identified the need for community wastewater in the South Londonderry Village. Final design continued following the PER and the project is currently awaiting permit issuance.

Please describe who will benefit from the proposed project:

All property owners and residents in the South Village proposed service area will have a direct benefit related to the opportunity for a connection to the proposed wastewater treatment system. All property owners in town will have an indirect benefit related to economic development and village revitalization.

Do current and potential customers have alternative sources of water and is the proposed project the best and most cost-effective alternative?

There are no current customers as there is no existing community system. All property owners in the proposed service area have a water source and wastewater treatment; however, in some cases, the wastewater treatment is not sufficient for existing or future uses, or does not meet the current regulations. The proposed project is for decentralized wastewater, which has been identified as the most cost effective alternative to provide adequate wastewater treatment in the South Village.

Please provide a description of the project as it relates to this loan. Include specifications and materials used, water sources, and treatment facilities (attach sheets if necessary):

The project includes a low pressure effluent collection system with STEP tanks at each connection and HDPE piping for services and mainline. The disposal field is a drip dispersal mound system and the treatment site also includes an equipment building, equalization tanks, and pretreatment tanks.

Please include estimated or actual project cost summary/estimate of probable project costs.

Is the Applicant interested in sponsoring a Water Infrastructure Sponsorship Program (WISPr) project?

Yes No

Please indicate the project if known.

Unknown

LOCAL FUNDING AUTHORIZATION (not applicable to planning-only loans)

This section may be completed by engineer or applicant

Has a legal vote on the authorization to borrow for an SRF loan occurred?

Yes No Number of Registered Voters:

Attach a copy of the legal warning and recorded vote or resolution authorizing such debt and attach bond counsel opinion letter. The clerk must certify these as true copies.

SITE INFORMATION

This section may be completed by engineer or applicant

An attorney's legal opinion may be required regarding the site or sites where the project will be located. The Facilities Engineering Division's Construction Section will make this determination for the project.

Do you own all land or possess all the easements or rights-of-ways for project sites?

Yes No Enter the date expected to complete ownership and site information:

Please describe how this site is integral to the project:

Easements are for service connections. If a property wants to be connected to the system, they must provide an easement.

ESTIMATED PROJECT SCHEDULE

This section should be completed by the engineer

Estimated Project Initiation Date:

Estimated Project Completion Date:

ESTIMATED SPENDING SCHEDULE OF LOAN PROCEEDS

This section may be completed by engineer or applicant

Quarter	Year	Amount
October - December	2026	\$100,000
April - June	2027	\$165,000
July - September	2027	\$225,000
October - December	2027	\$25,700
<input type="button" value="Add Another Quarter"/>		
TOTAL -->		\$515,700

FISCAL SUSTAINABILITY PLAN

This section should be completed by the applicant

Does the applicant currently have, maintain, and implement a Fiscal Sustainability Plan (FSP) or its equivalent (See the [FED website for FSP information](#))?

Yes No

If no, please note that the loan recipient must complete the Fiscal Sustainability Plan Certification as required by Section 603(d)(1)(E) of the Federal Water Pollution Control Act (FWPCA). By acceptance of this Agreement, the loan recipient agrees to complete the Fiscal Sustainability Plan Certification on or before 90% disbursement of project funds and send to the Vermont Facilities Engineering Division.

REVENUES

This section should be completed by the applicant

What is the Applicant's fiscal year?

User Rate Revenue Table

	Current FY - 2	Current FY - 1	Current FY (estimated)	Current FY + 1 (estimated)	Current FY + 2 (estimated)
Amount Billed	\$0	\$0	\$0	\$71,000	\$71,000
Amount Collected	\$0	\$0	\$0	\$71,000	\$71,000
Amount Uncollected/Outstanding	\$0	\$0	\$0	\$0	\$0
Estimated Amount of Commercial Revenue	\$0	\$0	\$0	\$71,000	\$71,000

Does the system use tax revenue to support any utility related activities, including capital projects?

Yes No

What is the source of the revenue (special assessment, general fund, 1%, impact fees, etc.)?

Will taxes or fees need to be adjusted based on the proposed project?

Yes No

Please describe how taxes or fees need to be adjusted based on the proposed project.

Taxes are anticipated to be increased by an estimated \$0.0063 per \$100 of assessed value on the grand list to fund the debt service for this project and the North Londonderry Wastewater system.

Taxes Supporting System Revenue

Taxes Supporting System Revenue					
	Current FY - 2	Current FY - 1	Current FY	Current FY + 1	Current FY + 2
Amount Billed	\$0	\$0	\$0	\$0	\$26,567
Amount Collected	\$0	\$0	\$0	\$0	\$26,567
Amount Uncollected/Outstanding	\$0	\$0	\$0	\$0	\$0

EXPENDITURES / SYSTEM OPERATION & MAINTENANCE EXPENSES

This section should be completed by the applicant

Current Fiscal Year O&M Costs (exclusive of debt and reserve fund payments): \$0

Post Project Fiscal Year O&M Costs (exclusive of debt and reserve fund payments): \$42,275

Please attach a copy of your actual YTD revenue and expenses, and projected budget.

EXPENDITURES / SYSTEM DEBT

This section should be completed by the applicant

What is the applicant's total long-term outstanding debt? \$0

What is the applicant's total annual long-term debt payment? \$0

Direct Debt

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4	Current FY + 5
Total Payment	\$0	\$0	\$0	\$0	\$0	\$0

Long-Term Debt Schedule

Purpose of Long-Term Debt	Direct or Self-Supporting	Year of Maturity	\$ Amount Outstanding
N/A		0	\$0
Total As of -->		1/9/2026	\$0

Does the system have any authorized but unissued debt (excluding the debt requested in this application)?

Yes No

Does the Applicant have any future borrowing plans over the next 5 years?

Yes No

Please describe the system's future borrowing plans.

The Town is also currently applying for a CWSRF loan for the North Village WW project. The Town intends to move forward with the construction of associated collection systems for Phase 2 of the South Village project. The Town is actively pursuing grants, but may need additional bonding for another loan.

Are there other capital projects in the near term (5 years)?

Yes No

Please describe those other capital projects planned for the near term (5 years)?

The Town intends to construct community wastewater systems in both the North and South villages in Londonderry (two concurrent projects, both with CWSRF loan applications currently submitted). In addition, the Town intends to pursue Phase 2 of the South Village WW system within the next 5 years.

Does the Applicant have an annual or cumulative deficit?

Yes No

Does the Applicant anticipate an increase in revenues as a result of these improvements?

Yes No

Please explain the increase in revenues you anticipate will result from these improvements.

There is currently no revenue as there is no municipal utility system. Once a municipal utility system is constructed and operational, the system will collect revenue from users.

Does the Applicant anticipate a reduction in operating expenses as a result of these improvements?

Yes No

What are the economic trends in your service area - jobs, population increases/decreases, housing starts, property values, etc.? For Mobile Home Parks, please provide an occupancy history for the past five (5) years.

The population has increased in the past decade and is projected to continue increasing over the next 20 years. Housing values have increased since 2020 due to new residents moving from cities. There is currently a housing shortage.

List any current or potential connections using greater than 5% of demand or provide a general description of service area.

As the South Village and North Village wastewater systems will be managed by the Town as a single utility, the following summarizes both village systems:

There is one connection in the South Village that will use greater than 5% of the total system capacity. This user is Solo Restaurant and the attached single family home (the two uses share a single connection). There are a few connections in the North Village that will use more than 5% of the North Village capacity. These include: 2072 North Main St (duplex housing), 2116 North Main St (small deli with seating and multi housing units), 2136 North Main St (commercial and multi housing units), 2152 North Main St (duplex housing), and 2242 North Main St (commercial use).

SYSTEM RESERVE FUNDS

This section should be completed by the applicant

Does the Applicant have any reserve funds?

Yes No

Is the Applicant actively contributing to reserve funds in accordance with a short-term Asset Replacement Table (START)?

Yes No

What does the Applicant do with surpluses, if any?

The applicant will set aside surpluses in a capital reserve fund once the system is operational and user fees are being collected.

Reserve Funds

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4
Amount Available	\$0	\$0	\$28,725	\$56,350	\$83,144

Financial Documentation & Controls

This section should be completed by the applicant

Please submit 3 years audit financial statements. If not available, submit:

- 3 years statement of revenue and expenditure, AND;
- 3 years year-ending cash balance (checking, savings, and investment accounts)

Has anything occurred since the date of your last annual financial report or financial statement that would have a significantly negative effect on your revenues, expenditures, or ability to pay future debt service?

Yes No

Did the Applicant have more than one budget defeat in the last two years?

Yes No

Does the Applicant have any pending litigation in excess of \$10,000 on the system and/or the municipality?

Yes No

Does the Applicant offer a retirement plan to its employees (including VMERS)?

Yes No

Please describe your plan, your estimated proportionate share of unfunded pension liability:

VMERS for all staff and separate plan for the Town Administrator.

If the Applicant has its own retirement plan separate from VMERS, does it have any unfunded pension liabilities?

Yes No

Describe the Applicant's budget control system. Does the Applicant use multi-year forecasting or interim (quarterly or monthly) financial reports to monitor your status?

Interim reports are used to monitor financial status.

Are all account records currently maintained for:

Checkbook Yes No Don't Know By Whom:

Comments:

Receipts Yes No Don't Know By Whom:

Comments:

Disbursements Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Deposit Slips Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Are bank statements reconciled on a regular basis?

Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Are bank accounts and ledger balances reconciled on a monthly basis?

Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Are financial records maintained in a computerized system?

Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Are any financial records maintained in manual form?

Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Does the applicant maintain separate reporting for this utility?

Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Does someone other than the treasurer receive unopened bank statements and review bank reconciliations?

Yes No Don't Know By Whom:

Comments:

[Empty text box for comments]

Does the same individual open the mail and deposit checks?

Yes No Don't Know By Whom:

Comments:

Does the organization receive payments in cash?

Yes No Don't Know By Whom:

Comments:

Does the Applicant have pre-numbered receipt books for cash payments?

Yes No Don't Know By Whom:

Comments:

Are checks always written to specified payees and not to cash?

Yes No Don't Know By Whom:

Comments:

Are pre-numbered checks used for all bank accounts?

Yes No Don't Know By Whom:

Comments:

Are checks written by the same individual who approves payments?

Yes No Don't Know By Whom:

Comments:

Have there been any changes in authorized signatures during the fiscal year?

Yes No Don't Know By Whom:

Comments:

Has a signature stamp ever been used for any account?

Yes No Don't Know By Whom:

Comments:

Is the organization professionally audited by a CPA?

Yes No Don't Know By Whom:

Comments:

Does the Authorized Representative assist in the audit planning process?

Yes No Don't Know By Whom:

Comments:

Is a specific individual responsible for correcting audit findings?

Yes No Don't Know By Whom:

Comments:

Are regular financial reports prepared for the board?

Yes No Don't Know By Whom:

Comments:

Are budget to actual reports prepared for each department?

Yes No Don't Know By Whom:

Comments:

Has the Authorized Representative borrowed money from the utility?

Yes No Don't Know By Whom:

Comments:

Has the organization had a theft, embezzlement or wire fraud in the last 5 years?

Yes No Don't Know By Whom:

Comments:

Has the Treasurer or CFO participated in any business which does business with the system/utility?

Yes No Don't Know By Whom:

Comments:

Does the Applicant loan money to employees?

Yes No Don't Know By Whom:

Comments:

Have board members attended financial trainings?

Yes No Don't Know By Whom:

Comments:

Has the Treasurer/CFO attended trainings on recordkeeping?

Yes No Don't Know By Whom:

Comments:

Does the Applicant have written financial policies and procedures?

Yes No Don't Know By Whom:

Comments:

Does each employee have copies of these policies and procedures?

Yes No Don't Know By Whom:

Comments:

Available on Town website

KEY PERSONNEL

Please list the names and qualifications of the following key personnel including areas of expertise, years of experience in similar programmatic work, years at current position, and/or any relevant qualifications.

Please include all personnel related to the loan. Authorized Rep, Alternative Authorized Rep(s), Clerk, Board Members, Financial Manager, etc. Failure to include all key personnel will result in the application being considered incomplete.

NAME

POSITION (select from the list or enter another value)

Aileen Tulloch

Town Manager/Administrator

QUALIFICATIONS:

Aileen Tulloch has over 25 years of varied professional experience, gained in a variety of different industries, including life insurance, library services, higher education, agriculture and municipal government. In March of 2021, she was elected to the Town of Putney Selectboard, where she served for three years as the Chair. In March of 2025, Aileen was appointed the Town Administrator for the Town of Londonderry. She graduated with an A.B. In Near Eastern Archaeology and a minor in Ancient Greek from Bryn Mawr in 1996.

NAME

POSITION (select from the list or enter another value)

Tina Labeau

Treasurer

QUALIFICATIONS:

Tina began working in municipal government in 2000 as an auditor and from 2002 to 2007 was the bookkeeper at Flood Brook School. In 2012 she became Assistant Treasurer and was elected as Treasurer in 2014. She has an Associates Degree from Community College of Vermont in Liberal Studies, with a concentration in accounting.

Add Another Key Person

ADDITIONAL COMMENTS

Provide any additional comments for your application here:

Certification

The Applicant certifies that it possesses the legal authority to apply for the SRF loan, and to finance and construct the proposed facilities. A resolution, motion, or similar action has been duly adopted or passed as an official act of the Applicant's Legislative Body authorizing the filing of the application. A resolution, motion, or similar action has been duly adopted or passed authorizing the person identified herein as the authorized representative of the Applicant in connection with the project for the purpose of furnishing information, data and documents pertaining to the project as required by the State of Vermont.

Authorization Date:

REPRESENTATIVE SIGNATURE

Tom Cavanagh

PRINT NAME

REPRESENTATIVE SIGNATURE

James Ameden

PRINT NAME

REPRESENTATIVE SIGNATURE

Taylor Prouty

PRINT NAME

REPRESENTATIVE SIGNATURE

Jim Fleming

PRINT NAME

REPRESENTATIVE SIGNATURE

Martha Dale

PRINT NAME

Clerk Certification

Clerk Signature Date:

SIGNATURE OF CLERK

Allison Marino

PRINT NAME

Authorized Representative Certification

Authorized Representative Signature Date:

SIGNATURE OF AUTHORIZED REPRESENTATIVE

Aileen Tulloch

PRINT NAME

Submit completed application and all attachments via the ANR Online website at:

<https://anronline.vermont.gov/?formtag=SRFLoanIntake>

MEMO

TOWN OF LONDONDERRY

To: Selectboard
From: Allison Marino, Town Clerk
CC: Aileen Tulloch
Date: 1/15/2026
Re: DLL Applications

COMMENTS: SC Distillation, LLC – Special Event Permit
1/20/2026 @ Upper Pass Lodge

Re: Londonderry Biosolids 2025 Groundwater Monitoring Report

From Burns, Joshua <Joshua.Burns@vermont.gov>

Date Thu 1/15/2026 12:28 PM

To Cameron Coleburn <CColeburn@waiteenv.com>; Aileen Tulloch <townadmin@londonderryvt.org>

Cc Miles Waite <mwaite@waiteenv.com>; Twohig, Eamon <Eamon.Twohig@vermont.gov>

Good afternoon all,

We appreciate the report submission in accordance with the Corrective Action Plan. WHEM and the Town of Londonderry had proposed to remove monitoring for MW-4, MW-5 and the Riverside DW sampling from the CAP and DEC approved on March 5, 2025, based on the dataset. On January 26, 2026, the new Groundwater Enforcement Standard for PFAS will be adopted in Vermont. It now mimics the new drinking water MCL (maximum contaminant level) that was proposed by EPA. Previously, Vermont used the sum of 5 PFAS with a standard of 20ppt or ng/L. We are now using individual standards for each compound. We have added HFPA-DA (GenX), and PFHpA is no longer regulated in groundwater. Also, there is a hazard index designed to deal with mixture of PFAS – note that PFBS has no individual standard, but is part of the hazard index, along with GenX, PFNA and PFHxS.

The standards are:

PFOS 4ppt (ng/L)

PFOA 4ppt (ng/L)

PFHxS 10ppt

PFNA 10 ppt

HFPA-DA (GenX) 10ppt

PFBS – see hazard index

The preventative action levels for the above is 2ppt (which is the detection/reporting limit for the testing method).

PFAS Hazard Index
For a mixture of two or more of the PFAS identified below, the results shall be placed in the following formula and if the hazard index is greater than one, it shall be a violation of the groundwater enforcement standard: $\text{Hazard Index} = \left(\frac{[\text{GenX}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFBS}_{\text{water}}]}{[2000 \text{ ppt}]} \right) + \left(\frac{[\text{PFNA}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFHxS}_{\text{water}}]}{[10 \text{ ppt}]} \right)$
There is not a preventative action level for this hazard index.

With the change in GWES, DEC asks that MW-5 be reintroduced into the CAP for monitoring on a biannual basis. WHEM should revise the CAP to reflect updates to the GWES and monitoring schedule

for the Spring 2026 sampling events. Please feel free to reach out with any questions or you wish to schedule a time to discuss.

Thanks,
Josh



Joshua Burns (he/him) | Environmental Analyst
Vermont Department of Environmental Conservation
Waste Management & Prevention Division,
Residuals Management & Emerging Contaminants Program
1 National Life Drive, Davis 3 | Montpelier, VT 05620-3520
802-585-5040 cell

<https://dec.vermont.gov/waste-management/residuals-management>

From: Cameron Coleburn <CColeburn@waiteenv.com>
Sent: Tuesday, January 13, 2026 8:59 AM
To: Aileen Tulloch <townadmin@londonderryvt.org>
Cc: Burns, Joshua <Joshua.Burns@vermont.gov>; Miles Waite <mwaite@waiteenv.com>
Subject: Londonderry Biosolids 2025 Groundwater Monitoring Report

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Good Morning,

Attached, please find WHEM's 2025 Groundwater Monitoring Report for the above referenced site, along with the cost estimate for 2026 groundwater sampling.

Please feel free to reach out with any questions/comments/concerns.

Thank you,

Cameron Coleburn

Pronouns: he/him
Staff Scientist



Waite-Heindel Environmental Management
231 S. Union Street, Suite 201, Burlington VT 05401
Main: (802) 860-9400 ext. 107
Cell: (978) 518-6287
ccoleburn@waiteenv.com
www.waiteenv.com

Resignation

From Jen Greenfield <jengreenfield73@gmail.com>

Date Wed 1/7/2026 12:35 PM

To Tom Cavanagh <T.CAVANAGH@londonderryvt.org>; Aileen Tulloch <townadmin@londonderryvt.org>; James Ameden Jr. <j.amedenjr@londonderryvt.org>

Cc Tina Labeau <TREASURER@londonderryvt.org>; Allison Marino <TOWNCLERK@londonderryvt.org>; Pam Spaulding <icurn7854@gmail.com>; Brent Bammarito-PC <bammaritoderrypc@gmail.com>; Trevor Powers-PC <powersderrypl@gmail.com>; Stephen Twitchell-PC <twitchellderrypc@gmail.com>; Planning Commission <PLANNINGCOM@londonderryvt.org>; Will Goodwin <ZONINGADMIN@londonderryvt.org>

January 7, 2026

Town of Londonderry
% Tom Cavanagh
100 School Street
South Londonderry, VT 05155

Dear Tom,

I am writing to inform you of my immediate resignation from my position as Chair of the Planning Commission. After careful consideration, I have decided that it is in my best interest to conclude my volunteer service with the Town of Londonderry, effective immediately.

This decision is not made lightly, and I appreciate the opportunities and experiences I have gained during my time with the town. However, I just don't have the time to devote to the town, and I believe that leaving at this time is the most suitable course of action.

I have enjoyed working with the Planning Commission team and have learned a great deal during my tenure.

I wish the Planning Commission continued success, and I hope that my departure will not inconvenience the team. I am grateful for the relationships I have built here and appreciate the understanding of my decision.

Thank you for the understanding, and I hope that we can part on amicable terms. Please feel free to reach out if there are any formalities or procedures I need to complete regarding my departure. I've enclosed the key to the Town Hall and placed this letter and the key in your box at the town office.

Enclosures: Key -Town Hall

Sincerely yours,

Jen Greenfield

January 7, 2026

Town of Londonderry
% Tom Cavanagh
100 School Street
South Londonderry, VT 05155

Dear Tom,

I am writing to inform you of my immediate resignation from my position as Chair of the Planning Commission. After careful consideration, I have decided that it is in my best interest to conclude my volunteer service with the Town of Londonderry, effective immediately.

This decision is not made lightly, and I appreciate the opportunities and experiences I have gained during my time with the town. However, I just don't have the time to devote to the town, and I believe that leaving at this time is the most suitable course of action.

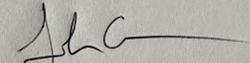
I have enjoyed working with the Planning Commission team and have learned a great deal during my tenure.

I wish the Planning Commission continued success, and I hope that my departure will not inconvenience the team. I am grateful for the relationships I have built here and appreciate the understanding of my decision.

Thank you for the understanding, and I hope that we can part on amicable terms. Please feel free to reach out if there are any formalities or procedures I need to complete regarding my departure. I've enclosed the key to the Town Hall and placed this letter and the key in your box at the town office.

Enclosures: Key -Town Hall

Sincerely yours,



Jen Greenfield

--



Jen Greenfield

she/her pronouns ([why?](#))

Planning Commission Chair

Town of Londonderry, Vermont

jengreenfield73@gmail.com

planningcom@londonderryvt.org

802-289-3483 Mobile-Call/Text

Please note that this email message, along with any response or reply, may be considered a public record, and therefore subject to disclosure under the Vermont Public Records Law (1 V.S.A. 315-320).

January 7, 2026

Town of Londonderry
% Tom Cavanagh
100 School Street
South Londonderry, VT 05155

Dear Tom,

I am writing to inform you of my immediate resignation from my position as Chair of the Planning Commission. After careful consideration, I have decided that it is in my best interest to conclude my volunteer service with the Town of Londonderry, effective immediately.

This decision is not made lightly, and I appreciate the opportunities and experiences I have gained during my time with the town. However, I just don't have the time to devote to the town, and I believe that leaving at this time is the most suitable course of action.

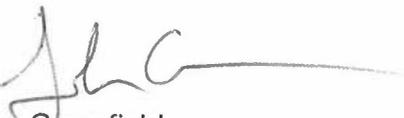
I have enjoyed working with the Planning Commission team and have learned a great deal during my tenure.

I wish the Planning Commission continued success, and I hope that my departure will not inconvenience the team. I am grateful for the relationships I have built here and appreciate the understanding of my decision.

Thank you for the understanding, and I hope that we can part on amicable terms. Please feel free to reach out if there are any formalities or procedures I need to complete regarding my departure. I've enclosed the key to the Town Hall and placed this letter and the key in your box at the town office.

Enclosures: Key -Town Hall

Sincerely yours,



Jen Greenfield

November 15, 2025

Town of Londonderry
100 Old School St
South Londonderry, VT 05155-9285

To the Town of Londonderry,

On behalf of everyone at The Collaborative, I want to extend our thanks to you and the residents of South Londonderry for your continued support and acknowledge receipt of an Appropriation in the amount of \$1,000.

The Collaborative prioritizes building strong communities by valuing every voice, prioritizing well-being, and investing in the potential of young people and families. Your support is crucial to this mission, allowing us to directly impact the residents of South Londonderry by providing essential programming to youth and families, and adapting to evolving substance use challenges.

We appreciate your investment in the future of our community and in helping to create a healthier, safer, and more vibrant Vermont. Together, we are making a lasting difference in the lives of young people in our community.

With heartfelt appreciation,

Maryann Morris



Executive Director
The Collaborative