

Town of Londonderry, Vermont

Selectboard Meeting Agenda

March 16, 2026

Regular Meeting– 6:00 PM

100 Old School Street, South Londonderry, VT 05155

1. Call Regular Meeting to Order
2. Additions or Deletions to the Agenda [\[1 V.S.A. 312\(d\)\(3\)\(A\)\]](#)
3. Organization
 - a. Elect a Selectboard Chair and Vice-Chair [24 VSA 871(a)]
 - b. Set Regular Meeting Schedule & Location [1 VSA 312(c)(1)]
 - c. Designate newspaper of record [17 VSA 2641(b)]
 - d. Designate location of posting of notices [1 VSA 312(d)(1)]
 - e. Designate member with authority to sign warrants & pay orders [24 VSA 1623(a)(1)]
 - f. Adopt Rules of Procedure
4. Minutes Approval – Meeting(s) of 03/02/2026
5. Selectboard Pay Orders
6. Announcements/Correspondence
7. Visitors and Concerned Citizens
8. Liquor Commission
9. Roads and Bridges
 - a. Updates
 - b. Review and Approve Spring Hill Culvert Construction Proposal
 - c. Review and Approve FY27 Grants In Aid
 - d. Discuss possible Structures and Paving grant applications
 - e. Review and Approve Annual Financial Plan –Town Highways
10. Town Officials Business
 - a. Town Hall Renovation Committee
 - i. Anand Fedele WRC update
 - b. Recreation Director
 - i. Review and Approve Pingree Park Tennis Court Replacement Proposal
 - ii. Discuss Park Employee for 2026 season
 - c. Town Clerk
 - i. Discuss Town Meeting Continuance and Preparation
 - ii. Review and Approve Town Meeting 2026 Minutes
 - d. Housing Commission

- i. Appoint Martha Dale to Housing Commission
 - ii. Discuss Selectboard Liaison to Housing Commission
 - e. Wastewater Committee
 - i. Appoint Martha Dale to Wastewater Committee
 - ii. Discuss Selectboard Liaison to Wastewater Committee
 - f. Short Term Rental Committee
 - i. Appoint Martha Dale to the Short Term Rental Committee
 - g. Planning Commission
 - i. Update on By-Laws and next hearing Date (Pam Spaulding)
- 11. Transfer Station/Solid Waste Management
 - a. Updates
 - b. Review and Approve Risk Assessment Questionnaire
- 12. Old Business
 - a. Ratify Cynthia Grubb decision
 - b. Ratify Congressional directed spending
- 13. New Business
 - a. Discuss plan for hybrid meetings
- 14. Executive Session under 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 (Town Staffing) and 1 V.S.A. § 313 (a)(2)Negotiating or securing of real estate purchase or lease options.
- 15. Adjourn

Posted and distributed on March 13, 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

March 16, 2026

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THE Vermont Journal

February 10, 2026

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

Re: The paper of Record for Legal Advertising and Help Wanted

Dear Londonderry Selectboard,

The following is the Vermont Journal proposal for Legal and Help Wanted Advertising for the year of 2026 through March, 2027.

We propose the following rate:

1. \$15.00 per Column Inch for all legal and help wanted advertising
2. All help wanted advertising will placed in the help wanted section
3. All Legal Notices will be placed on our website www.vermontjournal.com free of charge when your notice is run in print

We cover the town of Londonderry by the US Post Office. I look forward to working with the Selectboard of Londonderry.

Shawntae Webb



Publisher

TOWN OF LONDONDERRY, VERMONT
SELECTBOARD RULES OF PROCEDURE
March 16, 2026

A. PURPOSE

The Selectboard of the Town of Londonderry, Vermont, is required by law to conduct its meetings in accordance with the Vermont Open Meeting Law - 1 V.S.A. §§ 310-314. Meetings of the Londonderry Selectboard must be open to the public at all times, except as provided in 1 V.S.A. § 313.

B. APPLICATION

This policy setting forth rules of procedure shall apply to the Selectboard of the Town of Londonderry, Vermont, which is referred to below as “the Board.” These rules shall apply to all regular, special, and emergency meetings of the Board.

C. ORGANIZATION

1. The Board shall annually elect a chair and a vice-chair. The chair of the Board or, in the chair’s absence, the vice-chair shall preside over all meetings. If both the chair and the vice-chair are absent, a member selected by the Board shall act as chair for that meeting.
2. The chair shall preserve order in the meeting and shall regulate its proceedings by applying these rules and making determinations about all questions of order or procedure.
3. A majority of the members of the Board shall constitute a quorum. If a quorum of the members of the Board is not present at a meeting, no meeting shall take place.
4. No single member of the Board shall have authority to represent or act on behalf of the Board unless, by majority vote, the Board has delegated such authority for a specific matter at a duly-noticed meeting and such delegation is recorded in the meeting minutes. Any decision or order approved by the Board may be signed by the chair or vice-chair on behalf of the Board as permitted by 24 V.S.A. § 1141.
5. Motions made by members of the Board require a second in order to be considered. The chair of the Board may make motions and may vote on all questions before the Board. A motion will only pass if it receives the votes of a majority of the total membership of the Board.
6. There is no limit to the number of times a member of the Board may speak to a question. A member may speak or make a motion only after being recognized by the chair. Motions to close or limit debate will not be entertained.
7. Any member of the Board may request a roll call vote. Pursuant to 1 V.S.A. § 312(a)(2), when one or more members attend a meeting electronically, a roll call vote is required for votes that are not unanimous.
8. Meetings may be recessed to a time and place certain.
9. These rules may be amended by majority vote of the Board, and must be readopted annually.

D. AGENDAS

1. Each regular and special meeting of the Board shall have an agenda, with time allotted for each item of business to be considered by the Board.
 - a. Members of the public, Town staff and officials who wish to add an item to the Board meeting agenda shall contact the Town Administrator no less than 5 days prior to the meeting to request inclusion on the agenda. Submittal of a completed Selectboard Agenda Item Request Form is strongly recommended.
 - b. Supporting information for consideration of the proposed agenda item must be submitted to the Town Administrator no less than 3 days before the meeting.
 - c. The chair shall determine the final content of the agenda.
2. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted at the following locations:
 - a. The Londonderry Town Office (Twitchell Building) - 100 Old School Street
 - b. The Londonderry Post Office - 5660 VT Route 100
 - c. The South Londonderry Post Office - 67 Main Street
 - d. The Town of Londonderry Website – www.londonderryvt.gov

The agenda must also be made available to any person who requests such agenda prior to the meeting.
3. All business shall be conducted in the same order as it appears on the noticed agenda, except that any addition to or deletion from the noticed agenda must be made as the first act of business at the meeting once it has been called to order, as required by 1 V.S.A. § 312(d)(3)(A). No additions to or deletions from the agenda shall be considered once the first act of business at the meeting has commenced. Any other adjustment to the noticed agenda, for example, changing the order of business, postponing or tabling actions, may be made by majority vote of the Board.
4. Any vote taken on an agenda item that has been added to a noticed agenda at the meeting, shall be placed on the agenda of the next regular or special meeting for ratification vote by the Board. Any such vote taken on an added agenda item shall remain in effect unless overturned by a ratification vote or other subsequent vote by the Board.

E. MEETINGS

1. Regular meetings of the Board shall take place on the first and third Monday of the month at 6:00 PM at the Londonderry Town Office (Twitchell Building) located at 100 Old School Street in South Londonderry. The Board may on occasion also hold regular meetings at other locations as it deems appropriate.
2. Special meetings of the Board shall be publicly announced at least 24 hours in advance by giving notice to all members of the Board unless previously waived; to an editor, publisher or news

director, or radio station serving the area; and to any person who has requested notice of such meetings. In addition, notices shall be posted at the locations noted in paragraph D.2., above.

3. Emergency meetings of the Board may be held without public announcement, without posting of notices, and without 24-hour notice to members, provided some public notice thereof is given as soon as possible before any such meeting. Emergency meetings may be held only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public Board.
4. A member of the Board may attend a regular, special, or emergency meeting of the Board by electronic or other means without being physically present at a designated meeting location, so long as the member identifies him or herself when the meeting is convened, and is able to hear and be heard throughout the meeting. Whenever one or more members attend electronically, voting that is not unanimous must be done by roll call. If a quorum or more of the Board attend a meeting (regular, special, or emergency) without being physically present at a designated meeting location, the agenda for the meeting shall designate at least one physical location where a member of the public can attend and participate in the meeting. At least one member of the Board, or at least one staff or designee of the Board, shall be physically present at each designated meeting location.

In cases where, due to an emergency declaration, it is in the public interest to hold meetings entirely remotely to ensure the health and safety of participants, the Board may do so provided that all public notice and participation requirements are followed.

5. Executive Session

- a. The Board may enter into executive session, in which the public is excluded, only in conformance with the provisions of 1 V.S.A. § 313. Executive session may only be held to consider one or more of the following:
 - 1) After making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage:
 - a. Contracts;
 - b. Labor relations agreements with employees;
 - c. Arbitration or mediation;
 - d. Grievances, other than tax grievances;
 - e. Pending or probable civil litigation or a prosecution, to which the public body is or may be a party;
 - f. Confidential attorney-client communications made for the purpose of providing professional legal services to the body;
 - 2) The negotiating or securing of real estate purchase or lease options;
 - 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;
- 4) A disciplinary or dismissal action against a public officer or employee; but nothing in this subsection shall be construed to impair the right of such officer or employee to a public hearing if formal charges are brought;
 - 5) A clear and imminent peril to the public safety;
 - 6) Records exempt from the access to public records provisions of section 316 of this title; provided, however, that discussion of the exempt record shall not itself permit an extension of the executive session to the general subject to which the record pertains;
 - 7) Security or emergency response measures, the disclosure of which could jeopardize public safety.
- b. In order to enter executive session, a majority of the Board members present shall make an affirmative vote to do so, the motion for which shall indicate the nature of the business of the executive session, and no other matter may be considered in the executive session. Such vote shall be taken in the course of an open meeting and the result of the vote recorded in the minutes.
- 1) No formal or binding action shall be taken in executive session except for actions relating to the securing of real estate options.
 - 2) Minutes of an executive session need not be taken, but if they are, the minutes shall, notwithstanding subsection 1 V.S.A. § 312(b), be exempt from public copying and inspection under the Public Records Act.
- c. Attendance in executive session shall be limited to members of the Board, and, in the discretion of the Board, its staff, clerical assistants and legal counsel, and persons who are subjects of the discussion or whose information is needed.
- d. Prior to entering executive session the Board shall not make any public declaration or statement of the presumption or assumption of any announcement or decision that may result from an executive session.

F. PUBLIC PARTICIPATION

1. All meetings of the Board are meetings in the public, not of the public. Members of the public shall be afforded a reasonable opportunity to express opinions about matters considered by the Board, so long as order is maintained according to these rules.
2. At the end of discussion of each agenda item, but before any action is taken by the Board at each meeting, there may be three (3) minutes afforded for open public comment. By majority vote, the Board may increase the time for open public comment and its place on the agenda. The chair may allow for public comment prior to the end of discussion on an agenda item at his or her discretion.
3. Comment by the public or members of the Board must be addressed to the chair or to the Board as a whole, and not to any individual member of the Board or public.

4. Members of the public must be acknowledged by the chair before speaking.
5. If a member of the public has already spoken on a topic, he or she may not be recognized again until others have first been given the opportunity to comment.
6. Order and decorum shall be observed by all persons present at the meeting. Neither members of the Board, nor the members of the public, shall delay or interrupt the proceedings or the peace of the meeting or interrupt or disturb any member while speaking. Members of the Board and members of the public are prohibited from making personal, impertinent, threatening, or profane remarks.
7. Members of the Board and members of the public shall obey the orders of the chair or other presiding member. The chair should adhere to the following process to restore order and decorum of a meeting, but may bypass any or all steps when he or she determines in his or her sole discretion that deviation from the process is warranted:
 - a. Call the meeting to order and remind the members of the applicable rules of procedure.
 - b. Declare a recess or table the issue.
 - c. Adjourn the meeting until a time and date certain.
 - d. Order the constable to remove disorderly person(s) from the meeting.

Adopted by the Town of Londonderry Selectboard at its meeting held on the 17th day of March 2025.

Town of Londonderry, Selectboard

Thomas Cavanagh

Taylor Prouty

James Ameden, Jr.

James Fleming

Leanne Alexander

These Rules of Procedure supersede those adopted by the Board on March 17, 2025.

DRAFT
Town of Londonderry, Vermont
Selectboard
Meeting Minutes
Monday, March 2, 2026, 6:00 PM
100 Old School Street, South Londonderry, VT 05155

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

Board members absent: None

Town Officials: Aileen Tulloch, Town Administrator; Sally Hesse, Selectboard Minute Taker; Will Goodman, Zoning Administrator; and John Hurd, Solid Waste Coordinator.

Others in Attendance: Pam Spaulding, Nester Beckwith, Gary Kleiman, and Amanda Thurber, GNAT-TV.

1. Call Regular Meeting to Order

Tom Cavanagh called the meeting to order at 6:03 p.m.

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

Taylor Prouty moved to add agenda items 9.c.ii (Discuss Planning Commission By-Law Hearing, 9.b.ii (Appoint Cynthia Gubb to Town Hall Renovation Committee) and 12.b (Approve Congressionally Directed Spending and letter of support), seconded by Martha Dale. The motion passed unanimously.

3. Minutes Approval - Meeting(s) of 02/17/2026

Taylor Prouty moved to approve the minutes of the Selectboard meeting of 02/17/2026, seconded by James Ameden. The motion passed unanimously.

4. Selectboard Pay Orders

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

5. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- KG Consulting submitted a pre-application for Phase 2 of South Village Wastewater Project funding with NBRC.
- A preliminary application to Becca Balint for Congressionally Directed Spending was submitted, and an application will also be submitted to Senator Welch if time allows.
- Town offices will be closed tomorrow for annual Town Meeting.
- The wife of Stephen Krei passed away last week. Krei is the engineer working on town flood proofing plan. His work will be delayed until mid-March.

The following correspondence can be found in the meeting packet:

- 2 weight permits were approved for Record Concrete and Hunter Excavating.
- 1 Liquor license event application.

6. Visitors and Concerned Citizens

None.

7. Liquor Commission

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

8. Roads and Bridges

a. Updates

Taylor Prouty gave the following updates:

- The Town still has a little salt.
- Jim Fleming commended the plowing throughout the season.

b. Approve Town/State Culvert Agreement (3178 Route 100)

Town Attorney Bob Fisher reviewed the agreement and tried to add a 15% cap on the estimate, but the state did not accept that change. Fisher approved this final version.

Taylor Prouty the Utility Relocation Agreement for Project Number Londonderry ER P23-1(228) and to reimburse the State an amount not to exceed \$15,000 for the cost of the utility relocation, seconded by James Ameden. The motion passed unanimously.

9. Town Officials Business

a. Windham Regional Commission

i. Appoint Gary Kleiman as a Londonderry Representative

The candidate described his experience coordinating state-level air quality work with organizations similar to the Windham Regional Commission and collaborating across multiple levels of government. Additional experience includes service on a planning board, including as chair in another town. Kleiman emphasized a systems-planning approach to town service, and Martha Dale's endorsement was noted.

Jim Fleming moved to appoint Gary Kleiman as a Representative to the Windham Regional Commission for a term of 1 year., seconded by Martha Dale. The motion passed unanimously.

b. Town Hall Renovation Committee

i. Review and Approve Window Restoration Proposal

The Town Hall Renovation Committee recommends accepting a bid from Valley Restoration after reviewing 3 proposals. Work will entail removing the existing window to restore sills and surround, which might reveal more work. The cost of this project will be covered by MERP funding.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – March 2, 2026

Martha Dale moved to accept the proposal from Valley Restoration LLC to provide services relating to Town Hall Window Restoration, estimated to cost \$85,300 and 2) authorize the Town Administrator to execute any and all documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Jim Fleming. The motion passed unanimously.

ii. Appoint Cynthia Gubb

Application came in today for Town Hall Renovation Committee Representative. There is one space available and the committee agreed to appoint Cynthia Gubb.

Jim Fleming moved to appoint Cynthia Gubb as a Representative to the Town Hall Renovation Committee for a term of 1 year, seconded by James Ameden. The motion passed unanimously.

c. Planning Commission

i. Re-appoint Trevor Powers

Powers is up for reappointment and completed the required application.

Martha Dale moved to re-appoint Trevor Powers as a member of the Planning Commission for a term of 3 years, seconded by Taylor Prouty. The motion passed unanimously.

ii. Discuss Planning Commission By-Law Hearing

A Londonderry resident asked if Planning Commission by-law hearings are required to be posted on the Town website. Zoning Administrator Will Goodwin explained that statute requires agendas and minutes to be posted on the website within 48 hours but does not mandate online posting of by-law hearing notices. Goodwin contacted the Town Attorney and the Vermont League of Cities and Towns and is waiting to hear back with additional guidance. Moving forward, Planning Commission Hearing Notices will be posted on the Town website. It was noted that the referenced hearing is now posted online, and the agenda was warned properly.

10. Transfer Station/Solid Waste Management

a. Updates

- None.
- Pam Spaulding asked for an update on electric work and zero sort container at the Transfer Station. The Committee reported that work is delayed due to GMP work in the area.

b. Approve Non-profit waiver transfer slate

Esther Fishman, previous Solid Waste Coordinator, confirmed that non-profit Transfer Station waivers don't need to come before the board again once approved. The Selectboard suggested reviewing the spreadsheet of organizations granted waivers once a year.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – March 2, 2026

Martha Dale moved to approve transfer station waivers for the slate of non-profits presented for a period of one year, seconded by James Ameden. The motion passed unanimously.

11. Old Business

None.

12. New Business

a. Furnace Repair

It was reported that the noise heard at the previous Selectboard meeting was caused by the furnace. Gordon Searles, retained for Town Office repairs, identified snow buildup on the outdoor furnace fans, with one fan no longer functioning. The Board discussed improving snow removal at the Town Office, and Taylor will speak with the road crew about assisting as needed. Aileen Tulloch will draft a maintenance checklist, which Taylor Prouty will review with the Road Foreman .

b. Congressional Letter of Support

Aileen Tulloch sent emails to all 3 Vermont federal representatives for Congressionally Directed Spending, and she received responses from Balint and Welch. Approval and a Letter of Support are required from the Selectboard for Tulloch to pursue the funding. Martha Dale noted that regardless of outcome, this is a good way to get in front of federal legislators.

Martha Dale moved to grant approval to the Town Administrator to apply for Congressionally Directed Spending and to authorize the Chair to sign any needed Letters of Support on behalf of the Selectboard, seconded by Jim Fleming. The motion passed unanimously.

13. Executive Session 1 V.S.A. § 313 (a)(2) Negotiating or securing of real estate purchase or lease options.

Martha Dale moved to enter Executive Session and invite Town Administrator Aileen Tulloch to attend, seconded by Jim Fleming. The motion passed unanimously.

Executive Session entered at 6:44 p.m.
Executive Session ended at 7:10 p.m.

Town of Londonderry, Vermont
Selectboard Meeting Minutes - March 2, 2026

14 . Adjourn

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

The meeting adjourned at 7:12 PM.

Respectfully Submitted,

Sally Hesse, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh



TO: Derek Kenison, VTrans Municipal Assistance Project Manager

FROM: Briana Cronin, Hoyle Tanner Project Engineer

DATE: March 5, 2026

SUBJECT: Bid Analysis

PROJECT: Londonderry Spring Hill Road Culvert Replacement, TAP TA23(23)

CONTRACTOR: Hunter Excavating Inc.

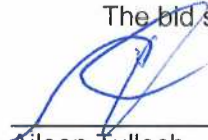
BID OPENING DATE: February 26, 2026


ANALYSIS BY: Briana Cronin, Hoyle Tanner Project Engineer

ANALYSIS COMPLETED DATE: March 4, 2026

Bids submitted for this contract have been reviewed for reasonable conformance with the engineer's estimated prices, resulting in the following recommendation.

- The bid should be accepted. Analysis has failed to indicate an advantage to the contractor with corresponding disadvantage to the State.
- The bid should be rejected for the following reason(s):

APPROVED:  _____ Date: 3/6/26
 Aileen Tulloch
 Town of Londonderry, Town Administrator

APPROVED:  _____ Date: 3/9/2026
 DocuSigned by:
Ande DeForge
 E1D97CCB7D15465...
 Derek Kennison
 VTrans Municipal Assistance Project Manager

Attachment:
 cc: Design File

PROJECT: Londonderry Spring Hill Road TAP TA23(23)
CONTRACTOR: Hunter Excavation Inc.
ANALYSIS BY: Briana Cronin, PE, Hoyle Tanner Associates, Project Engineer
ANALYSIS COMPLETED DATE: March 4, 2026

GENERAL OBSERVATIONS:

Engineer's Estimate: \$791,888.00
 Low Bid: \$559,973.50
 Difference: -\$231,914.50 or 29.29%

The subject project was estimated at \$791,888.00. There were a total of seven bidders, three bids were lower than the engineer's estimate and four bids were higher than the engineer's estimate. These bids ranged from \$559,973.50 to \$985,735.20.

For the purposes of this bid analysis, only the construction items that were overbid or underbid by \$7,918.88 or more in cost between the engineer's estimate and the low bid price were analyzed. This amount (\$7,918.88) represents 1.00% of the low bid price. The low bid unit prices not included in this range were reviewed and no outliers were present, meaning that these items of lesser dollar amounts can be considered insignificant.

As indicated and discussed in the attached sheets, several unit bid prices varied from the engineer's estimate, yet this analysis has failed to reveal any unbalancing of low bid unit prices by the Contractor and therefore recommend that this bid be accepted.

Item Number: 204.2500
Item Description: Structure Excavation
Estimated Quantity: 830 CY

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$40.00	\$33,200.00	\$30.00	\$24,900.00	- \$8,300.00

Description: The low bid unit price is lower than the regression price (estimate unit price) for this construction item. While the low bid unit price is lower than the regression price, it does fall within the range of the bid trend for projects of similar size and is consistent with the second and third low bidders with unit price bids of \$15 and \$45. The listed quantity of 830 CY has been verified. The bids varied from \$15.00 to \$75 and Hunter Excavating Inc's bid price was the fourth lowest of the bids. The lower difference in the bid unit price doesn't appear to present advantage to the Low Bidder. Recommend acceptance of low bid unit price.

Item Number: 404.1100
Item Description: Tack Coat, Emulsified Asphalt
Estimated Quantity: 8 CWT

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$90.00	\$720.00	\$306.00	\$2,448.00	+ \$1,728.00

Description: The low bid unit price is higher than the regression price (estimate unit price) for this construction item. While the low bid unit price is higher than the regression price and the second and third low bidders with unit price bids of \$50 and \$150, respectively, the quantity is a small quantity with little risk of overrun for the project. The listed quantity of 8 CWT has been verified. Recommend acceptance of low bid unit price.

PROJECT: Londonderry Spring Hill Road TAP TA23(23)
CONTRACTOR: Hunter Excavation Inc.
ANALYSIS BY: Briana Cronin, PE, Hoyle Tanner Associates, Project Engineer
ANALYSIS COMPLETED DATE: March 4, 2026

Item Number: 540.1000
Item Description: Precast Concrete Structure
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$350,000.00	\$350,000.00	\$312,155.00	\$312,155.00	- \$37,845.00

Description: The low bid unit price is lower than the regression price (estimate unit price) for this construction item. While the low bid unit price is lower than the regression price, it does fall within the range of the bid trend for projects of similar size and is consistent with the second and third low bidders with unit price bids of \$305,456 and \$350,000. It is a LUMP SUM item with little risk to being overrun. The lower difference in the bid unit price doesn't appear to present advantage to the Low Bidder. Recommend acceptance of low bid unit price.

Item Number: 613.0602
Item Description: E-Stone Fill, Type II
Estimated Quantity: 340 CY

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$90.00	\$30,555.00	\$48.00	\$16,296.00	- \$14,259.00

Description: The low bid unit price is lower than the regression price (estimate unit price) for this construction item. While the low bid unit price is lower than the regression price, it does fall within the range of the bid trend for projects of similar size and is consistent with the second and third low bidders with unit price bids of \$65 and \$50. The lower difference in the bid unit price doesn't appear to present advantage to the Low Bidder. The listed quantity of 340 CY has been verified. Recommend acceptance of low bid unit price.

Item Number: 614.1000
Item Description: Temporary Relocation of Stream
Estimated Quantity: 1 Each

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$60,000.00	\$60,000.00	\$15,860.00	\$15,860.00	- \$44,140.00

Description: The low bid unit price is lower than the regression price (estimate unit price) for this construction item. While the low bid unit price is lower than the regression price and the second and third low bidders with unit price bids of \$20,000 and \$50,000, it is an EACH item with little risk of being overrun. The listed quantity of 1 EACH has been verified. The lower difference in the bid unit price doesn't appear to present advantage to the Low Bidder. Recommend acceptance of low bid unit price.

PROJECT: Londonderry Spring Hill Road TAP TA23(23)
CONTRACTOR: Hunter Excavation Inc.
ANALYSIS BY: Briana Cronin, PE, Hoyle Tanner Associates, Project Engineer
ANALYSIS COMPLETED DATE: March 4, 2026

Item Number: 635.1100
Item Description: Mobilization/Demobilization
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$52,000.00	\$52,000.00	\$12,200.00	\$12,200.00	- \$39,800.00

Description: The low bid unit price is lower than the regression price (estimate unit price) for this construction item. While the low bid unit price is lower than the regression price, the contractor is local (2.9 miles from the site) to the project, reducing the cost of mobilization/demobilization to the project site. It is a LUMP SUM item with little risk to being overrun. The lower difference in the bid unit price doesn't appear to present advantage to the Low Bidder. Recommend acceptance of low bid unit price.

Item Number: 641.1100
Item Description: Traffic Control, All-Inclusive
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$15,000.00	\$15,000.00	\$3,650.00	\$3,650.00	- \$11,350.00

Description: The low bid unit price is lower than the regression price (estimate unit price) for this construction item. While the low bid unit price is lower than the regression price, the contractor is local (2.9 miles from the site) to the project, and their proximity to the with the project site may reducing the cost of implementing traffic control. It is a LUMP SUM item with little risk to being overrun. The lower difference in the bid unit price doesn't appear to present advantage to the Low Bidder. Recommend acceptance of low bid unit price.

Item Number: 651.1500
Item Description: Turf Establishment, General Seed
Estimated Quantity: 1850 SY

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$10.00	\$18,500.00	\$4.00	\$7,400.00	- \$11,100.00

Description: The low bid unit price is lower than the regression price (estimate unit price) for this construction item. While the low bid unit price is lower than the regression price, it does fall within the range of the bid trend for projects of similar size and is consistent with the second and third low bidders with unit bid prices of \$1.25 and \$1.50. The listed quantity of 1850 SY has been verified. The lower difference in the bid unit price doesn't appear to present advantage to the Low Bidder. Recommend acceptance of low bid unit price.

BID ANALYSIS
Spring Hill Road Culvert over Eddy Brook Londonderry, TAP TA23(23)
Town of Londonderry, VT
02/26/2026 at 2:00 P.M.

Item No.	Description	U of M	Quantity	Engineer's Estimate		LOW BID Hunter Excavating Inc.		LOW BID ITEM AMOUNT DIFFERENCE (A-PS&E)	% OF ENGINEERS ESTIMATE	2Aii -1% OF ESTIMATE JUSTIFICATION?	3A & B- 25% OF COST INCREASE / 75% COST REDUCTION JUSTIFICATION?	1% or 25%/75%
				Unit Price	Extension	Unit Price	Extension					
201.1	Clearing and Grubbing, Including Individual Trees and Stumps	LS	1	\$9,000.00	\$9,000.00	\$1,204.00	\$1,204.00	-\$7,796.00	86.62%		OK	
203.15	Common Excavation	CY	580	\$32.00	\$18,560.00	\$19.00	\$11,020.00	-\$7,540.00	40.63%		OK	
203.27	Unclassified Channel Excavation	CY	280	\$42.00	\$11,760.00	\$21.00	\$5,880.00	-\$5,880.00	50.00%		OK	
203.3	Earth Borrow	CY	20	\$32.00	\$640.00	\$21.00	\$420.00	-\$220.00	34.38%		OK	
203.35	Gravel Filter for Slope Stabilization	CY	50	\$55.00	\$2,750.00	\$56.00	\$2,800.00	\$50.00	-1.82%		OK	
204.25	Structure Excavation	CY	830	\$40.00	\$33,200.00	\$30.00	\$24,900.00	-\$8,300.00	25.00%	JUSTIFY	OK	Check
204.3	Granular Backfill for Structures	CY	180	\$72.00	\$12,960.00	\$58.00	\$10,440.00	-\$2,520.00	19.44%		OK	
210.1	Coarse-Milling, Bituminous Pavement	SY	180	\$36.00	\$6,480.00	\$12.00	\$2,160.00	-\$4,320.00	66.67%		OK	
301.25	Subbase of Crushed Gravel, Coarse Graded	CY	300	\$50.00	\$15,000.00	\$54.00	\$16,200.00	\$1,200.00	-8.00%		OK	
401.1	Aggregate Surface Course	CY	15	\$92.00	\$1,380.00	\$58.00	\$870.00	-\$510.00	36.96%		OK	
404.11	Tack Coat, Emulsified Asphalt	CWT	8	\$90.00	\$720.00	\$306.00	\$2,448.00	\$1,728.00	-240.00%		Investigate	Check
406.023	Bituminous Concrete Pavement, Type IIS, QA Tier III	TON	100	\$230.00	\$23,000.00	\$203.00	\$20,300.00	-\$2,700.00	11.74%		OK	
406.033	Bituminous Concrete Pavement, Type IIS, QA Tier III	TON	140	\$230.00	\$32,200.00	\$203.00	\$28,420.00	-\$3,780.00	11.74%		OK	
406.91	Pay Adjustment, BCP, Mixture Properties (N.A.B.I.)	DL	1	\$1.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%		OK	
406.92	Pay Adjustment, BCP, Mat Density (N.A.B.I.)	DL	1	\$1.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%		OK	
514.1	Water Repellent, Silane	GAL	5	\$140.00	\$700.00	\$137.00	\$685.00	-\$15.00	2.14%		OK	
519.2	Membrane Waterproofing, Torch Applied Sheet	SY	150	\$60.00	\$9,000.00	\$32.00	\$4,800.00	-\$4,200.00	46.67%		OK	
540.1	Precast Concrete Structure	LS	1	\$350,000.00	\$350,000.00	\$312,155.00	\$312,155.00	-\$37,845.00	10.81%	JUSTIFY	OK	Check
601.0915	18 Inch CPEP	LF	15	\$80.00	\$1,200.00	\$58.00	\$870.00	-\$330.00	27.50%		OK	
601.7015	18 Inch CPEPES	EACH	1	\$1,000.00	\$1,000.00	\$819.00	\$819.00	-\$181.00	18.10%		OK	
604.2	Precast Reinforced Concrete Catch Basin with Cast Iron Grate	EACH	1	\$8,800.00	\$8,800.00	\$4,522.00	\$4,522.00	-\$4,278.00	48.61%		OK	
613.0602	E-Stone Fill, Type II	CY	340	\$90.00	\$30,555.00	\$48.00	\$16,296.00	-\$14,259.00	46.67%	JUSTIFY	OK	Check
614.1	Temporary Relocation of Stream	EACH	1	\$60,000.00	\$60,000.00	\$15,860.00	\$15,860.00	-\$44,140.00	73.57%	JUSTIFY	OK	Check
621.01	Removal of Guardrail	LF	140	\$3.00	\$420.00	\$1.00	\$140.00	-\$280.00	66.67%		OK	
621.106	Steel Beam Guardrail	LF	230	\$33.00	\$7,590.00	\$34.00	\$7,820.00	\$230.00	-3.03%		OK	
621.152	Anchor for Steel Beam Guardrail	EACH	4	\$1,300.00	\$5,200.00	\$1,230.00	\$4,920.00	-\$280.00	5.38%		OK	
635.11	Mobilization/Demobilization	LS	1	\$52,000.00	\$52,000.00	\$12,200.00	\$12,200.00	-\$39,800.00	76.54%	JUSTIFY	OK	Check
641.11	Traffic Control, All-Inclusive	LS	1	\$15,000.00	\$15,000.00	\$3,650.00	\$3,650.00	-\$11,350.00	75.67%	JUSTIFY	OK	Check
641.17	Portable Changeable Message Sign Rental	DAY	200	\$40.00	\$8,000.00	\$11.00	\$2,200.00	-\$5,800.00	72.50%		OK	
651.15	Turf Establishment, General Seed	SY	1850	\$10.00	\$18,500.00	\$4.00	\$7,400.00	-\$11,100.00	60.00%	JUSTIFY	OK	Check
651.16	Turf Establishment, Specialty Seed	SY	25	\$10.00	\$250.00	\$9.00	\$225.00	-\$25.00	10.00%		OK	
651.35	Topsoil	CY	220	\$60.00	\$13,200.00	\$49.00	\$10,780.00	-\$2,420.00	18.33%		OK	
651.4012	Grubbing Material, 12 Inch	SY	165	\$20.00	\$3,300.00	\$14.00	\$2,310.00	-\$990.00	30.00%		OK	
653.01	EPSC Plan	LS	1	\$9,900.00	\$9,900.00	\$6,380.00	\$6,380.00	-\$3,520.00	35.56%		OK	
653.02	Monitoring EPSC Plan	HR	230	\$44.00	\$10,120.00	\$48.00	\$11,040.00	\$920.00	-9.09%		OK	
653.03	Maintenance of EPSC Plan (N.A.B.I.)	DL	1	\$4,600.00	\$4,600.00	\$1.00	\$1.00	-\$4,599.00	99.98%		OK	
653.1	Hay Mulch	TON	1	\$1,500.00	\$1,500.00	\$464.00	\$464.00	-\$1,036.00	69.07%		OK	
653.2001	Rolled Erosion Control Product, Type I	SY	1850	\$3.50	\$6,475.00	\$2.00	\$3,700.00	-\$2,775.00	42.86%		OK	
653.35	Stabilized Construction Entrance	CY	33	\$75.00	\$2,475.00	\$28.00	\$924.00	-\$1,551.00	62.67%		OK	
653.4001	Inlet Protection Device, Type I	EACH	1	\$350.00	\$350.00	\$205.00	\$205.00	-\$145.00	41.43%		OK	
653.4701	Silt Fence, Type I	LF	380	\$5.00	\$1,900.00	\$3.50	\$1,330.00	-\$570.00	30.00%		OK	
653.45	Filter Bag	EACH	1	\$700.00	\$700.00	\$275.00	\$275.00	-\$425.00	60.71%		OK	
653.55	Project Demarcation Fence	LF	750	\$2.00	\$1,500.00	\$1.25	\$937.50	-\$562.50	37.50%		OK	
690.03	Price Adjustment, Asphalt (N.A.B.I.)	DL	1	\$1.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%		OK	
Base Bid Total					\$791,888.00		\$559,973.50	-\$231,914.50	29.29%			

2Ai- 1% of Contract Total: **\$7,918.88**

Town of Londonderry, VT
Spring Hill Road Culvert Replacement

Estimated Project Budget

Project Expenditures

	Amount
Engineering (HTA contract)	\$ 180,223
Construction (Hunter Excavating contract)	\$ 559,973
Construction Inspection (GPI contract)	\$ 51,460
Municipal Project Management (WRC contract)	\$ 26,700
Total Project Cost	\$ 818,356

Grant Revenues

	Amount
VTrans Structures Grant (Closed Out 12/31/25)	\$ 143,217
TAP FY23 Grant (Awarded)	\$ 300,000
Total Project Grant Revenues	\$ 443,217

Local Funds

	Amount
Structures Grant 10% Local Match Requirement	\$ 15,913
TAP FY23 Grant 20% Local Match Requirement	\$ 75,000
Additional Local Funds Needed	\$ 284,226
Total Local Funds	\$ 375,139

NOTICE OF AWARD

Project Name/Number: _____

Description of Work:

The Owner has considered the Bid submitted by you for the above described WORK in response to its Invitation to Bid and Instructions to Bidders.

You are hereby notified that your Bid has been accepted in the amount of \$ _____

You are required by the Instructions to Bidders to execute the contract and provide the Performance Bond, Payment Bond, and certificate of insurance within 15 calendar days from the date of this Notice of Award.

Failure to comply with these conditions will result in the annulment of this award and/or forfeiture of the proposal guarantee/bid bond.

You are required to return an acknowledged copy of this Notice of Award to the Owner.

Dated this ____ day of _____, 20__

Town of _____, Vermont

Name _____

Title _____

Signature _____

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged this the ____ day of _____, 20__

By _____

Name: _____

(Signature)

Title _____



INVITATION TO PARTICIPATE IN VTRANS MUNICIPAL ROADS GRANTS-IN-AID PROGRAM **DUE: May 1st, 2026**

TO: Vermont Municipal Officials
FROM: Ross Gouin – VTrans Municipal Roads Grants-In-Aid Program Manager
RE: Letter of Intent to Participate in a Municipal Roads Grants-in-Aid Program:

The Vermont Agency of Transportation (VTrans) invites your municipality to participate in the Municipal Roads Grants-in-Aid Program for State Fiscal Year 2027 (SFY27). This program provides funding for municipalities to implement best management practices (BMPs) in compliance with the Vermont Department of Environmental Conservation (DEC) Municipal Roads General Permit (MRGP).¹

VTrans anticipates receiving funding to support BMP implementation under this program and intends to provide grant funds to participating Vermont municipalities that agree to the terms (see attached participation Letter of Intent). Your municipality must return the signed letter **by May 1st, 2026**, to be eligible (page 3 of this invitation letter).

VTrans will offer funding to participating municipalities to implement BMPs on hydrologically connected road segments that currently do not meet standards.² A municipality's funding award depends upon:

- Awards are contingent upon Municipalities being compliant with MRGP requirements at the time of award.
- The number of hydrologically connected roads, sorted into five-mile increments.; and
- The number of participating municipalities. Additional funds may become available should some municipalities decide not to participate. **Refer to the attached VTrans Base “SFY27 initial” Offer for your municipality to see the amount of funding you are eligible to receive.**

Grants-in-Aid awards will be made available through VTrans. Municipalities will submit reimbursement requests for work completed directly to VTrans and VTrans will reimburse up to 80% of the municipality's documented construction expenses, including in-kind support, for BMPs on hydrologically connected roads. At the discretion of each grantee, administration in support of these BMP's will also be an eligible expense, up to 10% of the total award, with a maximum not to exceed \$1500 per award.

Participating municipalities agree to:

- Execute a grant agreement with VTrans within 60 days of award notification.
- Prior to construction of the BMPs, **receive Construction Authorization from VTrans** to verify the appropriate location of the connected road segment and BMP(s) to meet MRGP standards.
- Construct the eligible BMPs on hydrologically connected roads to bring road segments into full compliance with MRGP standards.
- Complete the project by September 30, 2027.
- Submit all Performance Reports and Request reimbursement no later than 12/30/2027 (90 days from end of grant period). (All work eligible for reimbursement, including supportive work must be completed by 09/30/27.)
- Document project costs using VTrans Invoicing Format and provide a minimum of 20% local match (cash or in-kind) for BMP construction. Invoicing form will be available here: <https://vtrans.vermont.gov/highway/Municipal-Grant-in-aid-Program>
- Match for BMP construction can include in-kind contributions such as transportation, municipally-owned road equipment, crew labor, municipal staff time and other costs directly related to the BMP construction project.

¹ MRGP available at: <http://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>.

² Hydrologically connected roads are those that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands) as defined by the MRGP.

- Complete a post construction assessment of each road segment repaired and provide the post construction assessment to DEC using the MRGP portal/app and certify during the request for reimbursement, that the repaired road segments are fully compliant with MRGP. (Must be completed by 09/30/27)

Eligible BMPs according to the MRGP Standards:

- Grass and stone-lined drainage ditches and stone check-dams;
- Turnouts, cross culverts, and other disconnection and infiltration practices;
- Lowering of high road shoulders;
- Installation or replacement of drainage culverts and driveway culverts on non-perennial streams within right of way and installation of culvert headwalls and outlet stabilization;
- Stabilizing conveyance zones;
- Addressing gully erosion on Class 4 roads; and
- Addition of gravel to meet roadway/travel lane standards.
- Stabilizing catch basin outlets.

Do not move forward with construction of any project until written authorization is received from VTrans. No work completed prior to an executed grant agreement will be eligible for reimbursement.

If you have any questions about the VTrans Municipal Grants-in-Aid Program, please email grantsinaid@vermont.gov
For questions about the Municipal Roads General Permit please refer to the DEC website:

<http://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>.

We look forward to hearing from you soon.

Sincerely,



Ross Gouin
VTrans Grants in Aid Program Manager



LETTER OF INTENT TO PARTICIPATE IN THE SFY27 MUNICIPAL ROADS GRANTS-IN-AID PROGRAM

We, the Legislative Body of the Municipality of _____ certify that
the municipality will:

- Construct one or more road best management practices (BMPs) to bring connected road segments into full compliance with Municipal Roads General Permit (MRGP) standards, to be completed by September 30, 2027.
- Construct the road BMPs on hydrologically connected road segments – roads that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands). Refer to the Vermont Department of Environmental Conservation (DEC) map layer for *hydrologically connected* municipal roads in Vermont. This map layer is available at: <http://anr.vermont.gov/maps/nr-atlas>.
- Prior to construction of the BMPs, **receive Construction Authorization from VTrans** to verify the appropriate location of the connected road segment and BMP(s) to meet MRGP standards.
- Post a Clean Water Project sign during construction (select projects only).
- Provide a minimum of 20% local match (in-kind and/or cash). Match can include quantified in-kind contributions such as transportation, municipally owned road equipment, crew labor, municipal staff time and other costs directly related to the BMP construction project as part of this program. Funds from other federal or state grant programs or local match for those other federal and state grant programs cannot be included as match.
- Complete all reporting and invoicing requirements using the VTrans requested format.
- Submit all Performance Reports and Request reimbursement no later than 12/30/2027 (90 days from end of grant period).
- Complete a post construction assessment of each road segment repaired and provide the post construction assessment to DEC using the MRGP portal/app and certify during the request for reimbursement, that the repaired road segments are “fully compliant” with MRGP.

_____ Date: _____
(Duly Authorized Representatives)

Municipality: _____

Primary Contact Name: _____

Address: _____
Street Address *Town* *Zip*

Email: _____ Phone: _____

Town Clerk (2nd contact): _____ Email: _____

Unique Entity Identifier (SAM #): _____ Fiscal Year End Month (MM): _____

Note: Primary Contact is responsible for grant execution on Town’s behalf, Secondary Contact must be Town Clerk.

This form must be submitted via email by May 1st, 2026, to indicate participation.

Return signed Letter of Intent to: VTrans Municipal Roads Grants-in-Aid Program, c/o VTrans Municipal Assistance Program, via email: Grantsinaid@vermont.gov

This is a letter of intention to participate only. THIS IS NOT A GRANT, CONTRACT or AGREEMENT.

SFY 2027 Municipal Roads Grants-in-Aid Program initial Offer Based on 100% participation
Based on estimated hydrologically connected road miles, subject to available funding

Municipality Name	State Estimate: Connected road mile by range	SFY27 VTrans Initial Base Offer	20% Local Match (Cash or In-kind)	Total
Addison	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Albany	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Alburgh	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Andover	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Arlington	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Athens	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Bakersfield	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Baltimore	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Barnard	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Barnet	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Barre City	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Barre Town	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Barton Town	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Barton Village	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Belvidere	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Bennington	<50-55	\$30,000.00	\$7,500.00	\$37,500.00
Benson	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Berkshire	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Berlin	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Bethel	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Bloomfield	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Bolton	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Bradford Town	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Braintree	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Brandon	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Brattleboro	<55-60	\$33,000.00	\$8,250.00	\$41,250.00
Bridgewater	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Bridport	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Brighton	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Bristol Town	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Brookfield	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Brookline	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Brownington	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Burke	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Burlington	<50-55	\$30,000.00	\$7,500.00	\$37,500.00
Cabot	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Calais	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Cambridge	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Canaan	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Castleton	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Cavendish	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Charleston	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Charlotte	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Chelsea	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Chester	<50-55	\$30,000.00	\$7,500.00	\$37,500.00
Chittenden	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Clarendon	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Colchester	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Concord	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Corinth	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Cornwall	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Coventry	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Craftsbury	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Danby	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Danville	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Derby Line Village	<00-03	\$4,500.00	\$1,125.00	\$5,625.00
Derby Town	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Dorset	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Dover	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Dummerston	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Duxbury	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
East Haven	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
East Montpelier	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Eden	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Elmore	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Enosburg Falls Village	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Enosburg Town	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Essex Junction City	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Essex Town	<65-70	\$37,000.00	\$9,250.00	\$46,250.00
Fair Haven	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Fairfax	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Fairfield	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Fairlee	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Fayston	<20-25	\$12,000.00	\$3,000.00	\$15,000.00

Ferrisburgh	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Fletcher	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Franklin	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Georgia	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Glover	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Goshen	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Grafton	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Granby	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Grand Isle	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Granville	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Greensboro	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Groton	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Guildhall	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Guilford	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Halifax	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Hancock	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Hardwick Town	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Hartford	<60-65	\$35,000.00	\$8,750.00	\$43,750.00
Hartland	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Highgate	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Hinesburg	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Holland	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Hubbardton	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Huntington	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Hyde Park	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Ira	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Irasburg	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Isle La Motte	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Jamaica	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Jay	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Jericho	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Johnson	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Killington	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Kirby	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Landgrove	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Leicester	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Lemington	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Lincoln	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Londonderry	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Lowell	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Ludlow Town	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Ludlow Village	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Lunenburg	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Lyndon	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Maidstone	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Manchester Town	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Manchester Village	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Marlboro	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Marshfield	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Mendon	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Middlebury	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Middlesex	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Middletown Springs	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Milton	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Monkton	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Montgomery	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Montpelier	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Moretown	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Morgan	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Morristown	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Mount Holly	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Mount Tabor	<00-03	\$4,500.00	\$1,125.00	\$5,625.00
New Haven	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Newark	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Newbury	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Newfane	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Newport City	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Newport Town	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
North Bennington	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
North Hero	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
North Troy	<00-03	\$4,500.00	\$1,125.00	\$5,625.00
Northfield	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Norton	<00-03	\$4,500.00	\$1,125.00	\$5,625.00
Norwich	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Old Bennington	<00-03	\$4,500.00	\$1,125.00	\$5,625.00
Orange	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Orleans	<05-10	\$6,000.00	\$1,500.00	\$7,500.00

Orwell	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Panton	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Pawlet	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Peacham	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Peru	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Pittsfield	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Pittsford	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Plainfield	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Plymouth	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Pomfret	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Poultney Town	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Poultney Village	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Pownal	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Proctor	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Putney	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Randolph	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Reading	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Readsboro	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Richford Town	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Richmond Town	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Ripton	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Rochester	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Rockingham	<55-60	\$33,000.00	\$8,250.00	\$41,250.00
Roxbury	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Royalton	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Rupert	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Rutland City	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Rutland Town	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Ryegate	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Salisbury	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Sandgate	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Searsburg	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Shaftsbury	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Sharon	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Sheffield	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Shelburne	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Sheldon	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Shoreham	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Shrewsbury	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
South Burlington	<65-70	\$37,000.00	\$9,250.00	\$46,250.00
South Hero	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Springfield	<60-65	\$35,000.00	\$8,750.00	\$43,750.00
St Albans City	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
St Albans Town	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
St George	<00-03	\$4,500.00	\$1,125.00	\$5,625.00
St Johnsbury	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Stamford	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Stannard	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Starksboro	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Stockbridge	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Stowe	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Strafford	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Stratton	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Sudbury	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Sunderland	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Sutton	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Swanton Town	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Swanton Village	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Thetford	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Tinmouth	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Topsham	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Townshend	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Troy	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Tunbridge	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Underhill	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Vergennes	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Vernon	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Vershire	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Victory	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Waitsfield	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Walden	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Wallingford	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Waltham	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Wardsboro	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Warren	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Washington	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Waterbury	<25-30	\$15,000.00	\$3,750.00	\$18,750.00

Waterford	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Waterville	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Weathersfield	<35-40	\$21,000.00	\$5,250.00	\$26,250.00
Wells	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Wells River	<00-03	\$4,500.00	\$1,125.00	\$5,625.00
West Fairlee	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
West Haven	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
West Rutland	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
West Windsor	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Westfield	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Westford	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Westminster	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Westmore	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Weston	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Weybridge	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Wheelock	<10-15	\$7,000.00	\$1,750.00	\$8,750.00
Whiting	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Whitingham	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Williamstown	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Williston	<40-45	\$24,000.00	\$6,000.00	\$30,000.00
Wilmington	<30-35	\$18,000.00	\$4,500.00	\$22,500.00
Windham	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Windsor	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Winhall	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Winooski	<15-20	\$9,000.00	\$2,250.00	\$11,250.00
Wolcott	<20-25	\$12,000.00	\$3,000.00	\$15,000.00
Woodbury	<25-30	\$15,000.00	\$3,750.00	\$18,750.00
Woodford	<03-05	\$5,000.00	\$1,250.00	\$6,250.00
Woodstock Town	<45-50	\$27,000.00	\$6,750.00	\$33,750.00
Woodstock Village	<05-10	\$6,000.00	\$1,500.00	\$7,500.00
Worcester	<10-15	\$7,000.00	\$1,750.00	\$8,750.00



LETTER OF INTENT TO PARTICIPATE IN THE SFY27 MUNICIPAL ROADS GRANTS-IN-AID PROGRAM

We, the Legislative Body of the Municipality of Londonderry certify that the municipality will:

- Construct one or more road best management practices (BMPs) to bring connected road segments into full compliance with Municipal Roads General Permit (MRGP) standards, to be completed by September 30, 2027.
- Construct the road BMPs on hydrologically connected road segments – roads that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands). Refer to the Vermont Department of Environmental Conservation (DEC) map layer for *hydrologically connected* municipal roads in Vermont. This map layer is available at: <http://anr.vermont.gov/maps/nr-atlas>.
- Prior to construction of the BMPs, **receive Construction Authorization from VTrans** to verify the appropriate location of the connected road segment and BMP(s) to meet MRGP standards.
- Post a Clean Water Project sign during construction (select projects only).
- Provide a minimum of 20% local match (in-kind and/or cash). Match can include quantified in-kind contributions such as transportation, municipally owned road equipment, crew labor, municipal staff time and other costs directly related to the BMP construction project as part of this program. Funds from other federal or state grant programs or local match for those other federal and state grant programs cannot be included as match.
- Complete all reporting and invoicing requirements using the VTrans requested format.
- Submit all Performance Reports and Request reimbursement no later than 12/30/2027 (90 days from end of grant period).
- Complete a post construction assessment of each road segment repaired and provide the post construction assessment to DEC using the MRGP portal/app and certify during the request for reimbursement, that the repaired road segments are “fully compliant” with MRGP.

Date: _____

(Duly Authorized Representatives)

Municipality: Londonderry

Primary Contact Name: Aileen Tulloch

Address: 100 Old School Street S. Londonderry 05155
Street Address Town Zip

Email: townadmin@londonderryvt.org Phone: 8028243356

Town Clerk (2nd contact): Allison Marino Email: townclerk@londonderryvt.org

Unique Entity Identifier (SAM #): U7XXDN8D9MW3 Fiscal Year End Month (MM): 06

Note: Primary Contact is responsible for grant execution on Town’s behalf, Secondary Contact must be Town Clerk.

This form must be submitted via email by May 1st, 2026, to indicate participation.

Return signed Letter of Intent to: VTrans Municipal Roads Grants-in-Aid Program, c/o VTrans Municipal Assistance Program, via email: Grantsinaid@vermont.gov

This is a letter of intention to participate only. THIS IS NOT A GRANT, CONTRACT or AGREEMENT.

State of Vermont
Maintenance and Fleet Division
District 2
870 US Route 5
Dummerston, VT 05301
vtrans.vermont.gov

[phone] 802-254-5011
[fax] 802-251-2000
[ttd] 800-253-0191

February 1, 2026

RE: FY 2027 Town Highway Grants / Bridge Inspections / Annual Town Financial Plan and Meeting / Town Road and Bridge Standards Certification of Compliance / Class 2 Centerline Line Pavement Marking Letter

Please note that the information in this packet is time sensitive!

Dear Town Official(s):

Town Highway Grant Programs

It is anticipated that the Town Highway grant program will resume this year, so applications are now being accepted. Attached is the FY 2027 Municipal Highway Grant Application. This form is to be used to apply for **both** the Town Highway Structures Grant program and the Town Highway Class 2 Roadway Grant program; a separate application needs to be submitted for each project. **Town highway grants applications are due back to District 2 no later than April 15, 2026.** They may be mailed or sent via e-mail to marc.pickering@vermont.gov. Grant awards will be made based on several factors, including, but not limited to, whether the town has received recent grants, the completeness of the submittal, and the overall condition of the existing structure(s) or roadway that the town is requesting the grant for. Other factors being equal, applications submitted by the April 15 due date will receive higher priority.

Town Bridge Inspections

REMINDER.... the town's bridge inspection reports can be found using the VTransparency website. The link is as follows: <https://vtransparency.vermont.gov/>. There will then be two selections for accessing bridge inspections – one where a search can be done by town and the other through a map.

TA 60 Annual Town Financial Plan

In accordance with Title 19 VSA Section 306(j), municipalities must complete a TA 60 Annual Financial Plan (a blank one is enclosed). The town is reminded that to qualify for any of the Agency's grant-related programs, a copy of the town's **current** Annual Financial Plan must be on file at the District 2 office. Districts will meet with **town officials** of each municipality within **60 days** of Town Meeting; this meeting can be held in person, virtually or over the phone. Typically, meetings are used to review the Annual Town Financial Plan, get status reports on any grant program projects previously approved or recently submitted, and review the town's plan for the maintenance and construction of town highways for the ensuing year. The town can either elect to fill the TA 60 out and submit with any town highway grant applications or wait for our annual meeting to review and complete together. **To set up a time for the annual meeting, please call Meghan Brunk at (802) 275-2082.**

Town Road and Bridge Standards – Certification of Compliance for Town Road and Bridge Standards

The 2019 State-approved town road and bridge standards template was rolled out in June of 2019. The adoption of this template enables towns to be eligible for higher ERAF share and the 10% “incentive” for the Town Highway Structures and Class 2 Roadway grant programs – most towns within District 2 did adopt the 2019 standards; if a town has questions about this, please feel free to reach out.

Each year towns must certify that they have road and bridge standards and that they follow them. This is an annual requirement regardless of which standards a town has adopted. Included is the annual Certification of Compliance. This needs to be signed and submitted back to the district.

Class 1 and Class 2 Centerline Pavement Marking Letter

As in previous years, VTrans will be painting centerline on Class 1 and Class 2 highways. Towns should utilize the email on the attached letter with their schedule for repairing and retreatment of these town highways.

Town Contact Information

Lastly, please fill out the Town Contact Information Sheet so that we can keep our information current. It can be emailed to meghan.brunk@vermont.gov.

If you have questions regarding any of the above information, please do not hesitate to call Marc Pickering at (802) 380-0190. Thank you!

Sincerely,

Marc Pickering
District Project Manager

Enclosures:

FY 2027 Municipal Highway Grant Application
TA60 Annual Town Financial Plan
Certification of Compliance for Town Road and Bridge Standards/Network Inventory
Class 2 Centerline Pavement Marking Letter
Town Contact Information Sheet

Municipality has adopted Codes & Standards that meet or exceed the State approved template? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Municipality has a current Network Inventory? YES NO	
Municipality <u>MUST</u> complete the following environmental resource checklist:	
EXISTING STRUCTURES: (check all that apply)	
<input type="checkbox"/> Steel Tube Culvert	<input type="checkbox"/> Concrete Box Culvert
<input type="checkbox"/> Stone Culvert	<input type="checkbox"/> Concrete Bridge
<input type="checkbox"/> Ditch	<input type="checkbox"/> Rolled Beam/Plate Girder Bridge
<input type="checkbox"/> Metal Truss Bridge	<input type="checkbox"/> Wooden Covered Bridge
<input type="checkbox"/> There are foundation remains, mill ruins, stone walls or other	Masonry Structure
<input type="checkbox"/> Stone Abutments or Piers	<input type="checkbox"/> Buildings (over 50 yrs old) within 300 feet of work
Other:	
PROJECT DESCRIPTION: (check all that apply)	
<input type="checkbox"/> The project involves engineering / planning only	<input type="checkbox"/> The project consists of repaving existing paved surfaces only
<input type="checkbox"/> The project consists of reestablishing existing ditches only within existing footprint	<input type="checkbox"/> All work will be done from the existing road or shoulder
<input type="checkbox"/> The structure is being replaced on existing location / alignment	<input type="checkbox"/> There will be excavation within 300 feet of a river or stream
<input type="checkbox"/> New structure on new alignment	<input type="checkbox"/> Repair/Rehab of existing structure
<input type="checkbox"/> There will be excavation within a flood plain	<input type="checkbox"/> Road reclaiming, reconstruction, or widening
<input type="checkbox"/> Tree cutting / clearing	<input type="checkbox"/> Temporary off-road access is required
<input type="checkbox"/> New ditches will be established	<input type="checkbox"/> The roadway will be realigned
The municipality has included photos of the project. Must show infrastructure and surrounding features as much as possible. <input type="checkbox"/> YES <input type="checkbox"/> NO	

Below this line to be filled in by VTrans staff:

Recommended Award Amount:

District Staff Approval: (name) _____ Date: _____

Note:

Projects may involve impacts to protected historic or archaeological resources. For more information, responsible parties are encouraged to contact the District staff.

**Certification of Compliance
for
Town Road and Bridge Standards
and
Network Inventory**

We, the Legislative Body of the Municipality of _____ certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on _____, 20____.

We further certify that our adopted standards do do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we do do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

_____ Date: _____

(Duly Authorized Administrator)

For a summary of your community’s road and bridge information please visit: tinyurl.com/rdsinfo

State of Vermont
Office of the Secretary
219 North Main Street
Barre, VT 05641
vtrans.vermont.gov

[phone] 802-476-2690
[fax] 802-479-2210
[ttd] 802-253-0191

Agency of Transportation

To Whom It May Concern,

In accordance with Title 19, Vermont Statutes Annotated, Sections 1109-1110, the Transportation Board has made and promulgated a rule to prevent the abuse of highways from November 15th to December 31st and January 1st to May 15th inclusive, in each year, or until adoption and announcement of any modification to the rule, two copies of which are enclosed herewith. In accordance with Section 12 of Act no. 246 of 1990, this rule is now administered by the Agency of Transportation.

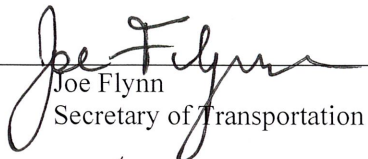
In reading over these Sections, you will note:

- a) This rule does not become effective in a particular town until it has been filed with the Select board, and
- b) Posted by the Select board in two public places, such as bulletin board at the Town Hall, or the office of the Town Clerk or Town Treasurer. Posted on privately owned property does not, in most cases, meet the legal requirements. The attached rule is sent to you for this purpose if you have occasion to use it.
- c) The road to be protected must also be posted at each end with suitable conspicuous notices.

	Town Highways (Classes 2, 3 and 4)
Two-axle trucks	15,000 lbs
Three-axle trucks	18,000 lbs
Tractor-trailer units	20,000 lbs

If there are any roads in your town on which it is advisable to limit the loads from November 15th to December 31st and January 1st to May 15th, it will be necessary for you to post these two notices as outlined above. The conspicuous notices for each end of the road affected may be procured from your District Transportation Administrator.

Vermont Agency of Transportation
Montpelier, VT

By 
Joe Flynn
Secretary of Transportation

Date 1/16/2026
Rule 118-4



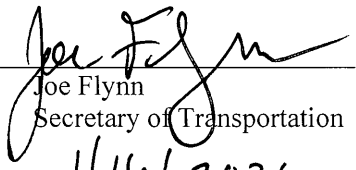
NOTICE

Pursuant to the Title 19, Vermont Statutes Annotated, Sections 1109-1110, the State Transportation Board has made and promulgated the following rule, now administered by the Agency of Transportation, in accordance with Section 12 of Act No. 246 of 1990.

In order to prevent the abuse of any highway, or portion thereof, posted under the provisions of these Sections from November 15th to December 31st and from January 1st to May 15th, inclusive, in each year, or until adoption and announcement of any modifications of said rules, no vehicle having a weight, including vehicle and load, in excess of the weights specified below, shall be operated on any part of the following classes of highways, which are posted under the provisions of these Sections:

	State Highways	Town Highways (Classes 2, 3, and 4)
Two-axle Trucks	20,000 lbs	15,000 lbs
Three-axle Trucks	30,000 lbs	18,000 lbs
Tractor Trailer Units	40,000 lbs	20,000 lbs

Vermont Agency of Transportation
Montpelier, VT

By 
Joe Flynn
Secretary of Transportation
Date 1/16/2024

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS
19 V.S.A. § 306(j)

TA-60

of _____ Fiscal Year _____ Begin _____ End _____

INCOME

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1	\$
Class 2	\$
Class 3	\$
Town Tax Funds – 19 V.S.A. Section 307	\$
Special Funds (e.g., bonds or earmarks):	
a.	\$
b.	\$
c.	\$
TOTAL	\$

EXPENSES

DESCRIPTION	ESTIMATED
Winter Maintenance	\$
Non-Winter Maintenance	\$
Major Construction Projects	
a.	\$
b.	\$
c.	\$
TOTAL	\$

Comments:

This form shall be signed by the appropriate town officials and forwarded to the District Transportation Administrator.

TA-60 Rev 09-13

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS

TA-60

19 V.S.A. § 306(j)
(page 2)

We, the Legislative Body of the Municipality of _____ certify
that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00**
per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

_____ Date: _____

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

_____ Date: _____

District Transportation Administrator

Non-Winter Expenses

+	\$	263,977	Total summer roads	
-	\$	4,000	Uniforms	
-	\$	4,000	Travel & meetings	
+	\$	89,200	Summer highway equipment maintenance	NOTE: include highway
+	\$	255,500	Total summer highway construction	
-	\$	3,000	Better roads grant expense	
-	\$	4,000	Highway Repairs (Storm Related)	
-	\$	17,500	Calcium Chloride	
+	\$	45,000.00	45% Highway Equipment Reserve Fund	

\$ 621,177 Total Non-Winter

Winter Expenses

+	\$	212,940	Total winter roads	
-	\$	4,000	Uniforms	
-	\$	1,200	Travel & meetings	
+	\$	52,000	Total winter highway equipment maint	
+	\$	307,500	Total winter highway construction	
+	\$	55,000	55% Highway Equipment Reserve Fund	

\$ 622,240 Total Winter

Town of Londonderry, Vermont

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

INVITATION TO BID

RFP NO. 2026-02

DATE: February 13, 2026

PROJECT TITLE: Pingree Park Tennis Court Replacement

PROPOSAL DUE DATES: Bid proposals are due by Thursday, **March 5th** no later than 2:00 PM. See section 5 for specific directions on bid submission.

ESTIMATED TIME PERIOD FOR CONTRACT: All services must be completed by May 15, 2027.

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 Tennis Court Replacement at Pingree Park, located at 36 Pingree Park Rd, Londonderry VT.

2. SCOPE OF WORK

The Town is seeking a qualified contractor to provide the following services as specified below. **A detailed description of the work planned and materials used is expected.**

A. Excavation:

1. Remove existing asphalt court and fencing. Haul away and dispose off site.
2. Prep foundation for single tennis court to court company specs.
3. Repair disturbed areas with screened topsoil, seed, and mulch after project is complete.

B. Fencing:

1. Supply and install approximately 360 linear ft of 10 foot high fencing with two gates and pole base below frost line (5'6").

C. Paving:

1. Total area of 1 tennis court to court company specs.

D. Tennis Court:

1. Finish surface to company's recommendation.
2. Supply and install tennis net.
3. Paint regulation white lines and 4 sets of color coded pickleball lines.

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

Contractor may opt to bid on items A-D or separately.

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 6) 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 Tennis Court Replacement”** 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 the subject location with a Town representative prior to bidding, please contact Liam Elio, Mountain Towns Recreation Director, at 802-824-3356, ext.8, March 4, 2026**

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 will commence Fall 2026, date TBD and be completed no later than May 15, 2027, as weather conditions dictate.

Bid Proposal Form is on following page

8. BID PROPOSAL FORM

Due: March 5, 2026 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 PRICE
A. Excavation:	\$
B. Fencing:	\$
C. Paving:	\$
D. Tennis Court:	\$
---Or---	
Items A-D inclusive:	\$

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]

8. BID PROPOSAL FORM

Due: March 5, 2026 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 PRICE
A. Excavation:	\$ 45,810.00
B. Fencing:	\$ 28,720.00
C. Paving:	\$ included in sitework
D. Tennis Court:	\$ 15,886.00
---Or---	
Items A-D inclusive:	\$ 90,416.00

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: Advantage Tennis, Inc

Authorized Representative: Shawn Timson

Address: PO Box 73, Passumpsic, VT 06861

Phone: 802-473-0970

Email: shawn@advantagetennis.net

Signature:  **Date:** 3/5/2026

[END OF DOCUMENT]

8. BID PROPOSAL FORM

Due: March 5, 2026 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 PRICE
A. Excavation:	\$
B. Fencing:	\$
C. Paving:	\$
D. Tennis Court:	\$
---or---	
Items A-D inclusive:	\$ 124,700

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: Pine State Courts a Division of Pine State Asphalt Inc

Authorized Representative: Greg Aucoin

Address: 20 Arrowhead Pass Windham, ME 04062

Phone: 207-292-1336

Email: greg@pinestateasphalt.com

Signature:  **Date:** 3/2/2026

[END OF DOCUMENT]



Pine State Asphalt & Athletic Courts

Greg Aucoin
20 Arrowhead Pass
Windham, ME 04062
207-292-1336
greg@pinestateasphalt.com

Date: March 3, 2026

Town of Londonderry
Selectboard / Recreation Committee

Pingree Park Tennis Court Replacement Project – Pingree Park

Dear Members of the Selectboard and Recreation Committee,

Pine State Asphalt & Athletic Courts appreciates the opportunity to submit our proposal for the Pingree Park Tennis Court Replacement Project. We value the Town's continued investment in community recreation and welcome the opportunity to deliver a durable, high-performance facility.

Tennis court construction is highly specialized work. The asphalt layer serves as the structural and performance foundation of the entire system, and precision installation is critical to long-term success. Our standard specification includes **3.5 inches of compacted hot mix asphalt**, installed in two lifts consisting of **2 inches of base course asphalt and 1.5 inches of surface course asphalt**, providing superior strength, stability, and longevity.

Equally important is proper groundwork preparation and precision grading. Courts are constructed to a consistent 1% slope to ensure positive drainage and prevent standing water. Following paving, we observe a **30-day cure period** prior to surfacing to ensure proper adhesion and coating performance.

All surfacing applications utilize the **SportMaster acrylic coating system**, a nationally recognized product line specifically engineered for tennis and multi-use courts. By integrating demolition, grading, paving, and surfacing under one experienced team, we ensure each phase meets strict sports court construction standards — not simply general paving tolerances.

Scope of Work

Demolition & Site Preparation

- Remove and properly dispose of existing tennis court surface and asphalt as required

- Excavate and evaluate subgrade conditions
- Proof roll and compact subgrade to ensure stability

Aggregate Base Installation

- Install and compact processed aggregate base material
- Laser grade to achieve proper elevations and consistent 1% slope

Asphalt Paving

- Install **2 inches of hot mix asphalt base course**
- Install **1.5 inches of hot mix asphalt surface course**
- Fine grade and compact to sports court finish tolerances
- Allow 30-day cure period prior to surfacing application

Sport Surfacing System (SportMaster Acrylic System)

- Clean and prepare asphalt surface
- Apply **2 coats of flexible acrylic resurfacer**
- Apply **2 coats of acrylic color system**
- Layout and stripe regulation tennis court lines
- Install **4 overlaid pickleball court lines**
- Install new net posts and regulation tennis net

Fencing Installation

- Install 10-foot black vinyl-coated chain link fence system
- Include terminal posts, top rail, and full tension system
- Install access gates as specified

Pine State Asphalt & Athletic Courts takes pride in delivering courts that provide long-term durability, consistent playability, and low lifecycle maintenance costs. We stand behind both our asphalt and surfacing systems as a complete, integrated solution.

Thank you for your consideration. We look forward to the opportunity to work with the Town of Londonderry on this important project.

Respectfully submitted,

Greg Aucoin

Pine State Asphalt and Athletic Courts



General Profile of the Firm

Pine State Asphalt & Athletic Courts

20 Arrowhead Pass

Windham, ME 04062

Phone: 207-292-1336

Email: greg@pinestateasphalt.com

Website: www.pinestatecourts.com

Company Overview:

Pine State Asphalt & Athletic Courts specializes in the **construction, resurfacing, and restoration of high-quality athletic courts**. Based in Windham, Maine, we proudly serve clients across New England. As active members of the **American Sports Builders Association (ASBA)**, we follow industry best practices to ensure durable, professional results on every project.

Core Services:

- Athletic court construction (basketball, tennis, pickleball, multi-sport)
- Athletic court resurfacing & repair
- Asphalt paving for recreational & municipal projects
- Premium crack repair and surfacing using SportMaster products
- Athletic court equipment installation

Experience in Athletic Court Construction & Resurfacing

Our team has over **10 years of hands-on experience** constructing, resurfacing, and restoring athletic courts for municipalities, schools, resorts, and private facilities. We use proven construction methods, premium-grade materials, and a detail-focused approach to ensure every court meets or exceeds industry standards.

Recent Projects & References:

Point Sebago Resort – Casco, ME

Multi-sport court renovation including leveling, overlaying, and surfacing

Contact: *Matt Hesser – mhesser@covecommunities.com | +1 603-236-6325*

The Woodlands Club – Falmouth, ME

Tennis and pickleball court resurfacing with professional-grade surfacing systems

Contact: *Bill Barber – bbarber@thewoodlands.org | +1 828-301-9147*

Town of Waterboro – Waterboro, ME

Full ground-up athletic court build and sport surfacing

Contact: *Jason Champion – jchampion@waterboromaine.gov | +1 207-671-6886*

Town of Old Orchard Beach – Old Orchard Beach, ME

Converted tennis courts to pickleball courts and resurfaced entire area

Contact: *Jason Webber – jwebber@oobmaine.com | +1 207-423-2044*

BEFORE



AFTER



Old Orchard Beach, Maine

BEFORE



AFTER



POINT SEBAGO RESORT
CASCO, MAINE



**Quality Fencing
Residential & Commercial**



A Division of JS Zangla, LLC

Proposal

P. O. Box 5 St. Johnsbury VT 05819
1-802-748-4378 1-800-237-6774
1-802-748-9974 FAX

www.vttennis.com

PROPOSAL SUBMITTED TO Town of Londonderry		PHONE 802-824-3356, Ext 5	fax	DATE 3/5/2026
Aileen Tulloch townadmin@londonderryvt.org		JOB Tennis Court Reconstruction		
STREET 100 Old School Street		JOB LOCATION 36 Pingree Park Road, Londonderry, VT		
CITY, STATE, AND ZIP CODE South Londonderry, VT 05155		21060 One Tennis Court with PickleBall Lines		

We hereby submit specifications and estimates to:

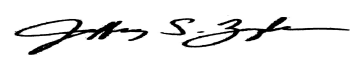
Work to be completed:

- a. Remove & dispose of existing fence, fence post footings, net posts & footings.
- b. Back fill & compact all footings removed with crushed gravel compacted in place.
- c. Remove existing asphalt and dispose of properly.
- d. Rough grade & compact existing gravels in place.
- e. Supply & install up to 3.0-in crushed gravel compacted in place on top of existing gravel.
- f. Fine grade & compact to a 1.0% slope.
- g. Supply & install machine pave asphalt at 3.0-in compacted (1.5-in binder/1.5-in wearing course).
- h. Supply & install approx. 360 lin. ft. of chain link fencing. Fencing to have 3" terminal posts, 2 1/2" line posts, 1 5/8" top rail, and 1 3/4" x 9 gauge fabric. Fence to have two (2) gates.
- i. Supply & install one (1) new set of Edward's Classic style net posts, one (1) Edwards 40LS tennis net, center strap and anchor.
- j. Total area to receive two (2) coats of **California Sports Surfaces Flexible Acrylic Resurfacer**.
This will fill surface voids and act as prime coats for the color system per Manufacturer's Specifications.
Material manufactured by California Sports Surfaces.
- k. Total area to receive two (2) coats of **DecoTurf Color**. Color to be selected by Owner.
Texture coats to contain the proper amount of sand to provide a tough wearing base per Manufacturer's Specifications.
Material manufactured by California Sports Surfaces.
- l. Apply one (1) set of hand painted, regulation, tennis lines with white textured **Premier-Line** paint.
Apply four (4) sets of hand painted, regulation, PickleBall lines with **Premier-Line** paint. **Color TBD**.
- m. Loam and seed areas disturbed after project is completed.

Note: Asphalt must cure for a minimum of 28 days prior to any coatings being applied.
Note: If the Town of Londonderry would like to do the demo of the fencing, removal of footings and the existing asphalt a deduct will be applied to this Bid.

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:
One Hundred Thirty - Four Thousand Six Hundred Thirty Dollars and no/100----- dollars (\$ 134,630.00)
Payment to be made as follows:
Within 15 days of billing date.

All materials guaranteed as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and any other necessary insurance. Our workers are covered by Workman's Compensation Insurance. Customer agrees to pay 1 1/2% per month (or 18% per annum) interest on sums overdue by 30 days or more and agrees to pay cost of collection and reasonable attorneys fees. This agreement shall be governed and construed in accordance with the laws in the State of Vermont.

Authorized Signature 
Jeff Zangla, Representative

Note: This proposal may be withdrawn **90 days** by us if not accepted within

Acceptance of Proposal
The above prices, specifications and conditions (back side) are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____ Signature _____



PO BOX 73 PASSUMPSIC, VT 05861



Proposal Submitted To:
TOWN OF LONDONDERRY VT

Contact:
Liam Elio Town Administrator

Address:
100 Old School St
City / State / Zip Code:

Phone:
802-824-3356

Alt / Fax:

Scope Of Work:
Tennis Court Reconstruction

Location:
Pingree Park

Date:
March 5, 2026

E-mail:
recdirector@londonderryvt.org

Products and Specifications

Color Coating

Armor Crack

Construction

Overlays

Phase I - Sitework, Paving, & Fencing - \$74,530.00

- a. Demo and remove existing single tennis court. To be disposed of off-site.
- b. Rough Grade subbase to bring sub-base to new 1 percent grade tolerances, Cutting and filling as needed.
- d. Haul, place and compact 6" of crushed gravel (no stabilization fabric...see "optional" below)
- e. Fine grade and compact newly installed crushed gravel.
- f. Supply and install approx. 360 linear ft of 10 foot high ss-40 full black vinyl chainlink fencing with new heavy-duty 1 3/4" x 8 gauge .105 core BLACK vinyl chainlink wire. Fence to have 2 gates
- g. Pave area 60 x 120' area in two lifts, a total of 3" of asphalt.
- h. Haul and place topsoil to disturbed areas, loam and seed.

Phase II - Hardware & Coating - \$15,886.00

- i. Supply and install 1 new set of Douglas Premier XS tennis netposts (color to be black) and 1 new cenetr anchor. Netposts to be set in PVC sleeves set in concrete. Center anchor to be set in concrete.
- j. Total area to receive 2 coats of SportMaster Acrylic Rubberized Resurfacer filler color coating system.
- k. Total area to receive 2 coats of SportMaster ColorPlus textured color coating system. Color TBD.
- l. Apply 1 set of regulation white textured tennis lines as per USTA & 4 sets of color coded pickleball lines.
- m. Supply & install 1 new Advantage Tennis net.

***Deduct \$1,600.00 if the customer decides to use Galvenized fencing instead of black.**

Optional (but reccomended)

- c. Supply and install stabilization fabric over graded sub-base (Mirafi 500x). Haul, place, compact a total of 12" of crushed gravel
ADD \$21,420

WE PROPOSE to furnish labor and materials as specified, for the sum of :

As stated above

Payment To Be Made As Follows:

No down payment. Net due upon completion within 30 days

WE ACCEPT



4% credit card fee applicable

All workmanship and materials guaranteed for 1 year or as stated above. Cracks, rust spots, Armor swelling, dead spots, peeling due to trees shading the court, patching irregularities, heaving and all other problems caused by current asphalt mix, moisture or pre-existing pavement conditions or normal wear are not guaranteed. The Armor Crack Repair System (6 inch tape only), except for swelling and dead spots caused by excessive moisture or vandalism, will be guaranteed for 3 years or stated above. All costs involving construction debris is the responsibility of the owner, unless specified in writing by Advantage Tennis. Advantage Tennis reserves the right to adjust pricing based on the State DOT book price of Asphalt Cement (AC), Steel, Acrylics and Fuel at the time of delivery. Adjustments will be based on monthly prices determined by the manufacturers. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders or confirmed email, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, weather, COVID restrictions, or delays beyond our control. Customer agrees to pay 2.5% per month for interest on all sums overdue by 30 days or more, and agrees to pay the cost of reasonable attorney fees for collection. A Mechanics Lien may be attached to property on overdue accounts of 45 days or more. Unpaid accounts voids warranty.

Authorized
Signature:

Shawn Timson

Note: This proposal may be withdrawn by us if not accepted by

2026-2027

ACCEPTANCE OF PROPOSAL

Signature: _____

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as stated above.

Date of Acceptance: _____

8. BID PROPOSAL FORM

Due: March 5, 2026 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 PRICE
A. Excavation:	\$ 21,000.00
B. Fencing:	\$ 23,000.00
C. Paving:	\$ 29,000.00
D. Tennis Court:	\$ 25,650.00
---Or---	
Items A-D inclusive:	\$ 98,650.00

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: Vermont Recreational Surfacing & Fencing, Inc.

Authorized Representative: Stephen Shattuck

Address: 13 Tammy's Way, Monroe, NH 03771

Phone: 603-638-2738

Email: vtreanh@gmail.com

Signature:  **Date:** 03/03/2026

[END OF DOCUMENT]



Vermont Recreational Surfacing & Fencing, Inc.
 13 Tammy's Way
 Monroe, NH 03771
 603-638-2738
 vtrecnh@gmail.com
 http://vt-recreational.com

PROPOSAL

Date	Proposal #
3/3/2026	2026-085

Town of Londonderry, VT PO Box 118 South Londonderry, VT 05155	802-824-3356	Project Pingree Park
--	--------------	-------------------------

DESCRIPTION	QTY	U/M	PRICE
Remove and dispose of existing fence Remove existing asphalt and haul to town garage Regrade existing gravel to a slope of 1% from side to side Compact with vibratory roller after grading Supply and install stabilization mat to entire surface Supply and install 6" of 3/4" crushed gravel Compact with vibratory roller Lazer grade to a slope of 1% from side to side Pave entire tennis court area with 3" of asphalt, 1-1/2" of 3/4 mix, 1-1/2" of 3/8 VIRGIN mix Supply and install approximately 360LF of 10' high galvanized chain link fence. 3" terminal, 2-1/2" line posts with 1-5/8" top rail Braced Bottom Tension Wire 2" x 9GA aluminized vinyl wire SS40 grade Posts Two (2) - 4' x 7' high Walk Gates Supply and install one (1) set of Edwards tennis net posts, nets, center straps, and anchors Clean total surface Total area to receive two (2) coats of acrylic resurfacer Total area to receive two (2) coats of color Plexipave material (1 Standard Color) *Manufactured by California Products Corp. Cambridge MA 02139. Texture coat to contain the proper amount of sand to provide a tough wearing base. Top coat to contain proper amount of pigment to provide a long lasting and attractive surface. Supply and install one (1) complete set of white textured tennis court lines Supply and install four (4) complete sets of pickleball court lines (color needed)	1.00	LS	98,650.00
Note(s): 1. Loam and seed by others 2. Priced based on liquid asphalt price of \$637.50 as of 02/01/2026 If 6" of gravel is deleted DEDUCT	1.00	LS	-11,000.00

Quote based on machine driven posts in accessible ground conditions.
 Unforeseen ground conditions may add costs to the project.
 The above pricing is per spec using California Products.
 Vermont Recreational highly recommends on newly paved courts that Plexibond coating be applied to assure no sprawling cracks
 Price does not include any shimming of low spots or bad paving seams, unless noted above
 All coating projects require adequate water access, supplied by the customer.

NO RETAINAGE
 PRICES ARE GOOD FOR THIRTY (30) FROM THE DATE OF THIS PROPOSAL

The above prices, specifications and conditions are hereby accepted.
 You are authorized to do the work as specified.
 Acceptance of Proposal

SIGNATURE _____ DATE _____

8. BID PROPOSAL FORM

Due: March 5, 2026 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 PRICE
A. Excavation:	\$
B. Fencing:	\$
C. Paving:	\$
D. Tennis Court:	\$
---or---	
Items A-D inclusive:	\$ 134,630. ⁰⁰

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.

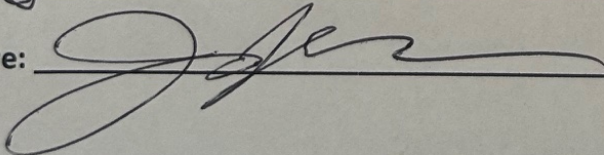
Company: Vermont Tennis Court Surfacing

Authorized Representative: Jeffrey Zangla - Owner

Address: P.O. Box 5 St. Johnsbury, VT 05819

Phone: 802-535-7458 cell 802-748-4378 office

Email: jeff@vttennis.com

Signature:  Date: 03/05/2026

[END OF DOCUMENT]

MINUTES FOR THE LONDONDERRY TOWN MEETING

The legal voters of the Town of Londonderry, Vermont, met at the Town Hall, 139 Middletown Road, South Londonderry in Londonderry, on Tuesday, March 3, 2026, to act on the following Articles.

The Selectboard chair, Tom Cavanagh, called the meeting to order at 9:42 am. The assembly recited the pledge of allegiance.

The following business was transacted from the floor:

ARTICLE 1 To elect a Moderator to preside at Town Meeting. Pete Cobb nominated Doug Friant, Pam Spaulding seconded. Danny Cobb moved and asked the clerk to cast one ballot, Passed.

Chris Morrow spoke on the State legislature, with discussion and no objection from the assembly.

ARTICLE 2 To act on the report of the Town Officers. Dick Dale moved the article, George Mora seconded. Motion passed.

ARTICLE 3 To elect all Town Officials required by law:

- Selectboard member for a term of two years. George Mora nominated James Fleming, Danny Cobb moved and asked the clerk to cast one ballot, passed.
- Selectboard member for a term of three years. Justin Alexander nominated Leanne Alexander. Anna Stoddard nominated Chad Stoddard. Vote went to paper ballot with Leanne Alexander 71-46.
- Town Clerk for a term of three years. George Legace nominated Allison Marino, Danny Cobb moved and asked the clerk to cast one ballot, passed.
- Treasurer for a term of three years. George Mora nominated Tina Labeau, Danny Cobb moved and asked the clerk to cast one ballot, passed.
- Lister for a term of three years. Pam Spaulding nominated Marge Fish, Danny Cobb moved and asked the clerk to cast one ballot, passed.
- Cemetery Commissioner for a term of five years. Chris Blackey nominated Maureen Cronin, Danny Cobb moved and asked the clerk to cast one ballot, passed.
- Trustee of Public Funds for a term of three years. George Mora nominated Katherine Mosenthal, Danny Cobb moved and asked the clerk to cast one ballot, passed.

ARTICLE 4 To see how much the Town will vote for a General Fund. Bruce Frauman moved \$3,600,064.99 for the general fund, George Mora Seconded, passed.

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? Esther Fishman moved, George Mora seconded, passed.

ARTICLE 6 Shall the Town vote to raise and appropriate the sum of \$37,000.00 for the following organizations?

- Friends of the West River Trail \$1,000
- Grace Cottage Foundation \$1,500
- My Community Nurse program \$3,500
- Neighborhood Connections \$20,000
- Senior Solutions \$3,000
- SEVCA \$2,000
- The Collaborative \$3,000
- West River Montessori School \$3,000

Thomas Simmons spoke on behalf of Neighborhood Connections, with no objection from the assembly. Kevin Golden spoke on behalf of Senior Solutions, with no objection from the assembly. Bruce Frauman spoke on behalf of Friends of the West River Trail. Melissa Brown spoke on behalf of My Community Nurse.

Bob Wells moved, George Mora seconded. Passed.

ARTICLE 7 Shall the Town vote to raise and appropriate the sum of \$3,000 to be deposited into the Emerald Ash Borer Infestation Reserve Fund? Kevin Beattie moved, Pam Spaulding seconded, discussion was had; passed.

ARTICLE 8 Shall the Town vote to raise and appropriate the sum of \$100,000 to be deposited into the Highway Equipment Reserve Fund? George Mora moved, Esther Fishman seconded, discussion was had; passed.

ARTICLE 9 Shall the Town vote to raise and appropriate the sum of \$200,000 to be deposited into the Town Buildings Reserve Fund? George Mora moved, George Legace seconded; discussion was had, passed.

Taylor Prouty spoke, wanting to thank the road crew for all their hard work over this storm season.

ARTICLE 10 Shall the Town vote to raise and appropriate the sum of \$410,000 to be deposited in the Highway Improvement Reserve Fund? George Mora Moved, George Legace seconded; discussion was had. Passed.

ARTICLE 11 Shall the Town vote to raise and appropriate the sum of \$20,000 to be deposited in the Pingree Park Reserve Fund? Esther Fishman moved, George Mora seconded; discussion was had, passed.

ARTICLE 12 Shall the Town vote to raise and appropriate the sum of \$25,000 to be deposited in the Community Economic Improvement Reserve Fund? Pam Spaulding moved, George Mora seconded; discussion was had, passed.

ARTICLE 13 Shall the Town raise and appropriate a sum not to exceed \$81,000 for the purpose of funding, in part, the salary and benefits of the General Office Manager, a portion of which salary and benefits will be shared by all Departments within the town?

George Mora moved, Esther Fishman seconded; lengthy discussion was had; amendment was made by Barry Randell and was seconded by Kevin Beattie to postpone indefinitely; amendment failed. Another amendment by Melissa Brown to postpone until May 11th at 6pm seconded by Pam Spaulding; with Alexandra Randell amending the amendment to postpone till Town Meeting 2027 Barry Randell seconded; which failed. The amendment made by Melissa ultimately passed to postpone to time certain of the date of May 11th at 6pm.

ARTICLE 14 Shall the Town of Londonderry vote to authorize the assessment of a one percent (1%) local options tax on sales pursuant to 24 V.S.A. § 138, the proceeds of which shall be applied as General Fund revenue to reduce the municipal property tax rate.

Pam Spaulding moved, seconded by George Mora, lengthy discussion was had; failed.

ARTICLE 15 To transact any other business that may legally come before the Meeting. Pam Spaulding moved, George Mora seconded; discussion was had – Pam Spaulding announced Zoning Bylaw Hearing on March 9th.

Pam Spaulding moved to adjourn at 12:40 pm, passed.

Adjourned at 12:40 pm.

Respectfully submitted this 5th day of March 2026

_____ Allison Marino, Town Clerk

_____ Doug Friant

Moderator

Selectboard of the Town of Londonderry

Thomas Cavanagh, Chair

James Ameden, Jr., Vice Chair

Taylor Prouty

James Fleming

Leanne Alexander

Received for the record this _____ day of March 2026

_____ Allison Marino, Town Clerk

Committee Member Application

From noreply@revize.com <noreply@revize.com>

Date Sat 3/7/2026 11:10 AM

To Aileen Tulloch <townadmin@londonderryvt.org>

Name = Martha Dale

text-1767990066420 = mdale242@gmail.com

Phone = 8609301626

Committee = Housing Commission

resident = Yes

Why = I've been a liaison to this committee from the Selectboard. It would be a pleasure to continue serving as a community representative

Experience = Career in healthcare management in executive leadership positions; as director of an HIV/AIDS facility we successfully brought on line housing and wrap around services for clients moving to the community

Client IP = 73.69.132.125

Committee Member Application

From noreply@revize.com <noreply@revize.com>

Date Sat 3/7/2026 11:13 AM

To Aileen Tulloch <townadmin@londonderryvt.org>

Name = Martha Dale

text-1767990066420 = mdale242@gmail.com

Phone = 8609301626

Committee = Village Waste Water Commission

resident = Yes

Why = I've been a liaison to this committee from the Selectboard. It would be a pleasure to continue serving as a community representative

Experience = Bring organizational and project management skills

Client IP = 73.69.132.125

RISK ASSESSMENT QUESTIONNAIRE

The purpose of the risk assessment is to determine whether a potential grantee is financially stable and if the organization uses accounting systems that are adequate to meet the State of Vermont administrative requirements. Please complete the following questionnaire and have it signed by the Executive Director and Fiscal Officer for your organization.

Name of Entity Completing Questionnaire: _____

Question	Yes	No	N/A
1. Does your organization use an electronic accounting software system (as opposed to manual)?			
2. Does the accounting system track receipts and disbursements by funding source?			
3. Does your organization maintain documentation to substantiate the value of in-kind contributions?			
4. Does your organization have a Financial Director, Financial Manager, Treasurer or equivalent?			
5. Does your organization regularly monitor budgeted versus actual expenditures to ensure that cost categories are not over-spent or under-spent?			
6. Does your organization have written procurement procedures indicating which individuals are authorized to initiate a purchase request, the flow of documents, and the requested levels of approval?			
7. A) Did your organization expend more than \$750,000 in federal funds during your previous fiscal year?			
B) Did your organization have a Single Audit performed? If so, please include the Single Audit Report with submittal of Risk Assessment Questionnaire.			
C) If there were any findings in the Single Audit Report, has your agency implemented action plans to address all findings? If no, please explain:			

Question	Yes	No	N/A
8. Does the organization have a system to track staff time spent on various grants/projects, for employees whose salaries are allocated to more than one contract/grant?			
9. Has your organization recently implemented any system changes including financial management, accounting systems, or any significant management changes? If yes, please explain:			
10. Does your organization have a written Accounting and Financial Reporting Policy?			
11. Does your organization require employees to follow a Personnel Policy with spending guidelines?			

I hereby certify that to the best of my knowledge and belief, the information provided in response to the foregoing questions is true and accurate.

Chief Officer Signature

Bettina Labeau

Chief Fiscal Officer Signature

Print Name

Bettina Labeau

Print Name

Date

02/24/2025

Date

pd 5/1/90
\$10.00

Town of Londonderry
Municipality

Vermont Agency of Transportation
Department of Motor Vehicles
Uniform Municipal Excess Weight Permit
FLEET

Approval is hereby given for the granting of a fleet permit under the provisions of VSA Title 23, Sec. 1400A, and any amendments thereto, covering the operations of motor vehicles over local highways and bridges with gross loads as follows:

Owner: G.W. Tatro Construction Inc.

Address: Po Box 339
Jeffersonville, VT. 05464

Contact: **Melissa** Email: **mbyrne@gwtatro.com** Phone: 802.644.8875
Fax: 802.644.1310

Type(s) of Vehicle (s)	# of Axles	Product Carried	Max. Weight Requested	Max. Weight Approved
TK	3	A	60,000	_____
TK	4	A	69,000	_____
T T	5 minimum	A	80,000	_____

Approved for the following highways (list may be attached): All Town Highways

The following restrictions apply (list may be attached): See attached

This approval shall be effective for no more than a one year period ending **March 31, 2027**. This approval covers all vehicles bearing the company name. If permit is to cover unmarked company trucks, please attach a list to this form giving year and make of truck, VIN#, maximum weight and registration #.

The holder of a permit shall be liable for any damage to highways or bridges per VSA Title 23, Sec 1400A (c) and is required to furnish the municipality a valid Certificate of Insurance in the following amounts: a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

Approved: [Signature] Title Town Administrator Date 3/2/06
(Duly Authorized Agent)

NOTE: A Vermont State Permit is not required to operate on local highways and bridges

Vermont Agency of Transportation
 Department of Motor Vehicles
 Uniform Municipal Excess Weight Permit

*pd
 check #
 19415
 10.00*

Londonderry
 (Municipality)

Fleet

Single Vehicle

Approval is hereby given for the granting of a permit under the provisions of VSA Title 23, Sec. 1400a, and any amendments thereto, covering the operations of motor vehicles over local highways and bridges with gross loads as follows:

Registrant: Connecticut Valley Trucking, Inc

Address: 21 Quinttown Road Orford NH 03777
Street/Road City State Zip

Contact: Ron Taylor Phone: 603-353-4800

Type of Vehicles	# of Axles	Product Carried	Max. Weight Requested	Max Weight Approved
<u>TT</u>	<u>6</u>	<u>F</u>	<u>99,000</u>	
<u>TT</u>	<u>6</u>	<u>F</u>	<u>99,000</u>	

Approved for the following highways (list may be attached): All town highways

The following restrictions apply (list may be attached): See attached

This approval shall be effective for no more than a one-year period ending March 31, _____. If a fleet permit, this approval covers all vehicles bearing the registrants name. If the permit is to cover unmarked company trucks, please attach a list to this form giving the year, make, VIN number, maximum weight and registration number.

The holder of a permit shall be liable for any damage to highways or bridges per VSA Title 23, Sec. 1400a © and is required to furnish the municipality a valid Certificate of Insurance in the following amounts: a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

Approved: [Signature]

Title: Town administrator

Date: 3/6/26

chk
4579925
910
3/13/26

Vermont Agency of Transportation
Department of Motor Vehicles
Uniform Municipal Excess Weight Permit

LONDONDERRY

(Municipality)



Fleet



Single Vehicle

Approval is hereby given for the granting of a permit under the provisions of VSA Title 23, Sec. 1400a, and any amendments thereto, covering the operations of motor vehicles over local highways and bridges with gross loads as follows:

Registrant: AmeriGas

Address: 43 Lower Newton Street St. Albans VT 05478
Street/Road City State Zip

Contact: KIMBERLY CAMPBELL Phone: 802-307-2386

Type of Vehicles	# of Axles	Product Carried	Max. Weight Requested	Max Weight Approved
TK	2	(A) Propane	33,000	

Approved for the following highways (list may be attached): All Town Highways

The following restrictions apply (list may be attached): See attached

This approval shall be effective for no more than a one-year period ending March 31, 2027. If a fleet permit, this approval covers all vehicles bearing the registrants name. If the permit is to cover unmarked company trucks, please attach a list to this form giving the year, make, VIN number, maximum weight and registration number.

The holder of a permit shall be liable for any damage to highways or bridges per VSA Title 23, Sec. 1400a © and is required to furnish the municipality a valid Certificate of Insurance in the following amounts: a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

Approved: [Signature]

Title: Town Administrator Date: 3/13/26

chk #
90943
910
3/13/04

Vermont Agency of Transportation
Department of Motor Vehicles
Uniform Municipal Excess Weight Permit

Town of Londonderry
(Municipality)

Fleet

Single Vehicle

Approval is hereby given for the granting of a permit under the provisions of VSA Title 23, Sec. 1400a, and any amendments thereto, covering the operations of motor vehicles over local highways and bridges with gross loads as follows:

COTA & COTA, INC

Registrant: _____

Address: 4 GREEN ST BELLOWS FALLS VT 05101
Street/Road City State Zip

Contact: Kelley Cota Tully Phone: 802-463-0000

Type of Vehicles	# of Axles	Product Carried	Max. Weight Requested	Max Weight Approved
TK	2	A	33,000	

Approved for the following highways (list may be attached): All Town Highways

The following restrictions apply (list may be attached): see attached

This approval shall be effective for no more than a one-year period ending March 31, 2027. If a fleet permit, this approval covers all vehicles bearing the registrants name. If the permit is to cover unmarked company trucks, please attach a list to this form giving the year, make, VIN number, maximum weight and registration number.

The holder of a permit shall be liable for any damage to highways or bridges per VSA Title 23, Sec. 1400a © and is required to furnish the municipality a valid Certificate of Insurance in the following amounts: a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

Approved: [Signature]

Title: Town Administrator Date: 3/13/04

Vermont Agency of Transportation
 Department of Motor Vehicles
 Uniform Municipal Excess Weight Permit

pd #52840
 3/11/26

S. Londonderry, VT

(Municipality)



Fleet



Single Vehicle

Approval is hereby given for the granting of a permit under the provisions of VSA Title 23, Sec. 1400a, and any amendments thereto, covering the operations of motor vehicles over local highways and bridges with gross loads as follows:

Bazin Brothers Trucking, Inc

Registrant: _____

Address: 2425 Back Westminster Rd Westminster Vermont 05158
Street/Road City State Zip

Contact: Meagan Day - mday@bazinbrothers.com Phone: 802-463-2077 x111

Type of Vehicles	# of Axles	Product Carried	Max. Weight Requested	Max Weight Approved
Dump Truck-TK	3	Dirt - All	60,000	60,000
Tri-Axle - TK	4	Dirt - All	69,000	69,000
LowBed(2TTs)	5 / 8	Equip(both)-All	80000/143000	80,000 / 143,000
Live Botton TT	6	Dirt - All	99,000	99,000

Approved for the following highways (list may be attached): All Town Highways

The following restrictions apply (list may be attached): See attached

This approval shall be effective for no more than a one-year period ending March 31, 2026. If a fleet permit, this approval covers all vehicles bearing the registrants name. If the permit is to cover unmarked company trucks, please attach a list to this form giving the year, make, VIN number, maximum weight and registration number.

The holder of a permit shall be liable for any damage to highways or bridges per VSA Title 23, Sec. 1400a © and is required to furnish the municipality a valid Certificate of Insurance in the following amounts: a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

Approved: [Signature]

Title: Town Administrator Date: 3/13/26

MEMO

TOWN OF LONDONDERRY

To: Selectboard
From: Allison Marino, Town Clerk
CC: Aileen Tulloch
Date: 3/12/2026
Re: DLL Applications

COMMENTS: SC Distillation, LLC– Special Event Permit
4/2/2026 @ Upper Pass Lodge

FW: LEMP Season is here!

From Tina Labeau <TREASURER@londonderryvt.org>
Date Mon 3/9/2026 12:54 PM
To Aileen Tulloch <townadmin@londonderryvt.org>

Tina Labeau
(she/her)
Treasurer/Delinquent Tax Collector
Town of Londonderry, VT
100 Old School Street
S. Londonderry, VT 05155
802-824-3356 ext 103
treasurer@londonderryvt.org

To Pay by credit card: <https://pay.xpress-pay.com/org/D6F2CEAF94204A6>

To File your Homestead Declaration and Property tax Credit claim online:
https://myvtax.vermont.gov/_/#7

Office Hours:

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

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: Christie, Taiga <Taiga.Christie@vermont.gov>
Sent: Monday, March 9, 2026 10:39 AM
Subject: LEMP Season is here!

Some people who received this message don't often get email from taiga.christie@vermont.gov. [Learn why this is important](#)
Hello EMDs,

Happy Spring! I'm writing to remind you that town meeting kicks off Local Emergency Management Plan (LEMP) season. LEMPs are due by 6/1, but the approval process takes a bit of time, so it's recommended to get them in early.

We have no changes to the LEMP form this year, but I'm more than happy to meet in person, over video call or over the phone to discuss your plan. Book time with me here to get the process going: [Book time with Christie, Taiga](#)

Some basic instructions and reminders:

You can find the paper forms here - they are the same format as last year:

<https://vem.vermont.gov/plans/lemp>

If you complete your LEMP in WebEOC, the only action needed is to log in, update any changed information, have your selectboard adopt the plan at a warned meeting, and enter the date adopted. Talk to me if you'd like to shift to using WebEOC!

If you complete your plan on paper/word document, you'll need to fill out a new LEMP and Adoption Form, have your selectboard adopt it at a warned meeting, and email them to me with the dates and signatures (or a typed name is fine) and date of adoption. The forms are here - make sure you fill out both the Adoption Form and the LEMP:

<https://vem.vermont.gov/plans/lemp>

You'll also find examples at that link.

Thanks so much, and don't hesitate to reach out if I can help!

--

Taiga Christie

Windham/Windsor Regional Coordinator

Vermont Emergency Management

Taiga.christie@vermont.gov

24/7 line: 1-800-347-0488

Cell: 1-802-585-6256

UPCOMING EVENTS MARCH



[VLCT.ORG/EVENTS](https://vlct.org/events)

09

ADVOCACY CHAT

1 PM – 2 PM
Zoom Meeting

11

ATTORNEY OFFICE HOURS

12 PM – 1 PM
Zoom Meeting

12

WORKPLACE MATTERS: AN EMPLOYER'S ROLE DURING A LABOR ORGANIZING PETITION

12 PM – 1 PM
Zoom Meeting

18

MORNING SESSION: OPEN MEETING LAW BASICS

10 AM – 11:30 AM
Zoom Webinar

18

EVENING SESSION: OPEN MEETING LAW BASICS

6 PM – 7:30 PM
Zoom Webinar

23

ADVOCACY CHAT

1 PM – 2 PM
Zoom Meeting

25

WINDHAM REGION SELECTBOARD MEET-UP

12 PM – 1:30 PM
NewBrook Volunteer Fire and Rescue

*Most training in 2026 remains free thanks to grants from PACIF and the USDA. **Select trainings have a registration fee to help cover costs** that aren't eligible for grant funding. Please check the individual event page for more information.*



Housing: What can towns, and the region, really do about creating more?

We're deep in a housing crisis that was decades in the making. What can towns, and the Windham Regional Commission (WRC), do about it? Towns can actually take concrete steps to create favorable conditions for more housing. Regions can help with higher-level planning and support of municipal efforts, but we don't have the authority to take the actions that towns are empowered to take like planning and building infrastructure, streamlining zoning and permitting, and even providing access to land. To that end it's often supporting the work of towns where we can make the most difference.

What can the WRC do?

We own no assets, nor do we have the ability to tax to raise public dollars to invest in the infrastructure (water, wastewater, sidewalks, roads, public services, etc.) necessary to support housing at scale, meaning housing developed in sufficient numbers to achieve economies of scale in materials, construction, and paying for the related support infrastructure. Our role in permitting is indirect - our plans only come directly into play through Act 250 when District Environmental Commissions take regional plan policy under advisement (i.e., our regional plan policies do not determine Act 250 permit outcomes). We can identify at a high level where infrastructure exists to support the development of housing, areas that are well-suited to additional housing if the corresponding infrastructure existed, areas that are less likely to be at risk of flooding and other hazards, and where in the region compact settlement expansion makes the most sense. Where we can make the most difference is supporting towns in their work.

What can towns do, and how can the WRC help?

Recognize the need for housing, and commit to planning for housing. Creating conditions for local housing for local residents is a local responsibility. This must be a priority of both the selectboard and the planning commission, and for it to be their priority, it must be a priority of the residents of the town. It is at the town level where land use and infrastructure decisions are made. We can help explain the Vermont land use planning context and why decision-making at the local level is essential.

Recognize the current and future housing realities. While this can certainly include single-family detached housing, unless there's a dramatic positive change in Vermonters' incomes and a dramatic decrease in land and construction costs, the future of housing will need to include two-family dwellings and multi-family dwellings. The WRC can work with the planning commission and selectboard to think through what housing solutions could make the most sense for your town.

Intermunicipal housing conversations. It could be that the best housing solution for the residents of your town will ultimately be found in a neighboring town. It can be very difficult to do some things on a town-by-town basis and a more intermunicipal approach can be beneficial. Housing is one of those. Some towns are better suited for housing than others because existing settlement patterns lend themselves to new housing and neighborhood development, land is available for compact settlement that is not likely at risk of flooding, there's existing infrastructure and the ability to expand that infrastructure, and other very practical considerations. The WRC can support these conversations.

Build infrastructure. Housing at scale, meaning building enough units at one time to capture material, labor, and permitting efficiencies, cannot be built in the absence of public water and wastewater. Developers can build their own wastewater and water systems, but that drives up costs even higher, making housing affordability even more unattainable. The WRC has gained experience working with towns designing and preparing to build community wastewater systems intended primarily to support existing uses within villages. We can help you think through the infrastructure planning and development process, and we can support that work if the town chooses to go forward. The [Vermont Community Housing Infrastructure Program \(CHIP\)](#) is a statewide tax increment financing tool that can facilitate investment in critical public infrastructure to support housing development.

Affect Housing Development Cost Factors. Towns can't directly affect major housing costs like labor and materials, but it is possible for towns to provide land. Some towns already own land that could be well-suited to housing development. The WRC can work with towns to explore what options might make sense. And while towns can't set interest rates, they can establish tools such as revolving loan funds to lend money at more favorable rates than what is commercially available, or utilize [tax stabilization](#). The amount of capital needed to establish the fund to support significant new housing would likely be beyond the capacity of most of our towns, but smaller amounts could be made available to make improvements to retain and improve existing housing, create new apartments within existing buildings, or for pre-development costs associated with larger projects. As with any lending there is a risk of loss, but the WRC could help towns explore what possibilities might make sense.


Make permitting easy. Towns that have zoning and permitting can make the regulatory pathway clear, predictable, and quick. The WRC has been working with towns on updating their zoning for housing, and we can advise on permitting processes. Act 181 gives towns new tools to make it easier to build housing in and near existing villages and downtowns through what is referred to as [Tier 1a and 1b status](#), which provide partial or full exemption from Act 250 permitting requirements. We can help towns understand what these Tiers mean, eligibility requirements, and how to request their inclusion in the Windham Regional Plan.

Act 181 Simplified, Town Roles in Housing & Tier 3 & Road Rule Virtual Public Meeting

From Windham Regional Commission <wrc@windhamregional.org>

Date Wed 3/4/2026 11:40 AM

To Windham Regional Commission <wrc@windhamregional.org>

 2 attachments (581 KB)

Housing-What-Can-Towns-and-WRC-Really-Do.pdf; Act-181-Simplified FAQ.pdf;

Act 181 Simplified, Town Roles in Housing, and Tier 3 and Road Rule Virtual Public Meeting

We are sharing this information broadly across our list of contacts. Please feel free to share.

Please find attached two documents.

- The first is the **Act 181 Simplified FAQ** where we attempt to explain answers to some of the most common questions we've had to date.
- The second is **What Can the Region and Towns Really Do About Housing**, which is an update to a summary we created a few years ago. We're sharing this again because we've seen a resurgence in interest in what towns can do about housing. Also, as we begin to discuss regional and town housing targets per Act 181, we've noticed some towns assume they're responsible for building housing themselves. This is not the case.

Also a reminder that the **WRC will host a virtual public meeting on Tuesday, March 17th at 6:00 p.m. on the Act 250 Tier 3 and Road Construction Jurisdiction** rulemaking process being completed by the Land Use Review Board. Alex Weinhagen, Land Use Review Board Member, will provide a presentation on the current drafts of the rules and Tier 3 mapping, and be available to answer any questions. Additional background information is available on WRC's Act 181, Regional Plan Update page: <https://windhamregional.org/act-181/>. The Zoom link for that meeting is below.

Join Zoom Meeting

<https://us02web.zoom.us/j/86212351800?pwd=HdTHqFDXbYIHPHBjCdurLJ6vQd4RaT.1>

Meeting ID: 862 1235 1800

Passcode: 565316

Dial in: (301) 715-8592

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“Do unto those downstream as you’d have those upstream do unto you.” – Wendell Berry, The
Citizenship Papers



Act 181 and the Windham Regional Plan – Frequently Asked Questions

Act 181 is complex. Here we try to provide simple answers to the most frequent questions we get. Note: for background information on the terms being used here and other underlying information, please visit the *Act 181, Regional Plan Update* page on our website (<https://windhamregional.org/act-181/>).

1. How do the regional plan and future land use map relate to Tier 3?

In short, they don't. The mapping of Tier 3 areas is solely the responsibility of the Land Use Review Board. There is nothing in the regional plan or on the future land use map that influences the LURB's designation and mapping of Tier 3 lands. The LURB is completing Tier 3 mapping based on guidance provided in the Act 181 legislation.

2. Are the areas mapped as Rural Conservation on the future land use map the same as Tier 3 areas?

No. The areas mapped as Rural Conservation Area have no bearing on what the LURB maps as Tier 3 lands. Rural Conservation areas may be within Tier 2 and subject to the traditional Act 250 requirements that have been in place prior to Act 181, or may fall within Tier 3 based on the final mapping completed by the LURB.

3. How do the regional plan and future land use map relate to the Road Rule?

In short, they don't. It is a landowner or developer's decision to build a road greater than 800 feet in length, or have a total of 2,000 feet of roads and driveways combined, that will trigger the application of the Road Rule and Act 250 jurisdiction. Other than Tier 1a and 1b areas, the Road Rule will apply statewide.

4. Are there any aspects of the regional plan and future land use map that influence whether or not a project will be subject to Act 250 jurisdiction?

Areas mapped as Village or Downtown Centers, Village Area, or Planned Growth Area on the regional future land use map may be eligible for Tier 1a or Tier 1b, which provide partial or full exemption from Act 250. As part of our regional future land use mapping process, we are working with towns to determine whether or not there are areas they'd like to be considered for Tier 1a or 1b status per statutory definition. If these areas are accepted by the LURB through the regional plan approval process, the Act 250 rules related to Tier 1a or 1b will be applied. All areas of the future land use map that do not qualify for Tier 1a or 1b are considered to be Tier 2, meaning the traditional Act 250 requirements apply as they have pre-Act 181, or may fall within Tier 3 based on final mapping that will be completed by the LURB.

5. How does the regional future land use map relate to our Town Plan and zoning bylaws?

Town Plans are required to include a land use chapter and a supporting proposed land use map. To receive Regional Planning Commission approval of the Town Plan, the plan needs to be “compatible with” the regional plan and future land use map, but the town map does not need to exactly match the regional map. To be “compatible with” the regional plan the town plan must not “significantly reduce the desired effect” of the regional plan’s goals. The Regional Future Land Use Map has no impact on town zoning bylaws. Towns should continue to develop their local zoning map and bylaws based on their adopted Town Plan.

6. How did WRC map the future land use districts in our town?

WRC considered several factors in developing the draft future land use map. These included:

- Statute definitions and criteria for the different future land use districts
- Mapping methodology developed by the Vermont Association of Planning and Development Agencies (VAPDA)
- Natural resources and other development constraints
- Existing development patterns
- Infrastructure availability
- Current 2025 Windham Regional Future Land Use Map
- and importantly, Town Plan Future Land Use Maps

WRC is meeting with towns to review draft future land use maps and will work with towns to make revisions to the maps based on town input, within the statute requirements.

7. Do the regional housing targets for towns require towns to develop housing units?

No. Whether or not a town chooses to develop a town plan, adopt or update zoning, invest in infrastructure, make town land available for housing development, or take other actions to facilitate the development of housing remains the decision of the town. And no, towns are not expected to actually get into the home building business. For more information about what towns can do, check out *Housing: What can towns, and the region, really do about creating more?* on our Community Development page (<https://windhamregional.org/programs/community-development/>).

8. If land falls within a Tier 3 mapped area, does that mean it can’t be developed?

No. What it means is that development within that area may have to go through the Act 250 process. It is anticipated that certain development and activities will be exempt, such as construction with 50 feet of an existing home, logging, forestry, and farming. The application of Act 250 criteria will determine what development conditions will apply.

9. What is the WRC focusing on in its meetings with towns and the public as part of its Act 181 update to the regional plan and future land use map?

We're focused on the statutory requirements that apply to the regional plan and map. While this includes all of the land use area categories, we are particularly focused on the mapping of centers and growth areas that would be eligible for Tier 1a and 1b status. It is worth noting that the new land use area categories are very similar in both type and number to what the Windham Regional Plan has used for more than 20 years, so the new categories do not represent a major change for the region or the towns. And while we are happy to answer questions about Tier 3 and the Road Rule as part of these discussions, these are beyond the purview of the regional plan and the future land use map. We have hosted and participate in discussions with the LURB about Tier 3 and the Road Rule, and are happy to connect anyone to LURB staff for more information. We also encourage you to contact your local legislators as well.

Have questions? Contact Senior Planner Matt Bachler at mbachler@windhamregional.org.