

# Town of Londonderry, Vermont

## Selectboard Meeting Agenda

May 4, 2026

Employee Reviews— 4:30 PM

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. Executive session: 1 V.S.A. § 313 (a)(3) The appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting. (Employee reviews)
4. Minutes Approval – Meeting(s) of 04/20/2026
5. Selectboard Pay Orders
6. Announcements/Correspondence
7. Visitors and Concerned Citizens
  - a. Esther Fishman
    - i. Mountain Valley Health Center 50<sup>th</sup> Anniversary Announcement
    - ii. Request for police presence
  - b. Cynthia Prairie
    - i. Approve West River Farmer’s Market Itinerant Vendor Permit
  - c. (coffee barn)
    - i. Approve Coffee Barn’s Itinerant Vendor Permit
8. Liquor Commission
  - a. Review and Approve Mike and Tammy’s 2<sup>nd</sup> Class Liquor License
9. Roads and Bridges
  - a. Updates
  - b. Review and Approve Salt Shed Apron Proposal
  - c. Warn Public Hearing for 6/15/2026 Monet Ln
  - d. Approve Spring Hill Road Closure for Culvert Work
10. Town Officials Business
  - a. Short Term Rental Administrator
    - i. Discuss Adoption of Rental Housing Appeals Board
  - b. Town Staff
    - i. Discuss possible logos
11. Transfer Station/Solid Waste Management
  - a. Updates
  - b. Discuss Brush Disposal
12. Old Business
13. New Business
  - a. Discuss return of Cemetery Commission documents
14. Executive Session: if needed
15. Adjourn

**Posted and distributed on May 1, 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>

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**Selectboard Meeting Agenda**  
**May 4, 2026**  
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DRAFT  
Town of Londonderry, Vermont  
Selectboard  
Meeting Minutes  
Monday, April 20, 2026, 6:00 PM  
100 Old School Street, South Londonderry, VT 05155

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

Board members absent: None

Town Officials: Aileen Tulloch, Town Administrator; Sally Hesse, Town Note Taker; Andy Dahlstrom, Short-Term Rental Coordinator.

Others in Attendance: David Forbes, Christina Haskins (remote); Dufresne Group; Paul Hendler; Colleen Kelly; Pam Spaulding; and Amanda Fouda, GNAT-TV.

### 1. Call Regular Meeting to Order

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

### 2. Additions or Deletions to the Agenda

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

None.

### 3. Minutes Approval – Meeting(s) of 4/6/2026

*Leanne Alexander moved to approve the minutes of the Selectboard meeting of 4/6/2026, seconded by James Ameden. The motion passed unanimously.*

### 4. Selectboard Pay Orders

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

### 5. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- Select Board emails will be transitioned to “.gov” this Friday.
- Monet Lane public hearing will be held on 6/15 at 4:30 p.m. instead of 5/18. Tulloch will help Windham get public hearings properly warned.
- Tulloch will be out of the office 4/29 – 5/4.
- The salt shed apron, sand and salt, and South Village wastewater project are out to bid.
- A pre-construction meeting for the Spring Hill culvert project will be held this week.
- 2 overweight permits were granted to: New England Quality Service and Casella Construction.
- Funding request for Segment 2 of South Village Wastewater Project was moved to Appropriations Committee by Congresswoman Becca Balint.
- Letter from Cota & Cota notified that there will be a month delay in contracts in an effort to stabilize fuel prices.

The following announcements were made by Chair Tom Cavanagh:

**Town of Londonderry, Vermont**  
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- State Representative Chris Morrow held an open meeting at the New American Grill and indicated that Act 181 Road Rule and Tier 3 will most likely be appealed.
- There will be a meeting on Act 181 at the Winhall School tomorrow evening, and 2 members of the Land Use Review Board will be there.

Taylor Prouty asked about Town Meeting on website. It was clarified that it was properly warned but it is not on the website calendar. Tulloch will update the calendar.

**6. Visitors and Concerned Citizens**

**a. Coburns Way Concern Jessica Citera**

Jessica Citera was not present.

**7. Liquor Commission: if needed**

**a. Turner Enterprises LLC 1<sup>st</sup>, 3<sup>rd</sup>, and OCP**

*Jim Fleming moved to approve a approve a 1st and 3rd Liquor License and Outdoor Consumption Permit for Turner Enterprises, LLC, seconded by Leanne Alexander. The motion passed unanimously.*

**8. Roads and Bridges**

**a. Updates**

Taylor Prouty reported:

- Staff swapping out first bit of vacation time as winter ends.
- Department is beginning to transition into Spring and Summer projects.
- Prouty spoke with Road Foreman Josh Dryden to update summer work plan.

**b. Discuss work hours for South Village Wastewater project**

The issue of work hours came up at the pre-bid meeting last Wednesday, and Chrissy Haskins proposed the following work hours:

- Monday – Friday, 7 a.m. – 7 p.m. or until loss of daylight.
- Saturday 8 a.m.– 2 p.m. until the end of September, with possible additional Saturdays in October and November.
- VTRANS permit does not allow work during holidays or day before or after.

The proposed hours fit into allowable engineering budget. The major issue is that the project needs to spend \$3.7 million by November 30<sup>th</sup>.

The proposed hours will be put in an addendum to the contract. Additional hours can be added later if needed. It was noted that contractor will need to follow Federal and State laws on overtime, but these expenses will be paid by the contractor.

The Select Board gave their consent to the proposed work hours.

**c. Discuss West River Street Issue**

The retaining wall on West River Street by the Ford shop is deteriorating and beginning to crumble. The group discussed the need to determine who originally constructed and who currently owns the wall. The Town Clerk will review the deed to clarify ownership, and Tom Cavanagh has reached out to VTrans for additional information. With recent heavy rainfall, there is concern about further damage. Cones have been set up to block the area, and the Town has six to eight concrete blocks available that could be placed along the edge if needed. Everett Hammond, engineer, will be contacted as he may have historical knowledge or familiarity with similar cases, and Shirley Twitchell may also have relevant information. The previous owner of the building was also contacted. There was consensus that repairs should be addressed sooner rather than later.

## **9. Town Officials Business**

### **a. Town Hall Renovation Committee**

#### **i. Review and Approve Architectural Service Proposal**

The Town received 1 bid from Stevens and Associates. The Town Hall Renovation Committee met and recommended the Select Board accepts the proposal. Scope of services will include a 3D model of existing conditions, code review, and development of a facility-wide master plan. A portion of the services will be covered by MERP allowable soft costs.

*Taylor Prouty moved to accept the proposal from Stevens & Associates to provide services relating to Town Hall Architectural Services, estimated to cost \$58,775 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by James Ameden. The motion passed unanimously.*

### **b. Short Term Rental Administrator**

#### **i. Review and Approve Short Term Rental Ordinance**

Short-Term Rental Coordinator Andy Dahlstrom referenced the proposed Ordinance to Regulate the Operation of Short-Term Rentals included in the meeting packet and explained that all text in red were changes or additions. The Short-Term Rental working group met earlier in the day and unanimously approved this version of the ordinance, which was also complimented by the Town Attorney. A fee schedule was not included in the ordinance so it can change easily year by year.

The biggest change is the addition of an Appeals Board, which is expected to be brought to the May 4<sup>th</sup> meeting. Taylor Prouty inquired about the process for forming the Appeals Board. Dahlstrom explained that the Select Board will appoint the Appeals Board after final review by Town Attorney. The Select Board will vote on the structure, not the members. The Appeals Board will be an ad hoc committee of 3 members plus alternate, with provisions addressing conflicts of interest. Naming of members will follow an application process, with information posted on the Town website.

It was noted that ticketing for advertising an unlicensed short-term rental will begin on the first day of advertisement, with fines assessed for each day of noncompliance. Additionally, each approved property will be issued a placard that must be displayed in all

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advertisements. Per a question from Paul Hendler, it was clarified that appeals related to the ordinance itself would be heard by the Appeals Board, while appeals of fines are judicial in nature and would need to be addressed at the state level.

*Jim Fleming moved to adopt the Short Term Rental Ordinance as Amended, such amendment to take effect after 60 days unless a petition is filed as provided for under 24 V.S.A. § 1973(b), seconded by Leanne Alexander. The motion passed unanimously.*

**10. Transfer Station/Solid Waste Management**

**a. Updates**

The Stump Dump is full. Tom Cavanagh will meet with Hunter Excavating to discuss options or get a bulldozer in to push material back.

**11. Old Business**

**a. EDA resolution**

The Town plans to apply for EDA Disaster Supplemental Grant Program to complete the Londonderry South Village Wastewater Segment 2 project, and Aileen Tulloch is requesting authorization to submit application. There was uncertainty about amount of the request, and Tulloch will confirm the amount prior to submission.

*Leanne Alexander moved to adopt the EDA resolution authorizing the Town Administrator as the MAO for the Town of Londonderry for the purposes of pursuing grant funding, seconded by Jim Fleming. The motion passed unanimously.*

**12. New Business**

**a. Appoint CUD representatives**

Aileen Tulloch reached out to John Hankin, and he is available as representative to both Communications Union Districts (CUD).

*Taylor Prouty moved to adopt the Southern Vermont and DV Fiber Resolutions appointing John Hankin as Londonderry's Representative to the CUDs for a period of one year, and authorize chair to sign on behalf, seconded by James Ameden. The motion passed unanimously.*

**b. Discuss Re-Use of FEMA Buyout Properties**

The Town can apply to re-use town-owned FEMA buyout properties. There are 2 properties on Route 11 before Middletown Road (across from Mill Pond) that total 4 – 5 acres and could be used for recreational or “other” purposes. Several ideas were discussed, including storage

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for urban soil or unpaved parking for parade. Part of the property is not in the flood plain and might be subdivided and sold.

**c. Discuss Employee Reviews and Schedule**

Employee reviews need to be finished by July 1. It was decided to perform the reviews before the May 4, May 18, and June 1 Select Board meetings starting at 4:30 p.m. Each review will be 20-30 minutes, and the schedule will be coordinated with departments.

**d. Discuss Updating Purchasing Policy**

Staff started a preliminary discussion on updating the policy as some items are ambiguous, specifically the definition of “professional” services, sole source bids, and change orders. It was also recommended to increase the threshold required to get bids; the current amount of \$7,500 is low with past years of inflationary prices.

Staff will review and come back to Select Board with proposed changes.

**e. Review and Approve CWSRF Loan Resolution for Wastewater**

In January, the Select Board approved loan application amount of \$515,700. Chrissy Haskins, Dufresne Group, found out that the Town might be eligible for a 50% subsidy. The loan application needs to be amended with town applying for double original amount, resulting in the \$515,517 loan with the other half forgiven.

The Select Board can authorize the additional approved \$75,000, which can also be forgiven.

*Jim Fleming moved to adopt the Resolution to Increase the Amount of Authorized Indebtedness and the Resolution to Authorize Forgivable Indebtedness Pursuant to VSA § 4755(a)(4)(D) and authorize the Chair to sign them, seconded by Leanne Alexander. The motion passed unanimously.*

**f. Review and Approve possible logo for website and letterhead**

Office staff began looking for a Town logo as part of the website committee project. Several options were offered and discussed. It was suggested that all text on proposed logo be removed as it won't be visible when printed in smaller format. Staff will convey suggestions and bring a revised version back to the group.

**13. Executive Session: 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. 1 V.S.A. § 313 (a)(3) (Chad Stoddard Planning Commission Appointment)**

*Taylor Prouty moved to enter Executive session under 1 V.S.A. § 313 (a)(3), The*

**Town of Londonderry, Vermont**  
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*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 and invite Pam Spaulding, seconded by James Ameden. The motion passed unanimously.*

**Executive Session entered at 7:07 p.m.**

**Executive Session ended at 7:27 p.m.**

*Taylor Prouty moved to appoint Chad Stoddard to the Planning Commission, filling a 3 year term that ends 4/1/2027, seconded by Leanne Alexander. The motion passed unanimously.*

**14. Adjourn**

*Jim Fleming moved to adjourn the meeting, seconded by James Ameden. The motion passed unanimously.*

The meeting adjourned at 7:29 PM.

Respectfully Submitted,

Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

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Chair, Tom Cavanagh

**Town of Londonderry, Vermont**  
100 Old School Street  
South Londonderry, VT 05155  
802-824-3356  
[www.londonderryvt.org](http://www.londonderryvt.org)

**Itinerant Vendor License Application**

*Town of Londonderry Vendor Licenses shall incorporate all terms and conditions included in the Town's duly adopted Seasonal Vending License Ordinance, approved July 7, 2008.*

Application No. \_\_\_\_\_ Fee Received \_\_\_\_\_ (per schedule below)

Applicant Name: Cynthia Prairie \_\_\_\_\_

Business Name: West River Farmers Market

Address: PO Box 608 Londonderry VT 05148

Telephone: (802) 379-2326 Email: westriverfarmersmarket@gmail.com

Vending Site: Physical Address Williams Park at Route 11 & 100 Parcel ID No: \_\_\_\_\_

Owner of record, if different from above: Town of Londonderry

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Description of proposed Vending Activity**, specifically including:

Items/products/service to be sold: Farmers market goods, farm and home grown, handmade. Veg, meats, flowers, crafts and art, pottery, jewelry, foods

Terms of operation – days per week, month or year: 9am to 1 p.m. Saturdays, May 23 through Oct 10 2026

**Attachments Required** – All of the following:

1. A sketch showing the physical location of the property with street names, directional arrows, adjacent property owners. Sketch shall also include the proposed vending operation setup including the location and dimension of any structure(s), cart(s), vehicle(s) or other devices(s) to be used as well as signage and available on-site parking.
2. A Project Review Sheet as issued by the Department of Environmental Conservation District Office, Springfield, VT 802.885.8850.
3. Evidence of compliance with, or exemption from, federal, state, and local standards and regulations applicable to legally conduct the proposed business, including but not limited to: Vermont sales and use tax certificates, rooms, and meals tax certificates and health permits to operate a food establishment.
4. Other information as may be requested or required by the Selectboard.

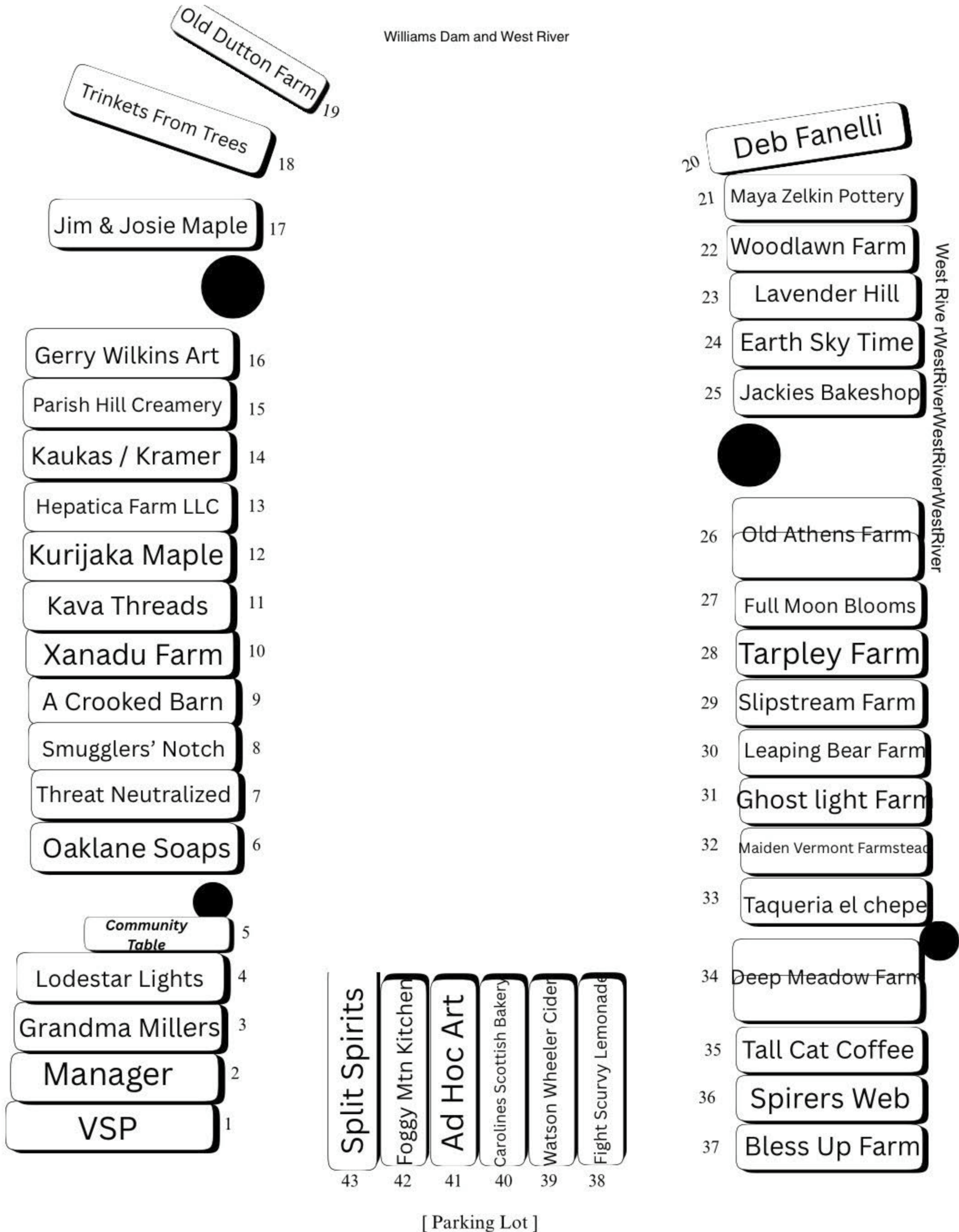
**Fee Schedule for Itinerant Vendor Application**

- a. \$25 per application payable to Town of Londonderry.
- b. Fees may be waived for religious, charitable, educational and service organizations conduction fundraising activities in a public place or on Town property.

**INCOMPLETE APPLICATIONS will be returned. If you need assistance, call 824.3356**

# West River Farmers Market 2026

Williams Dam and West River



[ Parking Lot ]



# MEMO

## TOWN OF LONDONDERRY

**To:** Selectboard  
**From:** Allison Marino, Town Clerk  
**CC:** Aileen Tulloch  
**Date:** 5/4/2026  
**Re:** DLL Applications

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**COMMENTS:**  
Mike & Tammy's MainStreet Market Deli  
Second Class

Town of Londonderry, VT  
RFP No. 2026-10 Bid Tabulation 2026-04-30

**BID TABULATION**

A

Project

Salt Shed Apron

**Bidder**

1 **Hunter Excavating, Inc**  
South Londonderry VT

12,725.00

2 **Springfield Paving**  
Claremont, NH

21,950.00

Low bids are underlined

8. BID PROPOSAL FORM

Due: April 30, 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. Salt Shed Apron	\$ 12,725.00

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: Hunter Excavating, Inc.

Authorized Representative: Kellie Baker-White

Address: 2218 Rte. 100, So. Londonderry, VT 05153

Phone: 802-856-7165

Email: Projects@hunterexvt.com

Signature: Kellie Baker-White Date: 4/20/26

[END OF DOCUMENT]

4/30

**Town of Londonderry, Vermont**  
100 Old School Street  
South Londonderry, VT 05155  
802-824-3356  
[www.londonderryvt.org](http://www.londonderryvt.org)

**INVITATION TO BID**

**RFP NO. 2026-10**

**DATE: April 13, 2026**

**PROJECT TITLE: Salt Shed Apron**

**PROPOSAL DUE DATES:** Bid proposals are due by **Thursday, April 30** no later than 2:00 PM. See section 5 for specific directions on bid submission.

**ESTIMATED TIME PERIOD FOR CONTRACT:** Work will start after contract execution and be completed no later than June 30<sup>th</sup>.

**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 creating an asphalt apron for a salt shed located at 4215 Route 100, South Londonderry.

**2. SCOPE OF WORK**

The Town is seeking a qualified contractor to provide the following services as specified below:

**A. Salt Shed, located at 4215 Route 100, South Londonderry**

- a. Box cut 12", add 1 ½ dense grade compact and fine grade, and 63'x35'x4" deep pavement in the entrance way to the salt shed.

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

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

**3. GENERAL INFORMATION FOR BIDDERS**

**A. Right to Accept or Reject Proposals**

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

**B. Right to Cancel or Postpone the Project**

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

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

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

**4. PRICING**

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

**5. SUBMISSION OF PROPOSALS**

- A. Bids should be submitted electronically to the following email address: [townadmin@londonderryvt.gov](mailto:townadmin@londonderryvt.gov). 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 **“Salt Shed Apron”** 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 bid opening for bids received by the Town, but they will be reviewed by the Londonderry Selectboard at their next regularly scheduled meeting after the bid deadline.

## 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.gov](mailto:townadmin@londonderryvt.gov)

- 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 Joshua Dryden, Road Foreman, via email at [roadforeman@londonderryvt.gov](mailto:roadforeman@londonderryvt.gov) or phone (802) 824-3356 ext 6 before April 29, 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. 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 after contract execution and be completed by June 30, 2026.

**Bid Proposal Form is on following page**

8. BID PROPOSAL FORM


Due: April 30, 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. Salt Shed Apron	\$ 21,960.00

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: Springfield Pariz  
Authorized Representative: Jeremy Zully  
Address: 10 Canyon Rd Claremont NH 03743  
Phone: 603-558-1281  
Email: jeremy@springfieldpariz.net  
Signature:  Date: 4/28/26

[END OF DOCUMENT]

**PUBLIC NOTICE**  
**TOWN OF LONDONDERRY**

NOTICE IS HEREBY GIVEN that the Selectboard of the Town of LONDONDERRY proposes, pursuant to Title 19 Vermont Statutes Annotated, Chapter 7, and pursuant to vote by the Selectboard on its own motion, to take the following action with regard to the town highway set forth below:

- 1) To discontinue Monet Lane (Town Highway # 21) in its entirety; the property to return back to the abutting landowners; and

THEREFORE, pursuant to Title 19 V.S.A. Chapter 7, you are hereby notified that a site visit will be held by the Selectboard for the Town of LONDONDERRY on June 15, 2026 commencing at 4:30 p.m. at the Monet Lane road site.

The Selectboard shall reconvene in the Meeting Room at the Windham School Building, Windham, Vermont, after the site visit for a hearing on the matter. The hearing shall begin at 5:00 p.m. or as soon thereafter as the Selectboard and interested persons return from the site visit. The purpose of the hearing shall be to hear all persons interested in said public highway discontinuance.

This hearing and site visit will be a joint hearing and site visit with the Town of Windham Selectboard as the highway, Monet Lane, exists in both towns, and each town desires to discontinue the roadway.

Dated at Londonderry, Vermont this 4 day of May, 2026.

**SELECTBOARD, TOWN OF LONDONDERRY**

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