

Town of Londonderry, Vermont

Selectboard Meeting Agenda

August 3, 2026 Monday, 6:00 PM

100 Old School Street, South Londonderry, VT 05155

PUBLIC ACCESS: Hybrid meeting as allowed under 1 V.S.A. 312. Remote access is not guaranteed, especially during a storm, a power outage, or technical difficulties. Selectboard meetings are recorded.

Join Zoom Meeting: <https://us02web.zoom.us/j/87870498479> Meeting ID: 878 7049 8479;

One tap mobile: +13052241968,,87870498479# US or +13092053325,,87870498479# US

1. Call Regular Meeting to Order
2. Additions or Deletions to the Agenda [1 V.S.A. 312(d)(3)(A)]
3. Minutes Approval – Meeting(s) of 07/20/2026 and 07/22/2026
4. Selectboard Pay Orders
5. Announcements/Correspondence
6. Visitors and Concerned Citizens
7. Liquor Commission
8. Roads and Bridges
 - a. Updates
 - b. Review and Approve Little Pond Road Culverts Proposal
 - c. Review and Approve Spring Hill Road Culverts Proposal
 - d. Discuss Flying Squirrel Lane Discontinuance
9. Town Officials Business
 - a. Listers/Assessor
 - i. Review and Approve Late Homestead Penalty
 - b. Town Clerk
 - i. Review and Approve 07/22/2026 Special Town Meeting Minutes
 - ii. Update on Surveillance Equipment Grant
 - c. Recreation Director
 - i. Appoint Carl-Erik Westberg to Parks Board
 - d. Planning Commission (Chad Stoddard)
 - i. Warn By-Law Hearing for 8/17/2026
 - ii. Discuss Long Term Resiliency 2025 Report
 - iii. Discuss Williams Dam
10. Transfer Station/Solid Waste Management
 - a. Updates
11. Old Business
 - a. Appoint Land Acquisition Task Force Members
 - b. Review and Approve Structures Grant for West River Road
 - c. Discuss Short Term Rental Board makeup
12. New Business
 - a. Move date of Regular Meeting 09/07/26 to 09/08/26 due to Labor Day Holiday
 - b. Discuss note-taking duties while Sally is away
 - c. Review and Adopt Updated Alcohol on Town Property Ordinance.
13. Executive Session: if needed
14. Adjourn

Posted and distributed on July 31, 2026

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

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

Town of Londonderry, Vermont

Selectboard Meeting Agenda

August 3, 2026 Monday, 6:00 PM

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DRAFT
Town of Londonderry, Vermont
Selectboard Monday, July 20, 2026
Selectboard Meeting 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 Hespe, Town Note Taker; Andy Dalhstrom, Short Term Rental Administrator; and Patty Eisenhauer, Housing Commission.

Others in Attendance: Pamela Spaulding; Paul Hendler; Richard and Diane Squires; Center Merrill; Joyce Mathews; Carol Lighthall and David Foster, Okemo Valley Chamber of Commerce; Cynthia Dryden; 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

Town Clerk updates not yet ready for agenda.

Taylor Prouty moved to delete Agenda Items 11a.i. and 11a.ii, seconded by Leanne Alexander. The motion passed unanimously.

3. Executive session: 1 V.S.A. § 313 (a)(3) The appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting. (Applicant Interview)

Taylor Prouty moved to enter 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, and invite the Town Administrator and Cynthia Dryden to join the session, seconded by Jim Fleming. The motion passed unanimously.

Entered Executive Session at 6:03 p.m.

Exited Executive Session at 6:06 p.m.

Taylor Prouty moved to hire Cynthia Dryden to work Sundays at the Transfer Station at \$20 per hour, seconded by Jim Fleming. The motion passed unanimously.

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

Taylor Prouty moved to find that premature general public knowledge of pending or probable civil litigation will clearly place the Town, the Board, or person involved at a substantial disadvantage, seconded by Jim Fleming. The motion passed unanimously.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – June 15, 2026

Taylor Prouty moved to enter Executive Session under 1 V.S.A. § 313 (a)(1)(E) Pending or probable civil litigation or a prosecution, to which the public body is or may be a party and invite the Town Administrator and the Short Term Rental Administrator to join the session, seconded by Jim Fleming. The motion passed unanimously.

Entered Executive Session at 6:08 p.m.

Exited Executive Session at 6:16 p.m.

Taylor Prouty moved that the Select Board authorize the commencement of a lawsuit for injunctive relief against Eric Dilone in order to enforce the Town's short term rental ordinance and hereby authorize the Town Administrator, the Town STR Administrator, and the Town Attorney to prosecute the case, seconded by Jim Fleming. The motion passed unanimously.

5. Minutes Approval – Meeting(s) of 7/6/2026

James Ameden moved to approve the minutes of the Selectboard meeting of 7/6/2026, seconded by Leanne Alexander. The motion passed unanimously.

6. Selectboard Pay Orders

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

7. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch

- Construction on South Village Wastewater Project is moving more quickly now.
- Maple tree on Thompsonburg Rd. was removed today.
- RFPs for issued for: wastewater operator services; Little Pond Rd. and Spring Hill Roads culvert replacement, and Town Hall general contractor services. A mandatory pre-bid meeting for the Town Hall bid will be Thursday at Town Hall.
- Tina Labeau has purchased 5 surveillance cameras and drive for about \$1,700, and Alison is looking into seeking an election grant to fund purchase.
- There will be a Town meeting on Wednesday, July 22, at 6 p.m. with a Select Board meeting immediately following to set the tax rate. Both will take place at Town Hall.

The following correspondence was referenced by the Town Administrator:

- Draft for Intended Use Plans for Clean Water and Drinking Water State Revolving Funds, with a public hearing on August 18th. South Village Wastewater project is still at the top of the priority list.
- Windham Regional Commission Act 151 Overview for Municipalities. This is a partial repeal of Act 181 and worth read to see what parts remain.

8. Visitors and Concerned Citizens

a. Okemo Valley Regional Chamber of Commerce (Carol Lighthall)

Town of Londonderry, Vermont

Selectboard Meeting Minutes – June 15, 2026

Carol Lighthall, Executive Director, Okemo Valley Regional Chamber of Commerce, spoke about Londonderry's participation in the Okemo Valley Regional Chamber of Commerce. She noted that chamber membership is \$149 per year and that there are twelve members in the region. Lighthall emphasized that visitors do not recognize town lines when traveling through the area. The Chamber promotes the Route 100 byway connection, advertises in Okemo Valley Magazine, maintains a regional events calendar, and posts events on its website. Okemo Valley Magazine is published twice a year and includes pieces recognizing local businesses and community efforts, including the work of the Londonderry Housing Commission and its grant program to assist homeowners.

The Select Board agreed to try membership again and discussed using Chamber resources to promote Parks and Recreation opportunities.

Taylor Prouty moved to support the Okemo Vally Chamber of Commerce at \$149 per year, seconded by Leanne Alexander. The motion passed unanimously.

b. Ruck-Up Coin Drop September 5, 2026 (Virtual)

Monali King, of Ruck Up, sought permission to hold a Coin Drop in Londonderry on September 5th. Last year's event raised almost \$4,000, which provided counseling services for Veterans across New England.

The Select Board thanked the organization for all it does.

Taylor Prouty moved to support Ruck Up and allow for coin drop on September 5, 2026, seconded by Leanne Alexander. The motion passed unanimously.

c. Richard and Diane Squires

Richard and Diane Squires discussed the property they own that houses the Post Office. They said they purchased the property about twenty-five years ago with challenges related to plumbing and weakening rafters caused by air and dampness. They noted that repairs would require engineering review and would likely be expensive.

The Squires asked whether the Town had any public use for the building before they decide whether to sell it. They said apartments may be possible but would require significant investment, and they would be willing to offer a favorable sale price. If there is no Town interest or other viable public use, they said they would likely list the property for sale.

They noted recent improvements, including a new roof and siding, and said the Post Office lease is currently on hold. The property is signed up for the Village Wastewater project and is approximately one-quarter acre. Dryden's Outdoor was mentioned as a possible contact for weed whacking.

9. Liquor Commission

None.

10. Roads and Bridges

Page 3 of 5

Town of Londonderry, Vermont
Selectboard Meeting Minutes – June 15, 2026

a. Updates

- Excavation on Boyton Rd. happened, finishing before the contract was executed. This was an important improvement and the work looks great.
- There is a question from Jim Wilbur about throwing up his road. As it is Select Board decision, it will be put on the next meeting agenda.

11. Transfer Station/Solid Waste Management

a. Updates

None.

13. Old Business

a. Review and Approve Land Acquisition Taskforce charge

An error was noted on Line 2 and will be corrected. Pam Eienhauer asked if charge reflects Resiliency Project Plan of Action Item #8. It was noted that this will not be a standing committee, and the Task Force itself will determine its role.

Leanne Alexander moved to approve the Land Acquisition Task force charge with one correction, seconded by Jim Fleming. The motion passed unanimously.

b. Ratify Tree Removal Decision of 7/6/2026

Taylor Prouty moved to ratify the 07/06/2026 decision to approve the proposal from Henry Carr for projects on Thompsonburg Road for \$3,500 and Little Pond Road for \$4,300 2) authorize the Town Administrator to sign the contract on behalf of the board, seconded by James Ameden. The motion passed unanimously.

14. New Business

a. Consider Resolution to support Brattleboro Memorial Hospital Birthing Center

The Birthing Center at the Brattleboro Memorial Hospital will be closing in 6 to 9 months, and they are asking affected towns to sign a resolution and send to constituents.

Jim Fleming moved to adopt the Brattleboro Memorial Hospital Birthing Center Resolution and authorize the Town Administrator to send the Resolution to the within-mentioned entities, seconded by Leanne Alexander. The motion passed unanimously.

16. Executive Session: If needed

None.

Town of Londonderry, Vermont
Selectboard Meeting Minutes – June 15, 2026

17. Adjourn

The meeting was adjourned at 6:59 p.m.

Jim Fleming moved to adjourn the meeting, seconded by Leanne Alexander. The motion passed unanimously.

Respectfully Submitted,

Sally Hespe, Town Note Taker

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh

DRAFT
Town of Londonderry, Vermont
Selectboard Meeting
July 22, 2026, Wednesday, at Close of Town Meeting
139 Middletown Road, 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; Tina Labeau, Town Treasurer.

Others in Attendance: Amanda Fouda, GNAT-TV.

1. Call Special Meeting to Order

Tom Cavanagh called the special meeting to order at 6:44 ppm

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

None

3. Selectboard Pay Orders

None

4. Announcements/Correspondence

None

5. Visitors and Concerned Citizens

None

6. New Business

a. Set Fiscal Year 2027 Tax Rate

Town Treasurer Tina Labeau pointed the Selectboard to the first calculation which did not include the new position. She also pointed to the line item in which she proposed using \$150,000 to offset the tax rate. Some discussion about Londonderry's low CLA and high COD ensued. These should be corrected during the re-appraisal.

Taylor Prouty moved to set the municipal tax rate at .7028 for the fiscal 2027 tax year and James Ameden seconded. The motion passed unanimously.

7. Executive Session: if needed

None

8. Adjourn

James Ameden moved to adjourn, and Taylor Prouty seconded. The motion passed unanimously.

The meeting was adjourned at 6:50 pm.

Respectfully Submitted,

Aileen Tulloch, Town Administrator

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh

Town of Londonderry, VT

RFP No. 2025-14 Bid Tabulation 2026-08-03

BID TABULATION	
Bidder	
1	Hunter Excavating, Inc South Londonderry VT
2	Sanderson Trucking & Excavation, L Chester VT
3	Weaver Excating Inc Bennington VT
4	Adams Trucking & Excavating Chester VT
5	Gurney Brothers Construction North Springfield VT
6	David Chaves Excavating Inc Londonderry VT
7	A.S. Clark & Sons Londonderry VT

A

Project

Spring Hill
Culvert
Replacements

109,758.00

68,500.00

136,500.00

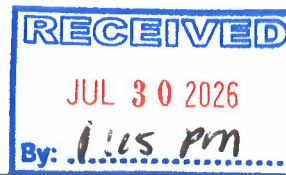
136,300.00

190,000.00

190,000.00

142,057.00

Low bids are underlined



July 10, 2026

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Spring Hill Road (TH #41)	Culvert Replacement (18)	\$ 142,057 ⁰⁰

Other Information clarifying cost proposal: _____

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: A.S. Clark & Sons

Authorized Representative: Archie Clark

Address: PO Box 187 Newfane, VT 05345

Phone: 802-257-1963

Email: arch 24 @ my fair point. net

Signature: Archie J Clark Date: 7-30-26

[END OF DOCUMENT]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/29/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Richards Group 48 Harris Place PO Box 820 Brattleboro VT 05302	CONTACT NAME: Dot Clark PHONE (A/C, No, Ext): (802) 254-6016 FAX (A/C, No): (802) 254-7110 E-MAIL ADDRESS: dclark@therichardsgrp.com																					
INSURED As Clark & Sons PO Box 187 Newfane VT 05345	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Ohio Security Insurance Co</td><td>24082</td></tr><tr><td>INSURER B:</td><td>Ohio Casualty Insurance Co</td><td>24074</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Ohio Security Insurance Co	24082	INSURER B:	Ohio Casualty Insurance Co	24074	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER B:	Ohio Casualty Insurance Co	24074																				
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** 26-27**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:			BKS57237117	05/29/2026	05/29/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			BAS57237117	05/29/2026	05/29/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ BACEE \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y	N/A	XWO57237117	05/29/2026	05/29/2027	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: Spring Hill Culvert Replacement

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Town of Londonderry
100 Old School Road

Londonderry

VT 05345

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July 10, 2026

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Spring Hill Road (TH #41)	Culvert Replacement (18)	\$ 190,000.00

Other Information clarifying cost proposal: N/A

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

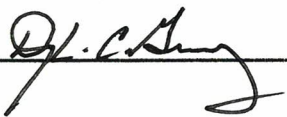
Company: Gurney Brothers Construction, Inc.

Authorized Representative: Doug Gurney

Address: 19 Gurney Road North Springfield, Vermont 05150

Phone: 802-886-2210

Email: dug@vermontel.com

Signature:  Date: 7/29/2026

[END OF DOCUMENT]

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Spring Hill Road (TH #41)	Culvert Replacement (18)	\$ 68,500.00

Other Information clarifying cost proposal: _____

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.

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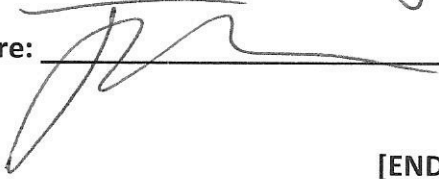
Company: Sanderson Trucking & Excavation LLC

Authorized Representative: Jarrett Sanderson

Address: 672 Cummings Rd Chester, VT 05143

Phone: (802) 952-6585

Email: Sandersantruckinganex@gmail.com

Signature:  Date: 7/20/2026

[END OF DOCUMENT]

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Spring Hill Road (TH #41)	Culvert Replacement (18)	\$ 190,000.00

Other Information clarifying cost proposal: We have figured in traffic control to limit disturbance of local traffic but will have brief moments of road closure.

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: David Chaves Excavating, Inc.

Authorized Representative: Samantha Chaves

Address: P.O. Box 70 242 Chaves Rd Londonderry, VT 05148

Phone: 802-824-3140

Email: Chavesexc@yahoo.com

Signature: Samantha Chaves Date: 7/30/26

[END OF DOCUMENT]



DAVICH-01

HENCH1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/30/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Digital Insurance LLC- Rutland, VT 98 Merchants Row Rutland, VT 05701	CONTACT NAME:		
	PHONE (A/C, No, Ext): (802) 775-2311	FAX (A/C, No): (802) 775-8246	
INSURED David Chaves Excavating, Inc. PO Box 70 Londonderry, VT 05148	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Frankenmuth Insurance		13986
	INSURER B : AIM Ins Co		18929
	INSURER C :		
	INSURER D :		
INSURER E :			
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			6717785	7/24/2026	7/24/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			6717783	7/24/2026	7/24/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB CLAIMS-MADE DED ☒ RETENTION \$ 10,000			6717785	7/24/2026	7/24/2027	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N ☒ N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WMZ-800-8008301-2026A	7/24/2026	7/24/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

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

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Spring Hill Road (TH #41)	Culvert Replacement (18)	\$ 109,758.00

Other Information clarifying cost proposal: see attached

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: Hunter Excavating, Inc.

Authorized Representative: Bret Carter

Address: 2218 Rt 100 S. Londonderry, VT. 05155

Phone: 802-856-7165

Email: Bret@Hunterexvt.com

Signature:  **Date:** 7.30.2026

[END OF DOCUMENT]



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

July 29, 2026

Aileen Tulloch, Town Administrator / RFP Coordinator

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

RE: RFP No. 2026-14 — Spring Hill Road Culvert Replacement — Statement of Qualifications, Exceptions, and Compliance

Dear Ms. Tulloch:

Hunter Excavating, Inc. is pleased to submit the attached Bid Proposal Form for Spring Hill Road Culvert Replacement in the lump sum amount of \$109,758. This letter is submitted as an attachment to the Bid Proposal Form on page 7 of the Invitation to Bid and provides our standard exclusions, project approach, and a point-by-point response to the Town's stated evaluation and selection criteria.

1. Standard Exclusions

- Ledge / solid rock excavation. Our lump sum price assumes common earth excavation throughout. If ledge or solid rock is encountered during trenching or culvert removal, it is excluded from this bid and will be addressed as extra work, priced on a unit-cost or time-and-materials basis, prior to proceeding.
- Permits. This proposal does not include the cost of obtaining or securing any local, state, or federal permits required for this work. Procurement of all necessary permits is assumed to be the responsibility of the Town.

2. Construction Impacts & Traffic Management

Work on each culvert will require temporary impacts to the traveling public, potentially including short-duration road closures at active work locations. Hunter Excavating will make reasonable efforts to keep any such closures to a minimum and to maintain safe, functional access for residents and emergency services throughout construction. Where open excavations must be left in place outside of active working hours, steel plates may be utilized to maintain travel access across the work area.

3. Schedule & Mobilization

Hunter Excavating is prepared to mobilize and begin construction activities promptly following delivery of culvert pipe materials to the site. Based on this approach, we acknowledge and agree to the Final Completion date of November 15, 2026 as stated in the Invitation to Bid, contingent on timely issuance of the Notice to Proceed and normal material lead times.

4. Insurance & Additional Insured

Hunter Excavating acknowledges the insurance requirements of Section 6.E of the Invitation to Bid, including Commercial General Liability (\$1,000,000 per occurrence / \$2,000,000 general aggregate), Automobile Liability (\$1,000,000 Combined Single Limit), and Workers' Compensation coverage as required by Vermont law. Our current insurance policies meet or exceed each of these limits. Upon notice of award, Hunter Excavating will promptly furnish a Certificate of Insurance naming the "Town of Londonderry, Vermont" as an additional insured, using the additional insured language requested by the Town.

5. Response to Evaluation & Selection Criteria (Section 7.B)

- Price — See the attached Bid Proposal Form for our lump sum price of \$109,758.

- Clarity and completeness of the submitted proposal — This letter, together with the completed Bid Proposal Form, is intended to fully and clearly address the scope, exclusions, schedule, and compliance items requested in this Invitation to Bid.
- Ability to perform within the specified time limits — Hunter Excavating acknowledges and agrees to the November 15, 2026 Final Completion date; see Section 3 above.
- Experience and reputation, including past performance for the Town of Londonderry — Hunter Excavating is a local contractor based in South Londonderry, currently performing culvert and drainage construction work for the Town of Londonderry, with a demonstrated record of similar culvert replacement and road construction work throughout the region.
- Quality of the materials and services specified in the bid — All 18 culvert pipes will be furnished and installed per the specifications stated in the Invitation to Bid, including HP dual-wall pipe, crushed gravel bedding meeting VT Spec 704.12C, and trench compaction to 95% standard Proctor density.
- Ability to meet other terms and conditions, including insurance and bond requirements — See Section 4 above; Hunter Excavating's current coverage meets or exceeds all stated requirements.
- Availability to provide future service, maintenance, and support — As a local contractor headquartered in South Londonderry, Hunter Excavating is readily available to the Town for any warranty service or follow-up work after project completion.
- Financial stability — References and financial information are available to the Town upon request.
- Any other factors the Town determines relevant — None noted by Hunter Excavating; we welcome any additional questions the Town may have during its evaluation.

We appreciate the opportunity to bid this project and are glad to answer any questions the Town may have during its review.

Sincerely,



Bret Carter
Hunter Excavating, Inc.
802-856-7165

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Spring Hill Road (TH #41)	Culvert Replacement (18)	\$ 136,500.00

Other Information clarifying cost proposal: _____

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

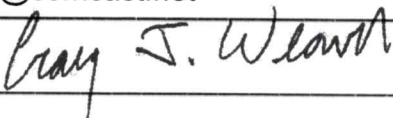
Company: Weaver Excavating, Inc.

Authorized Representative: Craig J Weaver, President

Address: 227 Morse Rd, Bennington, VT 05201

Phone: (802) 442-9450

Email: weaverland@comcast.net

Signature:  **Date:** 07/21/2026

[END OF DOCUMENT]

Town of Londonderry, Vermont

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

INVITATION TO BID

RFP NO. 2026-14

DATE: July 10, 2026

PROJECT TITLE: Spring Hill Road Culvert Replacement

PROPOSAL DUE DATES: Bid proposals are due by July 30, 2026 no later than 2:00 PM. See section 5 for specific directions on bid submission.

ESTIMATED TIME PERIOD FOR CONTRACT: All work required herein shall take place between August 3, 2026 and November 15, 2026.

BIDDER ELIGIBILITY:

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

CONTENTS OF THE INVITATION TO BID (ITB):

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

1. INTRODUCTION

A. Purpose

The Town of Londonderry, Vermont (the Town) is seeking proposals from qualified contractors to replace culverts on Spring Hill Road. The Town is seeking a single contractor to complete all work specified herein.

2. SCOPE OF WORK

The Town is seeking bids for work on roads and/or road segments to complete the following necessary Town road erosion reduction projects. All bids must include full price for the specified work for each bid item noted below. Contractors will provide traffic control as necessary.

Spring Hill Road (TH #41) – Culvert Replacements

Existing culvert to be Replaced		New culvert to be installed	Required Work
Culvert #1	15"	18" x 40'	Culvert numbering is Town internal marking and not State designated numbering. All culverts are clearly marked with their numbers.
Culvert #2	15"	18" x 40'	
Culvert #3	15"	18" x 40'	
Culvert #4	15"	18" x 40'	All work must be done from roadway.
Culvert #5	15"	18" x 40'	The drain pipe specified shall be HP drain pipe (grey.) Drain pipe shall be installed from the lower end with bells facing up.
Culvert #6	15"	18" x 40'	
Culvert #7	15"	18" x 40'	
Culvert #8	18"	18" x 40'	All pipes shall be installed to true line & grade.
Culvert #9	15"	18" x 45'	Pipe bedding from the bottom of pipe to mid diameter shall be crushed gravel meeting VT specification (704.12C) or approved equal.
Culvert #10	15"	18" x 40'	Base road gravel shall match the existing gravel base or 24" whichever is greater and may be replaced with excavated gravel.
Culvert #11	15"	18" x 40'	Trenches shall be compacted to 95% standard proctor by means of a vibratory compactor or other approved methods.
Culvert #12	15"	18" x 40'	
Culvert #13	18"	18" x 40'	The gravel shall set for a minimum 14 days prior to paving in the trench –matching the existing pavement (up to a depth of 5").
Culvert #14	12"	18" x 40'	
Culvert #15	36"	36" x 43'	Headers must be put back if existing.
Culvert #16	18"	18" x 50'	Remove and dispose of old culvert.
Culvert #17	18"	18" x 40'	Contractor to supply pipe.
Culvert #18	18"	18" x 47'	

Contractor should have a sign package and arrange for traffic control, if needed.

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

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. Bids will also be accepted by mail or in person.
- B. Respondents are required to use the enclosed Bid Proposal Form (page 7) to submit their proposal. The completed form and any attachments should be scanned to PDF format and sent as a single attachment to the email address above. Failure to use the enclosed form shall be deemed as non-responsive and shall invalidate any submittal. Additional materials which clarify and/or supplement the response form may be attached to the Bid Proposal Form.
- C. All proposals must be submitted to the Town of Londonderry in care of the RFP Coordinator with reference to “**Spring Hill Road Culvert Replacements**” 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 Selectboard soon after the submission 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

- 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 Josh Dryden, Road Foreman, via email at roadforeman@londonderryvt.gov or phone (802) 824-3356 , ext. 6 before July 24, 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 on a date and time mutually agreed to by the Town and the Contractor, following the execution of an approved and signed contract. All work must be completed by November 15, 2026, unless otherwise mutually agreed to in writing.

Bid Proposal Form is on following page

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Spring Hill Road (TH #41)	Culvert Replacement (18)	\$ 136,300.00

Other Information clarifying cost proposal: _____

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: Adams Trucking & Excavating Inc.

Authorized Representative: Buck Adams

Address: 1997 Rockingham Rd Chester VT 05143

Phone: 802-463-2213

Email: info@adamsincvt.com

Signature: Buck Adams Date: 7/22/2026

[END OF DOCUMENT]

Town of Londonderry, VT

RFP No. 2026-13 Bid Tabulation 2026-08-03

BID TABULATION

A

Project

Little Pond
Culvert
Replacement

Bidder

1	Hunter Excavating, Inc South Londonderry VT	98,200.00
2	Weaver Excavating, Inc Bennington VT	118,000.00
3	Gurney Brothers Construction North Springfield VT	160,900.00
4	Adams Trucking & Excavating Chester VT	116,400.00
5	Sanderson Trucking & Excavation Chester VT	<u>59,000.00</u>
6	David Chaves Excavating Londonderry VT	140,000.00
7	A.S Clark & Sons Londonderry VT	110,196.00

Low bids are underlined

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Little Pond Road (TH #17)	Culvert Replacement (16)	\$ 98,200.00

Other Information clarifying cost proposal: See attached

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: Hunter Excavating, Inc.

Authorized Representative: Bret Carter

Address: 2218 Rt 100 S. Londonderry, VT. 05155

Phone: 802-856-7165

Email: Bret@Hunterexvt.com

Signature:  Date: 7.30.2026

[END OF DOCUMENT]



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

July 29, 2026

Aileen Tulloch, Town Administrator / RFP Coordinator

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

RE: RFP No. 2026-13 — Little Pond Road Culvert Replacement — Statement of Qualifications, Exceptions, and Compliance

Dear Ms. Tulloch:

Hunter Excavating, Inc. is pleased to submit the attached Bid Proposal Form for Little Pond Road Culvert Replacement in the lump sum amount of \$98,200. This letter is submitted as an attachment to the Bid Proposal Form on page 7 of the Invitation to Bid and provides our standard exclusions, project approach, and a point-by-point response to the Town's stated evaluation and selection criteria.

1. Standard Exclusions

- Ledge / solid rock excavation. Our lump sum price assumes common earth excavation throughout. If ledge or solid rock is encountered during trenching or culvert removal, it is excluded from this bid and will be addressed as extra work, priced on a unit-cost or time-and-materials basis, prior to proceeding.
- Permits. This proposal does not include the cost of obtaining or securing any local, state, or federal permits required for this work. Procurement of all necessary permits is assumed to be the responsibility of the Town.

2. Construction Impacts & Traffic Management

Work on each culvert will require temporary impacts to the traveling public, potentially including short-duration road closures at active work locations. Hunter Excavating will make reasonable efforts to keep any such closures to a minimum and to maintain safe, functional access for residents and emergency services throughout construction. Where open excavations must be left in place outside of active working hours, steel plates may be utilized to maintain travel access across the work area.

3. Schedule & Mobilization

Hunter Excavating is prepared to mobilize and begin construction activities promptly following delivery of culvert pipe materials to the site. Based on this approach, we acknowledge and agree to the Final Completion date of November 15, 2026 as stated in the Invitation to Bid, contingent on timely issuance of the Notice to Proceed and normal material lead times.

4. Insurance & Additional Insured

Hunter Excavating acknowledges the insurance requirements of Section 6.E of the Invitation to Bid, including Commercial General Liability (\$1,000,000 per occurrence / \$2,000,000 general aggregate), Automobile Liability (\$1,000,000 Combined Single Limit), and Workers' Compensation coverage as required by Vermont law. Our current insurance policies meet or exceed each of these limits. Upon notice of award, Hunter Excavating will promptly furnish a Certificate of Insurance naming the "Town of Londonderry, Vermont" as an additional insured, using the additional insured language requested by the Town.

5. Response to Evaluation & Selection Criteria (Section 7.B)

- Price — See the attached Bid Proposal Form for our lump sum price of \$98,200.

- Clarity and completeness of the submitted proposal — This letter, together with the completed Bid Proposal Form, is intended to fully and clearly address the scope, exclusions, schedule, and compliance items requested in this Invitation to Bid.
- Ability to perform within the specified time limits — Hunter Excavating acknowledges and agrees to the November 15, 2026 Final Completion date; see Section 3 above.
- Experience and reputation, including past performance for the Town of Londonderry — Hunter Excavating is a local contractor based in South Londonderry, currently performing culvert and drainage construction work for the Town of Londonderry, with a demonstrated record of similar culvert replacement and road construction work throughout the region.
- Quality of the materials and services specified in the bid — All 16 culvert pipes will be furnished and installed per the specifications stated in the Invitation to Bid, including HP dual-wall pipe, crushed gravel bedding meeting VT Spec 704.12C, and trench compaction to 95% standard Proctor density.
- Ability to meet other terms and conditions, including insurance and bond requirements — See Section 4 above; Hunter Excavating's current coverage meets or exceeds all stated requirements.
- Availability to provide future service, maintenance, and support — As a local contractor headquartered in South Londonderry, Hunter Excavating is readily available to the Town for any warranty service or follow-up work after project completion.
- Financial stability — References and financial information are available to the Town upon request.
- Any other factors the Town determines relevant — None noted by Hunter Excavating; we welcome any additional questions the Town may have during its evaluation.

We appreciate the opportunity to bid this project and are glad to answer any questions the Town may have during its review.

Sincerely,



Bret Carter

Hunter Excavating, Inc.
802-856-7165

8. BID PROPOSAL FORM
Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Little Pond Road (TH #17)	Culvert Replacement (16)	\$ 118,000.00

Other Information clarifying cost proposal: _____

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

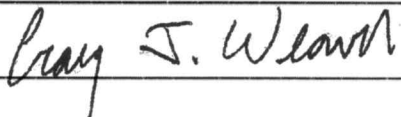
Company: Weaver Excavating, Inc.

Authorized Representative: Craig J Weaver, President

Address: 227 Morse Rd, Bennington, VT 05201

Phone: (802) 442-9450

Email: weaverland@comcast.net

Signature:  Date: 07/21/2026

[END OF DOCUMENT]



July 10, 2026

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Little Pond Road (TH #17)	Culvert Replacement (16)	\$ 110,196 ⁰⁰

Other Information clarifying cost proposal: _____

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: A.S. Clark & Sons

Authorized Representative: Archie Clark

Address: PO Box 187 Newfane, vt. 05345

Phone: 802-257-1963

Email: arch 24 @ my fairpoint . net

Signature: Archie Clark Date: 7-30-26

[END OF DOCUMENT]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/29/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Richards Group 48 Harris Place PO Box 820 Brattleboro VT 05302		CONTACT NAME: Dot Clark PHONE (A/C, No, Ext): (802) 254-6016 E-MAIL ADDRESS: dclark@therichardsgrp.com FAX (A/C, No): (802) 254-7110	
INSURED As Clark & Sons PO Box 187 Newfane VT 05345		INSURER(S) AFFORDING COVERAGE INSURER A: Ohio Security Insurance Co INSURER B: Ohio Casualty Insurance Co INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 24082 24074	

COVERAGES**CERTIFICATE NUMBER:** 26-27**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			BKS57237117	05/29/2026	05/29/2027	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$ 15,000
	☐ POLICY ☒ PROJECT ☐ LOC						PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	☒ AUTOMOBILE LIABILITY			BAS57237117	05/29/2026	05/29/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY	☐ NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
							BACEE \$
	☐ UMBRELLA LIAB	☐ OCCUR					EACH OCCURRENCE \$
	☐ EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE \$
	DED	RETENTION \$					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			XWO57237117	05/29/2026	05/29/2027	☒ PER STATUTE ☐ OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A				E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: Little Pond Road Culvert Replacement

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Town of Londonderry
100 Old School Road

Londonderry

VT 05345

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ACORD 25 (2016/03)

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8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Little Pond Road (TH #17)	Culvert Replacement (16)	\$ 160,900.00

Other Information clarifying cost proposal: N/A

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

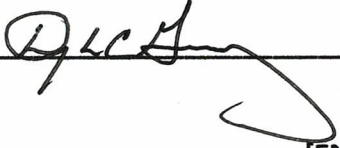
Company: Gurney Brothers Construction, Inc.

Authorized Representative: Doug Gurney

Address: 19 Gurney Road North Springfield, Vermont 05150

Phone: 802-886-2210

Email: dug@vermontel.com

Signature:  **Date:** 7/29/2026

[END OF DOCUMENT]

Town of Londonderry, Vermont

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

INVITATION TO BID

RFP NO. 2026-13

DATE: July 10, 2026

PROJECT TITLE: Little Pond Road Culvert Replacement

PROPOSAL DUE DATES: Bid proposals are due by July 30, 2026 no later than 2:00 PM. See section 5 for specific directions on bid submission.

ESTIMATED TIME PERIOD FOR CONTRACT: All work required herein shall take place between August 3, 2026 and November 15, 2026.

BIDDER ELIGIBILITY:

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

CONTENTS OF THE INVITATION TO BID (ITB):

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

1. INTRODUCTION

A. Purpose

The Town of Londonderry, Vermont (the Town) is seeking proposals from qualified contractors to replace culverts on Little Pond Road. The Town is seeking a single contractor to complete all work specified herein.

2. SCOPE OF WORK

The Town is seeking bids for work on roads and/or road segments to complete the following necessary Town road erosion reduction projects. All bids must include full price for the specified work for each bid item noted below. Contractors will provide traffic control as necessary.

Little Pond Road (TH #17) – Culvert Replacements

Existing culvert to be Replaced		New culvert to be installed	Required Work
Culvert #1	15"	18" x 35'	Culvert numbering is Town internal marking and not State designated numbering. All culverts are clearly marked with their numbers.
Culvert #2	15"	18" x 40'	
Culvert #3	15"	18" x 40'	
Culvert #3A	NA	15" x 25'	All work must be done from roadway.
Culvert #4	15"	18" x 40'	The drain pipe specified shall be HP drain pipe (grey.)
Culvert #4A	30"	30" x 40'	
Culvert #5	15"	18" x 30'	Drain pipe shall be installed from the lower end with bells facing up.
Culvert #6	15"	18" x 40'	All pipes shall be installed to true line & grade.
Culvert #7	18"	18" x 40'	Pipe bedding from the bottom of pipe to mid diameter shall be crushed gravel meeting VT specification (704.12C) or approved equal.
Culvert #8	15"	18" x 35'	Base road gravel shall match the existing gravel base or 24" whichever is greater and may be replaced with excavated gravel.
Culvert #9	18"	18" x 40'	Trenches shall be compacted to 95% standard proctor by means of a vibratory compactor or other approved methods.
Culvert #10	15"	18" x 45'	
Culvert #11	15"	18" x 50'	The gravel shall set for a minimum 14 days prior to paving in the trench –matching the existing pavement (up to a depth of 5").
Culvert #12	15"	18" x 50'	
Culvert #13	15"	18" x 40'	Headers must be put back if existing.
Culvert #14	15"	DI 18" x 40'	Remove and dispose of old culvert.
			Contractor to supply pipe with the exception of Culvert 3A which the Town will supply.

Contractor should have a sign package and arrange for traffic control, if needed.

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

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. Bids will also be accepted by mail or in person.
- B. Respondents are required to use the enclosed Bid Proposal Form (page 7) to submit their proposal. The completed form and any attachments should be scanned to PDF format and sent as a single attachment to the email address above. Failure to use the enclosed form shall be deemed as non-responsive and shall invalidate any submittal. Additional materials which clarify and/or supplement the response form may be attached to the Bid Proposal Form.
- C. All proposals must be submitted to the Town of Londonderry in care of the RFP Coordinator with reference to “**Little Pond Road Culvert Replacements**” 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 Selectboard soon after the submission 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

- 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 Josh Dryden, Road Foreman, via email at roadforeman@londonderryvt.gov or phone (802) 824-3356 , ext. 6 before July 24, 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 on a date and time mutually agreed to by the Town and the Contractor, following the execution of an approved and signed contract. All work must be completed by November 15, 2026, unless otherwise mutually agreed to in writing.

Bid Proposal Form is on following page

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Little Pond Road (TH #17)	Culvert Replacement (16)	\$ 116,400.00

Other Information clarifying cost proposal: _____

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: Adams Trucking & Excavating Inc.

Authorized Representative: Buck Adams

Address: 1997 Rockingham Rd Chester VT 05143

Phone: 802-463-2213

Email: info@adamsincvt.com

Signature: Buck Adams Date: 7/22/2026

[END OF DOCUMENT]

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Little Pond Road (TH #17)	Culvert Replacement (16)	\$ 59,000 ⁰⁰

Other Information clarifying cost proposal: _____

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

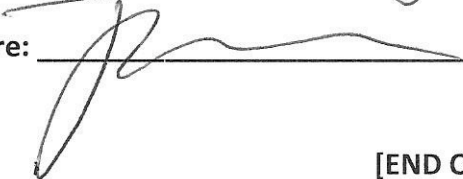
Company: Sanderson Trucking & Excavation LLC

Authorized Representative: Jarrett Sanderson

Address: 672 Cummings Rd Chester, VT 05143

Phone: (802) 952-6585

Email: Sandersontruckinganex@gmail.com

Signature:  Date: 7/20/2026

[END OF DOCUMENT]

8. BID PROPOSAL FORM

Due: July 30, 2026 by 2:00 PM

Complete and submit the following proposal, please write clearly

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

Contractors must provide a lump sum cost for each bid item below.

Bid Item	Location	Required Work	Lump Sum Cost
#1	Little Pond Road (TH #17)	Culvert Replacement (16)	\$140,000.00

Other Information clarifying cost proposal: We have figured in traffic control to limit disturbance of local traffic, but will have brief moments of road closure.

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.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Novemeber 15, 2026

Company: David Chaves Excavating, Inc.

Authorized Representative: Samantha Chaves

Address: P.O. Box 70 242 Chaves Rd. Londonderry, VT 05148

Phone: 802-824-3140

Email: Chavesexc@yahoo.com

Signature: Samantha Chaves Date: 7/30/26

[END OF DOCUMENT]



DAVICH-01

HENCH1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/30/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Digital Insurance LLC- Rutland, VT 98 Merchants Row Rutland, VT 05701		CONTACT NAME: PHONE (A/C, No, Ext): (802) 775-2311 FAX (A/C, No): (802) 775-8246 E-MAIL ADDRESS:		
INSURED David Chaves Excavating, Inc. PO Box 70 Londonderry, VT 05148		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Frankenmuth Insurance		13986
		INSURER B : AIM Ins Co		18929
		INSURER C :		
		INSURER D :		
		INSURER E :		
		INSURER F :		

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			6717785	7/24/2026	7/24/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			6717783	7/24/2026	7/24/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			6717785	7/24/2026	7/24/2027	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	WMZ-800-8008301-2026A	7/24/2026	7/24/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

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

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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MEMORANDUM

To: Londonderry Selectboard

From: Londonderry Assessor's Office

Date: 7/30/2026

Subject: Late Homestead Declaration Filing Penalties

Purpose

The purpose of this memorandum is to request Selectboard direction regarding the Town's policy on assessing penalties for late-filed Homestead Declarations and homestead classification errors for the upcoming tax year.

Background

A Homestead Declaration is considered late when it is filed after April 15. Pursuant to **32 V.S.A. § 5410(g)** (<https://legislature.vermont.gov/statutes/section/32/135/05410>) , the Vermont Department of Taxes notifies municipalities of late filings. Upon receiving notice, the municipality may issue a corrected property tax bill and determine whether to assess a late-filing penalty.

State law authorizes municipalities to assess penalties on the education tax portion of a property's tax bill under the following circumstances:

- Up to 3% when a property is declared as a homestead but is later determined not to qualify as a homestead and the homestead tax rate is higher than the nonhomestead rate.
- Up to 8% when a property is declared as a homestead but is later determined not to qualify as a homestead and the homestead tax rate is lower than the nonhomestead rate.
- Up to 3% when a qualifying homestead is not declared and the homestead tax rate is lower than the nonhomestead rate.
- Up to 8% when a qualifying homestead is not declared and the homestead tax rate is higher than the nonhomestead rate.

Municipalities that elect to impose these penalties may still consider abatement requests in cases where hardship or other extenuating circumstances exist.

Action Requested

Discussion and possible Selectboard action establishing the Town's policy regarding Homestead Declaration penalties for the upcoming tax year.

Minutes of July 22, 2026, Special Town Meeting

The legal voters of the Town of Londonderry, Vermont, met at the Town Hall, 139 Middletown Road, South Londonderry in Londonderry on Wednesday, July 22, 202, to vote by Floor upon the following Articles of business:

Doug Friant, Moderator, called then Meeting to order at 6:05pm. The pledge of allegiance was said. Doug then went over the rules for the meeting.

BUSINESS TO BE TRANSACTED FROM THE FLOOR:

ARTICLE 1 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?

Julie Charlton moved the motion; Martha Dale seconded the motion

Irwin Kuperberg spoke and asked for the article to be postponed indefinitely. Marc Waldo seconded the motion.

Melissa Brown spoke.

George Mora spoke.

Voice vote was had; George Mora asked for division of the house. Standing vote was 65 to 59.

Robert Badger motioned for paper ballot.

Discussion was had. The Moderator went over rules and parliamentary procedures.

Article 1: article to be postponed indefinitely – 71 YES, 63 NO – motion passed. Article 1 postponed indefinitely

ARTICLE 2 To transact any other business that may legally come before the Meeting .

Pete Cobb moved the motion; Marc Waldo seconded the motion.

Robert Badger made a motion to adjourn the meeting,
Motion passed unanimously.

Respectfully Submitted:

Allison Marino, Town Clerk

Selectboard and Moderator of the Town of Londonderry

Thomas Cavanagh, Chair

James Ameden, Jr. Vice Chair

Taylor Prouty

James Fleming

Leanne Alexander

Doug Friant, Moderator

Received for the record this _____ day of _____ 2026

Town of Londonderry, Vermont
Application for Town Boards, Commissions and Committees
Complete this form if you are interested in joining an appointed public body.

Nominee Contact Information

Name: CARL-ERIK WESTBERG Date: JULY 22, '20
Street Address: 137 VARTLAND RIDGE 05148
Mailing Address (if different): P.O. BOX 178 LONDONDERRY
Preferred Phone: 802-824-6578 Alternate Phone: 802-713-8832
Email address: VARTLAND@COMCAST.NET

Indicate board, commission or committee you are interested in joining:

PARKS

Please indicate your appointment status (Mark with an X)

☐ **Incumbent appointee.** You may leave the information requests below blank.

☒ **Not presently an appointee.** Please complete the following:

1. Please list any prior experience serving on any public boards, commissions or committees (and approximate dates):

BOARD - LONDONDERRY ARTS + HISTORICAL SOCIETY
BOARD - WEST RIVER TRAILS ASSOC.

2. Please list any other experience that may be pertinent to the board, commission or committee on which you are requesting to serve.

AS A LIFE LONG EXERCISE PERSON, I BELIEVE IN PARKS

3. Please provide a brief statement describing your interest in serving the Town of Londonderry.

HELP PROVIDE PLACES FOR PEOPLE TO EXERCISE

4. Please list any professional qualifications (if applicable).

30 years COACHING HIGH SCHOOL CROSS-COUNTRY RUNNING
and TRACK + FIELD
I WAS A REGISTERED X-C-SKI INSTRUCTOR

Attach any additional information to this application and return to the Town Administrator at 100 Old School Street, South Londonderry, VT 05155 or townadmin@londonderryvt.org.

2/8/2021

Londonderry Selectboard Hearing 8/17 /26 at 6:00 PM

The Londonderry Selectboard will meet on August¹⁷ , 2026, at the Londonderry Town Offices to solicit comments from the public on a proposed zoning bylaw amendment and a new zoning map. This amendment will change the zoning regulations for the entire town of Londonderry. It is designed to:

- align the town's zoning regulations with the planning goals in the Town Plan,
- addresses inconsistencies resulting from the many changes that have been made to state statutes since the zoning bylaws were last updated,
- fix shortcomings of the current regulations that had resulted in confusion or difficulties for applicants, the Administrative Officer, and the Development Review Board over the years,

The full text of the proposed amendment and the new zoning map are posted on the Planning Commission page of the Londonderry Web site, and paper copies are available for twenty dollars from the town clerk.

The table of contents of this proposed zoning bylaw includes: General Standards, Exemptions and Limitations, Prior Applications, Approvals and Uses, Nonconformities, Zoning Districts, General Zoning Rules, Site Design and Performance Standards For Commercial and Multi-Unit Housing Developments, Specific Use Standards, Subdivision Standards, Planned Unit Development (PUD) Standards, Administration and Enforcement, Fees and Filing Requirements, Zoning Permits, Commercial and Multifamily Home Development, Appeals, Notice Requirements, Hearings and Decisions, Violations and Penalties, and Definitions.

**PLANNING COMMISSION REPORT
ON PROPOSED BYLAW AMENDMENTS**

In accordance with 24 V.S.A. §4441, the Town of Londonderry Planning Commission (PC) has prepared and approved this written report on 4/27/26, prior to submitting these revised Town of Londonderry Unified Development Regulations (UDRs) to the Londonderry Selectboard.

Brief Explanation of the Proposed Amendments

The Town of Londonderry's Zoning Bylaw was initially adopted in 1975, and it has not had any major amendments since 2009. In 2024 the Planning Commission submitted a set of proposed bylaws that attempted to address inconsistencies resulting from the many changes that have been made to state statutes since the bylaws were last updated, and to fix shortcomings of the existing bylaws that had resulted in confusion or difficulties for applicants, the Administrative Officer, and the Development Review Board over the years.

After the selectboard declined to adopt that proposed set of bylaws, a new Planning Commission took over the work of updating the bylaws, and they removed many of the items that people objected to in the 2024 draft, and they also worked to clarify other issues from that draft, such as the difference between home businesses which are allowed in residential districts, and stand-alone businesses which are more tightly controlled and are only allowed in commercial districts. This new draft includes subdivision regulations, as well as the latest state model flood bylaws so they will be considered "Unified Development Regulations" by the state.

Compliance with the Town Plan

The proposed UDRs contain several policies which promote affordable housing, including allowing ADUs, two-unit homes, manufactured homes, multi-family homes, mobile home/tiny home parks, PUDs, and hotels converted to multi-family dwellings. The proposed UDRs are compatible with the future land uses and densities outlined in the 2025 Londonderry Town Plan. They designate the existing village, business, and recreation areas for the highest density of development and seek to protect important natural resources in the more remote areas of town.

While the draft UDRs appear very different from the Zoning Bylaw in their structure and organization, the overall planning policies the UDRs are implementing remain largely the same. Changes that have been made are described in more detail below:

1. The list of exemptions (structures and activities that do not need a permit) has been expanded and clarified.
3. The process for allowing for multiple uses or buildings on a lot has been clarified.
4. A requirement to designate building envelopes that specify where buildings will be placed on a parcel has been added to the R3 and COD districts, to guide development away from significant agricultural and natural resources.

6. The town's policy for highway access has been clarified, and further residential development accessed from private and Class 4 roads will not be allowed without bringing the road up to town specifications.
7. References to state regulations for wastewater treatment (Section 3026), wetlands (Section 3027), erosion prevention, sediment control (Section 3011), and stormwater treatment have been updated.
9. Steep slope provisions (Section 3021) have been strengthened with a definition and additional criteria for reviewing development on steep slopes.
10. Chapter 3100 adds more detailed site design and performance standards for landscaping, parking, outdoor lighting, outdoor use areas, and other aspects of proposed multi-unit or non-residential development.
11. The adoption of subdivision regulations in accordance with the statute will change Londonderry's status from a 1-acre town under Act 250 to a 10-acre town.
12. Density bonuses have been added for Planned Units Developments that are for affordable housing.
13. The Conservation Commission will be consulted when land is developed or subdivided in the R3 and COD districts. Building envelopes on all new lots larger than 2 acres will specify what land within a larger parcel can be developed. Building envelopes will have to be sited to minimize resource impacts and fragmentation.
14. The authority of the Administrative Officer (AO) to review signs, minor projects, boundary adjustments, sketch plans, and small modifications to approved development has been expanded. The intent is to streamline the permitting process for small projects and avoid unnecessary delays and expense.
15. The zoning districts have been changed so that there are fewer nonconforming one acre lots in the R3 district, and so that there will be more lots in commercial districts that are not in flood zones.

Planned Community Facilities

The proposed amendments do not directly implement any specific proposals for planned community facilities. The draft UDRs continue to implement a community vision and set of land use policies that have been in place for many years. Growth will be directed to the villages, business, and recreation districts. Residential areas will welcome new housing in the villages, existing neighborhoods, and nearby suitable lands. Outlying development will fit into the landscape, seek to preserve rural character, and protect natural resources. Further fragmentation and development of high-elevation, inaccessible, and environmentally sensitive lands will be discouraged. Given that there is no substantive change in direction, the draft UDRs are not anticipated to create new or different demand for community facilities than the current Zoning Bylaw.

Respectfully Yours,
The Londonderry Planning Commission

2202. Conservation (COD) Overlay District

4. There shall be no development in the ~~RC~~ **COD** overlay except:
- agricultural and silvicultural practices exempted under Section 1103.
 - Normal maintenance and repair of existing development.
 - Demolition of a structure or portion of a structure provided that there is no change in elevation under or adjacent to the removed structure or portion of a structure.
 - Subdivision of land.
 - Public access and recreational trails that do not require active management or alteration of the existing or natural environment.

Commented [WG1]: This was a typo.

3002. Access

2. Access by Class 4 Roads and ~~Other Unimproved Rights of Way~~ **Town Trails**.
- Applicants may seek approval from the Selectboard to upgrade a Class 4 town road or ~~other unimproved right of way~~ **town trail** to meet state standard B-71 to serve as access for two or fewer houses, or to Class 3 town road standards for three or more houses. Upgrades will be at the applicant's expense and in accordance with town policies and standards so that it may serve to provide access to the proposed development. Applicants upgrading a shared class 4 road should consider entering into a private road maintenance agreement with their neighbors. When there is no such agreement any resident on such a road has the right under state law to bring a civil action to require a person who benefits from a private road to contribute to the cost of maintenance.
 - No provision of these regulations will be interpreted to require the Town of Londonderry to maintain a Class 4 town road or ~~other unimproved right of way~~ **town trail**, or to upgrade a Class 4 town road or ~~other unimproved right of way~~ **town trail** so that it may serve to provide access.
 - The provisions of this section will not be interpreted to prevent a property owner with a previously developed lot accessed from a Class 4 town road from obtaining a zoning permit provided that the proposed development will not generate more traffic (e.g., a residential addition or accessory structure would be allowed without upgrading the access but building another residence on the property would not be allowed unless the access was upgraded).

Commented [WG2]: Town Counsel thinks this is clearer from a legal point of view.

4405. Dimensional Waivers

1. **Granting Waivers.** The Development Review Board may grant a waiver for a porch, deck, entryway, or other minor addition to an existing building provided one of the following conditions are satisfied:
- The proposal is for an addition to an existing principal structure that does not:
 - increase the footprint of the structure by more than ~~200~~ **400** square feet, or
 - increase the building's degree of nonconformity.
 - The proposal is for an accessory structure or an addition to an accessory structure that does not:
 - increase the lot coverage by more than ~~200~~ **400** square feet.
 - increase the property's degree of nonconformity.

Commented [WG3]: Town Counsel says allowing people to do additions that don't increase the degree of nonconformity is important.

- c) The addition is specifically intended to improve access for disabled persons, or to improve fire safety.

2109. Shoreland (SL) Districts

Purpose. The purpose of the Shoreland Districts is to maintain the scenic, ecological and recreation resources associated with Lowell Lake, Lily Pond and Gale Meadow Pond, to preserve water quality and protect wildlife habitat; and to preserve protective vegetation through the careful siting of the location, design and intensity of residential development and associated activities.

1. **Dimensional Requirements.** Min. Lot Size 10 Acre, Min. Frontage 200 Ft, Min. Lot Depth 400 Ft., Min. Front Setback (from middle of road) 75 Ft., Min. Side Setback 50 Ft, Min. Rear Setback 50 Ft., Min Setback from Shore 300 Ft., Max. Height 35 Ft., Max. Lot Coverage 4%
2. **Permitted Uses.**
None (see Conditional Use and Site Plan Approval Required).
3. **Site Plan Approval Required.**
None (see Conditional Use and Site Plan Approval Required).
4. **Conditional Use and Site Plan Approval Required**
Campground, Group Home< 6 residents, Home Business, Owner Occupied Bed and Breakfast, Primitive Camp, Public Outdoor Recreation/Park/Nature Preserve/Wildlife Sanctuary, Single-Unit Dwelling, Two-Unit Dwelling, Accessory Dwelling, On-farm business or Agricultural Enterprise, Day Care Fac.< 7 Children.
5. **Other.** Farm Stand (highway access permission), Short Term Rental (registration required), Home Occupation (No Permit Required) Farming Forestry (No Zoning Is Permit Required).
7. **Special District Requirements.**
 - a) A landowner must apply for a conditional use permit and site plan review for all land development (as defined in this bylaw) in these districts.
 - b) Any Development requiring major site plan review must be reviewed carefully by the Conservation Commission and the Development Review Board to ensure that any development recognizes sensitive environmental and aesthetic considerations, ~~and that it meets the special dimensional standards and the requirements in Section 3020 riparian buffers.~~
 - c) **Applications for new development, redevelopment, or clearing within 250 feet from mean water level may require a separate state permit. In the event of a conflict in the conditions imposed upon the applicant, the more restrictive condition shall apply**
 - d) **The Administrative Officer must condition all permits for development within this overlay district on the applicant obtaining all necessary state and federal permits before the start of construction.**
 - ~~e) Within the Shoreland District, the following standards shall apply to all development:
 - Except as provided for lake access described below, a vegetated buffer 50 feet in depth shall be maintained along the length of the shoreline. No cutting of trees greater than 4 inches in diameter within this buffer shall be allowed except for the removal of damaged, diseased or dead trees, or selective pruning to maintain views. This buffer width may be modified as appropriate due to site conditions under site plan or conditional use review.
 - One access of a width no greater than 20 linear feet, measured parallel to the shoreline, is allowed per lot or per 500 feet of shoreline frontage, unless otherwise~~

Commented [WG4]: The rest of the changes are to eliminate overlap between town and state regulations, as recommended by town counsel.

provided for under site plan or conditional use review. Cleared openings legally in existence on the effective date of this regulation may be maintained but shall not be enlarged except as permitted herein. Access paths, stairways and ramps should be designed and maintained to avoid conducting runoff into the lake.

- Structures permitted within the shoreline setback and access areas include temporary docks, temporary or permanent stairways and associated landing not exceeding 4 feet in width; and, subject to conditional use review under Section 4305, stairways, landings and/or docks more than 4 feet in width, boat houses, permanent docks, and retaining walls only if it is found that such structures will not adversely impact water quality, significant natural or scenic features, or neighboring properties.
- No use shall result in the removal of more than thirty percent (30%) of the forest cover on any parcel.

6. **Application Requirements.** In addition to all other requirements of these regulations, Applicants are to submit a narrative describing any priority forest blocks, significant wildlife habitat, and any rare, threatened or endangered species on the property. Applicants may rely on the information available from the VT Natural Resource Atlas or may provide field assessment and/or delineations provided by a qualified professional.

2201. Aquifer Protection Overlay Districts

1. **Purpose.** The Aquifer Protection Overlay District is intended to protect public health and safety by preventing contamination, promoting recharge and maintaining the supply of public drinking water sources.
2. **Protection Areas.** The Aquifer Protection Overlay Districts include the following source protection areas (SPAs) within the Town of Londonderry as mapped by the Vermont Agency of Natural Resources Department of Environmental Conservation:
 - a) **Zone A.** Zone A, the Drinking Water Critical Impact Zone, is the area within Zones 1 and 2.
 - b) **Zone B.** Zone B, the Drinking Water Potential Impact Zone, is the area within Zone 3.
3. **Use Standards.** The uses allowed within this overlay district will be as allowed in the underlying zoning district except that Town of Londonderry prohibits the following uses within Zone A, but may allow them as a conditional use within Zone B if allowed in the underlying zoning district: Funeral services or cemetery, Dry cleaner, Golf course, Highway maintenance facility, Contractor's yard, Vehicle or equipment maintenance or fueling facility, Machine shop or manufacturing, Extracting, quarrying or stone cutting, Salvage yard, landfill or waste management facility, Composting facility, Underground storage tanks, Injection wells, dry wells, sumps or floor drains, Bulk storage of flammable, combustible, toxic or hazardous materials (including for on-site use), Extraction or use of more than 10,000 gallons of water per day for purposes other than supplying the water system associated with the protection area.
4. **Performance Standards.** Applicants must:
 - a) Locate proposed development outside the overlay district to the maximum extent feasible if the subject lot includes land outside the overlay district.
 - b) Adhere to applicable federal and state standards for the storage, handling, use and disposal of materials or wastes that have the potential to contaminate the drinking water supply if released into the environment.

c) Design any above ground facility (including open lagoons or ponds) involving the collection, handling, production, manufacture, use, storage, transfer or disposal of materials or wastes that have the potential to contaminate the drinking water supply if released into the environment with a secondary containment system that:

- ◆ Is designed to intercept any leak or spill from the primary containment vessel or structure.
- ◆ Is provided with an overflow recovery catchment area (sump).
- ◆ Is easily inspected.
- ◆ Is capable of containing 110% of the largest volume of storage (a larger volume of storage may be necessary if precipitation will be able to collect in the secondary containment system).

d) Design any below ground facility (including storage tanks and pipes) containing or carrying of materials or wastes that have the potential to contaminate the drinking water supply if released into the environment with:

- ◆ Double walls and inspectable sumps.
- ◆ A monitoring system and secondary standpipe for monitoring and recovery.

e) Maintain an up-to-date contingency plan for preventing contamination of the drinking water supply in the event of floods, fires, other natural catastrophes, equipment failure or other releases if use involves the collection, handling, production, manufacture, use, storage, transfer or disposal of materials or wastes that have the potential to contaminate the drinking water supply if released into the environment.

f) Report all releases of materials or wastes that have the potential to contaminate the drinking water supply to the Town of Londonderry and the Vermont Agency of Natural Resources.

5. **Referral.** The Administrative Officer must send a copy of all complete applications for development within this overlay district to the water system operator and the Vermont Agency of Natural Resources Drinking Water and Groundwater Protection Division. The Administrative Officer must not act on an application for development within this overlay district until the agency comments or the 30-day comment period elapses, whichever occurs first.

3013. Erosion Prevention and Sediment Control

1. Purpose. This section is intended to promote construction practices on development and redevelopment sites that limit soil disturbance, compaction, and minimize erosion and sedimentation of downstream water bodies.

2. Applicability. All construction or demolition activities that will disturb any amount of soil or involve bulk storage of construction materials must implement appropriate measures to prevent erosion and sedimentation from adversely impacting nearby properties, public infrastructure or downstream water bodies as set forth in the general standards below.

3. Small Projects Construction, demolition and property maintenance activities that will disturb ~~10,000 square feet~~ **1 acre** or less of soil must be undertaken in accordance with the best practices found in the Vermont Agency of Natural Resource's Low Risk Site Handbook for Erosion Prevention and Sediment Control, as most recently amended. ~~Applicants disturbing 1/2 acre or less of soil will not be required to submit documentation related to erosion control as part of a complete application but will be subject to enforcement action under these regulations if construction or~~

demolition activities result in erosion or sedimentation adversely impacting nearby properties, public infrastructure or downstream water bodies. Enforcement measures may include a stop work order until such time that the property owner has prepared and implemented an erosion control plan.

4. Large Projects. Applicants who are proposing construction or demolition activities that will disturb more than $\frac{1}{2}$ acre of soil ~~must~~ **may be required by the state to** submit and implement an erosion control plan in accordance with the *Vermont Standards and Specifications for Erosion Prevention and Sediment Control*, as most recently amended.

5. ~~Erosion Control Measures May Include:~~

- ~~a) Limiting the size of the disturbance area to the minimum necessary to accommodate the proposed construction or demolition.~~
- ~~b) Preserving existing mature trees within the disturbance area where feasible. Trees to be preserved within the disturbance area should be protected by fencing that at a minimum encloses the area around their drip line.~~
- ~~c) Marking site boundaries to identify the limits of disturbance (including storage and access areas) with flags or fencing.~~
- ~~d) Limiting the amount of soil exposed at one time to reduce the potential for erosion by phasing construction.~~
- ~~e) Stabilizing and maintaining the construction entrance to prevent mud from being tracked onto roads.~~
- ~~f) Installing silt fences to intercept runoff and allow suspended sediment to settle out on the downslope side of construction/demolition activities and between disturbed soil and any drainage feature, stormwater inlet or water body.~~
- ~~g) Diverting any stormwater from upslope areas around the disturbed area with appropriately stabilized berms and/or ditches to prevent the runoff from picking up sediment. Untreated stormwater and sediment must not be diverted to neighboring properties, public rights-of-way or surface waters.~~
- ~~h) Treating and filtering any water pumped out of the disturbance area before allowing it to flow off the site or to be discharged to a storm drain or surface water.~~
- ~~i) Slowing any concentrated flows of runoff by installing stone check dams in drainage channels.~~
- ~~j) Stabilizing exposed soil with seed and mulch, or erosion control matting promptly when work in an area is complete.~~
- ~~k) Monitoring the site to ensure that all sediment and erosion control measures are functioning properly. It is particularly important to check erosion control measures just before and after any significant rainfall.~~
- ~~l) Periodically cleaning, replacing and maintaining all sediment and erosion control measures until vegetation is permanently established on all disturbed areas.~~
- ~~m) Filling any compacted soil prior to the final seeding and mulching.~~
- ~~n) Stockpiling the topsoil removed during construction/demolition and spread it back onto disturbed areas prior to the final seeding and mulching. If the quality of the site's topsoil is inadequate to support appropriate vegetative cover, it does not need to be stockpiled and it may be replaced with better quality soil or, if it is retained, it must be amended as needed.~~

6. ~~Projects Subject to State Permitting.~~ Development that obtains a state construction general or individual permit will be deemed to have met the requirements of this section. Any zoning permit or approval will be conditional upon the applicant submitting a copy of the state permit to the Administrative Officer prior to the start of construction.

3015. Grading, Excavation, Fill and Storage of Earth Materials

1. **Applicability.** The provisions of this section apply to all grading, excavating or filling of land and storage of earth materials not exempted in Sections 1100-1105 or associated with a lawful earth resource extraction operation. A landowner must obtain a zoning permit for grading, excavating, filling of land or storing of earth materials in accordance with the provisions of this section.

2. **Waterways or Wetlands.** Grading, excavation, fill and storage of earth materials is prohibited within surface waters, wetlands, and any required buffers to surface waters or wetlands, unless the activity will be subject to state permitting and the applicant demonstrates that he/she has obtained all required state permits.

3. **Flood Hazard Areas.** See Section 2202-2226 for grading, excavation, fill and storage of earth materials within the Flood Hazard Overlay District.

4. **Fill Material.** The use of any material other than uncontaminated clean fill (may contain soil, stone, gravel, concrete, ceramic, or brick and mortar) is prohibited unless the proposed fill will be subject to state permitting, in which case the conditions of the state permit regarding the fill material will prevail.

5. **General Standards.** Grading, excavation and fill must conform to the following:

- a) Grading, excavation or fill is prohibited within side and rear setbacks.
- b) Grading, excavation or fill must not result in a slope steeper than a 2:1 (horizontal-to-vertical) ratio.
- c) Grading, excavation or fill must not affect existing drainage patterns on adjacent lots or public rights-of-way.

6. **Material Storage.** Stockpiles of earth materials (soil, mulch, compost, sand, gravel, crushed stone, etc.) must be properly managed to prevent erosion and sedimentation in accordance with the provisions of Section 3013. ~~A landowner must conform to the conditions specified in the Vt. Low Risk Site Handbook for Erosion Prevention and Sediment Control prior to storing more than 150 cubic yards of material on a site for more than 30 days. Applicants will be subject to enforcement action under these regulations if storage grading, excavating, filling of land or storing of earth materials results in erosion or sedimentation adversely impacting nearby properties, public infrastructure or downstream water bodies. Enforcement measures may include a stop work order until such time that the property owner has prepared and implemented an erosion control plan.~~

3028. Wetlands

1. **Purpose.** ~~This section is intended to protect and enhance the overall quality, function and ecological health of the town's natural environment by mitigating the impact of development within wetlands and wetland buffers.~~

2. **Applicability.** The provisions of this section apply to all mapped wetlands and land within 100 feet of Class 1 wetlands, 50 feet of Class 2 wetlands and 25 feet of all other wetlands **are subject to state wetland regulations**. Mapped wetlands will be interpreted as those shown on the most recent Vermont Significant Wetlands Inventory, or as determined through a field delineation by a qualified wetland scientist.

~~3. General Standards. Development is prohibited and natural vegetation must be maintained or established within wetlands and wetland buffers except that the following may be allowed as a conditional use (see Section 0020.5):~~

- ~~a) Public outdoor recreation and public trails will be allowed to the extent allowed in the applicable zoning district.~~
- ~~b) A landowner may remove dead, diseased or unsafe trees and invasive or nuisance species, and may prune tree branches within the bottom one-third of a tree's height within the wetland or wetland buffer.~~
- ~~c) A landowner may use the vegetation within the riparian buffer in conjunction with green stormwater infrastructure (GSI) practices provided that such practices will not significantly compromise the resource protection functions of naturally vegetated riparian buffers.~~
- ~~d) Water-dependent structures or uses, streambank or shoreline stabilization projects, and any development authorized by a state permit will be allowed within a wetland or wetland buffer to the extent allowed in the applicable zoning district as a conditional use. (see Section 0020.5).~~

~~4. Nonconforming Sites. Pre-existing development within wetlands or wetland buffers will be regulated in accordance with the following:~~

- ~~a) The pre-existing development within the wetland or wetland buffer may continue.~~
- ~~b) A pre-existing building, developed site, or portion of a building or site within a wetland or wetland buffer may be used for any purpose allowed in the zoning district provided that there will be no extension of the development footprint within the wetland or wetland buffer.~~
- ~~c) Redevelopment and new construction may be allowed within the footprint of any existing impervious surface within the wetland or wetland buffer.~~
- ~~d) A conditional permit will be required if the applicant is proposing construction, new impervious surface or other physical modifications to the site or structure(s) that have the potential to adversely impact the natural functions of the wetland or wetland buffer.~~

~~5. Conditional Use Criteria. In addition to all other applicable criteria of these regulations, an applicant seeking conditional use approval for development or redevelopment within wetlands or wetland buffers must demonstrate that:~~

- ~~a) The proposed land development cannot reasonably be accommodated on any portion of the lot outside the wetland or wetland buffer.~~
- ~~b) The footprint of the proposed land development within the wetland or wetland buffer is the minimum necessary to accommodate the proposed use or structure.~~
- ~~c) The proposed land development will not have new or greater (as compared to existing conditions) adverse impact on the natural functions and quality of the wetland and wetland buffer.~~
- ~~d) There will be (listed in order of preference):~~
 - ~~• No net increase in impervious surface within the wetland or wetland buffer;~~
 - ~~• A de minimis increase in the amount of impervious surface within the wetland or wetland buffer; or~~
 - ~~• Mitigation for any additional impervious surface within the wetland or wetland buffer. Preferred mitigation is creation of a wetland area contiguous with the subject wetland that is equivalent or greater in size than the area to be impacted by proposed development. The Development Review Board may require the applicant to submit a professionally prepared environmental impact assessment and mitigation plan.~~

e) The applicant has contacted the Vermont Department of Environmental Conservation for a determination of whether a state wetland permit is required and, if required, has obtained or intends to obtain a state permit. If a state permit is required but has not been obtained, the Development Review Board must condition any approval on the applicant providing a copy of the state permit prior to the Administrative Officer issuing a zoning permit for the proposed development.

3020. Riparian Buffers

~~1. Purpose. This section is intended to protect and enhance the overall quality, natural function and ecological health of the town's surface water resources by mitigating the impact of development within riparian areas (lands that border bodies of water like rivers, streams, and lakes).~~

~~2. Applicability. The provisions of this section apply to all land (as measured from the top of bank) within stream and shoreline setbacks. Where this land is also within the Flood Hazard, the provisions of Section 2203-2220 will take precedence over the provisions of this section.~~

~~3. General Standards. Development is prohibited and woody vegetation must be maintained or established within riparian buffers except that:~~

- ~~a) Public outdoor recreation uses and trails will be allowed to the extent allowed in the applicable zoning district.~~
- ~~b) A landowner may remove dead, diseased or unsafe trees and invasive or nuisance species, and may prune tree branches within the bottom one-third of a tree's height within the riparian buffer.~~
- ~~c) On previously developed one- and two-unit residential lots, natural woody vegetation will not have to be re-established on areas within the riparian buffer being maintained as lawns or gardens.~~
- ~~d) A landowner may clear and use up to 1,000 square feet within the riparian buffer for private water access, outdoor recreation, outdoor seating, or a view corridor. That area may be covered with mowed lawn, decks, patios, walkways or other impervious surfaces.~~
- ~~e) A landowner may use the vegetation within the riparian buffer in conjunction with green stormwater infrastructure (GSI) practices in accordance with Section 3023 provided that such practices will:~~
 - ~~• Not significantly compromise the resource protection functions of naturally vegetated riparian buffers.~~
 - ~~• Adequately treat the stormwater so that it meets water quality standards before it is discharged to the surface water body.~~

~~4. Water dependent structures or uses, streambank or shoreline stabilization projects. Water dependent structures or uses, streambank or shoreline stabilization projects and other development authorized by a state permit will be allowed within the riparian buffer to the extent allowed in the applicable zoning district as a conditional use in accordance with Section 3020.6. The property owner must provide the Administrative Officer with a copy of the state permit prior to the start of construction.~~

~~5. Nonconforming Sites. Pre-existing development within riparian buffers will be regulated in accordance with the following:~~

- ~~a) The pre-existing development within the buffer may continue.~~

- ~~b) A pre-existing building, developed site, or portion of a building or site within the buffer may be used for any purpose allowed in the zoning district provided that there will be no extension of the development footprint within the buffer.~~
- ~~c) Redevelopment and new construction may be allowed within the footprint of any existing impervious surface within the riparian buffer.~~
- ~~d) Conditional use approval in accordance with Section 3020.6 will be required if the applicant is proposing construction, new impervious surface or other physical modifications to the site or structure(s) that have the potential to adversely impact the natural functions of the riparian buffer.~~

6. ~~Conditional Use Criteria.~~ In addition to all other applicable criteria of these regulations, an applicant seeking conditional use approval for land development within a riparian buffer must demonstrate that:

- ~~a) The proposed land development cannot reasonably be accommodated on any portion of the parcel outside the riparian buffer.~~
- ~~b) The footprint of the proposed land development within the riparian buffer is the minimum necessary to accommodate the proposed use or structure.~~
- ~~c) The proposed land development will not have new or greater (as compared to existing conditions) adverse impact on the natural functions and quality of the surface water, drainage, erosion, sedimentation and downstream flooding.~~
- ~~d) There will be (listed in order of preference):~~
 - ~~■ No net increase in impervious surface within the riparian buffer;~~
 - ~~■ A de minimis increase in the amount of impervious surface within the riparian buffer;~~
 - ~~or~~
 - ~~■ Mitigation for any additional impervious surface within the riparian buffer. Preferred mitigation is re-vegetation of an area adjacent to the riparian buffer equivalent or greater in size than the area to be impacted by proposed development. The Development Review Board may require the applicant to submit a professionally prepared environmental impact assessment and mitigation plan.~~

3023. Stormwater Management

1. ~~Purpose.~~ This section is intended to:

- ~~a) Minimize and/or control the quantity and quality of stormwater run-off.~~
- ~~b) Promote stormwater management methods that maintain pre-development hydrology and drainage patterns through project layout, site design, and best management practices that manage stormwater run-off as close to the source as possible.~~
- ~~c) Limit clearing and grading to the minimum needed for construction and minimize impacts to natural vegetation.~~
- ~~d) Prevent soil erosion and sedimentation resulting from non-point source pollution generated by development.~~
- ~~e) Protect surface waters and other natural resources from degradation as a result of development.~~
- ~~f) Minimize hazards from flooding and streambank erosion.~~
- ~~g) Prevent damage to, and reduce public expenditures associated with, maintaining municipal infrastructure resulting from inadequate stormwater controls.~~

2. ~~Applicability.~~ The provisions of this section apply to any land development that will increase the amount of impervious surface on a lot.

~~3. **Public Works Specifications.** If there is a conflict between a provision of this section and a provision of any Public Works Specifications duly adopted by the Town of Londonderry, the Public Works Specifications will take precedence.~~

~~4. **General Standards.** All proposed development that will increase the amount of impervious surface of a lot must implement appropriate measures to reduce and manage stormwater to prevent run-off from adversely impacting nearby properties, public infrastructure or downslope water bodies.~~

~~5. **Design and Engineering Requirements.** Applicants must design proposed development in accordance with low impact site design (LID) approaches and green stormwater infrastructure (GSI) best management practices to the maximum extent feasible given site-specific conditions including, but not limited to, soil characteristics and slope as follows:~~

- ~~a) Applicants proposing development that will increase the amount of impervious surface on a lot by less than ½ acre must follow the rules in the Vt DEC *Small Sites Guide for Stormwater Management*~~
- ~~b) Applicants proposing development that will increase the amount of impervious surface on a lot by ½ acre must submit and implement a stormwater management plan prepared by a professional engineer in accordance with the *Vermont Stormwater Management Manual* available from the ~~may be required by the~~ Vt. Agency of Natural Resources, Division of Environmental Conservation Stormwater Program **to obtain and implement a stormwater Discharge Permit.**~~

~~6. **Projects Subject to State Permitting.** Development that obtains a state stormwater permit will be assumed to have met the requirements of this section. Any zoning permit or approval will be conditional upon the applicant submitting a copy of the state permit to the Administrative Officer prior to the start of construction.~~



The Derry Resilience Project

A Long-Term Recovery Plan for Londonderry, Vermont, 2025

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Acknowledgements

Londonderry Selectboard

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Windham Regional Commission

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Tammy Mosher

Town of Londonderry

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Letter of Support from Selectboard

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

October 21, 2024

Jordan Gamez, CEM
Community Assistance Group Supervisor
Interagency Recovery Coordination Cadre
Federal Emergency Management Agency

RE: Long-term Recovery Plan – Town of Londonderry, VT

Dear Ms. Gamez,

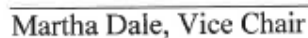
The Town of Londonderry Selectboard wishes to express its thanks to FEMA staff for reaching out to assist the Town to consider ways to best address emergency situations in the community, particularly the periodic flooding that has had a devastating effect on the Town government, local business and residents alike over the years.

Given your agency's generous offer to work with the Town, we hereby request the assistance of FEMA Interagency Recovery Coordination Cadre with developing a Long-Term Community Recovery Plan for Londonderry.

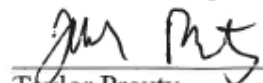
Selectboard of the Town of Londonderry



Thomas Cavanagh, Chair



Martha Dale, Vice Chair



Taylor Prouty



James Ameden, Jr.



James Fleming

Cc: Kelly Pajala, FEMA
Shane O'Keefe, Town Administrator
Richard Phelan, Emergency Management Director

1 Executive Summary

The Derry Resilience Project includes projects and strategies for:

Flood recovery, to strengthen or replace key infrastructure components such as the south village fire station,

Disaster resilience, to improve emergency preparedness and communications, to conduct a regional watershed study and a regional watershed management task force, and

Community development, to plan for the long-term redevelopment of the villages, to support the north and south villages' long-term sustainability.

The committee crafted this vision statement for the Derry Resilience Project:

"A Londonderry that is vibrant, affordable, and resilient; a place where residents of all ages can thrive in comfort, safety, and community."

The committee also crafted a mission statement that reads:

"To work toward community recovery and restoration, with development that is thoughtful, equitable, protected from future disasters, and focused on building a strong sense of community."

The goals of the Derry Resilience Project are:

- Improve the community's ability to respond to emergencies.
- Prepare for future disasters through emergency preparedness, resilience, and hazard mitigation.
- Build a stronger sense of community and foster volunteerism through community-wide communications and activities.
- Plan for development that creates a vibrant, affordable, and thriving community over the long term.
- Take a leadership role in regional cooperation.

The Derry Resilience Project outlines priorities and needs that will guide the planning, program development, and funding for Londonderry's recovery. These identified priorities and needs have been coalesced into projects that support recovery, build resilience, and guide community development.

The projects described in this document include:

Fire Department Strategic Planning

- Relocate the South Derry Fire Station
- Develop a Water Supply Plan

Emergency Preparedness and Response

- Amend the Community Emergency Preparedness Plan
- Develop a website for emergency communications
- Revive the Londonderry Newsletter
- Create a Community Organization Active in Disaster (COAD)

Hazard Mitigation

- Conduct a scoping study of the North Village, looking at the confluence of Utley Brook and the West River — including investigation of flooding impacts at the Plaza

Community Development

- Create long-term development concepts (focused on commercial and housing development)

Regional Cooperation

- Create a Regional Watershed Study
- Create a Regional Watershed Management Task Force

These projects, when taken together, have the potential to transform Londonderry's ability to withstand future disasters and vastly improve its sustainability and resiliency. This transformation does not occur quickly. Success is attained only when the plan enjoys widespread support.

The Derry Resilience Committee will need to remain resolute over the long haul in its commitment to resilient community development. The Town of Londonderry, the Windham Regional Commission, the State of Vermont, and federal agencies, as well as other organizations must be engaged to provide support.



Above: Aerial view of North Main Street and VT 100 on July 10, 2023; Source: Bennington Banner.

2 Prologue

On Monday, July 10, 2023, the Brattleboro Reformer reported heavy rains causing flooding in areas in Windham County: The rainstorm that walloped the region with soaking rain on Sunday sent the West River spilling over its banks and onto streets, and into businesses and homes. Roads were washed out and homes and businesses evacuated due to flooding. Dramatic photos show portions of the mountain town of Londonderry along the West River under water, with more rain expected throughout the day. North Main Street (Route 11) through North Londonderry was inundated by water. North Main Street was fully inundated by water — up to the roof of a car along the state



Above: Aerial View of North Main Street, July 10, 2023; Source: Manchester Journal.

highway.

Londonderry and nearby Weston were the epicenter for flooding, along with Ludlow, 15 miles to the north. Route 11 was closed, as were sections of Route 100, as the floodwaters turned parts of Londonderry and Weston into virtual islands. Homes were evacuated, stranded motorists were rescued by rescue crews. The First Baptist Church in South Londonderry and Flood Brook School were opened as emergency shelters.

Most people here feel that the response and aftermath from organizations like FEMA and the State of Vermont's response was severely lacking. Most also told the Journal that had it not been for this tight-knit community's response with food, fresh water, and volunteering, they wouldn't have made it back.

Mike and Tammy's, a market and diner in business for over 17 years, didn't reopen for nearly three and a half months after the storm, thanks in large part to what Tammy says was much lip service from officials but nothing at all in the bank to help.

“We were told we just didn’t qualify”, she said. “They told us we needed to have all my receipts to prove what I had before they would help. I lost everything. We had a catastrophic flood. Where do they think all these receipts went? When you’re cleaning up from a flood, you don’t have time for all of that mumbo jumbo. We were told by FEMA we could take out a loan, but how do you take out a loan if you don’t know if you’re going to be in business? FEMA was no help.”

Did you have flood insurance?

“We didn’t. Flood insurance is non-existent when you can’t afford it.”

What happens, then, with the next flood?

“I don’t know,” she says. “Yes, this is going to happen again, but what else can you do to prepare when water is halfway up the ceiling, anyway? How do you ever prepare for that? It can happen in an instant.”

A few of the businesses are now gone. There was a woodstove supplier and an auto parts store next door, both desperately trying to save their inventory while the floodwaters circled the floor. A paper sign now hangs inside the window of the empty building. It reads, “Store closing September 1st, 2023.” Below, a small rental sign gathers dust. Many residences along the river and between open stores are either vacant or have ‘for sale’ signs on the lawn. Others seem to be thriving — a butcher shop, Mike and Tammy’s, a diner, a specialty food store, Jelley’s Deli; they all chose to stay on another day in this resilient, small town with its strong community of people that live here.



Above: Jelley’s Deli on July 10, 2024; Source: Town of Londonderry.

“There’s no other community like this one,” Tammy said before returning to work. “Everyone stepped up with whatever we needed, from a sandwich to a shelf. There were people that stayed straight through everything. We are very grateful for that.”

Echoing that sentiment, Bev Jelley thanked the community for reopening her store. “Even before the light came in the morning, there were people here to help,” Bev said. “My electrician showed up without being called to make everything safe, and another individual showed up without reaching out to drop off several dumpsters, all before the sun came up. There were people here I didn’t even know, customers, strangers, asking, ‘What can I do to help?’ We absolutely would not have made it without that help.”

“I was approached by a town official yesterday about this storm approaching this weekend,” Bev said. “I immediately started thinking about how do we prepare this time? Is this time going to be the last time? I know they are doing studies on how they might control the flooding, runoff dams, and other ideas, but it’ll probably be years before, if ever, that ever becomes a reality.”

“I’m always anxious when it rains hard, now,” she says. “I don’t sleep. I sometimes come up here in the middle of the night and stare down at the river. It doesn’t seem to end anymore, but I still believe and pray, work hard, and know that this will remain open until I can’t do it anymore. I love this community. It is a part of me. I know they feel the same.”

Excerpted from: Albans, Michael, “Londonderry, one year after a devastating flood, looks back with community pride — and ahead with a wary eye”, Manchester Journal, July 9, 2024, Updated Aug 12, 2024.

3 Impact of the Floods on Londonderry

The July 2023 flood event in Vermont caused significant damage in Londonderry, particularly in the southern part of town and along Route 11. Businesses, including a diner and several stores, were heavily affected, with damage totaling over \$104,000. At least thirty homes were inundated, and numerous roads, including parts of Routes 11 and 100, were closed. The West River overflowed its banks, and several evacuations were necessary. Specific Impacts in Londonderry included:

- **Business Closures:** Many businesses on Route 11, including Jelley's Deli, the Vermont Butcher Shop, and others, were closed for months due to flooding, according to Bennington Banner.
- **Road Closures:** Nearly every road in town was shut down, and parts of Routes 11 and 100 were impassable.
- **Evacuations:** Residents were forced to evacuate their homes due to rising floodwaters, according to Manchester Journal.
- **Public Safety Rescues:** Public safety crews performed numerous rescues within town limits.
- **Infrastructure Damage:** The West River backwatered in the north village, causing erosion and damage to the Williams Dam. The Army Corps of Engineers campground behind Ball Mountain Dam was severely damaged.
- **Power Outages:** Some residents experienced power outages as a result of the flooding.
- **Mudslides:** Heavy rainfall caused mudslides, including at Jamaica State Park.



Above: North Main Street, July 11, 2024; Source: Town of Londonderry.

4 Londonderry Community Overview

Land Use and Geography

Windham County is a hilly upland with elevations generally rising to the west. The county is primarily comprised of coniferous forest: mostly spruce, fir, and white pine. Parklands include Townshend, Jamaica, Fort Dummer, Molly Stark, and Dutton Pines state parks. Other recreational areas are Green Mountain National Forest and the Stratton Mountain, Mount Snow, and Haystack



Above: Forbes Construction building on July 10, 2023; Source: Town of Londonderry.

Mountain ski resorts. The Appalachian National Scenic Trail passes through the western corner of the county. There are also municipal recreation areas throughout the county.

The confluence of the West River, VT RTE 11 (running east-west), and VT RTE 100 (running north-south) resulted in the development of the north village. The demise of rail transportation, the emergence of tourism, the ski industry, and second home ownership have resulted in the north village becoming the predominant commercial area.

The commercial area of North Londonderry extends from 800 feet south of the west intersection of VT RTE 100 and VT RTE 11 (The Plaza), and then east, to the intersection of VT RTE 11 and VT RT 100 at Williams Park. That segment is North Londonderry's Main Street. Utleigh Brook flows into the West River between the Plaza commercial development and the commercial uses to the east on North Main Street. Both the Plaza and the North Main Street commercial properties back up to the West River and are vulnerable to flooding.

The confluence of Utley Brook and West River is the subject of the North Village Scoping Study. The outcome of that scoping study will help property owners along North Main Street understand the long-term flood risk to their properties and whether or not base flood elevations can be dropped through engineered mitigation projects.

The south village is located approximately 2.7 miles south of The Plaza, along VT RTE 100 where it intersects with Middletown Road and heads west across the river, before it turns south. At the bridge, where VT RTE 100 turns west, Main Street (aka Thompsonburg Road) begins and extends about 900 feet to Old School Street. The downtown consists of The Corner Market, the Champion Fire Company (the South Londonderry fire station), the US Post Office, and several residences. The Post Office building, the Champion Fire Company Station, and several residential buildings are vulnerable to flooding. As of this writing, there is 1 buyout application along Main Street in the South Village on the West River's edge.

Both villages have residential development interspersed among the commercial properties. Outside of the villages there is extensive farmland, forests, and open space. Approximately 80% of the town's land is forested or being used for agricultural purposes. Most of the large tracts of undeveloped land are included in one of several land conservation programs.

Housing

According to the April 2023 Town of Londonderry Housing Needs Assessment & Strategy, "The Town of Londonderry is facing a significant housing challenge today and into the future. Both long-term trends and more recent demographic and economic shifts have placed the community on a trajectory in which local households and workers will have an increasing difficulty in finding quality housing at attainable price points. The balance between year-round housing and seasonal homebuyers and short-term rental operators may threaten the viability and sustainability of Londonderry as a vibrant year-round community unless strategic interventions are made."

"Today, Londonderry faces an immediate need of approximately 299 to 315 households that need new, improved, and/or alternative living arrangements within the town. This includes nearly 190 households that are struggling with housing expenses as well as nearly 50 workforce households that are absent from the town because of the lack of attainable housing. The results also indicate a need for housing interventions across the income spectrum and for a variety of housing types, including owner-occupied and rental housing options. While the problem is complex and inseparable from other issues such, (sic) the results indicate that, without action, it is likely that the housing need in Londonderry will continue to grow into the future."

Government Services

Town of Londonderry

Vermont is divided into areas known as towns, the most basic form of local government. Counties exist in Vermont, but they have few powers and responsibilities.

In Londonderry, the Selectboard serves as the town's elected legislative body and the town administrator performs administrative duties at the Selectboard's direction, implementing policy and overseeing the day-to-day operations of town government. Legislative and budgetary decisions are made by the Selectboard. Town budgets are approved by local registered voters at an Annual Town Meeting. Ballot measures are also put before registered voters at the annual Town Meeting. Londonderry's Annual Meeting is a "floor vote" meeting, meaning elections of officers, ballot questions, and budget votes are held from the floor via voice vote, division of the House, or paper ballot in certain instances.

The town does not provide water, wastewater, electric, or telecommunications utilities and services. There is an ongoing effort to build community wastewater systems for the north and south villages, which will be operated and maintained by the town when the systems become operational.

The town does provide a transfer station for trash, recycling, and compost disposal on a regional basis with the towns of Weston, Landgrove, Peru and Windham. The town also provides administrative support for recreational activities on a regional basis with the towns of Weston, Landgrove, Peru, and Winhall. The town maintains 30 miles of dirt and 23 miles of paved town roads. There are also 15 miles of State Highway and numerous privately maintained roads in Londonderry which are not the responsibility of the municipality. Londonderry does have a local zoning by-law which includes flood plain regulations.

South Londonderry Fire Department

The South Londonderry Fire Department is a privately owned, non-profit, volunteer-based fire department, whose station is located at 60 Main Street, in South Londonderry. It serves Londonderry's south village and surrounding communities through mutual aid agreements.

North Londonderry Fire Department

The North Londonderry Fire Department is a privately owned, non-profit, volunteer-based fire department, whose station is located at 5862 VT Route 100 in North Londonderry. It serves Londonderry's north village and surrounding communities through mutual aid agreements.

Londonderry Volunteer Rescue Squad

The Londonderry Volunteer Rescue Squad is a private, non-profit, volunteer-based ambulance service. The squad building is located at 6068 VT Route 100 in Londonderry. It serves the towns of Londonderry, Weston, Landgrove and Peru.

Windham Regional Commission

In the absence of county government, the Windham Regional Commission (WRC) provides the essential link between local, state, and federal government. It is an important resource to the 27 towns it serves including communities in Windham, Windsor, and Bennington counties. It is a public entity, constituted by law and required to meet statutory obligations. Its mission is to assist towns in Southeastern Vermont to provide effective local planning efforts and work collaboratively with them to address regional issues.

The WRC's work focuses on assistance to towns on planning and zoning; regional plans; transportation, including bike, pedestrian, transit, and rail; community development, including brownfield redevelopment and community development block grant support; energy; project review; natural resources; GIS mapping support for towns; and all-hazards emergency planning.

Capacity and the Importance of Volunteers

Vermont consists of many very small towns and villages with only a few paid and/or part-time staff, limiting capacity to manage local recovery and access available resources. This describes Londonderry's situation as well. Recovery requires sufficient staffing to design, manage, implement, and monitor the recovery projects and programs. Londonderry's staff must continue all their routine local government functions, while also managing an increased workload. These additional demands include processing more permits for housing and business repairs, designing and implementing public facilities and infrastructure repairs, completing all the necessary paperwork required for state and federal assistance, conducting all the necessary inspections of projects, and continuing to do public engagement along the way.

Many town staff were personally impacted by the disasters and have been balancing work demands along with their own personal and family recovery. Adding staff also adds costs, however, and finding funds for these new positions is a challenge, particularly in small communities with a limited

tax base and other financial constraints. Managing multiple disasters creates additional complexity and stress. This is all to say that volunteers are very important to Londonderry's recovery and sustainability.

Persistent Environmental Vulnerabilities

Flooding

Londonderry is typical of the many small communities in Vermont that were established at locations where they are at risk of flooding due simply to having been established next to a river. Both the north and south villages are located where saw and grist mills used water wheels at first, then later penstock-fed turbines, to generate mechanical power conducted by belts and pulleys. Decades later, the mills were used to generate electricity due to the "head" provided by the elevation change to power a generator located next to the West River. In Londonderry there are 147 structures located within the river corridor and special hazard flood area, and therefore vulnerable to flood damage.

Landslides

Due to repetitive flooding events, soils become fully saturated. This increases slope instability and soil movement and increases the risk of landslides and mudslides. Windham County is the second most susceptible county in Vermont, with 86.6% of its area being susceptible and a total susceptible area of 686 square miles. The risk for landslides increases with flooding and erosion, and areas located in ravines with steep slopes are particularly at risk of landslides. The Londonderry Local Hazard Mitigation Plan, 2022 describes areas that are at risk of landslides and lists Geological Hazard Mitigation Implementation Options.

Wildfires

Wildfire is a growing issue in Vermont due to high winds, minimal rainfall, lack of water, and highly combustible grasses. In 2024, 82 wildfires – all human-caused – burned 159 acres in the state. It's the most fire damage since 2016, and more than half of the fires happened in October and November. The combination of little rain, dry foliage, and wind is a recipe for disaster. Buildings and structures located in areas where development meets vegetated wildfire-prone undeveloped lands are most at risk. The Londonderry Local Hazard Mitigation Plan 2022 contains a list of Wildfire Hazard Mitigation Implementation Options.

Previous Plans

The Londonderry Long-Term Recovery Plan complements existing plans already adopted by the Town of Londonderry. It is hoped that the town will adopt the Londonderry Long-Term Recovery Plan as an amendment to the Londonderry Town Plan and that it will serve to guide decisions and policies of the town in the years to come.

Relevant Plan Documents

The relevant plan documents currently adopted by the town include:

Londonderry Town Plan, October 2017

Londonderry Local Hazard Mitigation Plan, May 23, 2022

After the Flood Report, 2013

Londonderry Housing Needs Assessment and Strategy, April 2023

Londonderry Main Street (North) Master Plan, June 22, 2022

Londonderry South Village Master Plan DRAFT, October 18, 2024 (not Selectboard approved)

Williams Dam Flood Analysis, July 3, 2024

Williams Dam Assessment Memo, August 13, 2023

Preliminary Investigation and Feasibility Report for Williams Dam, December 16, 2022

Town of Londonderry Williams Dam Study, March 24, 2022

Community Wastewater Feasibility Study, Londonderry, Vermont, December 17, 2021

NEMRC Organizational Study, November 16, 2023

Londonderry Town Plan October 2017 Actions

Projects described in this long-term recovery plan support many of the implementation strategies listed in the Londonderry Town Plan October 2017 and the Londonderry Local Hazard Mitigation Plan 2022 and are noted in the project descriptions. Implementation strategies listed in the Town Plan that are supported by the projects included in this plan include:

Land Use Plan

- 1.1 Study local geographic and demographic characteristics and match these characteristics with the most compatible land uses.
- 1.2 Review and revise minimum lot sizes and building coverage in villages to concentrate development where environmentally feasible. Identify the potential impact of approved septic alternatives on building/population density.
- 1.3 Conduct a study using current land use practices to determine whether existing standards will achieve desired future settlement patterns and review current land use designations based upon the results of that study.

Community Resources

- 4.2 Work with state and local emergency preparedness organizations.
- 4.3 Plan for protection of the town's historic assets from disasters.
- 4.4 Evaluate flood hazard areas at least every two years.
- 4.5 Maintain Local Emergency Operations Plans (LEOP) and Hazard Mitigation Plans (HMP).

Flood Resilience

- 2.4 The town will be familiar with Flood Insurance Rate Maps (FIRMs) that delineate areas that could be inundated by water during flooding. (Select Board, Development Review Board, Zoning Administrator)
- 2.5 The town will be familiar with ANR River Corridor maps that delineate the land area adjacent to streams and rivers that are required to accommodate a stable channel. (Select Board, Development Review Board, Zoning Administrator)
- 2.6 The town will pursue a flood resilience management approach whose essential components are to identify and map flood and fluvial erosion hazard areas based on studies and maps provided by the Vermont ANR Rivers Program and designate those areas for protection to reduce the risk of flood damage to infrastructure and private property.
- 2.7 The town will update the Flood Hazard Areas Regulations to include regulation of river corridors and include provisions for advance notification of and specific limits on new development activities in identified flood hazard areas, fluvial erosion areas, and/or River Corridors, based on regulatory templates developed by the ANR DEC Rivers Program.

Transportation

- 1.1 Reduce speed and truck traffic in village centers through the support of corridor studies and implementation of traffic calming solutions, where appropriate.

Housing

- 1.1 Procure a professional report to identify areas where residential growth is appropriate.
- 1.2 Explore feasibility of development densities that are compatible with affordable housing and with traditional village development, specifically including increased housing unit densities and mixed residential and commercial uses.
- 1.3 Consider a practice to identify and require replacement of lost affordable housing units.
- 1.4 Advocate for state and federal programs and incentives to promote the creation of affordable housing development compatible with the Town, including a program of housing for elderly or other special populations.

5 Long-Term Recovery Planning

While devastated communities understandably tend to focus on short-term, response-level issues such as housing displaced survivors, it is advantageous to adopt a longer-term view as soon as the community can turn its attention to the long-term future. Affected communities generally recover more completely if they begin taking a long-term view soon after a disaster, when there is still considerable attention directed their way. To its credit, the Town of Londonderry determined that it would benefit from a formal long-term recovery plan.

The purpose of the Long-term Recovery Plan (LTRP) is to help Londonderry focus and prioritize projects to ensure a coordinated, holistic, and community-informed approach to embodying its recovery principles. The LTRP will serve as a guide for the community, a living document that will evolve as the recovery of Londonderry progresses.

What is Recovery? Resilience?

Recovery is an active and continuous process that allows cities and stakeholders to assess damages, plan for goals, and put in place strategies that support the ability to absorb the impacts of future disasters with less loss while also strengthening and enhancing the wholistic elements of communities. This proactive approach strengthens communication, encourages measuring progress, and fosters resilience. The best recovery process includes the whole community.

The ability to recover from a disaster begins prior to a disaster with the development of redundant and flexible structures, the ability to think and act adaptively, and pre-disaster planning that identifies needs, addresses gaps, and establishes priorities. After a disaster, as the disaster is stabilized in the response phase, emergency managers and community leaders are collecting data, assessing the situation, and stabilizing lifelines. These efforts contribute to recovery planning and projects by collecting information that will be vital to understanding what needs to be prioritized and what projects to develop well into the future.

The Recovery Continuum diagram below depicts how recovery efforts begin alongside response activities, and gradually scale up during response operations, highlighting the relationship across these phases. Enhancing resilience through mitigation and other risk management strategies spans the entire spectrum, guiding the recovery and rebuilding process. Investments in mitigation and resilience enable the community's ability to prepare for threats and hazards, adapt to changing conditions, and withstand and recover rapidly from adverse conditions and disruptions.



Recently Completed and Ongoing Recovery Work

Ongoing recovery efforts are being led by active leadership within the Town of Londonderry, Windham Regional Commission, State and federal partners, and community stakeholders. The result is a focused recovery that is responsive to the community's needs and objectives.

Community Engagement

A central part of the long-term community recovery planning process is an inclusive public involvement program that ensures that the recovery plan incorporates and fully reflects the desires of the entire community. A successful recovery plan will require widespread public support for the various initiatives over a long period of time.

Committee biweekly meetings, beginning on December 19, 2024, and continuing through May 2025.

Community meeting #1 on January 25, 2025.

This meeting was attended by 37 participants and committee members.

Community meeting #2 on May 3, 2025.

This meeting was attended by approximately 22 members of the community.

Community meeting #3 on May 31, 2025.

This meeting consisted of a presentation by the committee to the Selectboard.



Community meeting #1 on January 25, 2025.

6 Vision and Goals for Londonderry

Vision Statement

The overall recovery planning process began by finding consensus on a recovery vision that encapsulated what the community hoped to be when it had fully recovered. With input from all parts of the community, the Londonderry Recovery Committee agreed upon this statement as their recovery vision:

A Londonderry that is vibrant, affordable, and resilient; a place where residents of all ages can thrive in comfort, safety, and community.

This Vision Statement became the yardstick to gauge everything else during the recovery process over the next ten to twenty years.

In addition, the committee formulated a mission statement to describe how it was going to work toward its vision.

The Mission Statement reads:

To work toward community recovery and restoration, with development that is thoughtful, equitable, protected from future disasters, and focused on building a strong sense of community.

Goals

- *Improve the community's ability to respond to emergencies.*
- *Prepare for future disasters through emergency preparedness, resilience, and hazard mitigation.*
- *Build a stronger sense of community and foster volunteerism through community-wide communications and activities.*
- *Plan for development that creates a vibrant, affordable, and thriving community over the long term.*
- *Take a leadership role in regional cooperation.*

7 Ongoing Commitment

The Derry Resilience Project is an organizational structure created for flood recovery purposes. This organization will need to remain resolute over the long haul in its commitment to community development and hazard mitigation. State and federal agencies as well as other organizations must be engaged and continue to provide support. The town and its volunteer base may need to make strategic investments.



Above: Open House held on May 3, 2025.

8 Projects

Based on comments received at the January 25, 2025, Community Meeting, the committee narrowed its focus to 10 projects that fall into the following five categories:

Fire Department Strategic Planning

- Build a New South Derry Fire Station
- Develop a Water Supply Plan for Londonderry

Emergency Preparedness and Response

- Amend the Community Emergency Preparedness Plan
- Develop a website for emergency communications
- Revive the Londonderry Newsletter
- Create a Community Organization Active in Disaster (COAD)

Hazard Mitigation

- Conduct a North Village Scoping Study, looking at the confluence of Utey Brook and the West River

Community Development

- Create Long-term Community Development Plans for the north and south villages (focused on commercial and housing development out of the floodplain)

Regional Cooperation

- Create a Regional Watershed Study
- Create a Regional Watershed Management Task Force

For each project, the committee identified a project champion, project partners, (funding) resources, action steps, cost estimates, and a timeline for implementation, explained below.

Project Champion

Project champions are people or entities that agree to take the leadership role of a project to ensure it moves through the process. These leaders, critical to the success of every recovery strategy, have a passionate interest and the energy needed to keep the momentum going to drive projects through implementation. That passion is focused on their continued advocacy through all phases of the project.

Project Partners

For each project the committee identified likely partners, with whom collaboration and/or resources may be required. These partners include entities like the Windham Regional Commission, Stratton Foundation, Neighborhood Connections, the State of Vermont, FEMA, HUD, USDA, private foundations, and others.

Resources

Each project in this recovery strategy has a list of potential resources that can help bring projects to reality. Many funding agencies and organizations require that applicants complete an inclusive planning process and demonstrate a comprehensive, coherent and coordinated approach to the identification of problems and solutions for which the funds are being sought. This is one of the reasons the Town of Londonderry chose to prepare this plan. A few resources for which Londonderry is eligible and a good fit are listed for each project described in this document. For a comprehensive list of resources available to municipalities and nonprofits in Vermont, please see the [Vermont Grant Resource Guide 2025](#), available from the Vermont Office of Emergency Management.

Action Steps

Steps to achieve each project have been identified to the best extent possible. These lists of actions are meant to assist the town in beginning each project but will inevitably change as project implementation evolves.

Cost Estimates

Many project costs will not be identified until preliminary studies are completed. Rough estimates of project costs have been provided where possible.

Timeline

In the description of each project there is a timeline to indicate the years or timeframe in which each phase of the project is expected to be completed.

Measuring Progress

Some of the projects identified are long term. They will take shape over many years and even decades. Measuring and communicating success is important for maintaining momentum and keeping with the vision. One of the projects identified by the Recovery Committee is the revival of the Londonderry Newsletter, a monthly newsletter published to keep the community, stakeholders, and partners aware of progress and volunteer opportunities. This newsletter will inform the community about the progress made by the Derry Resilience Project. As of this writing, the first issue of Doings in Derry was published on May 1, 2025, and is available on the town's website.

Designated Recovery Project Coordinator

A Recovery Project Coordinator's primary responsibility is to oversee the implementation of the projects identified in the town's Recovery Plan. This includes coordinating with others to ensure that each project proceeds through resource identification, grant preparation and submittal, implementation, and maintenance of the recovery plan, ensuring the town can quickly recover from disruptions and maintain business continuity. It includes stepping in when needed to resolve issues that may crop up and convening task force meetings as necessary to maintain progress and reporting to the community on progress and obstacles. The coordinator acts as liaison between the town and task forces.

Category: Fire Department Strategic Planning

1. New South Village Fire Station

Description

The existing South Londonderry Fire Station was severely damaged by the flooding in July 2023. The South Londonderry Fire Department needs a new fire station as the building is vulnerable to repeated flooding.

Project Champions: Rich Phelan, Jeff Duda

Project Partners: Selectboard, Champion Fire Department, State of Vermont, FEMA, USDA-RD, sources of private philanthropic funding.

Action Steps:

1. A conversation between the Champion Fire Department and the Selectboard about how to accomplish the project.
2. Identify a location.
3. Seek funding to pay for a preliminary architectural design and cost estimate.
4. Develop preliminary architectural and engineering designs, cost estimate.
5. Seek and obtain funding for the entire project.
6. Develop final construction documents.
7. Write and advertise a Notice for Bids.
8. Negotiate a construction contract with the successful bidder.
9. Manage the construction of the project through to completion.

Cost Estimate: \$5M

Timeline: 5 – 10 years

Resources: USDA Disaster Supplemental, Hazard Mitigation Grant Program, SAFER Grant, private philanthropic funding.



2. Water Supply Plan

Description

There is a need in the Town of Londonderry to add to the number of places where water can be drawn for fire protection. The dry hydrants need to be regularly maintained, and their conditions assessed.

Project Champions: Chad Stoddard, Jeff Duda, James Ameden, Sr., Tom Cavanagh

Project Partners: Troy Dare, project manager for the Vermont Rural Fire Protection Grant Program, State of Vermont, Selectboard, Phoenix Fire Company, Champion Fire Department.

Action Steps

1. Engage with the two fire departments
2. Work with Troy Dare to finalize the project
3. Determine preliminary cost estimate, establish budget
4. Prepare construction documents
5. Write and advertise a Notice for Bids.
6. Negotiate a construction contract with the successful bidder.
7. Manage the construction of the project through to completion.

Cost Estimate: \$0 – \$1000

Timeline: 1 – 3 years

Resources: Vermont Rural Fire Protection Grant Program, State of Vermont, USDA.



Category: Emergency Preparedness and Response

3. Community Emergency Preparedness Plan Amendments

Description

The current Londonderry Emergency Operations Plan was completed in 2024, with an understandable focus on operations. Based on the public engagement meeting held on 1/25/2025, the community now believes that there is a need to amend the plan by adding items that have to do with preparedness. The items that the community wants to add include:

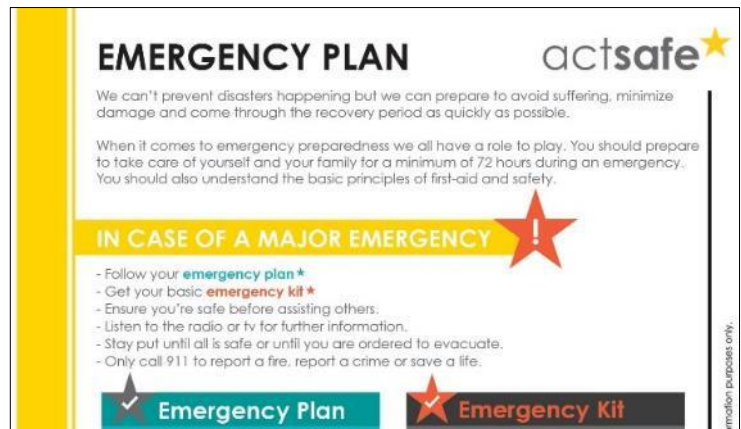
- Create a standing volunteer organization
- Collaborate with Neighborhood Connections (Case Management)
- Collaborate with the Stratton Foundation
- Provide preparedness and response training for volunteers

Project Champion: Rich Phelan

Project Partners: Neighborhood Connections, The Stratton Foundation, Londonderry Selectboard, Vermont Voluntary Organizations Active in Disaster (VT VOAD*)

Action Steps:

1. Form a working group to develop the details of the amendments to the plan.
2. Conduct working group sessions to identify and delegate tasks.
3. Develop final ideas for amending the plan.
4. Update the town website.
5. Identify a small group to maintain lists of resources, etc.
6. Identify team leaders who receive training and are ready to lead groups of volunteers in case of an emergency.
7. Connect with Vermont Voluntary Organizations Active in Disaster (VOAD) groups and be ready to receive and direct volunteers.



Cost Estimate: \$2k to cover advertising costs.

Timeline: 1 year

Resources: Vermont Emergency Management, Windham Regional Commission, Red Cross, Neighborhood Connections, The Stratton Foundation, Londonderry Selectboard, Vermont Voluntary Organizations Active in Disaster (VT VOAD*)

*The VT VOAD is a network of agencies that serve communities in Vermont impacted by disasters. VT VOAD is a statewide partnership of organizations and entities that have a role in preparedness, resilience, response, and recovery.

4. Emergency Communications Website

Description

The goal of this project is to have a page on the new website dedicated to emergency preparedness and operations. It will be used to issue alerts, notify residents of the availability of resources, and raise awareness about emergency preparedness and operations. It will be periodically updated and include a mechanism for signing up to receive emergency alerts through VT-Alert that is simple and easy to use. The Town solicited and evaluated bids from several website production companies and has accepted a bid from a company that will begin work on the website in late spring of 2025. In the short term, the town will continue to use the Facebook page.

Project Champion: George Mora

Project Partners: Rich Phelan, Selectboard, Maryann Morris, Tina Labeau

Action Steps:

1. Create content for a section dedicated to emergency communications, to be added to the website.
2. Manage the process of creating the finished website.

Cost Estimate: Will be included in the overall cost of the website.

Timeline: 1 year

Resources: Vermont Emergency Management

EMERGENCY OPERATIONS PLAN

Response Stage

Preparation
"the earlier, the better"

Pre Event 1-8 weeks before event	During Event the week of the event	Post Event 1-3 weeks after event
Objective: Be prepared, foster alliances, and develop consensus recommendations Objective: Market your event on all social platforms Create a solid pre, during & post event approach - Objective - Target Audience - Main message - Tactics per channel - Timeline - Budget	Objective: Create exciting activities and give incentives Main message: Amplify your presence at the event - Raise awareness about your brand by sharing booklets - Update social media and webpage during the week - Ask for quick review of how participants feel about event	Objective: Re-evaluate performance & recycle event content is key Objective: Reminder of event agenda by recycling - Update landing page with event activities and news - Follow up with thank you e-mail to attendees - Share success stories of event on social media - Report the positive and negative points of the event

EMERGENCY OPERATIONS PLAN

ID	Business Impact	Staff	3	4	6	Moderate	In Planning	Incentive System	05 Aug 2023	Ant Hawk
1	Operatin System Fail									
2	Heating sys Failure in Se Room A									
3	Level 2 Employees Defection	Staff	3	4	6	Moderate	In Planning	Incentive System	05 Aug 2023	Ant Hawk
4	Fault in Pipeline	Services	4	5	2	Extreme	In Testing	Failover to maintenance team	09 Sep 2023	Dan Jones

Category: Emergency Preparedness and Response

5. Londonderry Newsletter

Description

The community wishes to revive the Londonderry newsletter that was discontinued in February of 2020. It will include notices about municipal and civic events held in Londonderry and the surrounding area.

Project Champion: Jen Greenfield

Project Partners: Pamela Spaulding

Action Steps:

1. Set up a new template.
2. Assemble new content from several sources.
3. Automate as much of the production as possible.
4. Update content on a regular basis.

Cost Estimate: \$0

Timeline: The first issue has already been delivered!

Resources: Town of Londonderry



6. Community Organization Active in Disaster (COAD)

Description

Recovery service providers in the area feel that there may be a better way to reliably provide access to information and services to communities in the area. They want to explore alternatives to the current LTRG structure. One alternative would be to create a Community Organization Active in Disaster (COAD) whose service area coincides with the Neighborhood Connections' service area. (Neighborhood Connections serves Andover, Chester, Jamaica, Landgrove, Londonderry, Peru, Stratton, Weston, Windham, and Winhall, the same service area as the Mountain Town LTRG.) While LTRGs serve in the immediate aftermath of a disaster and then is disbanded once all needs are met, the COAD organizational structure remains intact and active before, during, and after a disaster.

Project Champions: Rich Phelan, Thom Simmons

Project Partners: Neighborhood Connections, The Stratton Foundation, other non-profits in the area, Londonderry Selectboard, churches.

Action Steps:

1. Explore the feasibility of creating a COAD.
2. Create a plan for handing off any remaining cases after FEMA departs.
3. Form a COAD if feasible and desirable.
4. Draft regional rules of engagement for its incident command structure.
5. Conduct regional table-top exercises.
6. Receive training, possibly provided by VEM.
7. Coordinate with Londonderry Emergency Preparedness Plan.

Cost Estimate: \$0

Timeline: 1 year

Resources: Neighborhood Connections, The Stratton Foundation, Londonderry Selectboard, faith-based non-profits, other non-profits in the area.



Category: Hazard Mitigation

7. North Village Scoping Study

Description

The intent of this project is to look at the confluence of Utley Brook and the West River to see if it could be altered to lessen the "water dam" effect which contributes to flooding along North Main Street. The study area extends from the Plaza shopping center to the Williams Dam and from the confluence to Pingree Park. It will include an investigation of flooding impacts at the Plaza. It is hoped that the Utley Brook flood plain could be lowered in a few locations, or that benching could be done to create water storage.

This is the only RIVER project application that will be submitted to Vermont Emergency Management (VEM). It is a phased project. Phase 1 will look at the parcels, storage creation, floodplain restoration, vegetation, grading, and the island, which has a septic field in it. A wastewater plan was done in the past, and that will be integrated as needed. Phase 2 consists of implementation.

Project Champion: Paul Hendler

Project Partners: Londonderry Selectboard, Londonderry Planning Commission, Windham Regional Commission, State of Vermont, Conservation Commission

Action Steps:

1. Apply to VT Emergency Management by April 30.
2. Phase 1: Engineering study
3. Phase 2: Implementation

Cost Estimate: TBD

Timeline: Phase 1: 1 – 3 years; Phase 2: 3 – 10 years

Resources: Londonderry Planning Commission, FEMA HMGP Disaster Supplemental Funds, State Flood Resilient Communities Fund, Vermont Emergency Management. Nature Conservancy.



Category: Community Development

8. Long-term Village Center Development Concepts

Description

Focused on retail and in the designated village centers, identify ways to reconfigure development over the very long term to address the threat of future flooding; and to identify new areas of commercial and housing development outside the flood plain.

Project Champion: George Mora, Jen Greenfield, Pamela Spaulding

Project Partners: Londonderry Selectboard, Londonderry Planning Commission, Londonderry Development Review Board, Londonderry Zoning Administrator, property owners, Windham Regional Commission, Londonderry Housing Commission

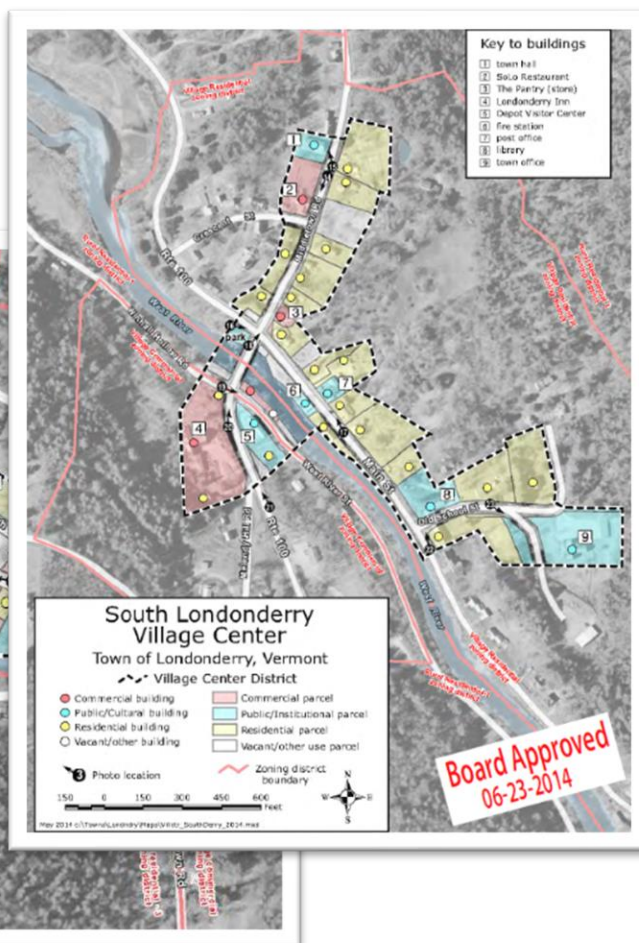
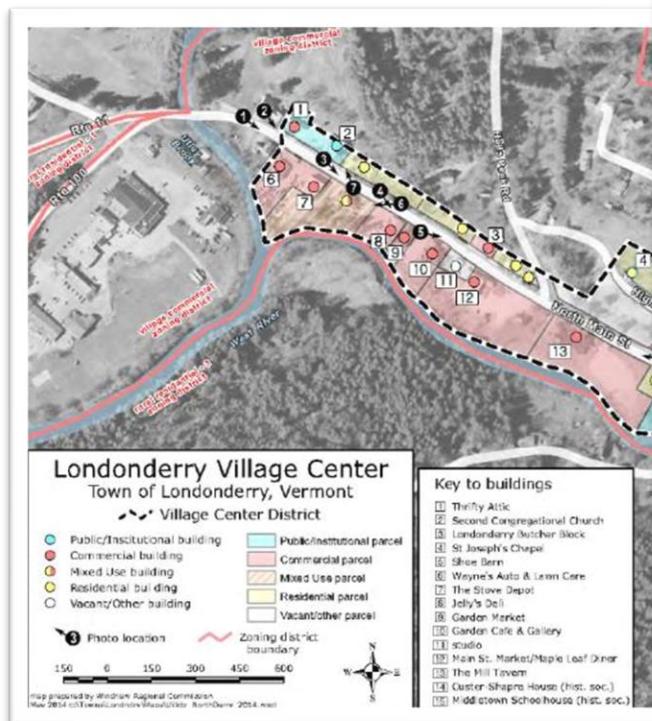
Action Steps:

1. Meet with owners of properties along north and south Main Street.
2. Develop a menu of options for redevelopment, focused on housing and commercial land uses.
3. Develop a conceptual plan and vision for incremental redevelopment over the long term that honors who and what Londonderry is, its history, and vision.
4. Complete the zoning bylaw rewrite.

Cost Estimate: TBD

Timeline: Ongoing

Resources: State Municipal Planning Grant, Windham Regional Commission.



9. Regional Watershed Study

Description

The community expressed a desire for a regional watershed study. A regional watershed study examines the interconnectedness and health of water resources within a specific geographic area, often encompassing multiple smaller watersheds or river basins. It aims to understand the complex interactions of land use, water quality, and environmental factors to inform management and conservation strategies. Key aspects of a regional watershed study:

- **Data Collection and Analysis:** Studies rely on collecting various data, including water quality samples, flow measurements, land use data, and other relevant information, which are then analyzed to identify trends and patterns.
- **Modeling and Simulation:** Computer models are frequently used to simulate watershed processes and predict the potential impacts of different management scenarios.
- **Stakeholder Engagement:** Engaging with local communities, landowners, and other stakeholders is crucial to ensure the study's relevance and to incorporate their knowledge and concerns.
- **Management Recommendations:** Ultimately, the study aims to provide evidence-based recommendations for improved watershed management, conservation, and protection.

Project Champion: Helen Hamman, Londonderry Conservation Commission

Project Partners: Vermont Nature Conservancy, Vermont Agency of Natural Resources, Vermont Emergency Management, Londonderry Selectboard, Londonderry Planning Commission, Londonderry Zoning Administrator, Londonderry Development Review Board, Londonderry Conservation Commission, Londonderry Zoning Commission, Windham Regional Commission, Windham County Natural Resources Conservation District, Connecticut River Conservancy, Vermont River Conservancy, Trout Unlimited.

Action Steps:

1. The West River Corridor Plan is set to be finalized in May 2025.
2. Present the plan to the community.
3. Turn it over to the Management Task Force for implementation.

Cost Estimate: \$0

Timeline: 3 – 5 years

Resources: Vermont Emergency Management



Category: Regional Cooperation

10. Regional Watershed Management Task Force

Description

The community desires to create a Regional Watershed Management Task Force, a collaborative group focused on protecting and improving the health of the West River watershed area. This task force will bring together various stakeholders – including government agencies, scientists, community groups, and landowners – to address water quality issues, promote conservation, and manage water resources sustainably.

Project Champion: Helen Hamman, Londonderry Conservation Commission

Project Partners: Vermont Emergency Management, Londonderry Selectboard, Landgrove Selectboard, Londonderry Zoning Administrator, Londonderry Planning Commission, Londonderry Conservation Commission, Weston Selectboard, Windham Regional Commission, Windham County Natural Resources Conservation District, Vermont Nature Conservancy, Vermont Agency of Natural Resources, Connecticut River Conservancy, Vermont River Conservancy, Trout Unlimited (likely limited as to types of projects they work on).

Action Steps:

1. Approach the towns of Weston and Landgrove to gauge their interest and bandwidth for taking this on.
2. Create a task force made up of representatives from the towns and agencies that have shared interests.
3. Share information, collaborate on projects — such as blue alerts, debris removal, desktop exercises, etc.

Cost Estimate: \$0

Timeline: 1 – 3 years

Resources: Vermont Agency of Natural Resources, Windham Regional Commission, Windham County Natural Resources Conservation District, Connecticut River Conservancy, Connecticut Nature Conservancy, Vermont River Conservancy, Trout Unlimited.



9 Implementation Matrix

Goal 1: Fire Department Strategic Planning				
ID	Task	Champion	Partners	Timeframe
1	New South Village Fire Station	Rich Phelan, Jeff Duda	Selectboard, Champion Fire Department, State of Vermont, FEMA, USDA-RD, sources of private philanthropic funding.	5 – 10 years
2	Water Supply Plan	Chad Stoddard, Jeff Duda, James Ameden, Sr., Tom Cavanagh	Troy Dare, project manager for the Vermont Rural Fire Protection Grant Program, State of Vermont, Selectboard, Phoenix Fire Company, Champion Fire Department.	1 – 3 years
Goal 2: Emergency Preparedness and Response				
ID	Task	Champion	Partners	Timeframe
3	Community Emergency Preparedness Plan Amendments	Rich Phelan	Neighborhood Connections, The Stratton Foundation, Londonderry Selectboard, Vermont Voluntary Organizations Active in Disaster	1 year
4	Emergency Communications Website	George Mora	Rich Phelan, Selectboard, Maryann Morris, Tina Labeau	1 year
5	Londonderry Newsletter	Jen Greenfield	Pamela Spaulding	1 year
6	Long-term Recovery Group Restart	Rich Phelan, Tom Simmons	Neighborhood Connections, The Stratton Foundation, other non-profits in the area, Londonderry Selectboard, churches.	1 year
Goal 3: Hazard Mitigation				
ID	Task	Champion	Partners	Timeframe
7	North Village Scoping Study	Paul Hendler	Londonderry Selectboard, Londonderry Planning Commission, Windham Regional Commission, State of Vermont, Conservation Commission	4 – 13 years
Goal 4: Community Development				
ID	Task	Champion	Partners	Timeframe
8	Long-term Village Center Development Concepts	George Mora, Jen Greenfield, Pamela Spaulding	Londonderry Selectboard, Londonderry Planning Commission, Londonderry Development Review Board, Londonderry Zoning Administrator, property owners, Windham Regional Commission, Londonderry Housing Commission	On-going
Goal 5: Regional Cooperation				
ID	Task	Champion	Partners	Timeframe
9	Regional Watershed Study	Helen Hamman, Londonderry Conservation Commission	Vermont Nature Conservancy, Vermont Agency of Natural Resources, Vermont Emergency Management, Londonderry Selectboard, Londonderry Planning Commission, Londonderry Zoning Administrator, Londonderry Development Review Board, Londonderry Conservation Commission, Londonderry Zoning Commission, Windham Regional Commission, Windham County Natural Resources Conservation District, Connecticut River Conservancy, Vermont River Conservancy, Trout Unlimited.	3 – 5 years
10	Regional Watershed Management Task Force	Helen Hamman, Londonderry Conservation Commission	Vermont Emergency Management, Londonderry Selectboard, Landgrove Selectboard, Londonderry Zoning Administrator, Londonderry Planning Commission, Londonderry Conservation Commission, Weston Selectboard, Windham Regional Commission, Windham County Natural Resources Conservation District, Vermont Nature Conservancy, Vermont Agency of Natural Resources, Connecticut River Conservancy, Vermont River Conservancy, Trout Unlimited.	1 – 3 years

Fwd: Land Acquisition Task Force--members

From Irwin Kuperberg <irwin123@gmail.com>
Date Wed 7/29/2026 4:40 PM
To Aileen Tulloch <townadmin@londonderryvt.gov>

Hi Aileen
I will represent the Conservation Commission on the Task Force.

Irwin

From: **Aileen Tulloch** <townadmin@londonderryvt.gov>
Date: Tue, Jul 28, 2026, 10:27 AM
Subject: Land Acquisition Task Force--members
To: Esther Fishman <fishman.esther@gmail.com>, Patty Eisenhaur <patty.eisenhaur@gmail.com>, Irwin Kuperberg <irwin123@gmail.com>

Good morning!

At their regularly scheduled meeting on 7/20/26, the Selectboard voted to create a "Land Acquisition Task Force."
The charge is here: https://www.londonderryvt.gov/government/land_acquisition_task_force/index.php

In order to stand up the task force, we need a member of each one of your Boards/Commissions. If you could please poll your members for a volunteer and send them my way, that would be most appreciated.

Thank you,

Aileen Tulloch
Town Administrator
[Town of Londonderry, Vermont](#)
[100 Old School Street](#)
[South Londonderry, VT 05155](#)
802-824-3356, ext. 5
Please note my new email address: townadmin@londonderryvt.gov

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

Fwd: Land Acquisition Task Force--members

From Patty Eisenhaur <patty.eisenhaur@gmail.com>
Date Wed 7/29/2026 11:46 AM
To Aileen Tulloch <townadmin@londonderryvt.gov>

Hi Aileen -

Nancy Jensen has expressed interest in joining the Land Acquisition Task Force. Please reach out to her if you need any info from her.

Nancy has been an important member of the housing team and has helped us compile an inventory of vacant and abandoned properties and land sites.

Suitability of those sites hasn't been assessed as of yet - we've been advocating for a municipal planning grant to help prioritize and assess potential sites for housing.

Patty

----- Forwarded message -----

From: **Nancy Jensen** <nancy.jensen@fourseasonssir.com>
Date: Tue, Jul 28, 2026 at 4:09 PM
Subject: Re: Land Acquisition Task Force--members
To: Patty Eisenhaur <patty.eisenhaur@gmail.com>

I believe I can add value to that task force, provided they do not mind that I am also a real estate agent (not looking for commission).

Nancy

Nancy Jensen

Realtor®, Associate Broker

c. 802.366.0002

nancy.jensen@fourseasonssir.com

nancyjensen.sothebysrealty.com

33 VT Rt 30, PO Box 8 Bondville, VT 05340

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[What's My Home Worth?](#) | [VT Living Magazine](#)



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On Tue, Jul 28, 2026 at 10:44 AM Patty Eisenhaur <patty.eisenhaur@gmail.com> wrote:

Hello LHC -

Sharing this note from Aileen. The town is seeking a member of the Housing Commission to sit on the Land Acquisition Task Force. See below the task force charge. Please let me know if you are interested in joining this group.

Also, the town is seeking a citizen member of the task force. If you know of anyone who would be good for this group, please share this [link](#) and encourage them to submit their name for consideration.

Thanks

Patty

----- Forwarded message -----

From: **Aileen Tulloch** <townadmin@londonderryvt.gov>

Date: Tue, Jul 28, 2026 at 10:27 AM

Subject: Land Acquisition Task Force--members

To: Esther Fishman <fishman.esther@gmail.com>, Patty Eisenhaur <patty.eisenhaur@gmail.com>, Irwin Kuperberg <irwin123@gmail.com>

Good morning!

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https://www.londonderryvt.gov/government/land_acquisition_task_force/index.php

In order to stand up the task force, we need a member of each one of your Boards/Commissions. If you could please poll your members for a volunteer and send them my way, that would be most appreciated.

Thank you,

Aileen Tulloch

Town Administrator

Town of Londonderry, Vermont

100 Old School Street

South Londonderry, VT 05155

802-824-3356, ext. 5

Please note my new email address: townadmin@londonderryvt.gov

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

--

Patty Eisenhaur

951-316-0577

your attorney or your Realtor) who appears to be requesting the same by email without personal verification of authenticity. If you should receive such a request by email do not reply to that message. Verify by making alternate direct personal contact.

MANDATORY DISCLOSURE CONCERNING REPRESENTATION AND CONFIDENTIALITY: Licensed real estate professionals are required to disclose information regarding confidentiality and agency status to persons with whom they communicate regarding real estate. You have options as a consumer which your agent will discuss with you at the first reasonable opportunity. For a written summary of Agency and the associated duties, responsibilities, advantages and implications to you as a Consumer please click the appropriate link that applies to you.

If you are considering working with a **Vermont** real estate agent [click here for Vermont Disclosure](#)

If you are considering working with a **New Hampshire** real estate agent [click here for New Hampshire Disclosure](#)

If you are considering working with a **New York** real estate agent [click here for New York Disclosure](#)

If you are considering working with a **Massachusetts** real estate agent [click here for Massachusetts Disclosure](#)

--

Patty Eisenhaur
951-316-0577

**STATE OF VERMONT
AGENCY OF TRANSPORTATION
STANDARD GRANT AGREEMENT**

Part 2 – Grant Agreement

1. Parties: This is a Grant Agreement between the State of Vermont, Agency of Transportation, (hereinafter called “State”), and the **Town of Londonderry**, a **US Local Government** with its principal place of business at **100 Old School Street, South Londonderry, VT 05155**, (hereinafter called “Grantee”). It is the Grantee’s responsibility to contact the Vermont Department of Taxes to determine if, by law, the Grantee is required to have a Vermont Department of Taxes Business Account Number.
2. Subject Matter: The subject matter of this Grant Agreement is for financial assistance to a municipality under 19 V.S.A. § 306(e) for maintenance, including actions to extend life expectancy, and construction of bridges, culverts, and other structures, including causeways and retaining walls, intended to preserve the integrity of the traveled portion of class 1, 2, and 3 town highways.
3. Award Details: Amounts, dates and other award details are as shown in the attached Grant Agreement Part 1 – Grant Award Detail. The detailed scope of work covered by this award is described in Attachment A.
4. Amendment: No changes, modifications, or amendments in the terms and conditions of this Grant shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Grantee.
5. Cancellation: This Grant may be cancelled by either party by giving written notice at least thirty (30) days in advance.
6. Attachments: This Grant Agreement consists of **16** pages including the following attachments which are incorporated herein:

Grant Agreement Part 2 – Grant Agreement

Grant Agreement Part 1 – Grant Award Detail

Attachment A - Scope of Work

Attachment B - Payment Provisions

Attachment C - Standard State Provisions for Contracts and Grants (revised February 13, 2026)

Attachment D - N/A - Left Intentionally Blank

Attachment E - Special Provisions

Attachment F - DOT Standard Title VI Assurances and Non-Discrimination Provisions

(DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E

7. Order of Precedence: Any ambiguity, conflict or inconsistency in the Grant Documents shall be resolved according to the following order of precedence:
 - 1) Grant Agreement Part 1 and Part 2
 - 2) Attachment E - Special Provisions
 - 3) Attachment D - N/A - Left Intentionally Blank
 - 4) Attachment C - Standard State Provisions for Contracts and Grants

- 5) Attachment A - Scope of Work
- 6) Attachment B – Payment Provisions
- 7) Attachment F - DOT Standard Title VI Assurances and Non-Discrimination Provisions (DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E

WE, THE UNDERSIGNED PARTIES, AGREE TO BE BOUND BY THIS GRANT AGREEMENT.

State of Vermont
Agency of Transportation

Grantee:
TOWN OF LONDONDERRY

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: Joe Flynn

Name: _____

Title: Secretary of Transportation

Title: _____

STATE OF VERMONT GRANT AGREEMENT

Part 1-Grant Award Detail

SECTION I - GENERAL GRANT INFORMATION

¹ Grant #: BC2505		² Original ☒ Amendment # _____	
³ Grant Title: Town Highway Structures Program - SFY - 2027			
⁴ Amount Previously Awarded: \$0.00		⁵ Amount Awarded This Action: \$25,000.00	
		⁶ Total Award Amount: \$25,000.00	
⁷ Award Start Date: 07/01/2026		⁸ Award End Date: 12/31/2028	
⁹ Subrecipient Award: YES ☐ NO ☒			
¹⁰ Supplier #: 0000040643		¹¹ Grantee Name: Town of Londonderry	
¹² Grantee Address: 100 Old School Street			
¹³ City: South Londonderry		¹⁴ State: VT	
		¹⁵ Zip Code: 05155	
¹⁶ State Granting Agency: Vermont Agency of Transportation			¹⁷ Business Unit: 08100
¹⁸ Performance Measures: YES ☒ NO ☐		¹⁹ Match/In-Kind: \$ 10% Description: LOCAL SHARE	
²⁰ If this action is an amendment, the following is amended: Amount: ☐ Funding Allocation: ☐ Performance Period: ☐ Scope of Work: ☐ Other: ☐			

SECTION II - SUBRECIPIENT AWARD INFORMATION

²¹ Grantee Identifier [UEI] #: U7XXDN8D9MW3		²² Indirect Rate: _____ % (Approved rate or de minimis 10%)		²³ FFATA: YES ☐ NO ☒	
²⁴ Grantee Fiscal Year End Month (MM format): 06				²⁵ R&D: ☐	
²⁶ EEI Registered Name (if different than VISION Vendor Name in Box 11):					

SECTION III - FUNDING ALLOCATION

STATE FUNDS

Fund Type	²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions
General Fund	\$0.00	\$0.00	\$0.00	
Special Fund	\$0.00	\$0.00	\$0.00	
Global Commitment (non-subrecipient funds)	\$0.00	\$0.00	\$0.00	
Other State Funds	\$0.00	\$25,000.00	\$25,000.00	Transportation Fund

FEDERAL FUNDS

(includes subrecipient Global Commitment funds)

Required Federal Award Information

³¹ ALN#	³² Program Title	³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Federal Award Date	³⁸ Total Federal Award
		\$0.00	\$0.00	\$0.00			
³⁹ Federal Awarding Agency:		⁴⁰ Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
Total Awarded - All Funds		\$0.00	\$25,000.00	\$25,000.00			

SECTION IV - CONTACT INFORMATION

STATE GRANTING AGENCY NAME: Marc Pickering TITLE: District 2 PHONE:Cell (802) 380 - 0190 EMAIL: marc.pickering@vermont.gov	GRANTEE NAME: Aileen Tulloch TITLE: Town Admin PHONE:Office: (802) 824 - 3356 ext: 5 EMAIL: townadmin@londonderryvt.org
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ATTACHMENT A SCOPE OF WORK

The Grantee hereby certifies as follows:

- a. The Grantee has funds available to finance the local share of the project during the Grant period.
- b. The Grantee has adopted town road and bridge standards which meet or exceed the minimum State-approved codes and standards produced by the Vermont Agency of Transportation (VTrans) and approved by the Vermont Agency of Natural Resources (VANR). If the Grantee has adopted codes and standards which meet these minimum requirements, the Grantee further certifies that the municipality follows and adheres to those adopted codes and standards.
- c. The Grantee has an Infrastructure Study (three years or less old) 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.
- d. The Grantee has submitted the Annual Town Plan required by 19 V.S.A. § 306(j) to VTrans' district office.
- e. Where a municipality has adopted codes and standards meeting the minimums required by VTrans and has an Infrastructure Study, the project is eligible for a 90% State share, not to exceed the total award amount stated on the Part 1 – Grant Award Detail.
- f. Where a municipality has not adopted codes and standards meeting the minimums required by VTrans or lacks an Infrastructure Study, the project is eligible for an 80% State share, not to exceed the total award amount stated on the Part 1 – Grant Award Detail.
- g. The Town/Municipality has completed the Environmental Resource checklist in the grant application.



VERMONT

AGENCY OF TRANSPORTATION

FY 2027 Municipal Highway Grant Application

APPLYING FOR: ☒ Structures ☐ Class 2 Roadway ☐ Emergency

MUNICIPALITY: Londonderry MUNICIPAL CONTACT (name): Aileen Tulloch

MAILING ADDRESS: 100 Old School Street, S. Londonderry, VT 05155

Phone: (802) 824-3356 E-Mail: townadmin@londonderryvt.gov

ACCOUNTING SYSTEM: ☒ Automated ☐ Manual ☐ Combination

SAMS #: U7XXDN8D9MW3 Grantee FY End Month (mm format): 06

DISTRICT CONTACT (name): Marc Pickering; Meghan Brunk

Phone: (802) 380-0190 E-Mail: marc.pickering@vermont.gov; meghan.brunk@vermont.gov

SCOPE OF WORK TO BE PERFORMED BY GRANTEE

Location of Work. The work described below involves the following town highway / structure:

TH# 48, (Name) West River Street which is a class 3 town highway.

Bridge # _____, which crosses _____

Culvert # _____, for which the original size was _____ and the replacement size is _____

Causeway: _____

Retaining Wall: Design and size TBD

Latitude: 43.192088

Longitude: -72.815117

MM (If Available):

Problem:

Retaining wall has failed and consequently road is collapsing

Reason For Problem:

Drainage and age

Proposed Scope of Work:

Engineering including but not limited to survey, soil borings, design, prepare bid documents, construction oversight

Detailed Cost Estimate (below or attached):

See attached

Estimated Project Amount: \$ 40,000.00

Estimated Completion Date: 12/31/2027

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

Below this line to be filled in by VTrans staff:

Recommended Award Amount: \$ 25,000.00

District Staff Approval: (name) Marc Pickering Date: June 26, 2026**Note:**

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

DESIGN SERVICES
Everett T Hammond, PE Consulting Engineer
TOWN OF LONDONDERRY, VT
West River Street Drainage Improvements

This ESTIMATE is made between Everett Hammond (Civil Engineer) and the Town of Londonderry (TOWN) for the purpose of creating a survey base map, preliminary design, final design and bidding Services for the following improvements on West River Street.

West River Street Drainage Improvements

The West River Street drainage from Rte.100 South runs north across West River Street and in to the property located at 11 West River Street. The original paved berm against the porch has apparently been rendered ineffective due to pavement overlays of West River Street. This may have contributed to the failure of the foundation wall of 11 West River Street. This proposal teaming up with a surveyor, geotech company and structural engineer will include the following work:

Project Design, Permitting and Bid Assistance Estimate

A	ENGINEERING DESIGN/PERMIT PLANS:	
1	Topographic base map/building/other features	\$ 2,000
2	Site visit w/ Todd Hinderger (4 hours of Todd's time)	\$ 600
3	Preliminary road/drainage design/location/layout/height of wall	\$ 4,000
4	Meetings with Town	\$ 400
5	Final road/drainage design/location/layout/height of wall	\$ 3,000
6	NA	-----
	ENGINEERING DESIGN/PERMITTING FEE	\$10,000
	USE	\$10,000
B	CONSTRUCTION DOCUMENT/BIDDING:	
7	Contract Plans/Prepare bid package	\$ 1,000
8	Bidding Assistance for site work	\$ 1,000
9	Prints (No charge for 11" x 17" prints or smaller)	\$ 0
	CONSTRUCTION DOCUMENT/BIDDING FEE	\$ 2,000
	USE	\$ 2,000
	TOTAL ESTIMATED DESIGN/BIDDING/PERMITTING	\$12,000

NOTE 1: Cost may vary from line item to line item, however the total will remain within the estimate pending any major unforeseen issues.

NOTE 2: Easement plan if necessary will be direct billing to the Town.

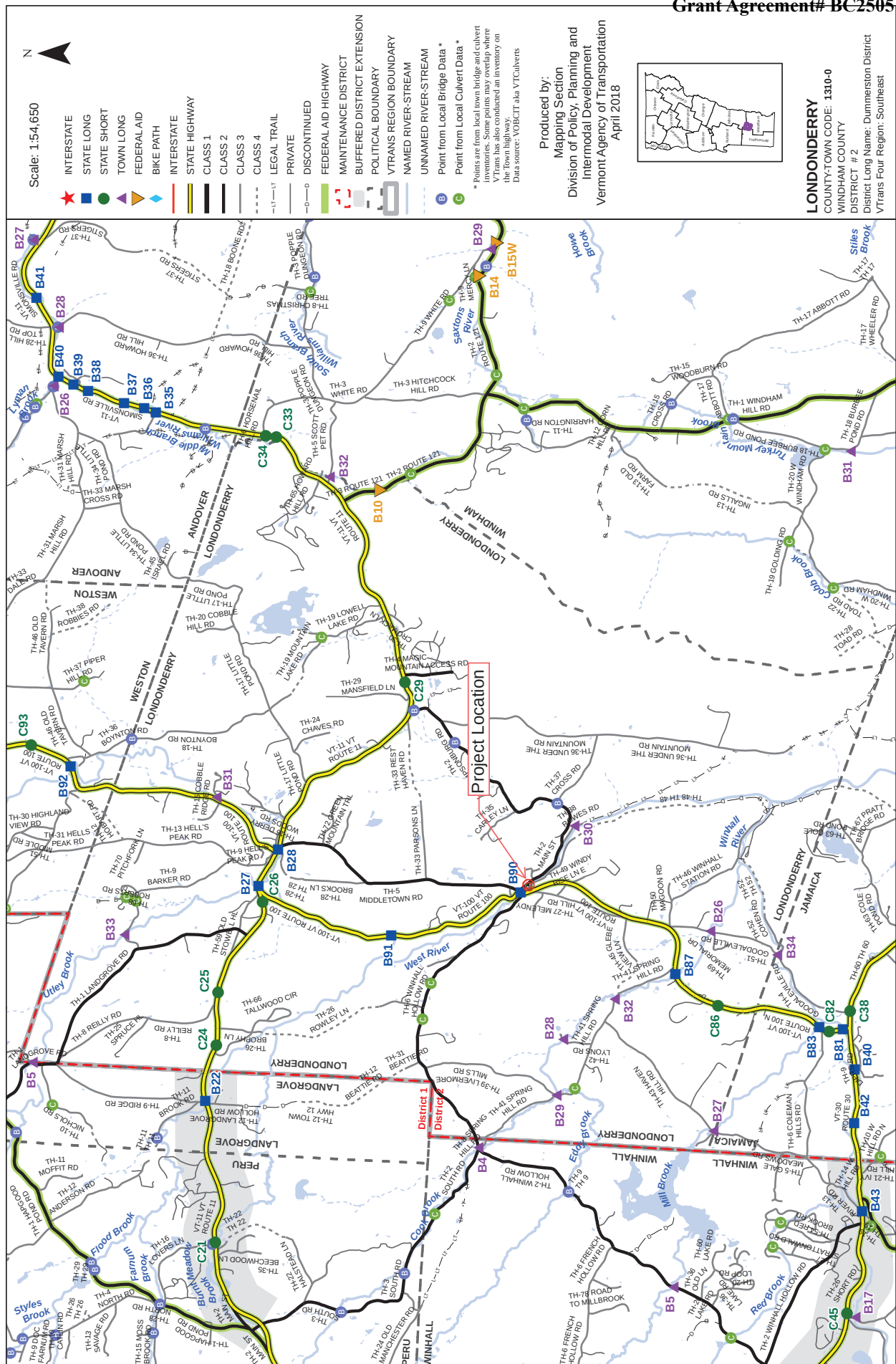
NOTE 3: Construction inspection fees are not included.

The following will be under separate contract.

- Survey Base Map showing Right-of-Way (ROW) and property lines (by Rapanotti)
- Soils investigation (by M& W Soils Engineer)
- Preliminary and final design of the wall (by Heritage Engineering)

Recommendation

If VTRANS has Structure Grant funds available, I would recommend the Town apply for a grant in the amount of \$30,000 to \$40,000 to help fund the site design, survey, Soil Investigation, Structural Design and construction oversight.



This map was funded in part through grants from the Federal Highway Administration, U.S. Department of Transportation. The representation of the authors expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

ATTACHMENT B PAYMENT PROVISIONS

The State agrees to reimburse the Grantee for actual expenses incurred or services provided by the Grantee in the performance of program functions outlined in the grant up to the total award amount stated on the Part 1 – Grant Award Detail, provided such services are within the scope of the grant agreement and are authorized as provided for under the terms and conditions of this grant agreement. Award of a grant agreement does not guarantee payment of any or all the total award amount stated on the Part 1 – Grant Award Detail. The State reserves the right to recoup funds, if a payment is determined to be improper.

A close out report must also be submitted within 45 days of the project completion or end date of the Grant, whichever is first, documenting that the project has been completed and accepted by the Grantee (this is also on the VTrans TA65 form).

All completed forms and invoices shall be submitted to the contact listed on the Part 1 – Grant Award Detail in Section IV, State Granting Agency.

The State will close out this award when it determines that all applicable administrative actions and all required work of the award have been completed by the Grantee. To be reimbursed under the conditions of this Grant, the Grantee must submit, no later than 90 calendar days after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the award. The State, at its sole discretion, may extend the 90-day submittal period, when requested and justified by the Grantee.

**TA 65****Request for Reimbursement**

MUNICIPALITY	DISTRICT NO.	EA & Contract NO.	TOWN NO.
CHOOSE ONE BELOW:		% of Work Completed:	Amount Previously Paid Town:
Final Claim	Partial Claim	_____ %	
Name and address of claimant: 			Emergency Fund Grant Structures Grant Class 2 Roadway Grant Other (specify)
I (WE) SWEAR TO THE CORRECTNESS OF THE STATEMENTS MADE IN THIS CLAIM AND THAT: 1. THE WORK IS COMPLETE AND HAS BEEN ACCEPTED BY THE MUNICIPALITY. 2. THE WORK HAS BEEN PERFORMED IN ACCORDANCE WITH THE GRANT AGREEMENT WITH THE VERMONT AGENCY OF TRANSPORTATION FOR THIS PROJECT. 3. THE TOWN HAS PAID FOR THE EXPENSES SHOWN HEREON (LABOR, EQUIPMENT, AND MATERIALS). _____ (sign) _____ (sign) _____ (sign) _____ (sign) _____ (sign)			Original Award Amount: \$ Amended Award Amount: \$ Total state funds awarded: \$ PROJECT COSTS: Total project costs to date: \$ Minus previous payments: \$ Minus municipality portion: \$ Amount of payment: \$ Authorized District Representative (sign) Approved Date _____

TA 65 Rev. 11-2015

**ATTACHMENT C: STANDARD STATE PROVISIONS
FOR CONTRACTS AND GRANTS
REVISED OCTOBER 1, 2024**

"Attachment C: Standard State Provisions for Contracts and Grants" (revision version dated October 1, 2024) constitutes part of this Agreement and is hereby incorporated by reference as if fully set forth herein and shall apply to the purchase of all goods and/or services by the State under this Agreement. A copy of this document is available online at:

<https://bgs.vermont.gov/purchasing-contracting/forms>

ATTACHMENT E SPECIAL PROVISIONS

1. **Cost of Materials:** Grantee will not buy materials and resell to the State at a profit.
2. **Prior Approval/Review of Releases:** Any notices, information pamphlets, press releases, research reports, or similar other publications prepared and released in written or oral form by the Grantee under this Grant Agreement shall be approved/reviewed by the State prior to release.
3. **Ownership of Equipment:** Any equipment purchased by or furnished to the Grantee by the State under this grant agreement is provided on a loan basis only and remains the property of the State.
4. **Grantee's Liens:** Grantee will discharge all contractors' or mechanics' liens imposed on property of the State through the actions of subcontractors.
5. **State Minimum Wage:** The Grantee will comply with the state minimum wage laws and regulations, if applicable.
6. **Equal Opportunity Plan:** If it is required by the Federal Office of Civil Rights to have a plan, the Grantee must provide a copy of the approval of its Equal Opportunity Plan.
7. **Construction:** The Grantee will construct the project using sound engineering practices and in accordance with plans defining the work.
8. **Permits, Compliance with Permit Conditions.** The Grantee will obtain all necessary permits and other approvals required to construct the Project and will be responsible for assuring that all permit or approval requirements are complied with during construction and, to the extent applicable, for the life of the project.
9. **Damage to Abutters.** The Grantee will pay the total cost of any incidental damages that may be sustained by abutting or adjacent property owners or occupants as the result of construction of the project.
10. **Acquisition of Additional Right-of-Way.** The Grantee will be responsible for obtaining additional right-of-way, if any, needed for the project. The cost of any such right-of-way shall be the responsibility of the Grantee.
11. **Utility Relocations.** The Grantee will be responsible for making any necessary arrangements for utility relocations needed to accommodate the project. Please call Dig Safe at 1-800-DigSafe (www.digsafe.com). The cost of any improvements to existing utilities shall be the responsibility of the Grantee or the utility.
12. **Traffic Control.** The Grantee will provide all traffic control necessary to assure the safe movement of traffic during construction.

13. **Maintenance of Project Improvements.** The Grantee will maintain the completed project in a manner satisfactory to the State or its authorized representatives and shall make ample provisions each year for town highways and structures. In this regard, the Grantee acknowledges that its attention has been directed to Vermont Statutes Annotated, Title 19, Sections 304 (Duties of selectmen) and 310 (Highways, bridges and trails).
14. **Cargo Preference Act Compliance (if applicable).** The contractor/recipient/subrecipient is hereby notified that the Contractor and Subcontractor(s)/recipients and subrecipients are required to follow the requirements of 46 CFR 381.7 (a)-(b), if applicable. For guidance on requirements of Part 381 – Cargo Preference – U.S. Flag Vessels please go to the following web link:
<https://www.fhwa.dot.gov/construction/cqit/cargo.cfm>

**DOT Standard Title VI Assurances and Non-Discrimination Provisions
(DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E**

Assurance Appendix A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement

as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Assurance Appendix F

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin), as implemented by 49 C.F.R. § 21.1 *et seq.* and 49 C.F.R. § 303;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (102 Stat. 28.), (“...*which restore[d] the broad scope of coverage and to clarify the application of title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and title VI of the Civil Rights Act of 1964.*”);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Justice regulations at 28 C.F.R. parts 35 and 36, and Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*), as implemented by 49 C.F.R. § 25.1 *et seq.*



Vermont League of Cities & Towns

Issue Date: 01/01/2026

Policy Number: PACIF1347-26

CERTIFICATE OF COVERAGE

Company Affording Coverage

Named Member

Town of Londonderry
Attn: Tina Labeau
100 Old School Street
South Londonderry, VT 05155

VLCT Property & Casualty Intermunicipal Fund, Inc.
89 Main Street Suite 4
Montpelier, VT 05602

This is to certify that the policies of coverage listed below have been issued to the named member listed above for the policy period indicated. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded by the policies described herein is subject to all the terms, definitions, exclusions, and conditions of such policies. Note that limits shown may have been reduced by paid claims.

Type of Coverage	Term	Limits of Liability
Commercial General Liability Coverage Includes: Premises/Operations Products/Completed Operations Personal Injury Contractual Independent Contractors Broad Form Property Damage	01/01/2026 - 01/01/2027	\$10,000,000 Per Occurrence
Automobile Liability Any Auto Hired Autos Non-Owned Autos Comprehensive/Collision	01/01/2026 - 01/01/2027	\$10,000,000 Per Occurrence ACV
Workers Compensation And Employers Liability	01/01/2026 - 01/01/2027	Statutory \$5,000,000 Per Occurrence and in the Aggregate
Property	01/01/2026 - 01/01/2027	As Per Policy Declarations
Other: The State of Vermont and its agencies, departments, officers and employees are included as an additional covered party (additional insured) for Automobile Liability, General Liability and Property Damage, but only in respect to operations by or on behalf of the Named Member, as respects the grant. Coverage shall be primary and noncontributory with any other insurance, when required by contract.		
Certificate Holder: State of Vermont Agency of Transportation-Contract Administration 219 North Main Street, Suite 105 Barre, VT 05641	This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies above. Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the Certificate Holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents, or representatives.	

Authorized Representative: _____

Town of Londonderry

CONTROLLING THE USE OF ALCOHOLIC BEVERAGES ON TOWN PROPERTY ORDINANCE

Pursuant to the provisions of 24 V.S.A. § 2291(17) & (18), and such other general or special enactments as may be material thereto, the Selectboard of the Town of Londonderry hereby adopts the following Ordinance for the Control of the Use of Alcoholic Beverage on Town Property.

ARTICLE I - Definitions

SECTION 1: Whenever in this ordinance any of the following terms is used, it shall have the meaning given to it in this section.

- a) “Alcoholic Beverage”: malt beverages, vinous beverages, spirits, ready-to-drink spirits beverages, and fortified wines, as defined in 7 V.S.A. § 2.
- b) “Person”: an individual, partnership, corporation, association, or other institution or entity.
- c) “Publicly recognized organization”: an incorporated or unincorporated association that has been in existence for at least two consecutive years prior to the date of application for a permit under Article III.
- d) “Possession”: manual or physical custody or control.
- e) “Public Place”: all lands and buildings owned by, leased to, or under the control of the Town of Londonderry, including but not limited to all public streets, highways, bridges and sidewalks within the Town.

ARTICLE II - Regulation

SECTION 2: Possession by any person of an open container of alcoholic beverage in any public place is prohibited.

ARTICLE III - Exemptions

SECTION 3: The Selectboard may issue permits exempting publicly recognized organizations from the provisions of Article II for specified events. Permits must be issued in writing, be signed by the Selectboard or its designee, describe the event for which the permit is issued, specify the public place to which the permit applies, and state the date(s) or period of time during which the permit will be in effect. At the time a permit is issued the Selectboard may include in it such conditions as the Selectboard considers necessary or appropriate. The organization receiving the permit will be deemed to be in possession of any alcoholic beverage container present at the event. A permit issued under this Article will not constitute a license for the sale of alcoholic beverages. Any permit may be revoked at any time at the discretion of the Selectboard.

ARTICLE IV - Penalty

SECTION 4: A person who violates any provision of this ordinance will be guilty of a misdemeanor and upon conviction thereof will be fined not more than one hundred dollars (\$100.00). If the person waives their right to a hearing and pays the Town a fine of twenty-five dollars (\$25.00), the Town will not institute court proceedings for the violation. Pursuant to 24 V.S.A. § 1971(b) this Ordinance is designated as a civil ordinance.

ARTICLE V - Miscellaneous

SECTION 5:

Enforcement. This ordinance may be enforced by any law enforcement officer, including members of the Windham County Sheriff's Department or Vermont State Police.

Violations. In any complaint or information and in any action or proceeding brought for the enforcement of any provision of this ordinance, it shall not be necessary to negotiate any exception, excuse, provision, or exemption contained in this ordinance, and the burden of proof of demonstrating any such exception, excuse, provision, or exemption shall be on the defendant.

Separability. The provisions of this ordinance are hereby declared to be separable and if any provision thereof be adjudged invalid, the invalidity of any part shall not affect the remainder thereof.

Adopted this 3rd, day of August, 2026.

Town of Londonderry Selectboard

Tom Cavanagh, Chair

James Ameden, Vice Chair

Leanne Alexander, Member

Taylor Prouty, Member

Jim Fleming, Member

TOWN OF LONDONDERRY

AN ORDINANCE RELATING TO THE USE OF ALCOHOLIC BEVERAGES IN PUBLIC PLACES

WHEREAS, the unrestricted consumption of open malt, spiritous and vinous beverages upon town streets, public places, or within parked motor vehicles on town streets, or public places, presents and image inconsistent with an orderly and well policed community, and that a public safety problem has in fact existed,

NOW WHEREFORE, the Selectmen of the Town of Londonderry, Vermont hereby ordain pursuant to Title 24 V.S.A. Section 2291 Sub-Section (14):

SECTION 1 - TITLE: This Ordinance shall be known as THE LONDONDERRY ALCOHOLIC BEVERAGE CONTROL ORDINANCE.

SECTION II - DEFINITIONS: For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meaning given herein. The word "shall" is to be construed as mandatory and not merely directory.

- A. ALCOHOL is the product of distillation of any fermented liquor, rectified either once or oftener whatever may be the origin thereof, and includes ethyl alcohol and alcohol which is considered non-potable.
- B. MALT BEVERAGE is any fermented beverage of any name or description manufactured for sale from malt, wholly or in part, or from any substitute thereof, known as beer, porter, ale and stout.
- C. SPIRITS is any beverage containing alcohol obtained by distillation, fortified wines and liquors.
- D. VINOUS BEVERAGE is all fermented beverages of any name or description manufactured or obtained for sale from the natural sugar contents of fruits, or other agricultural products, containing sugar.
- E. PERSON is an individual, partnership, corporation, association, trust, or other institution or entity.
- F. POSSESSION is the detention and control, or the manual or physical custody of a container or containers of a beverage for which possession is prohibited under the terms of this Ordinance.
- G. PUBLIC PLACE shall mean any street, alley, highway, sidewalk, park, playground or place to which the general public has access and a right to resort for business, entertainment, or other lawful purpose. A public place shall include but not be limited to any store, shop, bowling alley, cafe, theater, drug store, pool room, shopping center and any other place devoted to amusement or entertainment of the general public. It shall also include the front or immediate areas of the above. For the purpose of this Ordinance, no place that sells malt, spiritous or vinous beverages for consumption on the premises shall be considered as public.

SECTION III - PROHIBITION: It shall be prohibited under the terms of this Ordinance to carry, hold or have on one's, person on the streets, sidewalks or on or within public places of the Town of Londonderry or within parked motor vehicles on town streets or public places, open containers of malt, spiritous or vinous beverages.

SECTION IV - NON APPLICABILITY: The terms of this Ordinance shall not apply to certain social functions, affairs or meetings of a public or private nature where prior approval has been granted by the Board of Selectmen to consume or have open beverage containers on or within a public place.

SECTION V -PERMITS:

- A. Exception to the above general prohibition may be made only by permit under the following conditions:
 - 1. Eligibility of permits will be offered to any individual, civic, community or informal group, or formal organization only in connection with an activity or event.
 - 2. The geographic (physical) limits of the area under permit should be accurately defined in the permit application and the permit, and be strictly adhered to by the permittee.

3. Persons availing themselves of this exception must be legitimately connected to, or engaged in the activity or group which is the subject of the permit.

B. Permits must be obtained in the following manner:

1. Application forms shall be drafted and be available in the Office of the Town Clerk.
2. The Londonderry Board of Selectmen will review each application.
3. Each application shall be considered as a separate agenda item at a regular or special Board of Selectmen's Meeting with the opportunity for public input as generally afforded at such meetings.
4. Granting of the permit shall be by majority vote of the Board of Selectmen.
5. The Board of Selectmen may impose any special or other conditions on said permit which they may deem reasonable and in service of the public interest. No condition may be imposed which discriminates against any person or group of persons.

C. Conduct of the Permittee/Revocation:

1. Aside from any special conditions that the Board of Selectmen may attach to a permit, the Permittee shall be responsible for the adherence to the conditions of the permit.
2. Temporary revocation may be made immediately by any Law Officer upon receipt of two oral complaints of unrelated individuals of disturbing of the peace or any offense that is unlawful.
3. The holder of a permit subject to revocation as cited above, may, upon written request delivered to the Selectmen, or their designee, before the next regular Board of Selectmen's Meeting, and have the subject of the permit revocation considered and acted upon by the Board of Selectmen, at which time the person (s) subject to the revocation action will have the right to appear and be heard and shall have the burden to prove any facts they may deem relevant.

SECTION VI - PENALTY AND FINES:

- A. Any Law Officer observing the consumption or presence of any open beverage container held or upon the person of one found in a public place shall confiscate the open beverage container and so much of the malt, spiritous or vinous beverage remaining unconsumed.
- B. A person, if found guilty of violating this Ordinance, shall be fined not more than FIFTY and 00/100 (\$50.00) Dollars for each offense.

SECTION VII -PUBLICATION AND EFFECTIVE DATE: This Ordinance shall be published in *The Message For the Week* for the week of August 2-August 8, 1983.

This ordinance shall take effect on September 23, 1983.

Citizens have the right to petition for a vote on the foregoing ordinance.

Any questions on the above may be referred to James Twitchell, Town Clerk, So. Londonderry, Vermont - or telephone 802-824-3356.

Passed and adopted by the Board of Selectmen of the Town of Londonderry this 25 day of July, 1983.



July 15, 2026

Tom Cavanagh
Londonderry Selectboard Chair
100 Old School Street
South Londonderry, VT 05155

Dear Tom,

Please see the attached Windham Regional Commission (WRC) public hearing notice for a proposed update to the Windham Regional Plan. The public hearing will be held on **Tuesday, August 18, 2026 at 6:00 p.m.** at WRC's office located at 139 Main Street, Suite 505, Brattleboro, Vermont, and remotely via Zoom. To access the public hearing electronically or by telephone, visit WRC's website at www.windhamregional.org and follow the Zoom meeting link, or call the number provided in the meeting invitation.

Over the last year, WRC has been working on an update to its Regional Plan to meet new state requirements with the passage of Act 181 in 2024. WRC last adopted an update to its Regional Plan in July 2025 so our focus has not been on policy changes, but rather the following:

- Updating the Land Use chapter and Regional Future Land Use map based on new statewide regional future land use categories
- Incorporating regional and municipal housing targets based on growth scenarios developed by the Vermont Housing Finance Agency
- Addressing how the Regional Plan addresses potential environmental benefits and burdens

Please find enclosed a report documenting how the draft Windham Regional Plan conforms with the goals established in 24 V.S.A. 4302 and the plan elements established in 24 V.S.A. 4348a.

WRC has been meeting with member towns over the last several months to review draft updates to the Regional Future Land Use map and get community input. Enclosed is a current draft of the Regional Future Land Use map for the town of Londonderry. Please also find enclosed information about town eligibility for the new Act 250 Tier 1 exemption areas and the process for updating designated area boundaries on the Regional Future Land Use map after the plan is adopted.

We came to understand through our meetings with towns and the public that the function and role of the Regional Plan in Act 250 is not well understood because we actually engage in very few Act 250 applications. At its foundation, our plan provides advisory policies on the growth and development of the region and is a useful planning resource for communities developing their own local plans. The Regional Plan and the Regional Future Land Use map are not regulatory in any way and do not impact municipal zoning for towns that have it.

In an Act 250 proceeding, the Windham Regional Commission is a party among parties. The District Environmental Commission treats the Regional Plan with the same standing as municipal plans; there is no hierarchy. WRC submits comments to the District Environmental Commission on Act 250 projects that are determined to have a "Substantial Regional Impact," which typically is at most a few applications a year. Examples of such applications include ski resorts, entertainment and outdoor recreation venues that draw large numbers of guests, and quarries. The Windham Regional Plan includes criteria on the types of projects that qualify as having a Substantial Regional Impact. For the vast majority of Act 250 applications, WRC does not provide comments. For more information about our project review process visit: <https://windhamregional.org/programs/project-review-program/>.

The draft Windham Regional Plan can be viewed on WRC's website using the following web address: <https://windhamregional.org/act-181/>. WRC invites town officials to provide comments at the public hearing or in writing to Matt Bachler, Senior Planner, by email at mbachler@windhamregional.org, or by mail at 139 Main Street, Suite 505, Brattleboro, VT 05301, or by phone at 802-257-4547, ext. 112.

Sincerely,

Matt Bachler
Senior Planner

WINDHAM REGIONAL PLAN UPDATE NOTICE OF PUBLIC HEARING

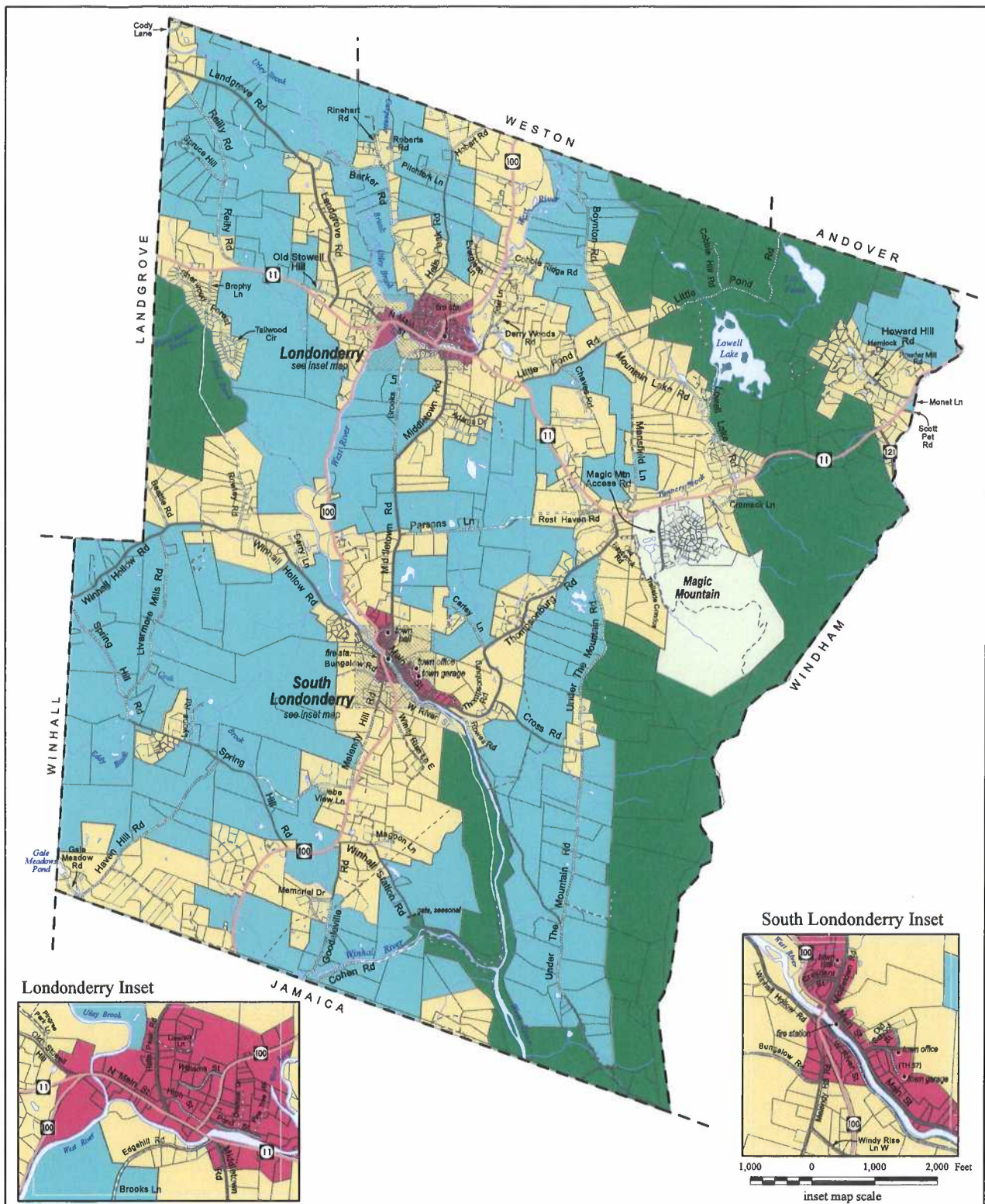
The Windham Regional Commission (WRC) will hold a public hearing on a proposed Windham Regional Plan update on Tuesday, August 18, 2026 at 6:00 p.m. at WRC's office, 139 Main Street, Suite 505, Brattleboro, Vermont, and remotely via Zoom. To access the public hearing electronically or by telephone, visit WRC's website at www.windhamregional.org and follow the Zoom meeting link, or call the number provided in the meeting invitation.

The WRC serves all of Windham County, the Bennington County towns of Readsboro, Searsburg and Winhall, and the Windsor County town of Weston. The Windham Regional Plan provides guidance for change and development in this 27-town region, and it establishes the basis for much of the WRC's work program and regional planning efforts. The plan is intended for use by the WRC, town planning commissions, Selectboards, state agencies, developers, and others.

The principal elements of the Windham Regional Plan are: Introduction, Regional Profile, Land Use, Natural Resources, Transportation, Community Utilities, Facilities, and Services, Energy, Housing, Economic Development, Natural Resources, Educational, Cultural and Recreational Resources, and Implementation.

The draft Windham Regional Plan can be viewed on WRC's website using the following web address: <https://windhamregional.org/act-181/>. The WRC invites the public to make comments at the public hearings or in writing by email to Matt Bachler, mbachler@windhamregional.org or by mail or phone using the contact information below:

Windham Regional Commission
139 Main Street, Suite 505
Brattleboro, VT 05301
Phone: 802-257-4547, ext. 112



Windham Region **Draft Act 181 Future Land Use Map** **Town of Londonderry, Vt.**

June 2026

- Resource-based Recreation Area
- Rural Agriculture and Forestry
- Rural Conservation
- Rural General
- Village Center

0.5 0 0.5 1 1.5 Miles





**Windham Regional Commission
Guidelines for Municipalities on
Requesting Act 250 Tier 1 Exemption Status and
Revisions to Regional Future Land Use Map Boundaries**

The purpose of these guidelines is to provide municipalities in the Windham Region with information on the process for requesting Tier 1 exemption from Act 250 and for requesting revisions to the Windham Regional Plan Future Land Use Map boundaries.

Requesting Act 250 Tier 1 Exemption Status

Act 181 passed in 2024 and creates exemptions from the Act 250 permitting requirements for land development if certain criteria are met and a municipality elects to request the exemption. There are two exemption categories: Tier 1A and Tier 1B. Properties within a Tier 1A area are fully exempt from the Act 250 permitting requirements. For Tier 1B areas, only residential development with up to 50 dwelling units on 10 acres or less of land is exempt. The eligibility and application process for Tier 1A and Tier 1B are described below. Please contact WRC staff if you have questions about your town's eligibility or the application process.

Eligibility Requirements

Tier 1A – Full Exemption

To be eligible for Tier 1A status, all of the following criteria must be met:

- The area must be mapped as one of the following Regional Future Land Use Categories in the Windham Regional Plan: Village Center, Downtown Center, or Planned Growth Area.
- The town must have a municipal plan approved in accordance with 24 VSA 4350
- The town either needs to have adopted flood hazard and river corridor bylaws, or the proposed Tier 1A area must exclude flood hazard and river corridor areas.
- The town must have adopted zoning bylaws and subdivision bylaws.
- The town's land development regulations need to further Smart Growth Principles in 24 VSA 76A, adequately regulate the physical form and scale of development, and provide reasonable provisions for a portion of the areas with municipal sewer and water to allow buildings with a height of at least 4 stories.
- Compatible with the character of adjacent National Register of Historic Districts, National or State Register Historic Sites, and other significant cultural and natural resources identified by local or State government
- Town has identified and planned for maintenance of significant natural communities, and rare, threatened, and endangered species located in the Tier 1A area, or excludes those areas from the Tier 1A area
- Public water and wastewater, or planned improvements, have capacity to support additional development
- Municipal staff adequate to support coordinated comprehensive and capital planning, development review, and zoning administration

Tier 1B – Partial Exemption for Certain Residential Developments

To be eligible for Tier 1B status, all of the following criteria must be met:

- The area must be mapped as one of the following Regional Future Land Use Categories in the Windham Regional Plan: Village Center, Downtown Center, Planned Growth Area, or Village Area
- Municipal plan approved in accordance with 24 VSA 4350
- Permanent zoning and subdivision bylaws
- Adopted flood hazard and river corridor bylaws, or proposed Tier 1B area excludes flood hazard and river corridor areas
- Water supply, wastewater infrastructure, or soils that can accommodate a community wastewater system for compact housing development in Tier 1B area
- Municipal staff to support development review and zoning administration

Application Process

For Tier 1A exemption, the town will apply directly with the State Land Use Review Board. Towns can apply at any time following the approval of the Windham Regional Plan by the Land Use Review Board. For more information visit: <https://act250.vermont.gov/tier-1a-approval-process>.

For Tier 1B exemption, WRC can submit a request from a town with its adopted Regional Plan for Land Use Review Board approval. The Selectboard must first pass a resolution in support of requesting Tier 1B status. WRC can provide your town with a template resolution. Following the approval of the Regional Plan, stand-alone requests for Tier 1B area status can be submitted to the Land Use Review Board at any time after WRC holds a public hearing on the request. The Land Use Review Board is then required to hold a public hearing within 30 days after receiving the request and issue a determination within 30 days after the hearing.

Regional Future Land Use Map Boundary Update Process

While the Regional Plan is reviewed and updated every 8 years as required by statute, WRC expects the Regional Future Land Use Map will be updated more regularly in response to changing community needs. Following the adoption of the Windham Regional Plan, there is a process WRC and towns will need to follow to revise the Regional Future Land Use Map. The following describes the process for approving minor map amendments and all other map amendments that do not qualify as minor.

Minor Map Amendment

Minor amendments to the Regional Future And Use Map consist of any change in land use category impacting **fewer than 10 acres of land**.

WRC may submit a request for a minor amendment to the boundaries of a future land use area for consideration by the Land Use Review Board with a letter of support from the municipality. The request may only be submitted after an affirmative vote of the Selectboard and WRC.

A minor amendment to future land use area boundaries does not require an amendment to a regional plan and will be included in the next iteration of the regional plan.

Non-Minor Map Amendments

Non-minor amendments to the Regional Future Land Use Map consist of a change in land use category impacting **10 acres of land or more**.

Towns may request WRC approve a non-minor amendment to the Regional Future Land Use Map. WRC is required to hold a public hearing on these types of map amendments before it considers approval. After adoption of the regional plan amendment, WRC must submit a request to the Land Use Review Board for an affirmative determination of regional plan compliance for the amendment. The Land Use Review Board is then required to hold a public hearing within 30 days after receiving the request and issue a determination within 30 days after the hearing.

Required Elements of a Regional Plan – 24 VSA § 4348(a)

- (1) A statement of basic policies of the region to guide the future growth and development of land and of public services and facilities, and to protect the environment.*

The Introduction chapter includes a series of statements on the long-range shared vision for the region and a set of regional goals. Each chapter within the plan includes a set of policies that as a whole guide the future growth and development of land and development of public services and facilities, and protect the environment.

- (2) A natural resources and working lands element, which shall consist of a map or maps and policies, based on ecosystem function, consistent with Vermont Conservation Design, support compact centers surrounded by rural and working lands.*

The natural resource policies in the Windham Regional Plan use Vermont Conservation Design and ecosystem function principals as their base. The policies balance the preservation of natural resources with the need for growth and development in the region. Economic and social vitality is considered and the policies encourage that new development to support human/societal needs protect the natural environment to the extent possible. The Land Use policies and narrative in the Windham Regional Plan also address the balance between development and natural resource preservation. These policies encourage compact development centers surrounded by productive rural lands and important natural resource conservation lands.

Productive agriculture often relies on good quality soils as a basis for producing crops or raising animals. The Natural Resources chapter discusses the importance of preserving quality soils, and by extension, agricultural land, in the region. Natural Resources policies address the preservation of important soils. The Economic Development chapter addresses the importance of supporting land-based industries by focusing on the production, distribution, and marketing of agricultural and forestry products and programs. Future Land Use, as outlined in the Land Use chapter, encourages and supports development that maintains the region's historic settlement pattern of compact villages and town centers separated by rural countryside and forests, consistent with state land use law.

The Natural Resources Chapter addresses managing forest lands to maintain and improve forest blocks and habitat connectors. The natural resource policies, and the discussion in the natural resource chapter, highlight the importance of maintaining intact, healthy, large forest blocks and wildlife connectors. The policies help guide conservation and sustainable management of our forest resources.

The preservation of rare, threatened or endangered (RTE) species and natural areas are addressed through the narrative and policies in the Natural Resources Chapter of the Windham Regional Plan. Natural Resource Policies focus on the protection of RTE species and natural areas.

The Windham Regional Plan addresses the protection, maintenance, or improvement of water bodies throughout the region. In the Natural Resources chapter, policies specifically address water quality for surface and groundwater.

- (3) An energy element, including an analysis of resources, needs, scarcities, costs, and problems within the region across all energy sectors, including electric, thermal, and transportation; a statement of policy on the conservation and efficient use of energy and the development and siting of renewable energy resources; a statement of policy on patterns and densities of land use likely to result in conservation of energy; and an identification of potential areas for the development and siting of renewable energy resources and areas that are unsuitable for siting those resources or particular categories or sizes of those resources.*

This element is addressed in the Energy Chapter. The chapter discusses current and anticipated future energy use for the Windham Region, specific renewable energy targets, and greenhouse gas emission reductions in the electricity, thermal, and transportation sectors. The chapter identifies goals and strategies under the pathways of Conservation and Efficiency, Land Use, Transportation, Renewable Energy Siting, and Equity in order to achieve these energy targets. The plan includes maps showing the potential for solar and wind energy generation in the region, known and possible constraints in renewable energy generation siting, transmission and distribution resources and constraints, transportation infrastructure, and possible locations for siting renewable energy generation

- (4) *A transportation element consisting of a statement of present and prospective transportation and circulation facilities, and a map showing existing and proposed highways, including limited access highways, and streets by type and character of improvement, and where pertinent, anticipated points of congestion, parking facilities, transit routes, terminals, bicycle paths and trails, scenic roads, airports, railroads and port facilities, and other similar facilities or uses, and recommendations to meet future needs for such facilities, with indications of priorities of need, costs, and method of financing.*

The Transportation Chapter includes a description of the region's existing transportation infrastructure and needed improvements. This includes highways, bicycle and pedestrian paths, freight rail, passenger rail, and transit routes. The Transportation Chapter includes recommendations on funding sources for municipal transportation infrastructure improvements. The plan includes maps showing the existing and future regional transportation network. The Implementation Chapter discusses the role of WRC in supporting towns with planning for transportation improvement projects.

- (5) *A utility and facility element, consisting of a map and statement of present and prospective local and regional community facilities and public utilities, whether publicly or privately owned, showing existing and proposed educational, recreational and other public sites, buildings and facilities, including public schools, State office buildings, hospitals, libraries, power generating plants and transmission lines, wireless telecommunications facilities and ancillary improvements, water supply, sewage disposal, refuse disposal, storm drainage, and other similar facilities and activities, and recommendations to meet future needs for those facilities, with indications of priority of need.*

The Community Utilities, Facilities and Services chapter focuses on the existing conditions, levels of service, and future needs of public and private utilities, facilities and services critical to supporting the health and wellbeing of our communities, as well as considerations around planning for new facilities and infrastructure. The chapter specifically covers water systems, wastewater treatment systems, solid waste management, radioactive waste management (because of the presence of the former Vermont Yankee Nuclear Power Station in this region), emergency services, health care services and facilities, and communications infrastructure. Schools are covered in the Educational, Cultural, and Recreational Resources chapter. What is needed within each type of resource to maintain standards and support expected growth is discussed in each relevant sub-section. These facilities are shown on the Educational Facilities, Governmental Services, Health Care Social Services, and Utilities maps in the Regional Plan.

- (6) *A program for the implementation of the regional plan's objectives, including a recommended investment strategy for regional facilities and services based on a capacity study of the elements in this section.*

The Implementation chapter includes a discussion on the ways by which the Regional Plan will be

Goal 7. To make efficient use of energy, provide for the development of renewable energy resources, and reduce emissions of greenhouse gases.

This goal is addressed in the Energy Chapter of the plan. The chapter states that a primary purpose of the plan is to implement the 2022 Vermont Comprehensive Energy Plan and the 2021 Vermont Climate Action Plan. The chapter discusses current and anticipated future energy use for the Windham Region, specific renewable energy targets, and greenhouse gas emission reductions in the electricity, thermal, and transportation sectors. The chapter identifies goals and strategies under the pathways of Conservation and Efficiency, Land Use, Transportation, Renewable Energy Siting, and Equity in order to achieve these energy targets. Energy issues are also addressed within other chapters in the plan, specifically in the Land Use and Transportation chapters.

Goal 8. To maintain and enhance recreational opportunities for Vermont residents and visitors.

The Educational, Cultural, and Recreational Resources chapter discusses the importance that outdoor recreational opportunities have on the lives of Vermonters. In the Windham Region, resource-based opportunities include: ski resorts, individual hiking trails, multi-use trails, trail systems, state parks, and water resources. The presence of these resources serves to create the sense of place that the Region seeks to maintain and enhance, for its inherent value, value to residents, and the draw that it creates in our tourism economy.

Goal 9. To encourage and strengthen agricultural and forest industries.

The Windham Region has a long history of agricultural and forestry enterprises being an important component of the region's economic landscape. The Regional Plan highlights the significance of these industries as part of the future of the region in the Natural Resources and Economic Development Chapters. Policies in these chapters address the need to protect agricultural and forested land and strengthen the vitality of the working lands economy. The preservation of forest and agricultural lands is also addressed in the Land Use chapter through the regional future land use map and supporting policies.

Goal 10. To provide for the wise and efficient use of Vermont's natural resources and to facilitate the appropriate extraction of earth resources and the proper restoration and preservation of the aesthetic qualities of the area.

The Regional Plan balances the need for the human use of natural resources with the preservation of natural resources for non-human centric needs. Policies from the plan address protection, sustainable use, and restoration of lands that have been disturbed by the extraction of resources.

Goal 11. To ensure the availability of safe and affordable housing for all Vermonters.

The Regional Plan provides background information on housing affordability and quality in the region. Many households are cost burdened in the region and wages have not kept up with increased housing costs. The regional housing target analysis identified a significant need for affordable owner occupied and rental units. Housing quality is also a concern, especially due to the age of the housing stock. The regional plan directs higher intensity residential development towards downtown or village centers, planned growth areas, and village areas. The Regional Plan directs 60% of new housing to growth areas which are also the locations of higher density residential development, including single family, multi-family, and manufactured homes. These areas are located throughout the region. Single family and two family dwellings are encouraged throughout the region at various densities. Accessory dwelling units are promoted as a tool for encouraging affordable housing options.

Goal 12. To plan for, finance and provide an efficient system of public facilities and services to meet future needs.

The Community Utilities, Facilities and Services chapter focuses on the existing conditions, levels of service, and future needs of public and private utilities, facilities and services critical to supporting the health and wellbeing of our communities. The chapter specifically covers water systems, wastewater treatment systems, solid waste management, radioactive waste management (because of the presence of the former Vermont Yankee Nuclear Power Station in this region), emergency services, health care services and facilities, and communications infrastructure. Schools are covered in the Educational, Cultural, and Recreational Resources chapter. What is needed within each type of resource to maintain standards and support expected growth is discussed in each relevant sub-section.

Goal 13. To ensure the availability of safe and affordable child care and to integrate child care issues into the planning process, including child care financing, infrastructure, business assistance for child care providers and child care work force development.

The Economic Development chapter recognizes the importance of providing adequate childcare options to support a strong regional workforce. The Educational, Cultural, and Recreational Resources Chapter includes information on the current availability of childcare and unmet needs in the region. The chapter discusses the importance of affordable and high quality child care to support full employment, raise income levels, and provide development benefits for children. This chapter includes a policy on supporting efforts to increase the availability, affordability, and accessibility of childcare, in particular infant programs.

Goal 14. To encourage flood resilient communities.

Encouragement of directing growth to existing centers is discussed in the Land Use Chapter, as is the acknowledgement that many of the region's settlements are located adjacent to streams and rivers and are prone to flooding. This overlap of desire to develop compact settlements, but the vulnerability of many of them, is a challenge in the Windham Region. The Natural Resources Chapter includes information on flood vulnerable areas in the region, including floodplains and river corridors. This chapter also includes a discussion on regional and municipal flood resiliency strategies. The Community Utilities, Facilities, and Services Chapter addresses the existing infrastructure for regional emergency planning and the importance for flood preparedness and response planning at the regional and local level.

Goal 15. To equitably distribute environmental benefits and burdens as described in 3 V.S.A. Chapter 72.

As part of the Regional Plan update process, WRC completed a data and mapping exercise to identify environmental justice communities in our region. Using the Environmental Justice definitions as addressed in Vermont legislation, WRC produced a map, located in Appendix A, that highlights the communities in the Windham Region that have environmental justice concerns. WRC also pulled and analyzed data from five other social and environmental justice Federal and State tools to further help identify environmental justice issues in the region. WRC referred to the environmental benefits and burdens defined and statute and looked at the Windham Regional Plan's policies to see how they aligned with equitable distribution of environmental benefits and burdens throughout the region.



Windham Regional Commission Report on the 2026 Windham Regional Plan Update

This report is in accordance with 24 VSA § 4348(d)(1), which states that at least 30 days before the first public hearing on a proposed Regional Plan update, the Regional Planning Commission shall prepare and distribute a report documenting conformance of the Regional Plan with the goals established in 24 VSA § 4302 and the plan elements established in 24 VSA § 4348(a).

Vermont Planning Goals – 24 VSA § 4302

Goal 1. To plan development so as to maintain the historic settlement pattern of compact village and urban centers separated by rural countryside.

This is addressed in the narrative descriptions of the regional future land use areas in the Land Use chapter of the plan and is also supported by policies within this chapter. Higher intensity residential development is directed towards downtown and village centers, planned growth areas, and village areas. The Land Use chapter includes a policy that states a substantial majority of the regional housing targets should be accommodated in downtown centers, village centers, planned growth areas, and village areas. Regional housing targets assign 60% of the needed additional housing units in the region to these land use areas.

The Land Use chapter encourages new growth, including commerce and industry, in downtown centers, village centers, planned growth areas, village areas, enterprise areas, and infill and transition areas. The Economic Development chapter supports the continued growth and development of large-scale industrial and commercial uses in the Enterprise areas.

The Land Use chapter encourages developing and expanding public infrastructure, including water and sewer systems and pedestrian and bicycle facilities, to promote and enable greater densities in development centers, including Downtown Centers, Village Centers, Planned Growth Areas, Village Areas, Resource-Based Recreation Areas, and Enterprise Areas. The Community Utilities, Facilities, and Services Chapter encourages the development of public water and wastewater treatment in areas where future growth is appropriate.

Encouragement of development that follow smart growth principles is addressed throughout the plan, specifically in the Land Use, Housing, Natural Resources, and Transportation Chapters of the plan.

Goal 2. To provide a strong and diverse economy that provides satisfying and rewarding job opportunities and that maintains high environmental standards, and to expand economic opportunities in areas with high unemployment or low per capita incomes.

The Economic Development chapter includes a discussion on current challenges and opportunities for the regional economy. The Regional Plan seeks to build on local existing assets to strengthen the economy. The Economic Development chapter includes a policy on promoting activities and development that contribute to a strong and diverse economy and providing satisfying and reward job opportunities for citizens in all parts of the region. This chapter also includes a policy on the supporting the creation of a variety of stable, year-round jobs with wages and other compensation that provide a livable income.

Goal 3. To broaden access to educational and vocational training opportunities sufficient to ensure the full realization of the abilities of all Vermonters.

The Educational, Cultural, and Recreational Resources chapter lists and discusses the early childhood, elementary, secondary, post-secondary and adult educational options that are located in the Windham Region. The chapter discusses the challenges facing the supervisory districts in terms of enrollment and aging school buildings. For the post-secondary and adult learning opportunities, the chapter notes the types of courses and/or training programs that each option provides. Also included is discussion of the workforce development program that is offered through the Southern Vermont Center of Excellence. To support this planning goal, the policies focus on supporting educational providers in addressing challenges.

Goal 4. To provide for safe, convenient, economic and energy efficient transportation systems that respect the integrity of the natural environment, including public transit options and paths for pedestrians and bicyclers.

The Transportation Chapter provides a comprehensive and integrated plan to address the transportation needs of the region. The chapter includes separate sections and supportive policies to address public transit, rail, and pedestrian and bicyclist facilities. The chapter also addresses the interconnection between transportation, land use, energy, and resiliency planning. Detailed information is provided on planning for stormwater management for transportation systems to reduce impacts on surface waters.

Goal 5. To identify, protect and preserve important natural and historic features of the Vermont landscape, including significant natural and fragile areas; outstanding water resources, including lakes, rivers, aquifers, shorelands and wetlands; significant scenic roads, waterways and views; important historic structures, sites or districts, archaeological sites and archaeologically sensitive areas.

The Natural Resources chapter provides an overview of the different types and location of natural and fragile areas in the region, including state-designated areas, high elevation lands, bear habitats, deer wintering areas, cold water fish habitats, rare, threatened or endangered species, and critical natural areas. This chapter also discusses surface water resources, including lakes, rivers, aquifers, shorelands, and wetlands. The region's scenic resources, including mountain ridges, farmlands, historic villages, and shorelines are addressed in the Natural Resources chapter. Historic structures and sites are discussed in the Educational, Cultural, and Recreational Resource Chapter. The plan highlights the role of historic features in defining the character of the region and contributing to the quality of life.

Goal 6. To maintain and improve the quality of air, water, wildlife, forests, and other land resources.

The Natural Resources chapter includes strategies for maintaining and improve the quality of air, water, wildlife, forests, and other land resources in the Windham Region. This chapter has a separate section addressing air quality concerns and a section on the importance of mineral resources, but also the need to manage extraction activities. Wildlife resources are addressed generally in the Natural Resources, Fragile Areas, and Wildlife Resources, section of the chapter, with more detailed information on bear habitat, deer wintering areas, fish habitat, beavers, and wildlife corridors. The Natural Resources chapter includes information on the current basin plans within the Windham Region and their role in managing surface water resources. The plan discusses the importance of maintaining large forest blocks to protect ecological health and habitat corridors.

implemented. This includes through municipal planning assistances, regional programs, regional planning studies, and coordination with state, regional, private, and non-profit entities. An Implementation Matrix is included in Appendix F and provides specific action steps WRC has identified to implement the plan in coordination with towns, state agencies, and other stakeholders. The Implementation Matrix is organized by plan chapter and identifies the lead entity and partners for each action step, priority level, and potential funding or resources.

- (7) *A statement indicating how the regional plan relates to development trends, needs, and plans and regional plans for adjacent municipalities and regions.*

The “Regional Plan in Context” section of the Implementation chapter addresses this requirement. In terms of the relationship between the Regional Plan and plans for towns in the Windham Region, WRC maintains an on-going consultation process with our towns regarding the town plan update process and consistency with the Regional Plan and state planning goals. WRC reviewed the regional plans for each of the adjoining regional planning commissions for consistency with the Windham Regional Plan with a focus on planning issues that span the regional boundaries, such as land use, transportation, economic development, and watershed planning. Since RPCs are in the process of updating Regional Plans to comply with the Act 181 requirements, this section will be revised and updated as needed before the final submission of the Windham Regional Plan. The Windham Regional Profile includes a discussion on development trends and changes in regional demographics since the last Plan update was completed. This data was analyzed and the findings incorporated into the separate chapters within the Plan and their respective policies.

- (8) *A housing element that identifies the regional and community-level need for housing that will result in an adequate supply of building code and energy code compliant homes where most households spend not more than 30 percent of their income on housing and not more than 15 percent on transportation. To establish housing needs, the Department of Housing and Community Development shall publish statewide and regional housing targets or ranges as part of the Statewide Housing Needs Assessment. The regional planning commission shall consult the Statewide Housing Needs Assessment; current and expected demographic data; the current location, quality, types, and cost of housing; other local studies related to housing needs; and data gathered pursuant to subsection 4382(c) of this title. If no such data has been gathered, the regional planning commission shall gather it. The regional planning commission’s assessment shall estimate the total needed housing investments in terms of price, quality, unit size or type, and zoning district as applicable and shall disaggregate regional housing targets or ranges by municipality. The housing element shall include a set of recommended actions to satisfy the established needs.*

The Housing Chapter includes information about housing needs and affordability. WRC consulted the SHNA, housingdata.org, U.S. Census and other resources when developing the Housing Chapter, as well as the municipal housing targets. See Appendix E for more information about how the regional housing targets were municipalized. The regional housing targets identify need based on various housing stock characteristics, including affordability, quality, unit size and geography. The housing policies section lay out strategies WRC will use to support new housing throughout the region. The Implementation Matrix in Appendix F identifies specific actions WRC will undertake to satisfy the housing need.

- (9) *An economic development element that describes present economic conditions and the location, type, and scale of desired economic development, and identifies policies, projects, and programs necessary to foster economic growth.*

The Economic Development chapter includes information on existing economic conditions for the region. The chapter discusses the current strengths of the regional economic and how to best build on those, including specific supportive policies. This chapter also includes information on how WRC collaborates with its local Regional Development Corporation, the Brattleboro Development Credit Corporation. The Land Use chapter guides economic development growth to appropriate locations, including downtown and village centers, planned growth areas, village areas, enterprise areas, transition/infill areas, and resource-based recreation areas.

- (10) *A flood resilience element that:*
- (i) *identifies flood hazard and fluvial erosion hazard areas, based on river corridor maps provided by the Secretary of Natural Resources pursuant to 10 V.S.A. § 1428(a) or maps recommended by the Secretary, and designates those areas to be protected, including floodplains, river corridors, land adjacent to streams, wetlands, and upland forests, to reduce the risk of flood damage to infrastructure and improved property; and*
 - (ii) *recommends policies and strategies to protect the areas identified and designated under this subdivision (A) and to mitigate risks to public safety, critical infrastructure, historic structures, and public investments.*

The Natural Resources chapter and the Water Resources Map together discuss and show the water resources, including flood hazard and fluvial erosion hazard areas, of the Region. The primary Flood Resiliency element of the plan is in Natural Resources chapter and includes language that encourages towns to develop policies and regulatory and non-regulatory local strategies to protect floodplains and river corridors. The Community Utilities, Facilities, and Services Chapter addresses the existing infrastructure for regional emergency planning and the importance for flood preparedness and response planning at the regional and local level.

- (11) *A future land use element, based upon the elements in this section, that sets forth the present and prospective location, amount, intensity, and character of such land uses in relation to the provision of necessary community facilities and services and that consists of a map delineating future land use area boundaries for the land uses in subdivisions (A)–(J) of this subdivision (12) as appropriate and any other special land use category the regional planning commission deems necessary; descriptions of intended future land uses; and policies intended to support the implementation of the future land use element using the land use categories as defined by 24 V.S.A. § 4348a(a)(12)*

The Regional Future Land Use Map shows all of the land use areas listed in statute. The Land Use chapter includes a narrative description of each land use area and the type and intensity of development that are appropriate in each. The policies in the Land Use chapter further support the implementation of these future land use areas.