

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

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

Board members absent: None

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

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

1. Call Regular Meeting to Order

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

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

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

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

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

4. Selectboard Pay Orders

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

5. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

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

The following correspondence can be found in the meeting packet:

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

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6. Visitors and Concerned Citizens

None.

7. Liquor Commission

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

8. Roads and Bridges

a. Updates

Taylor Prouty gave the following updates:

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

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

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

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

9. Town Officials Business

a. Windham Regional Commission

i. Appoint Gary Kleiman as a Londonderry Representative

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

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

b. Town Hall Renovation Committee

i. Review and Approve Window Restoration Proposal

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

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

ii. Appoint Cynthia Gubb

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

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

c. Planning Commission

i. Re-appoint Trevor Powers

Powers is up for reappointment and completed the required application.

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

ii. Discuss Planning Commission By-Law Hearing

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

10. Transfer Station/Solid Waste Management

a. Updates

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

b. Approve Non-profit waiver transfer slate

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

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

11. Old Business

None.

12. New Business

a. Furnace Repair

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

b. Congressional Letter of Support

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

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

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

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

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

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14 . Adjourn

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

The meeting adjourned at 7:12 PM.

Respectfully Submitted,

Sally Hesse, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh