

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

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

Board members absent: Jim Fleming

Town Officials: Aileen Tulloch, Town Administrator; Tina Labeau, Allison Marino; Town Clerk; Liam Elio, Mountain Towns Recreation Director; Josh Dryden, Road Foreman; and Pam Spaulding, Planning Commission.

Others in Attendance: Chad Stoddard; Kim Ray; Matt Bachler, Windham Regional Commission; and Amanda Fouda, GNAT-TV.

Call Regular Meeting to Order

Tom Cavanagh called the meeting to order at 6:07 p.m.

2. Additions or Deletions to the Agenda

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

- Amend Meeting date for Minutes approval to 3/16/26
- Move up Executive Session to Agenda Item 2
- Delete Agenda Item 11b

Taylor Prouty moved to put Executive Session at begin of meeting, eliminate Item 11b and amend Meeting Date in Minutes to 3/16/26, seconded by James Ameden. The motion passed unanimously.

3. Executive Session

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

Taylor Prouty moved to enter Executive Session under 1 V.S.A. § 313 (a)(2) Negotiating or securing of real estate purchase or lease options and invite the Town Administrator into the session, seconded by James Ameden. The motion passed unanimously.

Executive Session entered at 6:10 p.m.

Executive Session ended at 6:30 p.m.

4. Minutes Approval - Meeting(s) of 3/16/2026

Leanne Alexander moved to approve the minutes of the Selectboard meeting of 3/16/2026, seconded by James Ameden. The motion passed unanimously.

5. Selectboard Pay Orders

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

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6. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- TV has been mounted, internet connected, and camera will be mounted shortly. Hybrid meetings are imminent.
- Office staff emails have been converted to .gov from .org. Selectboard emails will be converted next.
- South Village Wastewater project is out to bid, with a May 5th bid opening.
- Springhill culvert project “Notice to Proceed” will be issued soon, and required tree cutting will happen before the April 15 deadline.
- Office will be closed tomorrow for staff training.
- Application for Northern Border Regional Commission funding is due April 17.
- Representative Becca Balint and Senator Bernie Sanders offices’ reached out for additional information for Congressionally Designated Spending requests for wastewater system funding.
- Tulloch will be out of the office on Friday.

The following correspondence can be found in the meeting packet:

- Summary of financials from Town Treasurer Tina Labeau.
- Letter from Vermont Department for Children and Families that the Emergency Winter Housing Program has ended as of April 1, 2026.
- Letter from Small Business Association for Economic Disaster loans available for expenses due to freezing and extremely cold temperatures January 21 through January 22, 2025. The filing deadline is November 19, 2026.
- Letter from Mary Mitchell Miller with concerns about Short-Term Rental Ordinance.
- Approved overweight permits were: Fuller Sand & Gravel, Camp Precast Products, Consolidated Communication, OXO, and Gurney Brothers Construction.

The following announcements were made by office staff:

- Dog registrations are now late, and notices have been mailed.

7. Visitors and Concerned Citizens

a. WRC Act 181 Discussion Matt Bachler

Matt Batchler, Windham Regional Commission, gave updates on the regional plan and the implications of Act 181. The current regional plan, adopted in July 2025, will be revised to align with statutory changes under Act 181. The Commission’s role remains advisory, with no permitting or regulatory authority. Bachler emphasized that Windham Regional is not directly involved in implementation, as the changes are occurring at the state level.

Act 181 makes changes to land use planning, including revisions to the State Designated Program that will make enrollment easier for municipalities. Nothing needs to be done to keep existing village designation.

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The most notable change affects Act 250 jurisdiction, which will now apply in newly designated areas rather than being based solely on project size. Londonderry includes mixed-use village centers in North and South Londonderry, expanding eligibility for historic preservation benefits.

The Act establishes three tiers. Tier 1 areas, overseen by Regional Planning Commissions, are intended for growth and are exempt from Act 250. Tier 2 areas remain largely status quo under the Land Use Review Board but will be subject to the new road rule. Tier 3 areas contain critical natural resources and will require additional permitting, with probably exemptions for agriculture and forestry. Maps and additional information are available online.

Londonderry does not currently qualify for Tier 1A due to the lack of water and wastewater infrastructure and is close to Tier 1B eligibility pending river corridor protections in local bylaws. Act 250 exemption requests may be submitted if zoning changes occur. Implementation is expected to continue through 2030, with several rules still in development.

Tom Cavanagh noted that a lot of misinformation is around about the Act and referenced bullet points distributed by Vermont League of Cities and Towns. Bachler will review and report back. Bachler emphasized to the group that the Act has not been finalized and additional changes might be made.

b. Coburns Way Concern Jessica Citera

Jessica Citera was not aware she was on the agenda and will be rescheduled.

8. Liquor Commission: if needed

Taylor Prouty moved to approve a First, Third Class and Outdoor Consumption Liquor License for Ski Magic LLC, seconded by Leanne Alexander. The motion passed unanimously.

9. Roads and Bridges

a. Updates

Road Foreman Josh Dryden reported:

- Plan to not pave this year but replace culverts this year in anticipation of paving next year.
- Goal is to pave whole roads, and the \$430,000 budget is not enough to do that. Taylor Prouty proposed using half the budget this year for culverts and adding the remainder to next year's budget to pave roads.
- Plan to pave in front of salt shed where there are a lot of spillages that is wasted.
- Salt bids will go out in July.
- Still waiting for truck.
- If overhangs are added over tanks, permits will be needed.
- Need to get the decommissioned tank out of the ground. The power is off and disconnected.

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b. Radar Sign Replacements

One sign by the Credit Union is still down and parts need to go back. Sign on South 100 is now working. Staff discussed adding money in the budget for next year for maintenance or replacement.

c. Discuss Windy Rise Structures Grant (expires 12/30/2027)

Town Administrator Tulloch has tried to get additional grant funding for this project. There is existing project funding of \$200,000, but an additional \$400,000 is needed. Josh Dryden will explore existing culverts. It was noted that the project would need to start next Spring to spend existing grant, with low probability that the grant would be extended if work hasn't started.

d. Review and Approve Storage Tank Agreement

This is a standard contract.

Taylor Prouty moved to approve the Storage Tank Agreement between Innovative Surface Solutions and the Town for a period of three years, and authorize the Town Administrator to sign on behalf of the Town, seconded by James Ameden. The motion passed unanimously.

e. Review and Warn Public Notice to discontinue Monet Ln

The State alerted the Town that the road needs to be declassified. The Town of Windham is in favor of discontinuing the road, as there is no existing road or bridge. Next step is to Warn the Public Hearing and hold a site visit. Letters will go out to land abutters after warning is published.

Leanne Alexander moved to Warn a Public Hearing for May 18, 2026 at the Windham Town Hall at 5pm for the purposes of declassifying Town Highway #30, also known as Monet Lane, with a site visit to Monet Lane beforehand occurring at 4:30pm on the same day, seconded by James Ameden. The motion passed unanimously.

f. Review and Approve FY26 TAP/MHSMP grant award

This grant award is for the Spring Hill Culvert. The award is an additional \$300,000, with a required match of \$75,000.

James Ameden moved to accept the FY26 TAP/MHSMP Grant Award of \$300,000 for the Spring Hill Construction project and to authorize the Town Administrator to execute any documents necessary to secure the grant on behalf of the Town, seconded by Taylor Prouty. The motion passed unanimously.

10. Town Officials Business

a. Town Clerk

i. Review and Approve Special Town Meeting

The following is proposed and has been added to the Town Clerk's webpage, including information about the General Office Manager position:

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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.

ARTICLE 2 To transact any other business that may legally come before the Meeting. (NON-BINDING) Shall the Town of Londonderry authorize the Selectboard to investigate purchasing one or more parcels of land for future use to be determined by a future Town Meeting.

Leanne Alexander moved to approve the warning for a Special Town Meeting to be held on May 11, 2026 at 6pm at the Town Hall, seconded by James Ameden. The motion passed unanimously.

b. Emergency Management Director

i. Review and Adopt Londonderry’s LEMP for 2026

Annual updates are in the meeting packet.

James Ameden moved to Adopt the Town of Londonderry’s Local Emergency Management Plan for 2026 and authorize the Town Administrator to sign on behalf of the Town., seconded by Taylor Prouty. The motion passed unanimously.

c. Planning Commission

i. By-Laws Update (Pam Spaulding)

Next public hearing is rescheduled for April 27, with a presentation to Selectboard on May 18.

d. Recreation Director

i. Review and Approve Pingree Park Tennis Court Replacement Proposal

Liam Elio reported 4 bids were received, and staff recommend accepting the proposal from Advantage Tennis.

Leanne Alexander asked if the asphalt is recycled. Taylor Prouty indicated that contractors will typically recycle. It was also noted that Advantage Tennis will use local contractor Hunter Excavating.

Leanne Alexander moved to accept the proposal from Advantage Tennis Inc to provide services relating to Pingree Park Tennis Court Replacement estimated to cost \$111,836 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by James Ameden. The motion passed unanimously.

e. Re-appointment of Committee/Commissions and Officials

Previously the Town had people with terms ending at different times. Aileen Tulloch compiled a list and reached out to confirm terms. Now all terms expire April 1st and a slate will be confirmed annually.

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Leanne Alexander moved to re-appoint the slate of officers to their positions and terms as of 04/01/2026 as written, seconded by James Amaden. The motion passed unanimously.

11. Transfer Station/Solid Waste Management

a. Updates

The stump dump is very full. The road crew can't address this situation, so the Town might need to look for another spot or close the stump dump. Chad Stoddard asked if stumps could be sold. Taylor Prouty indicated that Hunter Excavating had taken stumps for mulch in the past, but that was discontinued.

12. Old Business

a. Ratify George Mora appointment

Taylor Prouty moved to ratify the March 16, 2026 decision to appoint George Mora as Londonderry's Representative to the Windham Regional Commission for a term of 1 year, seconded by James Amaden. The motion passed unanimously.

b. NBRC and EDA grant funding ratification

Karen Geraghty, grant writer from KG Consulting, talked about the process of applying for the Northern Border Grant for \$800,000 to fund the second segment of South Village. The Town was invited to apply, which is a big step. Due date is April 17th. After this grant, they will be looking at an economic administration grant of \$350,000 and another grant from the State for the match.

Taylor Prouty moved to Adopt the Resolution for Municipal Authorizing Official for the Northern Borders Regional Commission Catalyst Program Grant, seconded by Leanne Alexander. The motion passed unanimously.

13. New Business

a. Approve Letter of Support for Library

The library needs a Letter of Support for funding to install a handicapped bathroom.

Leanne Alexander moved to approve the Letter of the South Londonderry Library Association's application for funding from the US Department of Housing and Urban Development, seconded by James Amaden. The motion passed unanimously.

14. Adjourn

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

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The meeting adjourned at 7:48 PM.

Respectfully Submitted,

Sally Hesse, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh