

DRAFT

Town of Londonderry, Vermont
Selectboard Monday, August 3, 2026
Selectboard Meeting 6:00 PM

100 Old School Street, South Londonderry, VT 05155

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

Board members absent: Leanne Alexander and Jim Fleming

Town Officials: Aileen Tulloch, Town Administrator; Sally Hesper, Town Note Taker; John Hurd; Recycling Coordinator; Sandra Clark, Town Lister; Chad Stoddard, Planning Commission; and Helen Hamman, Conservation Committee.

Others in Attendance: Pamela Spaulding; Paul Hendler; Georgianne Mora (via Zoom), Joyce Matthews; Center Merrill; Dominique Boutin; Rich Phelan; Jen Greenfield; Jason and Jim Wilbur; and Amanda Fouda, GNAT-TV.

1. Call Regular Meeting to Order

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

2. Additions or Deletions to the Agenda

None.

3. Minutes Approval – Meeting(s) of 7/20/2026 and 7/22/2026

James Ameden moved to approve the minutes of the Selectboard meeting of 7/20/2026 and 7/22/2026, seconded by Taylor Prouty. The motion passed unanimously.

4. Selectboard Pay Orders

Taylor Prouty 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:

- Tulloch will be on vacation next week.
- Town Clerk has reached out to library board of trustees for permission to move notice posting location from the South Londonderry Post Office, which is closed, to the Library. Different options were proposed.
- The organizational meeting of the Windham County Law Enforcement Governance Council be held Friday, August 7th at 8:00 am via Teams or in person.
- Spring Hill Culvert being fabricated at this time.
- Town Office and Town garage and shed repairs will start the week of September 1st.
- Town Hall hot water heater is malfunctioning, and a service call to Black River was made.
- Gary Rapanotti (Surveyor) is researching vault records regarding right of way on West River Street.
- Town Office elevator due for service.
- Tax bills have been mailed.

The following correspondence was referenced by the Town Administrator:

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- Draft Windham Regional Plan with meeting warning link is in meeting packet.

6. Visitors and Concerned Citizens

Center Merrill asked about progress on the new wastewater project and funding deadlines, noting that work appeared to be moving slowly. It was clarified that ARPA funds must be spent by November 30, 2026, while other funding must be spent by August 30, 2027. He also asked about flood-protection options. The Town recently received a draft report and will review it before sending comments to Stephen Krei (the engineer).

The resident also asked why Memorial Park does not have a sign. The Selectboard will raise the issue with Liam Elio and the Parks Board.

Dominique Boutin asked how items are selected for the Town Meeting agenda. It was explained that Town staff and the Selectboard typically begin those discussions in November or December. Residents and the Selectboard also discussed whether items involving Town spending should be decided by floor vote. It was noted that the Selectboard cannot currently decide which items go to a floor vote; voters would need to approve such a change at Town Meeting. Concerns were raised that financial decisions should not be made only by those able to attend a weekday Town Meeting.

Lister Sandra Clark added that many Selectboard and elected-official decisions are governed by State law.

7. Liquor Commission

None.

8. Roads and Bridges

a. Updates

The new truck is still not ready.

b. Review and Approve Little Pond Road Culverts Proposal

Seven bids were received: Hunter Excavating (\$98,200); Weaver Excavating (\$118,000); Gurney Brothers Construction (\$160,900); Adams Trucking & Excavating (\$116,400); Sanderson Trucking & Excavation (\$59,000); David Chaves Excavating (\$140,000); and A.S. Clark & Sons (\$110,196).

Road Foreman Josh Dryden contacted the foreman for Stratton for reference for Sanderson, and they were recommended. James Ameden remarked it was nice to give a new business that has skills and capacity the opportunity.

James Ameden moved to accept the bid from Sanderson Trucking & Excavating to provide services relating to Little Pond Culverts Replacement, estimated to cost \$59,00 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

c. Review and Approve Spring Hill Road Culverts Proposal

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Seven bids were received: Hunter Excavating (\$109,758); Weaver Excavating (\$136,500); Gurney Brothers Construction (\$190,000); Adams Trucking & Excavating (\$136,300); Sanderson Trucking & Excavation (\$68,500); David Chaves Excavating (\$190,000); and A.S. Clark & Sons (\$142,057).

It was noted that Sanderson Trucking was again at least \$40,000 less than the other contractors.

James Ameden moved to accept the bid from Sanderson Trucking and Excavation to provide services relating to Spring Hill Culverts Replacement, estimated to cost \$68,500 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

d. Discuss Flying Squirrel Lane Discontinuance

Jim Wilbur and Jason Wilbur addressed the Selectboard regarding Flying Squirrel Lane, a Class IV town road near Under the Mountain Road that also serves as the top portion of their driveway. They noted that the road has deteriorated from flooding and drainage issues and expressed interest in helping maintain it for public recreational use, similar to the West River Trail.

The Selectboard discussed the Town's practice of generally retaining roads, particularly connecting Class IV roads, and noted that the Town remains responsible for the right-of-way.

The Selectboard agreed to review available options before taking action, including whether improvements could be allowed, how maintenance should be addressed, and whether the road's future public use should affect its classification. The Selectboard discussed possible reclassification as a Town Trail and agreed to review applicable State and Town standards.

The Wilburs thanked the Selectboard for hearing their views.

9. Town Officials Business

a. Listers/Assessor

i. Review and Approve Late Homestead Penalty

Town Lister Sandra Clark asked the Selectboard if penalties will apply to late-filed homestead applications this year. Town Treasurer Tina Labeau requested a 1% penalty again. There are currently 6 late filed homestead applications.

Taylor Prouty moved to approve a Late Homestead Penalty of 1 percent, seconded by James Ameden. The motion passed unanimously.

b. Town Clerk

i. Review and Approve 07/22/2026 Special Town Meeting Minutes

Taylor Prouty moved to approve the Special Town Meeting Minutes from 07/22/2026, seconded by James Ameden. The motion passed unanimously.

ii. Update on Surveillance Equipment Grant

Town Clerk Allison Marino submitted grant for reimbursement of surveillance cameras, which are required to monitor election ballot boxes. A decision hasn't been received yet.

c. Recreation Director

i. Appoint Carl-Erik Westberg to Parks Board

The Parks Board made the recommendation to appoint Westberg to vacancy.

James Ameden moved to appoint Carl-Erik Westberg as a Representative to the Parks Board for a term of 3 years, seconded by Taylor Prouty. The motion passed unanimously.

d. Planning Commission (Chad Stoddard)

i. Warn By-Law Hearing for 8/17/2026

Edits made by Town Attorney were substantiative, so a public hearing must be warned.

James Ameden moved to Warn a Hearing for the purpose of Zoning By-Law Updates to be held on 8/17/2026 at 6pm at the Town Office, seconded by Taylor Prouty. The motion passed unanimously.

ii. Discuss Long Term Resiliency 2025 Report Stakeholders and Champions

Updates on 10 projects outlined in the Derry Resiliency plan were provided.

- 1) Build a new South Derry Fire Station: this is not a viable option as no grants are available. Rich Phelan said the fire department will move trucks if needed.
- 2) Develop a Water Supply Plan for Fire Department: Troy Dare is coming up with a plan for a least one existing dry hydrant.
- 3) Amend the Community Emergency Preparedness Plan: Neighborhood Connections will be the point organization for pulling and training volunteers.
- 4) Develop a website for emergency communication: a flood page will be added to the town website. Pequannock Township, NJ, was referenced as having a good webpage.
- 5) Revive the Londonderry Newsletter: this has been done and is thriving.
- 6) Create a Community Organization Active in Disaster (COAS): this is not needed as the service area coincides with Neighborhood Connection's service area.
- 7) Conduct a North Village Scoping Study: Unable to get funding now but will continue to seek funding.

- 8) Create Long-term Community Development Plans for the north and south villages: this is ongoing, and the Land Acquisition Task force will be looking into the matter.
- 9) Create a Regional Watershed Study: there was no response from Landgrove or Weston. Helen Hamman offered to go to Selectboard meetings to follow up.
- 10) Create a Regional Watershed Management Task Force: this is combined with the Watershed Study and discovery plan.

iii. Discuss Williams Dam

Chad Stoddard discussed the Williams Dam and reported that, at the last Planning Commission meeting, concerns were raised about seeking another municipal planning grant before the Town completes additional discussion. It was noted that some residents believe the Town should move forward rather than continue applying for grant funds for additional studies.

The Board discussed the lack of current grant funding for repair or replacement and referenced prior estimates, including a possible bond amount of approximately \$5 million. Funding may be available for removal, with the Connecticut River Conservancy potentially taking the lead on that project.

Members noted that the issue may need to move toward a Town vote, while also expressing concern that Town Meeting may not fully represent all voters. Voters should decide whether to bond for repair or replacement, most likely at the March Town Meeting. The Selectboard acknowledged the need to explain the consequences of each option, including what would happen if a bond vote failed. Reports and related materials should be made available to the public before any decision on whether to repair, replace, or remove the dam. The Selectboard discussed the need for clear bid criteria, updated cost information, and consistent materials for any contractors or consultants asked to respond.

Paul Hendler raised dredging concerns, and it was noted that State advised that full dredging may not be effective because sediment could return after future flooding.

10. Transfer Station/Solid Waste Management

a. Updates

Recycling Coordinator John Hurd gave the following updates:

- John Hurd is working on the Stump Dump, including the form needed to close the current site and open a new one in the next field.
- Hunter will need to move the stumps and cover the current site with sand and regrade.

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- The Town may be able to use soil from other projects to cover the stump dump.
- Chad Stoddard asked whether Hunter or Chaves may have a location for stumps and this would need to be confirmed.
- The composter at Stratton was inspected and confirmed in good order. The next step is to have it moved near power pole and wired. An electrical engineer is needed to prepare information for bids, and Aileen will work on the request with input on wording and the site plan.

11. Old Business

a. Appoint Land Acquisition Task Force Members

An appointee from “the Public at Large” is needed for the Land Acquisition Task Force, and Jen Greenfield volunteered. Taylor Prouty will be the Selectboard representative.

James Ameden moved to appoint Chad Stoddard from the Planning Commission, Nancy Jensen from the Housing Commission, Irwin Kuperberg from the Conservation Commission, Taylor Prouty from the Selectboard, Jen Greenfield from the “Community at Large” to the Land Acquisition Task Force, seconded by Taylor Prouty. The motion passed unanimously.

b. Review and Approve Structures Grant for West River

This funding is for the repair of West River Road. Everett Hammond and the structural engineer are drafting the work plan.

James Ameden moved to accept the Structures Grant for West River Road in the amount of \$25,000 and authorize the Town Administrator to execute any documents necessary to secure the grant on behalf of the Board, seconded by Taylor Prouty. The motion passed unanimously.

c. Discuss Short Term Rental Board makeup

Additional members are needed for the Short Term Rental Board. Aileen Tulloch will send out inquiries.

12. New Business

a. Move date of Regular Meeting 09/07/26 to 09/08/26 due to Labor Day Holiday

James Ameden moved to move the date of the regular selectboard meeting from 09/07/26 to 09/08/26 due to the Labor Day Holiday, seconded by Taylor Prouty. The motion passed unanimously.

b. Discuss note-taking duties while Sally is away

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Sally Hespe will be unavailable to take Selectboard meeting notes in September and October. Aileen Tulloch and Tina Labeau each offered to cover one month if compensated. Boutin expressed his opinion that salaried staff should fill in during absences without additional pay. The Board agreed that whoever takes minutes for the Selectboard should be additionally compensated.

c. Review and Adopt Updated Alcohol on Town Property Ordinance

Alcohol ordinance has not been updated since 1983. The new version utilized definitions already adopted by state statute.

James Ameden moved to adopt the CONTROLLING THE USE OF ALCOHOLIC BEVERAGES ON TOWN PROPERTY ORDINANCE as presented such ordinance to take effect after 60 days unless a petition is filed as provided for under 24 V.S.A. §1973(b), seconded by Taylor Prouty. The motion passed unanimously.

A copy of the Ordinance is attached to these minutes.

13. Executive Session: if needed

None.

14. Adjourn

The meeting was adjourned at 7:47 p.m.

James Ameden moved to adjourn the meeting, seconded by Taylor Prouty. The motion passed unanimously.

Respectfully Submitted,

Sally Hespe, Town Note Taker

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh

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