

DRAFT
Town of Londonderry, Vermont
Selectboard Monday, June 15, 2026
Public Hearing 4:30 p.m.
At Monet Lane & Windham School Building
Meeting Minutes
Selectboard Meeting 6:00 PM
100 Old School Street, South Londonderry, VT 05155

1. Public Hearing

Board members present at site visit: Leanne Alexander, Taylor Prouty, and Tom Cavanagh (Londonderry); Michael Pelton and Kord Scott (Windham).

Board members absent at site visit: Jim Fleming and James Ameden Jr (Londonderry); George Sutton (Windham).

Board members present at Public Hearing: Leanne Alexander, Taylor Prouty, and Tom Cavanagh (Londonderry); Michael Pelton, George Sutton (remote) and Kord Scott (Windham).

Board members absent at Public Hearing: Jim Fleming and James Ameden Jr (Londonderry);

Town Officials present at site visit: Aileen Tulloch, Town Administrator (Londonderry)

Town Official present at Public Hearing: Aileen Tulloch, Town Administrator (Londonderry); Cathy Fales, Town Treasurer (Windham)

Public Present at site visit and Public Hearing: None.

a. Site Visit at Monet Lane in Londonderry and Windham

The group parked at Howard Hill Road in Londonderry and crossed Route 11 to the site of Monet Lane. Aside from the apron that Vtrans maintains, a culvert and a narrow path to the brook, there was little evidence that there was a Class III road at the site. Cement abutments in the brook might have been evidence of the washed out bridge. On the other side of the brook, a wide flat parking area with several RV's was observed, but no obvious sign of a Class III road. The group recessed the meeting at 4:38pm, and journeyed to the Windham Elementary School for the Public Hearing.

b. Hear Concerns from Windham and Londonderry Selectboard

The public hearing was opened at 5:04 pm by Michael Pelton and Tom Cavanagh, Chairs. All members agreed that there was not a Class III road at the site and that there was no reason to have a Class III road at the site. The culvert was mentioned; since the land will revert to the landowner, the culvert will become their property.

c. Hear Concerns from the public

None.

2. Adjourn Public Hearing

The Public meeting was adjourned at 5:09 PM

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

Regular Selectboard Meeting:

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, Town Treasurer; Alison Marino, Town Clerk; Sally Hespe, Town Note Taker; Chad Stoddard, Planning Commission; Andy Dalhstrom; Liam Elio, Mountain Towns Recreation Director; Will Goodwin, Zoning Administrator, and Patty Eisenhauer, Housing Commission.

Others in Attendance: Amanda Fouda, GNAT-TV.

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

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 Tina Labeau, Liam Elio, Aileen Tulloch, and Allison Marino to join the meeting, seconded by Leanne Alexander. The motion was approved unanimously.

Executive session entered at 6:00 p.m.

Executive session exited at 6:25 p.m.

4. Call Regular Meeting to Order

Tom Cavanagh called the meeting to order at 6:30 p.m.

5. Additions or Deletions to the Agenda

Taylor Prouty moved to add Edits to Zoning Bylaws under Agenda Item 12b, seconded by James Ameden. The motion passed unanimously.

Taylor Prouty moved to add under Roads and Bridges consideration of a contract to remove ash trees on Little Pond Rd. ahead of undrain and paving of tree work, seconded by James Ameden. The motion passed unanimously.

6. Minutes Approval - Meeting(s) of 6/1/2026

Leanne Alexander moved to approve the minutes of the Selectboard meeting of 6/1/2026, seconded by James Ameden. The motion passed unanimously.

7. Selectboard Pay Orders

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

Town of Londonderry, Vermont

Selectboard Meeting Minutes - June 15, 2026

8. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- Music Mondays starts next Monday at 6-8 p.m. at Pingree Park, and at Walker Farm in Weston if raining.
- Town offices will be closed on Friday in observance of the Juneteenth Federal Holiday.
- Construction begins tomorrow for South Village Wastewater Project. Letters were sent to affected residents, and information is also on the website.
- Town did not receive funding from NBRC. Tulloch will meet with KG Consulting (grant writer) and Chrissy Haskins (Dufresne Group) to discuss new options for funding.
- Black Magic started working on chimney at Town Offices today, which might affect parking.

The following correspondence was referenced by the Town Administrator:

- Press Release announcing “June Groundbreaking for Village Wastewater Project Hunter Excavating awarded contract for critical infrastructure upgrade funded by ARPA.”
- Announcement that regional policing model in Windham County passed. The Town was asked to appoint a selectboard member to the Windham County Regional Law Enforcement Governance Council.
- Project done by Conway School (Imagining Flood-Adapted Futures in the Windham Region) that was forwarded to the Planning Commission.
- Letter from the South Londonderry Post Office announcing temporary closure effective 6/5/2026.

Town staff made the following announcements:

- Credit cards are now accepted for payment at Town Office, with credit card charge paid by customer.
- Town Office will be closed 6/23/26 for mandatory elections training.
- Two land records books will be going out for restoration.
- Facility use request to use the building later in the summer.

9. Visitors and Concerned Citizens

None.

10. Liquor Commission

None.

11. Roads and Bridges

a. Updates

The library wall is fixed, thanks to Luke Griswold.

b. Tree removal on Boynton Road

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

The selectboard discussed tree removal work on Boynton Road that had been considered last year but funds were unavailable. A separate appropriation of \$25,000 has now been budgeted, with tree work representing a portion of that amount. Because the proposed cost of \$9,700 is below the \$10,000 threshold to issue an RFP, it was agreed that it was appropriate to proceed with the proposal from last year. The stretch near 444 Boynton Road is now ready to move forward.

Taylor Prouty will work with the contractor to develop an initial price for the remaining work and determine whether a request for proposals will be required. Prouty and Town Administrator Aileen Tulloch will also work together to prepare a scope of work.

Taylor Prouty moved to hire Save a Tree to complete the proposed scope of work along Boynton Road for an amount not to exceed \$9,700 and to authorize the Town Administrator to sign on the Town's behalf, seconded by James Ameden. The motion passed unanimously.

c. Review and Approve Chobor Access Permit

Road Foreman Josh Dryden spoke with the landowner and determined that a culvert will need to be replaced where an ash tree is scheduled for removal. Because several ash trees are now dead in the area, tree work will need to be completed in advance of the culvert work and an access permit will be required.

Leanne Alexander moved to approve access permit application submitted by Chris Chobor for a modification of an existing access to their parcel located on the east Little Pond Road and authorize the Chair to sign the permit on behalf of the Board, seconded by James Ameden. The motion passed unanimously.

d. Ash Trees on Little Pond Rd.

The Board reviewed a proposal for removal of a single large ash tree near the access permit area and another group of ash trees above Chaves Road. Members noted that removing the ash tree would allow the berm to be removed and the area to be improved. The proposal also includes removal of a large dead maple. Funding for the work would come from the Emerald Ash Borer fund, and the project will require a three- to four-hour road closure.

Taylor Prouty moved to accept primarily for ash trees to be removed by Save a Tree, for a dollar amount not to exceed \$6,610, and ask the Town Administrator to sign on behalf of the Board, seconded by James Ameden. The motion passed unanimously.

12. Town Officials Business

a. Town Clerk

i. Special Town Meeting Petition and Warning

The Town received a petition for reconsideration of Article 1 of the Special Town Meeting held in May.

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

Leanne Alexander moved to warn a Special Town Meeting on July 22, 2026, for the purpose of reconsidering Article 1 of the Special Town Meeting held on May 11, 2026, seconded by Taylor Prouty. The motion passed unanimously.

b. Edits to Zoning Bylaws

Zoning Administrator Will Goodwin will submit a draft with edits via mail to Tom Cavanagh with paper copy to Allison Marino.

Tom Cavanagh moved to authorize the Zoning Administrator to make minor edits to the Bylaws, seconded by Leanne Alexander. The motion passed unanimously.

13. Transfer Station/Solid Waste Management

a. Updates

Dennis Cobb, who was offered position as Part-Time Transfer Station Attendant, never came in to fill out paperwork or attend training.

Tom Cavanagh moved to rescind the offer to Dennis Cobb for Part-Time Transfer Station Attendant and authorize the Town Administrator to repost the position, seconded by James Ameden. The motion passed unanimously.

14. Old Business

a. Review and Approve Land Acquisition Taskforce charge

Tabled until next meeting.

b. Review and Approve STR Appeals Board Make-up

The form is to protest decisions by STR Administrator, but the Town attorney has not approved.

The second topic was the composition of the Appeals Board. The current policy provides for a three-member board with one alternate. A five-member board has now been proposed, which would require a policy change. The proposed board would include the Town Clerk, one representative of the Development Review Board, one Selectboard member, one Justice of the Peace, and one representative from an emergency service, who may be a non-resident. The proposed five-member board would not include alternates, and no current or former Short-Term Rental Working Group members or the Short-Term Rental Administrator would serve on the appeals board.

An updated version reflecting these proposed changes will be presented at the next meeting.

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

Taylor Prouty moved to approve the Short Term Rental Board appeals form, pending review by the Town Attorney, seconded by Leanne Alexander. The motion passed unanimously.

15. New Business

a. Employee annual raises

Taylor Prouty moved to increase the hourly pay rates for the following Town employees, effective July 1, 2026:

to Andy Dalhstrom an increase to \$49 per hour

to Aileen Tulloch an increase to \$69,000 per year

to Jeremiah Sund an increase to \$62 per hour

to Keith Barton an increase to \$26 per hour

to Steve Twitchell an increase to \$23 per hour

to Josh Dryden an increase to \$39 per hour

to Andrew Phinney an increase to \$30 per hour

to John Hurd an increase to \$32 per hour

to Liam Elio an increase to \$60,840 per year

to Troy Maynard an increase to \$34.50 per hour

to Donny Derby an increase to \$37.25 per hour

to Will Goodwin an increase to \$31 per hour,

seconded by Leanne Alexander. The motion passed unanimously.

b. Discuss South Londonderry Post Office Closure (Agenda Postings)

The South Londonderry Post Office is one of three required physical locations for posting agendas. As the Post Office will be temporarily closed and the current display board is difficult to post on, other locations were proposed, including Town Hall, Library, Fire Station, Corner Store, Heritage Family Credit Union. It was decided to keep current location until permission is granted for another location. Tulloch will reach out to the Corner Store and Library.

c. Review and Approve Dufresne Engineering Contract

Contract is for the Village Wastewater extension piece, specifically the fee schedule for engineering contractor. Tulloch recommends we sign it as the Dufresne Group is integral to the project.

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

Taylor Prouty moved to accept the proposal from Dufresne Group to provide services related to construction engineering and 2) authorize town administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Leanne Alexander. The motion passed unanimously

d. Review and Approve Sullivan & Powers Contract for auditing

Leanne Alexander moved to accept the proposal from Sullivan & Powers to provide services relating to the Town Audit, estimated to cost \$14,000, seconded by James Ameden. The motion passed unanimously

19. Adjourn

The meeting was adjourned at 7:18 p.m.

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

Respectfully Submitted,

Sally Hesper, Town Note Taker

Approved

LONDONDERRY SELECTBOARD

Chair, Tom Cavanagh