

**Town of Londonderry, Vermont
Selectboard**

Meeting Minutes
Monday, May 19, 2025 6 PM
139 Middletown Road, South Londonderry, VT 05155

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

Board members absent: None

Town Officials: Aileen Tulloch, Town Administrator; Allison Marino, Town Clerk; Sally Hesper, Selectboard Meeting Note Taker; Gary Hedman, Chair, Village Wastewater Committee; Corey Mack, Village Wastewater Committee; and Chad Stoddard, Parks Board.

Others in Attendance: Matt Bachler, Windham Regional Commission; Paul Hendler; Bob Maisey; and GNAT camera operator Bruce Frauman.

1. Call Meeting to Order

Chair Tom Cavanagh called the meeting to order at 6:02 p.m.

2. Executive Session(s) – The appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313 (a)(3)

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, and invite Josh Dryden, Aileen Tulloch, and Andrew Phinney to attend, seconded by Jim Fleming. The motion passed unanimously.

Executive Session entered at 6:05 p.m. and ended at 6:37 p.m.

3. Additions or Deletions to the Agenda

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

Martha Dale moved to add agenda item 11.b Town Office Renovations change order, seconded by James Ameden. The motion passed unanimously.

4. Minutes Approval – Meeting(s) of 05/05/2025

James Ameden moved to approve the minutes of the Selectboard meeting of May 5, 2025, seconded by Martha Dale. The motion passed unanimously.

5. Selectboard Pay Orders

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

6. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

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- Town office renovations finishing up. Some exterior painting needs to be done and parking lot paved. The electrical service will be connected on Thursday, with office closed that day.
- The Website Committed picked template for new design.
- Culvert bids are due.
- Application for state funds to replace the Windy Rise culvert has been approved for a total of \$200,000. This project was originally number 8 on list, but not enough other towns applied so the Town's application was accepted.

Additional Announcements:

- Tom Cavanagh asked town to be patient with staff over the next few months as they transition to new office space.
- Bruce Frauman announcement GNAT will be getting new equipment to record Selectboard meetings.
- Town offices will be closed a few days when paving is scheduled.

The following correspondence was reported by Tulloch:

- Chester snowmobile club thank you letter and invitation to BBQ on Saturday, May 31 at the Chester Recreation Park.
- Esther Fishman sent Hazardous Waste Collection Day (6/7 and 11/4/2025) flyer.
- Vermont Declaration of Inclusion Initiative's May 13, 2025 Press Release indicated that the 2nd week in May is Inclusion Week in Vermont.
- Town office final work schedule in meeting packet. An email concerning the STR Ordinance from Mike Long

7. Visitors and Concerned Citizens

None.

8. Town Officials Business

a. Village Wastewater Committee

i. Approve Village Wastewater Ordinance

Matt Bachler, Windham Regional Commission indicated that one small final correction was made to the Village Wastewater Ordinance. Section 16 (Pre-Treatment and Flow Equalization) Item 3@ (Interceptors may be required) was amended to read "interceptors shall be provided when, in the option of the Board *or as required by State regulations.*"

Bachler concluded that the ordinance has been thoroughly reviewed and is ready for Selectboard approval. The next step is to begin conversations with residents, which will include providing and discussing the ordinance.

Martha Dale moved to adopt the Wastewater 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 Tom Cavanagh. The motion passed unanimously.

ii. Discuss Wastewater fee schedule

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Gary Hedman, Chair of the Village Wastewater Committee, reported that the working group held a special meeting to discuss the fee structure and made a motion to recommend to the Selectboard the following:

To support the construction of the village wastewater system, the village wastewater committee recommends that the municipal debt service obligation be included in the local property tax calculation. As grand list expenditures are not tied to or bound by the direct benefit to each contributing member of the grand list, inclusion of the debt service obligation is consistent with other municipal costs that prioritize mutual benefit an the greater good. Based on estimates conducted by the Rural Community Assistance Partnership (RCAP) the annual cost of debt service associated with the village wastewater project would be approximately \$16 (based on a property value of \$250,000).

Corey Mack, Village Wastewater Committee, stated that this project is beneficial to the entire municipality; the social contract of living in Town is contributing to town-wide improvements. The Committee submitted a memo (in the meeting packet) presenting arguments in favor of 100% Grand List support of the capital construction cost debt service. The project will be beneficial to residents who connect now. Even if they have a functioning septic system, they might not be able to install a new system at a later date due to Vermont's septic and drinking water regulations.

Tom Cavanagh expressed concerns about increasing fees to tax payors. Prior Selectboard members had indicated that residents would not need to pay for the system.

There was some confusion about the 3 fee structures submitted by RCAP which detail projected user fees as a function of Grand List support. Martha Dale added that a recent EPA ruling issued fee recommendations based on income. The Selectboard decided it needs additional clarification and details on cost to town and individual users for the bond portion of the project. The Village Wastewater Committee will bring revised fee structure suggestions to next meeting. Outreach to residents and connection applications cannot be distributed until fee structure approved.

Taylor Prouty stated as a potential system connector, he will abstain from any votes on fee structure but would like to be part of the continuing conversation.

Chad Stoddard asked what could be done about past, present, and future Board members speaking before they know what is really going on. Promises are made and then recanted. He hopes Board and other Committees think about this.

b. Town Clerk

i. Approve Social Services Appropriation Policy

Allison Marino reported to Selectboard last month that she had reworked the policy. The draft was sent out to all organizations who requested appropriations over the last 3 years; only 2 replied with questions.

Martha Dale moved to approve the Social Service Appropriation Policy as presented, seconded by Jim Fleming. The motion passed unanimously.

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c. Parks Board re-appointments (Steve Bergleitner)

Taylor Prouty moved to appoint Steve Bergleitner to the Parks Board for terms of three years, ending on 04/30/2028, seconded by James Ameden. The motion passed unanimously.

d. Conservation commission re-appointments (Gary Hedman and Steve Swinburne)

Aileen Tulloch will reach back out to Steve; he didn't respond to request for re-appointment.

Jim Fleming moved to appoint Gary Hedman to the Conservation Commission for term of four years, ending on 05/31/2029, seconded by James Ameden. The motion passed unanimously.

9. Transfer Station/Solid Waste Management

a. Updates

- Met with electric engineer to review what needs to be done at transfer station.
- Saturday, June 7, is first Household Hazardous Waste Day.
- Transfer station is now open on Sundays 12 – 4.

10. Roads and Bridges

a. Updates

- Summer work is beginning.
- RFP for salt shed repair going out. Work will be pushed to July 1 or later for next fiscal year.
- There was grant money available for edge line striping last year, it is still available. An RFP went out last fall but didn't receive any bids. Tulloch will review the RFP from last year and try again.

11. Old Business

a. Discuss change of venue for Selectboard meetings

Selectboard ready to move meetings back to Town Offices. Parking lot and Old School Street repair will necessitate office closing, but there will be advance notice.

Jim Fleming moved to hold regular meetings of the Selectboard on the first and third Mondays of the month at 6:00 PM at the Town Office at 100 Old School Street in South Londonderry, beginning at our next regularly scheduled meeting of June 2, 2025 or at the discretion of the Selectboard Chair and as permitted by applicable law, meetings may be held without a physical presence using publicly available remote meeting software, seconded by James Ameden. The motion passed unanimously.

b. Town Hall Renovation Project – Consider Change orders

Martha Dale moved to authorize change orders for the Town Office Renovation

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Project as follows: 1) to Replace parking lot sub base at a cost of \$16,675, and 2) to authorize the Town Administrator to execute any documents necessary to implement these change orders, seconded by James Ameden. The motion passed unanimously.

12. New Business

a. Naming the new Selectboard Meeting Rooms

It was proposed to name the new Selectboard Meeting Room the “John Morse Room.” John Morse was a teacher in the building when it served as the school, and the room was his classroom. Morris taught for many years on site and then became a custodian. He had an impact on the community for many years.

Taylor Prouty moved to name the new Selectboard Meeting Room after John Morse, seconded by James Ameden. The motion passed unanimously.

b. Discuss Stormwater Master Plan

Selectboard discussed the Stormwater Master Plan prepared by Fitzgerald Environmental Associates under contract to the Vermont Department of Environmental Conservation (in meeting packet). The projects selected for conceptual design are: 1) VT Route 100 behind bank; 2) VT Route 100, Transfer Station; 3) Old Town Garage Rd., parking area; 4) Pingree Park Road, behind ballfield, and 5) VT Route 11, gravel parking lot.

It was agreed there is no downside to proceeding as State will assist with grant seeking. Aileen Tulloch will reach out to the state.

Tom Cavanagh moved to allow the Town Administrator to proceed with grant process for Stormwater Master Plan, seconded by Martha Dale. The motion passed unanimously.

c. Approve Barr Highway Access Permit

Taylor Prouty noted that this is permit is for temporary highway access. Proposed future use of the shed will need to approved by Zoning Board. Prouty expressed concern that parking and mailbox access could become an issue if the site becomes a popular place of business.

James Ameden moved to approve access permit application No. 2025-01, submitted by Capucine & Sabrina Barr for a new highway access to their parcel located on the East 318 Old Sawmill Rd, and authorize the Chair to sign the permit on behalf of the Board, seconded with Jim Fleming. The motion passed unanimously.

d. Approve 1st and 3rd Class Liquor License for Upper Tamarack, Inc (Upper Pass Lodge)

James Ameden moved to approve a 1st and 3rd Class Liquor License for Upper Tamarack Inc related to property located at 420 Magic Mountain Access Road, seconded by Martha Dale. The motion passed unanimously.

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- e. **Approve 1st and 3rd Class Liquor Licenses and Outdoor Consumption Permit for Smith Foodservice Hospitality & Entertainment, LLC (Revival Kitchen)**

Jim Fleming moved to approve a 1st and 3rd Class Liquor License and an Outdoor Consumption Permit for Smith Foodservice Hospitality & Entertainment, LLC related to property located at 3928 Vermont Route 11., seconded by James Ameden. The motion passed unanimously.

12. Adjourn

Jim Fleming moved to adjourn the meeting, seconded by James Ameden. The motion passed unanimously.

The meeting adjourned at 7:50 PM.

Respectfully Submitted,

Sally Hesse, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair