

Draft Meeting Minutes for Londonderry Village Wastewater Project

December 6, 2024

Attendees:

Online Attendees: Chrissy Haskins (DuFresne Group), Shane O'Keefe (Londonderry Town Administrator), Emily Hackett (VT DEC), Matt Bachler (WRC)

Village Wastewater Committee Members: Gary Hedman (Online) Sharon Crossman, Thomas Metcalf

Guests: Pamela Spaulding (Planning Commission), Martha Dale (Londonderry Selectboard)

The meeting was held at Neighborhood Connections, recorded to the cloud, and transcribed via AI Companion.

The video can be viewed at:

https://us06web.zoom.us/rec/share/_X4uTf6xSLjD_ibLCQFEKR6h9A5nlRefamq0SiSUM1uoTpSpH9TlSMI_R-stlWqf.-p4e2PBmGFxvLHMu?startTime=1733494000000

Passcode: H61cn=?W

Meeting was called to Order at 9:04 AM

Quick recap

The Vermont Village Wastewater Committee meeting on December 6, 2024, covered several key points. The committee discussed the need for 90% design comments from Emily and Achouak at State, with a deadline of December 31 for property surveys. The archeologist's report will be updated with 90% plans. The committee plans to attend a Village Resource Day on January 3. They also discussed the transition from the Clean Water grant to the ARPA grant, emphasizing the need for timely comments and variances for service connections. The next meeting is scheduled for December 17.

Next steps

- Matt was going to update the project schedule and highlight key milestones and constraints.
- Shane was going request a meeting with the State (Emily and Achouak) to discuss the project schedule and concerns.
- Chrissy to provide Shane with an approximate area for the easement descriptions so he can engage an appraiser.
- Matt to work on sending out letters to the North Village and South Village property owners, potentially adjusting the deadline for the North Villages to January 15th.

Summary

Status of Design Plans

Chrissy is waiting on comments from the State on the 60% design submission, which was submitted in September 2024. There are concerns about the overall project timeline and delays in receiving the State's comments, as it is impacting the project schedule.

The committee discussed the need to set up a meeting with the state (Emily and others) to review the project schedule and timeline, especially in relation to the ARPA funding deadlines.

There was discussion about the specifications and prequalification requirements for the proposed drip dispersal systems, and the need to allow for "or equal" substitutions.

The need for the appraisal of the North Village proposed infiltration area was discussed. Shane commented that the appraisal services can typically be completed for a modest fee. The appraisal services are necessary primarily for the North Village, as the proposed wastewater infiltration area is located on privately owned property. The proposed wastewater infiltration system for the South Village is located on the Prouty Property, which is owned by the Town of Londonderry.

Property Owner Outreach

The committee discussed the current status of property owner outreach in both of the Villages. It was discussed that some time had passed since the letters of interest were distributed to property owners, and that an update to the group should be coordinated.

Ordinance and Fee Structure

Matt updated the committee on the status of the draft budget and fee structure, which is being developed with support from John Kiernan at Rural Community Assistance Program (RCAP). The committee discussed the importance of having a clear and concise fee structure that can be communicated to property owners and to the Select Board.

Phase 2 Archaeological Investigation

The archeological investigation for the second phase of wastewater infiltration beds at the Prouty Parcel was discussed. The Phase 2 work is currently planned for Spring 2025.

The next VWWC meeting was scheduled for December 17th, 2024 at 6:00 PM

Tom made a motion to adjourn, seconded by Sharon, and the meeting adjourned at 10:33

Note – Draft meeting minutes are generated through AI technology. While we strive for accuracy, the generated draft meeting minutes may contain errors or omission, and are subject to revision prior to approval.