

Draft Meeting Minutes for Londonderry Village Wastewater Project

April 15, 2025

Attendees:

Online Attendees: Chrissy Haskins (DuFresne Group), Matt Bachler (Windham Regional Commission), Aileen Tulloch (Londonderry Town Administrator)

Village Wastewater Committee Members: Gary Hedman (Online), Larry Gubb, Sharon Crossman

Guests: Pamela Spaulding (Londonderry Planning Commission)

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/9tJ_SBKhoQ6Y0O45MrtfOEyjqhEbQy0jv7lIK7VU7vOKfop4CJfYlvr13WUnbYsr.UIZ2UbFlEXdTjly

Passcode: c*zX+3&V

Meeting was called to Order at 6:02 PM

Quick recap

The meeting focused on recent project updates, progress of the easement for the North Village disposal bed property, constraints on the Prouty Property, draft ordinance review, and meeting schedule. A motion to return to the previous schedule for regular meetings of the Committee was voted on and approved.

Next steps

- Chrissy to finalize the Prouty parcel constraints map and forward to Aileen for distribution to relevant committees.
- Matt to provide a summary of Bob Fisher's comments on the draft wastewater ordinance to Aileen by Friday for the Select Board packet.
- Aileen to check with Tom on how to handle moving Matt's agenda item earlier in the Select Board meeting on the 21st.

Summary

Gary called the meeting to order and noted that the meeting was properly warned, with agendas posted at the post offices and town offices. One item was added to the agenda - a discussion on returning to the prior meeting schedule. Larry made a motion, seconded by Gary, to approve the meeting minutes from the April 4th meeting. Gary will correct the formatting of the March 18th minutes and recirculate

Project Status Updates

Chrissy provided the committee with updates on both of the Villages. Achouak has offered tentative approval of the variances requested with some additional feedback (i.e. moving septic tanks) and those items are being addressed in the plans. The design for the 90% submittal is almost complete. Formal approval will not be issued until the permit review process is complete. The State is still working on updating the contract documents to include BABA (Build America Buy America) language. **Carried over from April 4 meeting:** Chrissy noted that the plan is to proceed with the archaeological screening for Phase 1 B in May.

Prouty Parcel Use Limitations

Chrissy shared a constraints plan of the Prouty Parcel, highlighting the location of the wastewater disposal field and associated structures. The plan also depicts wetland areas (note that some wetland resource areas may require additional field delineation). The plan also depicts the “river corridor”, river corridors encompass an area around and adjacent to a river where fluvial erosion, channel evolution and down-valley meander migration are most likely to occur. Matt noted that the state is expected to introduce statewide regulations and permitting requirements for properties within the mapped river corridor by January 2028. Chrissy also provided a brief summary of anticipated bid solicitation to update Aileen, and time of year restrictions for tree clearing (due to northern long-eared bat) were discussed.

North Village Property Easement and Ordinance Review

Matt discussed the progress of the North Village property easement and ordinance review. Bob Fisher has sent over a draft easement to the property owners attorney, and is expecting to receive Bob’s comments on the draft wastewater ordinance soon. Matt will share the draft ordinance review comments with the Committee, and provide a brief summary to accompany the reviewed ordinance, which will be sent to Aileen before Friday, for inclusion in the Select Board meeting packets that will be distributed ahead of the Monday, April 21 Select Board meeting.

Meeting Schedule Adjustment Discussion

The committee discussed that the revision to the meeting schedule approved during the April 4th meeting presented a conflict for Neighborhood Connections. Gary made a motion to return to the previous meeting schedule of the first Friday at 9:00 AM and third Tuesday at 6:00 PM of each month, until such time as the full committee could be present to discuss further. Larry seconded the motion and all voted in favor.

Next Committee Meeting –

The next Village Wastewater Committee meeting is scheduled for Friday May 2 at 9 AM.

Larry made a motion to adjourn the meeting, seconded by Gary, and the meeting adjourned at 6:35 PM. The next VWC meeting is scheduled for Friday, May 2nd, at 9:00 AM.

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.