

Draft Meeting Minutes for Londonderry Village Wastewater Project

August 19, 2025

Attendees:

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

Village Wastewater Committee Members: Gary Hedman (online), Larry Gubb, Corey Mack, Sharon Crossman, Tom Metcalfe

Guests: Pamela Spaulding, Kristin Nelson, Eric Richards

The meeting was held at the Londonderry Town Offices and recorded to the cloud.

The video can be viewed at:

Share link: https://us02web.zoom.us/rec/share/XDQQ6yKAuBXFpfIZrVA67s-Idamql2gw_4fdJ-DBzU5IN7_5wDloFu4OP6GsGFgT.UaTM9sHJr6kANZuZ

Meeting was called to Order at 6:04 PM

Quick recap

The meeting focused primarily on project status updates, South Village prioritization, and discussion of additional funding to support subsequent phases of the project build out.

Next steps

- *Chrissy will prepare an updated summary spreadsheet depicting the different build-out options that could be implemented during construction.*
- *Matt to help coordinate maps depicting the different build out options / priority properties*
- *The Committee will evaluate the build-out options at the next regular meeting, scheduled for September 5th, and ideally make a recommendation to the Select Board at that meeting.*
- *Chrissy to consult with the State on how to address the build-out scenarios during the bid solicitation and contracting phases of the project.*
- *The Finding of No Significant Impact (FONSI) hearing is scheduled for September 8th, at the regular Select Board meeting.*
- *Aileen to track down septic system records for the Town Offices*
- *Aileen to coordinate the Community Development Block Grant Disaster (CDBG) Disaster Recovery funding full application (pre-application was approved), due to be submitted end of September*
- *Gary to coordinate additional outreach to several properties in the North Village, with the updated information/summary tables in hand.*

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. No motions were made or voted upon during the meeting.

Public Comments

Kristin Nelson spoke in support of the village wastewater projects, and is assisting with coordination between a North Village property owner and the Committee.

Project Updates

Chrissy provided a project update, primarily focusing on the South Villages, sharing updated summary tables showing the properties for which a connection application had been received. Chrissy then walked the Committee through several options for build-out and property prioritization. Prioritizing connection of certain properties under Phase I would include opportunities (i.e. stubbing out, but not connecting) other properties that are in the service area, and maximizing the number of properties that are connected in Phase I introduces additional considerations for project cost, etc.. After detailed discussion, it was agreed that the Committee (and others) would benefit from a series of parcel maps depicting the different build-out options.

Project Updates

Having the project designated as a Priority Project with the Brattleboro Development Credit Corporation is critical for Northern Border Regional Commission consideration. Aileen is coordinating submittal of a Project Interest Form. If the project is selected by BDDC, there are two funding cycles that typically occur, Fall and Spring. The Community Development Block Grant Disaster Recovery funding (2023 Floods) pre-application submittal was filed by Aileen. Aileen has been exploring opportunities for grant writing assistance and that process is ongoing.

Motions

No motions were made or voted upon during the meeting.

Next Committee Meeting –

The next Village Wastewater Committee meeting is scheduled for Friday, September 5th, at 9:00 AM at the Londonderry Town Offices.

The meeting adjourned at 7:49 PM.

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