

Draft Meeting Minutes for Londonderry Village Wastewater Project

November 11, 2025

Attendees:

Online Attendees: Matt Bachler (Windham Regional Commission), Chrissy Haskins (Dufresne Group), Eric Richard, Martha Dale (Londonderry Select Board)

Village Wastewater Committee Members: Gary Hedman, Larry Gubb, Corey Mack

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/0eai17y1zMYzMHpL5V62STUkZY0E8HEyOcbsX5v7CEG-k4KFcbI5W0yLJlp80vBd.bbrKUCRNjLxmJ21E>

Meeting was called to Order at 6:04 PM

Quick recap

The meeting focused primarily on project status updates and discussion of the North Village capacity allocation.

Next steps

- *Committee to make progress and finalize North Village capacity allocation, and provide recommendation to Select Board.*
- *Carry over from prior minutes: Gary to draft a memo summarizing recent discussion on grease separator costs.*
- *Carry over from prior minutes: Attorney review of easement language still pending*

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 items were added to the agenda.

Public Comments

No public comments were received by the Committee. Eric Richard participated in the discussion of the North Village capacity allocation and had previously submitted written comments to the Committee via email, those comments were distributed to all committee members.

Project Updates (Chrissy Haskins)

Chrissy provided project updates: The South Village Phase I archaeological report was received and submitted to the State October 30th there is a 30 review period.

Funding Updates (Matt Bachler)

The Community Development Block Grant Disaster (CDBG) Disaster Recovery full application was submitted on September 30th ,no updates/additional information has been received.

Discussion of North Village Capacity Allocation

The Committee entered into a lengthy discussion that centered around potential uses and the limited overall capacity for the North Village. As discussed in prior meetings, anticipated demand is greater than the designed capacity of the systems effluent disposal bed.

In addition to volume limitations, the system is limited in the amount of high strength waste (primarily restaurants/food preparation businesses) that comprises the overall wastewater flow. The system will not accommodate the approximately 115 restaurant seats that connection applications have been submitted for. The state assigns a design flow of 27 gallons per seat / per day. For comparison, the design flow for a dry goods store would be 90 gallons per day. Using the wastewater strength as the starting point, Chrissy developed several scenario spreadsheets which showed overall capacity allocation and properties/connections. Overall, the system is anticipated to be able to handle approximately 54/55 restaurant seats (~1,500 gallons per day) of high-strength waste (i.e., without pretreatment). Pre-treatment at the point of generation (on-site) would reduce high strength waste to domestic strength waste, and would allow for additional restaurant seats to be considered. The Committee discussed withholding a modest volume (~500 gallons) of reserve capacity during design/capacity allocation, to allow for future changes in use or individual pre-treatment at a restaurant facility. Chrissy will research whether metered dosing from high-strength users could potentially be implemented to provide greater mixing of high-strength and domestic waste throughout the operating day.

The Committee continues to make progress in evaluating potential system allocation and exercising due diligence in preparation for making a recommendation to the Select Board. As the Committee was not in full attendance, and additional consideration/discussion seems warranted, no recommendations or motions regarding the North Village were made during the November 11th meeting. Based on progress over the last three meetings, the Committee and working group anticipates that a final recommendation to the Select Board will be voted upon at their next meeting, scheduled for November 21, 2025.

Motions

The meeting minutes from the October 30th, 2025 meeting were approved.

No other motions were made or voted upon during the November 11, 2025 meeting.

Next Committee Meeting –

The next Village Wastewater Committee meeting is scheduled for Friday, November 21th, at 9:00 AM at the Londonderry Town Offices.

The meeting adjourned at 7:40PM.

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