

**Town of Londonderry, Vermont
Village Wastewater Committee (VWC)
Meeting Minutes
Tuesday, January 21, 2025 – 6:00 PM**

**Neighborhood Connections, 5700 VT Rte. 100
Londonderry, VT**

Village Wastewater Committee (VWC) Members Present: Tom Metcalfe, Larry Gubb, Gary Hedman

Others in Attendance: Chloe Genovart (Londonderry Resident), Wesley Genovart (Londonderry Resident), Eric Nathan (relation to Genovarts), Jen Greenfield (Londonderry Resident & Planning Commission member), Shane O’Keefe (Londonderry Town Administrator),.

Online:

Chrissy Haskins (Dufresne Group – Project Engineers), Emily Hackett (EI - Environmental Engineer – VT DEC), Achouak Arfaoui – (Indirect Discharge Technical Analyst and Regional Engineer – VT DEC – ARPA Program), Matt Bachler (Windham Regional Commission – Senior Planner), Shane O’Keefe (Londonderry Town Administrator), Martha Dale (Londonderry Selectboard), Heather Stephenson (Londonderry Resident), Lynnette Claudon, PE, Chief Pollution Control Design Engineer & Planning Advance Program Lead, VT DEC, Water Infrastructure Division), John Kiernan (Vermont State Lead, Community Resources at RCAP Solutions, Inc.)

1. Call Meeting to Order:

Tom Metcalfe called the meeting to order at 6:02 PM. In the absence of the VWC Chair

2. Additions or Deletions to the Agenda:

Gary wanted to add discussion of minute taking to the agenda

3. Approve Minutes:

Larry explained that there are minutes for the November 18th and November 19th meetings that had been sent to the Town for posting in December, but were not noticed until forwarded again to the Town last week, as their absence was noted on the Town website. It was agreed that their would be deferred to the next meeting. Martha Dale asked if AI might help reduce the burden of minutes and if the VWC had used it, saying other Committees were using it with some success. Larry said he had tried a form of AI quite a while ago, which he felt at that time was not very helpful, but was opened to looking at any sorts of AI or other solutions that would help. Martha iterated that seeing the project through was top priority, but that the Open Meeting laws also had to be met. Larry was opened to any sort of help the Selectboard could provide, whether it

was Al or someone to take and type the minutes, in a similar way that is done for the Selectboard.

4. Public Comment:

Tom introduced Chloe and Wesley Genovart, owners of SoLo Restaurant in South Londonderry. They have concerns and questions about how the phase I priority list for the south village wastewater project connections was determined. Wesley spoke first, describing their situation, a restaurant and home with a long-term rental space for employees, as needed. He stressed the importance of a business such as theirs to have both water and septic. He spoke of having two systems, a grey water system for the restaurant and a system for the house. He felt the latter was showing signs of weakness. He said there was some standing water and smells throughout the summer. He added that the proposed community system for the south village was something they believed would provide them with some sense of security, by connecting to it. Chloe added that after the flood, they have noticed an increase in the amount of standing water lasting through spring and summer, which never dries out and after a busy weekend night's service, they notice a smell. She said that is a big concern of theirs. She added that pre-COVID they were open five nights a week, serving dinner and serving a lot more people than they are serving now. Now they are open three nights a week and decided not to serve as many people, in part for fear their septic system may not be able to handle more. Last summer they had an instance where there was an incident where their system was backing up on a busy Saturday and they had to close early, causing the loss of a substantial amount of revenue.

She reiterated their excitement at knowing a community system was coming to the south village, but disappointed to hear they were passed over for Phase I.

Gary spoke to how the priority list was put together. He said the first priority came to properties most at risk, regarding their location, starting with properties in close proximity to the West River and those that are on lots too small to locate a replacement system onsite. He went on to discuss properties that were also in the floodplain, meaning they would not be able to replace their systems, even if they had the property area needed for a replacement. Others out of the floodplain were not considered to have the same risk. He added that there was a decision not to extend the system further up Middletown Road for Phase I. Shane O'Keefe said that the Town had decided to not connect some of the town properties in the first phase in order to leave capacity open for properties not owned by the Town which had a higher priority need.

Chrissy Haskin explained that the Phase I design only went to the second property up Middletown Road from Main Street. She said there had been discussion of constructing a main extension further up Middletown Road without having connections until actual flows from properties that were connected in Phase I could be determined with comparison to the design capacity of the system and to see if there might be any excess capacity that was not being utilized in Phase I, possibly allowing for another connection coming from that extension. A determination to construct this extension has not yet been made. Shane asked how long the testing period would be, asking if it was as he believed, 4 years of testing, each day. Achouak Arfaoui responded that in the indirect discharge program (over 6,500 gallons per day) flows can then be measured to see if there is any unused capacity. The south village system will be under

6,500 gallons per day until Phase II is constructed and online. She did not know how long a period the actual flows needed to be monitored to determine any unused capacity, but she will find out.

Gary spoke about how the State of Vermont assigns gallons per day flows to various uses. Residential typically is relatively small (based on accommodation, usually number of bedrooms), compared to something like a restaurant, which is based on the number of seats. He asked Wesley if their grey water permit was just for their kitchen and Wesley confirmed. Gary then added that as of this meeting, no people who expressed an early interest in connecting have made a solid commitment. He said a letter asking people to sign a letter of commitment was forthcoming, saying that until those letters are signed, some people may change their minds which might open up some additional capacity in Phase I. He said that the change may not be significant.

Chrissy addressed the numbers for SoLo, saying that the house and apartment are considered one living unit each (two living units) equaling 245 gallons per day. Chrissy said her research found the restaurant had 56 seats. This was confirmed by Wesley. Chrissy went on to say the state considers seating in two ways, 27 gallons per day for two meals a day/seat or three meals a day, which increases the flow per seat per day. She said that the state unfortunately makes no accommodation for serving only one meal a day only a few days a week. She explained that this is because the system has to be designed to the maximum specified 2 or 3 meals a day use on a daily basis. With the 56 seats, the flow comes to 2002 gallons per day. Most of the other properties in the proposed area for wastewater funding were residences with relatively low flow. She added that to connect SoLo to the system would mean removing an equal amount of capacity and with mostly residences, that would mean removing 9 residential units from the system. Before confirmation of the number of seats in the restaurant was known the Selectboard was basing their decision on the removal of 5 residential units in trade for connecting SoLo. After confirmation of the number of seats, that number increased to 9 residential units.

Gary said that SoLo's flow would use just below a third of the entire capacity of Phase I. Wesley asked if there was a plan to hopefully go up Middletown Road in Phase II for others to connect to the system. Larry explained that Phase II would include all those left out of the Phase I connections and may have capacity for even more than those on the list of those interested in connecting who would be left out of connecting in Phase I. He said the funding for Phase I includes the engineering design for Phase II, plus the construction of some features (not all) that would accommodate connecting the Phase I system to Phase II when it is constructed. He said the main factor for Phase II is finding funding to construct Phase II as soon as possible. Eric Nathan asked what the timing might be for funding the construction of Phase II. Gary said that Lynette Claudon may be able to address potential funding from the State of Vermont, but added that federal funding may have to be relied upon. Eric asked if the timing might be a year, two years. Shane responded that we don't know what is available at this time, but Lynette may have more information in that regard.

Lynette said that the Clean Water State Revolving Fund (CWSRF), is a loan fund that has a certain amount of money available every year. She said in the past 8 years there has been a lot of unspent reserves from the recycled money, but there is a very competitive period they are entering into and moving forward, but the village wastewater systems rank very high in their priority of systems. She said there were other state grants that were not very well funded and there was USDA Rural Development (RD) grant packages that require an income survey for the users to be able to qualify. For projects that promote housing and jobs there is routinely funding available through the Agency of Commerce and Community Development and the Northern Borders Regional Commission. These are summarized on the state's Village Wastewater webpage. Shane asked if there may still be ARPA funding available from communities that may not be using funds. Lynette said that the funding for Greensboro is being asked to be allocated to projects with housing, saying that there may be a possibility.

Gary responded to Eric Nathan and the Genovarts to say that Phase II would not likely be constructed in one year, but that there is a lot of motivation to complete both projects. He said that based on site and soils testing and the discovery that the south village system could be doubled in size and the engineering design could be funded under Phase I, there was no hesitation to go ahead with all that could be funded in Phase I in preparation for Phase II. This knowing that finding funding for Phase II was key to completing both phases, but that important parts of Phase II was already funded under Phase I. He said that it would not be something that would happen within a year or two. Shane said that Phase I would not be completed until September of 2026, still more than a year away. Eric voiced his disappointment that SoLo would be so close to the Phase I connections and iterated that not connecting to SoLo in Phase I is impacting a business and the good citizens who are the owners and all they do for the community. He suggested the system at the restaurant is in a fragile state and if it fails the owners could not afford a replacement. He also said that the restaurant is not currently operating at it's full capacity, which means less income and less tax revenue. Gary explained and Chrissy confirmed that the state will not adjust the use to the reduced hours the restaurant is operating and will base the flow rate on what the seating capacity is (based on the possibility of using it maximally) not on how many seats are being used of the total or how many days they are being used. He added that the cost of running the main pipe further to reach SoLo is a consideration.

Shane said that the Town did apply for Regional Prioritization for Phase II funding through the Brattleboro Development Credit Corporation (BDCC). If the Town had received that prioritization, it would have provided an advantage to apply for funding with grant sources, such as the Northern Borders Regional Commission and other sources. He said in the application for that status, SoLo and its importance to the community was cited. Unfortunately, Londonderry did not receive that status. Eric Nathan asked about the cost for connections to the property owners. Gary explained that unless there were circumstances that may extend some costs to the owner, like rebuilding a stone wall, the connection costs, the replacement of the septic tank and the warning system, would be paid for by the project funding, but there would be user fees based on operation and maintenance costs. Eric asked if they would be metered. Gary responded that the flow would not be metered from each individual property or unit.

Eric also asked if the VWC knew how far up Middletown Road Phase I would go. Shane said it was asked how far it could go under the funding. Chrissy responded that currently the design extends to 22 Middletown Road. She added that if there were funding, the main could extend further up and be ready for a connection. She said she had run the numbers for the cost and with the assumption of no ledge (rock) and not including the service connection, the rough estimate would be \$100,000. Eric asked where the system septic fields would be. Gary replied, the Prouty property and Shane added that the main pipe would follow Rte. 100 and the main would be sized to handle both Phase I and Phase II flows to prevent having to dig up the route for Phase II. Martha Dale spoke to the Selectboard commitment to try to complete Phase II as soon as possible and at the same time as Phase II if that were at all possible and that if funding will allow it, run the main pipe to the vicinity of SoLo and the Town Hall ready to be connected when Phase II funding became available, if Phase II could not be constructed at the same time as Phase I. She added that the State requirements for flows based on usage makes it difficult to find ways to connect SoLo in Phase I for as much as all realize its importance to the community.

Gary asked if SoLo would still be able to maintain their existing inground kitchen system so that their other wastewater would not be considered high strength waste. Chrissy said that would be the case if it were possible to separate the seats from the Kitchen flow requirements. She said she would have to discuss how that might work, with the State. Gary that if this were possible it would solve one of the problems with how much capacity the restaurant uses and the concern with the need to have pretreatment for high strength waste. The Genovarts said the system they believe may be failing is the house system. Wesley said the kitchen system was relatively new, having been replaced and permitted in 2014.

Gary spoke to various ways that funding could be found to extend the system to SoLo with some research by Eric Nathan and the Genovarts and some letter writing to add to what the VWC can do to advocate for Phase II funding. He suggested they may be able to speak to engineers and to the State about what happens if their system fails, but a connection to a community system is forthcoming and whether there are stopgap measures that could be taken until the connection comes to fruition. Larry mentioned that if SoLo falls within the Designated Village Center boundary, it could investigate advantages offered to businesses within those boundaries, such as lower interest loans or any kind of funding that may be available. Shane believed it did fall within that boundary and Chrissy confirmed. Shane added that it is also within the National Register of Historic Places District. Eric asked what sort of advantages being in the Designated Village Area, would apply. Shane said it would provide a leg up on grant applications. He suggested that the Selectboard take up discussion about moving Phase II forward because there were other residences and businesses interested in connecting once Phase II is constructed. Martha agreed.

Chrissy added that in Vermont, there is no differentiation between grey water and wastewater, it is all considered to be wastewater. She added that she will be sending an e-mail to Lynette about ARPA funding that may go to projects that may have housing. She said there was a property owner who was not included in Phase I connections who was interested in adding some housing. She also heard from another person who was working with a property owner who is

not yet on the connection list for either phase to develop some affordable housing. These would present two housing project for consideration. Tom asked if the projects were in the south village or the north village. Chirssy said both would be connected to the south village system.

Chloe added that their rental property to employees could possibly be considered as housing and jobs. Chrissy believed that the consideration was limited to new housing projects, not existing housing, but said there is a lot of good support for existing housing, but did not believe it would apply in this instance. Lynette confirmed that this consideration was only for new housing.

Chloe asked for further clarification of how the priority list for Phase I was established. She asked if what a business is bringing to the community via jobs, culture, economic drive, was considered, in addition to location and flood plain. Gary responded that location and flood plain were the main drivers with properties that have no land area for onsite replacements and reiterated that 8 residences would have to be removed to provide the flow capacity required for SoLo. He added that it is a discussion the Selectboard needs to have about how to move Phase II forward in the interest of the owners of SoLo and the Town which also has an interest in seeing SoLo continue to do well, as part of sustaining the vitality of the Town. Gary said that generally prices do not go down, so estimates for cost made a few years prior would have to be revisited. Shane suggested that it could be a bid add to see if there might be any possibility it could fit into the budget. Gary added that now would still be a good time to research additional sources of funding.

Eric asked if the system was coming up Crescent Street. The reply was that it does come to two house, but one house will access the main pipe from Rte. 100 and the other is on the corner of Rte. 100 and Crescent Street so it still does not get very close to SoLo.

Heather Stephenson asked about clarification regarding what enables the priority for connection to Phase I. Was flood plain and failing systems the only criteria? Gary said that there were properties on the Phase I priority list that do not yet have a failing system but could not replace their existing system if it failed because of a lot that was too small or building new system in a flood plain. Heather asked if there were properties that are on the Phase I priority list that do not fall into the flood plain or have a failing system or are on too small of a lot for replacement. Gary answered, yes.

Tom addressed the question of who has or does not have failed existing systems, saying that we do not know definitively, although they may exist. He suggested proximity to both the flood plain and the river were criteria as well as efforts to clean up the river.

Chrissy spoke to the clarification. She said there were 22 total properties currently on the list, of which 10 were in the flood plain. Two are on small parcels where they would not be able to replace their systems if they failed. She said there is one in the flood plain that does not have a septic system and instead uses a holding tank. She said there were properties taken off the list which included the Town Offices, the Town Hall and the Town garage. There were also some properties that fell outside of the area covered by the funding. Properties that were not included

in the above criteria were prioritized based on cost effectiveness for the project. Chrissy explained that it was not cost effective to run a main a distance to cover one property, past other properties that did not need or wish to connect. Heather asked how many properties had no priority issues, but were related to cost effectiveness. Chrissy responded that there were 9 properties that were not “priority”, but still were related to cost effectiveness, adding that they were not all grouped together, but with other properties that had priority issues.

Heather also asked the VWC, generally speaking, what considerations they gave to small local businesses impacted by the pandemic within a larger context of the economic impact of this project when it was establishing how we might do this, other than the priority, if there was any consideration.

Gary responded that there was some difficulty in making judgements based on more detailed information about each property and its value to the community. Heather said she understood this, but was asking more generally based on small local businesses as a whole.

Wesley asked whether the properties were owned by full time residents. Larry said he didn't believe the VWC asked about the resident status of property owners. Gary added that the initial purpose of the project was to allow future changes to the property and there was no way of predicting whether the next owner of a property would be a fulltime resident or not. The systems are designed more around how the property will be used in a similar manner to SoLo where the flows are tied more to maximum allowable and potential use than to how often one uses the system in any given period, because the life of the system is likely to last longer than the current ownership of a property.

Wesley brought up the issue of prioritizing primary resident properties ahead of non-resident property owners. Larry responded that while that seems a very understandable position, it becomes problematic when trying to design a system within a specific budget that conceivably have numerous deciding factors for priority, that might be well argued for but would add difficulty to the design and the add to the cost, potentially threatening the entire project.

Gary discussed how properties on the other side of the river were not included because of the extra cost. Chrissy said it was the cost and the system capacity that were factors. Shane suggested that the Selectboard based their decision on a recommendation from the VWC, but talking to the Selectboard directly may have an impact.

Gary added that the VWC has been looking for additional members. He said this discussion should continue with all efforts to solve the problem of getting SoLo connected and all those who wish to be connected, but simply will not fit in Phase I, but are as important to the community as those properties with higher priority and situated to be more economical to the Phase I design.

Discussion continued toward all making an effort to forward getting Phase II done as soon as possible. Tom recommending pursuing a possible solution which would allow a separation of non-high strength house wastewater from kitchen high strength wastewater which currently

goes to a relatively new inground onsite system. He said he did not know whether this is possible, but that it would be worth pursuing by the Genovarts to then have the findings reviewed by the VWC, there may be some solutions that open. He reviewed the finding that confirmation of the number of seats at the restaurant increased what was already a larger portion of the Phase I system. He compared the earlier estimate in terms of the impact of connecting SoLo to the Phase I system which would take up capacity for 4-5 residences, to that impact now being 8 to 9 residences. He ended by suggesting the conversation continue to see if there were some means to find a solution. Eric asked if he was talking about fitting SoLo into Phase I. Tom responded that the VWC could not answer that question one way or another.

Eric asked if there might be some other reason someone may change their mind about connecting to the system other than for economic considerations. Gary said that the sale of a property may be one reason. Larry added that if someone had recently replaced or installed a totally new system, they may not feel a need to connect.

Chrissy added that the Genovarts, having her contact information, should feel free to reach out to her with any further questions and concerns and that she would be happy to help in any way she could.

Emily pointed out that the main funding for Phase II work is the \$500,000 cost to construct the pretreatment facility into Phase II. This means the main goal for Phase II is to cover that cost. She explained that with the poor soils found for septic systems in and around Londonderry, it makes more sense to phase the construction, especially with consideration to the need to follow a very fast track to construct a system based on ARPA funding which means construction must be completed by September 2026. Phasing allows the critical properties to be addressed with the ARPA fast-track project funds, but also include design and roughing in for Phase II which provides an advantage for that phase in that certain tasks are already completed and funded under Phase I. She added that restrictions for the ARPA funding directed those funds to be spent within a limited area and address properties with old or failing systems in floodways. The available funds also direct how the system design for Phase I fits economically. She stressed that the many moving parts, the available funds, the difficult soils, on top of a very fast-track schedule shaped the design and that it was important to now seek funding for the construction of Phase II to complete the system and be able to service larger flow capacities like SoLo's, as soon as possible.

Chloe expressed that if their system fails, they also would not be able to afford the replacement, and the Town would lose a business.

Gary asked if there were any additional public comments. Jen Greenfield said she was there to learn more, and Heather expressed appreciation for being able to ask more questions.

5. VWC Structure and Membership Discussion:

Tom spoke of Sharon needing time to attend to family health concerns and that she had expressed that she would have to step down as Chair of the VWC. He was not sure if that meant

a total withdrawal from the VWC. He expressed a need for a new Chair as well as additional members to the VWC, wondering if the VWC could efficiently operate with only three members. Shane said five spots were approved for the VWC so pending any further commitment to the VWC by Sharon, as a committee member without being Chair, the VWC needs one or two additional members. He added that a majority of the VWC seats (3 of 5) would be needed to approve of any motions meaning if only three members remained all motion approvals would have to be unanimous. Gary said that we could continue to have meetings without a Chair. Shane said a vice Chair could be selected if need be. Gary suggested that the best way forward would be to search for an additional member to the VWC. Tom said that filling out the VWC with a full 5 members would be optimal. Larry said that it would make the board more flexible in consideration of a member being sick or having an emergency. Gary discussed approaching the Selectboard to see if there may be someone the VWC could reach out to, to become a VWC member and added that Matt has been a very big help with some administrative work and that the VWC may be able to ask for more help from him (Windham Regional Commission-WRC).

Tom asked what the protocol was for posting agendas. Shane explained that an agenda is sent to him and the Town Offices for posting at the Town Offices and on the Town website. He said generally the committees have been responsible for posting at the two post offices, but that he sometimes will do those postings as he often drives by them. Gary said that going forward the task is to discuss the seeking of another member for the VWC with the Selectboard and to discuss perhaps privately with Sharon, what she would like to do going forward regarding her continuing as a VWC member. Shane said the vacancies that need to be filled for all boards, committees, commissions, etc. have been posted on the Town website and at the Town Offices for two years now and that anyone can invite people to apply (by filling out an application) to the Selectboard to fill those vacancies. Larry mentioned a search for someone to do minutes as well. Shane said the Selectboard had someone that was taking minutes that had just taken on a full-time job and is unsure about continuing to do minutes. The Planning Commission is also looking for someone to take minutes, so the need is there, the difficulty is finding someone to take on the job. Martha asked if the VWC had any sort of budget with which to pay for someone to take minutes. Larry responded to Martha's question saying the money for the VWC so far has come from ARPA funds and that he did not know of any budget for VWC expenses that was available from the Town and that the VWC had not submitted any budget requests to the Town. He said that he believed the various bucket expenses have been covered by ARPA. Shane said there was a line item to cover minutes taking, which has some surplus funds because the minutes taker position for the Selectboard (SB) took so long to fill. He said the problem is finding people to do minutes.

Martha said that this is becoming an issue for all committees and that not only has it been difficult to find volunteers, but minutes taking and minutes writing and posting in a timely fashion has become an issue for not just this committee and that the SB perhaps needs to address the minutes taking concern by finding someone to do this task as an expense to help all boards, committees, commissions. Shane agreed, adding that the difficulty is finding someone to take on the task. Martha suggested that the VWC may want to reach out to individuals that may

have a background in engineering that would be well suited to joining the VWC. Chrissy added that anyone with experience in grant funding would be very helpful to the VWC.

Heather asked if she could use AI to capture the discussion and create notes for the remainder of the meeting to show how I may assist in completing minutes. The VWC unanimously agreed. Gary had some questions about how the AI Heather had suggested was working compared to the AI he has had experience with. Heather said the difference is likely because she was using her AI companion to take notes, but anyone could use their own similar AI companion program. Shane asked if it was a module within ZOOM. Heather said it was a app that could be used with ZOOM. She said there are a variety of apps, including Microsoft Teams, Google Meet, Gemini, etc. She said the transcriptions could then have ChatGPT to provide something that could greatly reduce time spent on creating minutes.

6. Project Status Updates:

- a. Status of State Review of 60% Design plans and Specifications:**
- b. Review of Schedule for 90% Design and Permit Application Submissions:**
- c. Status of Additional Property Surveys in North Village:**
- d. Status of Design Elements of Concern:**
 - i. North Village Treatment Site Appraisal and Easement**
 - ii. Supplemental Borings/Probes for Ledge Along Pipeline Route**

Tom mentioned that we received the comments From the State on the 60% design and that Chrissy had already addressed most of the comments. He was curious to know what had not yet been addressed and what, if any changes that may have to be made to the plans to reach the 90% level of completion. Chrissy reviewed the various levels of design for review, 30%, 60%, 90% and then on to 100% and that each level provided more detail for review and that the 90% was effectively the level at which permitting review would be based on and acts as the final design in draft form. Any minor changes still needed to meet the permit requirements would then be made and the final design would be submitted at 100%. Tom said he thought the 90% design had already been submitted. Chrissy said she could not submit the 90% design until she had the comments from the state for the 60% design. She said she was able to submit the 60% design prior to receiving the comments on the 30% design.

She continued to say that most of the information has been gathered for completion of the 90% design for the south village pending any changes in which properties will make a final commitment. In the north village, 7 more properties have been surveyed in the past week. She said this was due to the success of the latest letter sent out by the VWC seeking more properties interested in connecting and that she also repeatedly called the

contact numbers of people who had earlier expressed interest, but she had not been able to connect with. She added that with these 7 properties the north village was now oversubscribed. The VWC agreed that it was a good problem to have as far as maximizing the use of the system, but meant creating another priority list, this time, for the north village. She said she will provide a table for use in establishing priority properties with those in the floodplain, those in the floodway, small property size and any other details that would prioritize a property for connection. She said that this would be available at the next meeting.

She said all the surveys are done, all the soil borings are done and that she and Shane met with the appraiser to look at the north village system site. She said he will put together a proposal for the Town. She said she had discussed questions and comments about the appraisal with Emily and that all looked good for moving forward with 90% design plans.

Emily added that it is important to know who will be connecting so they appraisals can be done as well as information on the easements that would have to go to the Division for Historic Preservation for archeological review. She said that completing this information really needed to be focused on. Chrissy said she had received the archeological resource assessments for both villages, from the archeologist.

Tom had a question about easements and whether it was about a permitted easement for the main pipe or for a permitted easement for a service connection. He asked if there was a difference in the width requirement for one versus the other. Chrissy said the comment was related to showing easements for service connections. She said when the 60% design was submitted the service connections were still up in the air. She said a lot more is known now. She said she did not believe there would be any easements needed for the main pipeline, but discussion with VTrans (Vermont Department of Transportation) still needed to take place about crossing the highways and whether it needs to be “jack and bore” or whether it can be directional drilling. She added that there may be some easement requirements for pits, but they would be small.

She said that an easement for each property would have to be established for the service lines. There will have to be a temporary easement for each that would be slightly larger for construction. The permanent easements for maintenance would be smaller.

Tom said his question was related to the widths of the easements. Gary suggested that these technical questions could be answered via e-mail.

Shane asked Chrissy to provide contact information with VTrans regarding some correspondence concerns. Chrissy said she thought Theresa Gilman was tasked with handling Village Wastewater projects for VTrans and will send Shane contact information.

7. Draft Wastewater System Budget Presentation and Discussion (John Kiernan, RCAP):

John shared a draft of a budget framework for the Londonderry Village Wastewater Project using an industry standard to track revenue to expenses ratios that help gauge the health of the system. He also wanted to have the system providing excess net operating revenue that would then go into a reserve fund for various future expenses like equipment replacement or emergency repairs and loan loss reserves. He discussed how he set up the budget table and spreadsheet in preparation of filling out various numbers when we have more detailed information about costs and decisions made about how capital expenses might be spread regarding the Grand list and users.

Gary asked if John could provide some references to other towns or where the figures and data were derived from so that when this information has been completed to the point it can be distributed to the public, the VWC can explain where the base numbers came from as well as any adjustments made to them to fit Londonderry's systems more specifically.

John said he could generalize where he took data and figures from, but said that some was based on assumptions, some from newer or older examples from other towns. Gary said that something the VWC can have faith in and be able to identify regarding what they are based on. John added that all are subject to change based on refining the numbers to be specific to Londonderry.

8. Other Business:

See #2 above (Additions and Deletions to the Agenda) Tom said the addition to the agenda regarding minutes had already been discussed within other conversations throughout the meeting.

Emily had some good news for the VWC. She said that part of ARPA was going to be moved with revenue replacement to the General Fund. She said that the south village project would remain 100% under ARPA funding, The north village would have all, but \$11,000 moved out of ARPA and into the General Fund. She said this helps to extend the deadline for project completion outward to possibly a year. She said the risk to money being in the General Fund is that if it is not being used, it can be swept up to use for other things, so it is important to keep moving forward with the north village system, but relieves some pressure on the timeline and provides a buffer if some time is needed to concentrate on the south village project to complete that within the earlier timeline. Tom asked for clarification that the systems would be two separate contracts, Emily confirmed and said with appraisals needed for the newly added properties in the north village and the need to clear trees only in winter on the system site, this provides a small time buffer to complete those tasks

Shane asked this would require new contracts and paperwork. Lynette responded that eventually that would be required.

Emily said the roughly \$11,000 of ARPA funding that remains for the north village will be very quickly spend in the design stage, if it has not already been spent. Lynette added that the legislature seeks out unused grant funds in December to be ready to sweep in January, so those

monies for the north village are safe for January 2025 but have an added risk for being swept up if they are not being actively used throughout 2025. She said that there are advocates that work to protect the grants from being swept up, but the best strategy would be to work on contracts and show activity that requires reimbursement from the grant to show the grant funds are being drawn down and used. Shane asked if the risk was greater with this situation and Lynette responded that the risk was not necessarily greater as this situation is a trade-off for the tighter timeline for completion under the ARPA funding.

Gary said the VWC should concentrate on tasks for the north village that would incur expenses, such as easements for the system location as well as service connections. Shane also suggested alerting local legislators to the situation.

9. Next VWC Meeting:

The next regular meeting of the VWC is Friday, February 7th at 9:00AM, Neighborhood Connections, 5700 Mountain Marketplace. Londonderry, VT

Emily shared that she will be moving on to drinking water projects and that the next meeting would be the last one with VWC for her. She added that Lynette may be representing her position going forward but was uncertain as it had not been determined. The VWC wished Emily good luck in her new position and Lynette was welcomed back to working directly with the VWC if that was the case. She said she first spoke to Larry about the Planning Commission discussions about wastewater, 11 years ago.

9. Adjourn:

Tom made a motion to adjourn. Larry seconded, all approved. The VWC meeting was adjourned at 8:13 PM.

Respectfully Submitted,
Larry Gubb
Secretary, Village Wastewater Committee

Approved_____
Village Wastewater Committee

_____, Interim Chair

Link to AV recording of January 21, 2025 meeting below
Date: Jan 21, 2025 05:47 PM Eastern Time (US and Canada)
Duration:02:11:12

You can copy the recording information below and share with others

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