

Draft Meeting Minutes for Londonderry Village Wastewater Project

May 2, 2025

Attendees:

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

Village Wastewater Committee Members: Gary Hedman, Larry Gubb, Tom Metcalfe

Guests: Pamela Spaulding (Londonderry 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/8FWr8jkHndilW-fl9kiH0qPAkGAYxevkH54c-qVQLk20DUj7Bh7Uy-eJbEWID7rT.UdaFY7guWmxKoUcV>

Passcode: eFK#X6Ew

Meeting was called to Order at 9:04 AM

Quick recap

The meeting focused on project updates and discussion, including project status, funding, and fee structure. The team addressed various aspects such as archaeological work, property permissions, ordinance approval, and project funding deadlines. They also deliberated on the project timeline, potential challenges, and the need for community engagement and select board decisions on key issues like the fee schedule.

Next steps

- *Matt to send updated ordinance and fee schedule information to Gary and Shane for May 5 Selectboard meeting.*
- *Matt to research existing fee structures from Wolcott, Westford, and Warren and forward to Aileen and Gary.*
- *Matt to draft an email to Lynette requesting clarification on funding deadlines and background information for potential lobbying efforts.*
- *Gary to attend the May 5th Selectboard meeting to provide updates on draft ordinance, etc.*
- *Chrissy to reach out to Bob Maisie regarding the property on Main Street that is under contract.*
- *Next Village Wastewater Committee meeting scheduled for May 20th at 6 PM.*

- *Selectboard will ideally approve ordinance and make a determination on the fee schedule by May 19th.*
- *Chrissy to notify individual property owners about the need for archaeological testing on their properties.*

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. No motions were made during the meeting.

Project Status Updates

Chrissy provided the committee with updates on both of the Villages. Plans are substantially complete with various minor revisions recently completed to address variances (i.e. moving septic tanks). Lynette inquired about removal of septic field soil/stone. Chrissy noted that the plan is to proceed with the archaeological screening for Phase 1 B in May and that she will be reaching out to property owners to coordinate this work (being completed by Hartgen Archeological Associates). All borings have been completed, Chrissy is also working on identifying drinking water wells in the North Village.

Prouty Parcel Use Limitations

A brief discussion on the potential future use of the Prouty Property for the Fire Department or alternative municipal use occurred. Chrissy mentioned that she was looking at relocating the wastewater system buildings to the north side of the northern entrance to the Prouty Property to free up additional space.

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 anticipates we may have comments back before the next meeting. Matt drafted final edits to the draft ordinance and Bob has reviewed. The next step is to present the updated ordinance at the May 5 Selectboard meeting and appeal to the Selectboard for adoption of the ordinance and fee structure determination at their May 19th meeting. The draft easement language for each of the individual connections is also being reviewed.

Grant Funding and Timeline Discussion

Lynette announced that the State approved a grant increase of \$500,000 in transformed State funding, with a sunset of September 2026. The committee discussed reaching out to other villages to lobby state legislators to extend that deadline to closer to end of year. Lynette will continue to be the point of contact for the Londonderry projects. Tom asked for clarification on the September 2026 deadline and the Committee discussed their concerns with the tight schedule for a project of this

magnitude. Chrissy is also in the process of updating estimated project costs, due to inflation and volatility in pricing.

Next Committee Meeting –

The next Village Wastewater Committee meeting is scheduled for Tuesday, May 20th, at 6:00 PM.

Tom made a motion to adjourn the meeting, seconded by Larry, and the meeting adjourned at 10:14 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.