

Town of Londonderry, Vermont
Selectboard
Meeting Minutes
Thursday, July 8, 2021
Twitchell Building - 100 Old School Street, South Londonderry, VT

Board Members Present: Thomas Cavanagh, Taylor Prouty, Vincent Annunziata, James Fleming and Melissa Brown.

Board Members Absent: None.

Others in Attendance: Town Officials – Town Administrator Shane O’Keefe, Town Treasurer Tina Labeau, Town Health Officer Richard Phelan, Transfer Station staff members Keith Barton, Steve Twitchell and Candy Bliss. Others – Magic Mountain representatives Craig Moulton and Andy Belcher.

1. Call meeting to order

Selectboard Chair Tom Cavanagh called the meeting to order at 5:30 PM.

2. Additions or deletions to the agenda

Vincent Annunziata moved to add to the agenda, as item 2.a., Selectboard Pay Orders, seconded by Jim Fleming. The motion passed unanimously.

2.a. Selectboard Pay Orders

Vincent Annunziata moved to approve the pay orders for payroll and accounts payable, seconded by Melissa Brown. The motion passed unanimously.

3. Old Business

a. Review bids and award contract for Mansfield Lane tree removal

The Board reviewed the following bid received in response to the invitation to bid issued by the Town on June 28, 2021:

- Carr’s Tree & Timber LLC \$12,400

The project work was briefly discussed.

Jim Fleming moved to accept the bid from Carr’s Tree & Timber LLC for tree removal services along Mansfield Lane in the amount of \$12,400, [such funds to come from the Emerald Ash Borer Reserve Fund as appropriate and the Town Highway Department Tree Removal budget,] and to authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

b. Review bids and award contract for Mansfield Lane roadside excavation/restoration

The Board reviewed the following bids received in response to a request for bids from Road Commissioner Taylor Prouty:

- David Chaves Excavating, Inc., So. Londonderry, VT \$4,883.40
- Hunter Excavating, Inc., So. Londonderry, VT \$6,500.00
- Ameden Construction, LLC, Jamaica, VT \$7,500.00

Prouty provided details of the project work and timing with regard to the tree removal work and road paving scheduled for later in the summer. He suggested reestablishing a “contracted services” budget line to the highway budget the following year to better address projects such as this.

Taylor Prouty moved to accept the bid from David Chaves Excavating Inc. for roadside stump removal, excavation and restoration along Mansfield Lane in the amount of \$4,883.40, such funds to come from the Town Highway Department Paving budget, and to authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Jim Fleming.

It was noted there are funds available in the paving budget for this work, and the work is directly related to paving of the road.

The motion passed unanimously.

4. New Business

c. Consider Itinerant Vendor Permit Application –Ski Magic LLC

Magic Mountain representatives Craig Moulton and Andy Belcher presented the Board with information about the upcoming “Dead of Summer”, and Moulton provided a revised vendor both layout necessitated by the recent wet weather, and noted that the event would have a maximum of 600 attendees. Belcher stated that he has been in contact with all emergency response providers about the event. They also noted that events such as these are anticipated in the underlying land use permits.

Jim Fleming moved to approve Itinerant Vendor Permit #2021-02 submitted by Ski magic, LLC for an event with outdoor food vendors to take place at Magic Mountain on July 10, 2021, seconded by Vincent Annunziata. The motion passed unanimously.

Moulton and Belcher left the meeting at 5:50 PM.

d. Consider request for use of Town Hall

The Board briefly reviewed and discussed the request submitted by Margot Wright to show a movie at the Town Hall on the evening of July 12th.

Melissa Brown moved to authorize use of the Town Hall on July 12, 2021 at 5:00 PM by Margot Wright for the following event: to show the film “Twice Upon a Time”, conditioned on there being no admission charged for attendees, and to authorize the Town Administrator to sign the permit on behalf of the Town, seconded by Jim Fleming.

The motion passed unanimously.

e. Executive Session – The appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313 (a)(3)

Taylor Prouty moved to enter executive session to consider the evaluation of a Town employee, pursuant to Title 1 V.S.A Section 313(a)(3), and invite Keith Barton, Steve

Twitchell and Candy Bliss to attend the executive session, seconded by Melissa Brown. The motion passed unanimously.

The Board entered executive session at 5:53 PM and met intermittently with each employee. The Board came out of executive session at 6:57 PM.

f. Consider employee compensation matters


Vincent Annunziata moved to move to adjust the hourly rate of pay for Keith Barton to \$19.00, for Steve Twitchell to \$18.00, and for Candy Bliss to \$16.00, effective this pay period, seconded by Jim Fleming. The motion passed unanimously.

5. Adjourn

Vincent Annunziata moved to adjourn the meeting, seconded by Melissa Brown. The motion passed unanimously.

The meeting adjourned at 7:01 PM. The next regular meeting of the Selectboard is scheduled for July 12, 2021.

Respectfully Submitted,


Shane P. O'Keefe
Town Administrator

Approved July 12, 2021.

LONDONDERRY SELECTBOARD


Thomas Cavanagh, Chair