

**Town of Londonderry, Vermont  
Selectboard  
Special Meeting Minutes  
Monday, December 2, 2019  
(Continued to December 9, 2019)  
Twitchell Building - 100 Old School Street, South Londonderry, VT**

**Board Members Present:** James Ameden, Georgianne Mora, Taylor Prouty, and Robert Forbes.

**Board Members Absent:** Thomas Cavanagh.

**Others in Attendance:** Town Officials – Road Foreman Joshua Dryden. Others – Jarrett Sanderson (road crew applicant).

**1. Call meeting to order**

Selectboard Chair Jim Ameden called the meeting to order at 6:15 PM on December 2, 2019. As the attendees were unable to gain access to the Town Offices, those present recessed to the nearby offices of Forbes Construction, Inc. at 11 West River Street.

**2. Additions or deletions to the agenda**

None.

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

*George Mora moved that the Board enter executive session to discuss the employment of a Town employee, pursuant to Title 1, Section 313(a)(3)a, seconded by Taylor Prouty, passed unanimously.*

Joshua Dryden and Jarrett Sanderson were invited to attend the executive session. The Board entered executive session at 6:17 PM.

The Board came out of executive session at 7:20 PM.

*ACTION: George Mora moved that the Board hire Jarrett Sanderson to fill the Road Crew position at a rate of \$21.00/hour, effective ASAP, seconded by Bob Forbes, passed unanimously.*

**4. Adjourn**

*Bob Forbes moved to adjourn and continue the meeting to 6:00 PM on December 9, 2019 (to include an executive session for the evaluation of an employee) at the Town Office, seconded by George, passed unanimously.*

The next regular meeting of the Selectboard is scheduled for December 16, 2019.

**Meeting continuation on December 9, 2019**

**Board Members Present:** James Ameden, Georgianne Mora, Taylor Prouty, Thomas Cavanagh and Robert Forbes (7:00 PM).

**Board Members Absent:** None

**Others in Attendance:** Town Officials – Town Administrator Shane O’Keefe, Road Foreman Joshua Dryden, Road Crew member Dan Diaz. Others – Rep. Kelly Pajala (7:05 PM).

**1. Call meeting to order**

Selectboard Chair Jim Ameden reopened the meeting at 6:00 PM.

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

*George Mora moved that the Board enter executive session to discuss the evaluation of a Town employee, pursuant to Title 1, Section 313(a)(3)a, seconded by Taylor Prouty, passed unanimously.*

Joshua Dryden and Dan Diaz were invited to attend the executive session. The Board entered executive session at 6:03 PM.

Dryden and Diaz left the meeting at 6:55 PM. The Board came out of executive session at 7:05 PM.

**3. Minutes Approval – Meeting of November 18, 2019**

*George Mora moved to approve the minutes of the Selectboard meeting of November 18, 2019, seconded by Taylor Prouty, passed 3-0-1, with Tom Cavanagh abstaining due to his absence from the meeting.*

**4. Selectboard Pay Orders**

Pay orders were reviewed and signed by the Board members.

**5. Announcements/Correspondence**

George Mora acknowledged the recent passing of Jake Burton Carpenter, a snowboarding pioneer whose innovations had a significant impact on the entire snow sports industry.

Kelly Pajala noted the recent passing of resident Wendy Roland and mentioned that sending a card to her family would be appropriate.

O’Keefe noted that the Town was unsuccessful in receiving a grant award from the Preservation Trust of Vermont for renovations to the Town Hall, and thanked Sharon Crossman Mimi Lines and Larry Gubb for their enormous effort to pull the application together so quickly. He mentioned that there were 45 applications for funds totaling \$3.5 million, and only 6 grants were awarded for a total of \$625,000.

Correspondence included in the meeting package was as follows:

- Letter from New England Municipal Resource Center (NEMRC) informing the Town about price increases for software and technical assistance, dated 11/19/2019.
- Lowell Lake State Park Master Planning Update from the Vermont Department of Forests, Parks & Recreation, dated 12/9/2019.

There was a brief discussion about the Lowell Lake State Park update issued by the Vermont Department of Forests Parks & Recreation that day. O’Keefe mentioned that it had been forwarded to the Board members earlier in the day.

## **6. Visitors and Concerned Citizens**

### **a. Rep. Kelly Pajala - Discuss resolution regarding cannabis legislation (S.54)**

Rep. Pajala spoke to the Board about pending legislation regarding the regulation and legalization of cannabis, and reviewed with the Board relevant information provided by the Vermont League of Cities and Towns, including a recommended resolution. The issue of cannabis sales taxation at a State and local level was discussed, as was tax-sharing recommendations from the VLCT. Pajala mentioned that it was important to stress to the State that it can’t create an entire industry that is not subject to municipal zoning and other regulations.

After a lengthy discussion on the matter it was the consensus of the Board to pass on adopting a resolution for the time being, and potentially discuss the matter again when a more developed bill is proposed.

## **7. Town Officials Business**

### **a. Selectboard member George Mora – Report on Dam Safety workshop**

George Mora briefed the Board on a recent training she attended on dam safety, but mentioned that the full discussion should wait until Emergency Management Director Kevin Beattie can be in attendance at the next meeting. She mentioned that the training she attended was long and comprehensive, but most of it did not pertain to the dam in Londonderry. She mentioned that the dam is in poor condition, and the Town is unable to secure insurance for it, and proposed changes to dam safety rules may see the dam could go from “low hazard” to “significant hazard”. She mentioned that an emergency response plan for a breach is on the Town to develop, but there is no State funding for this.

There was a lengthy discussion on the history of dams and dam maintenance on the West River, including gates and dredging.

## **8. Transfer Station**

### **a. Updates**

Tom Cavanagh mentioned that the Town has received one application for the part-time position at the Transfer Station, and that he and Esther Fishman are looking to interview the candidate. He suggested placing an executive session for hiring on the next Board agenda.

## **9. Roads and Bridges**

### **a. Updates**

Jim Ameden mentioned that this past month the Town used 220 gallons of heating fuel for the Town Office, 180 gallons for the Town Garage, and 100 gallons for the Transfer Station. Equipment used 1,226.9 gallons of fuel. And 627 yards of sand and 293 tons of salt was used.

There was a brief discussion about the Town Hall and providing fuel there, and the need for a dehumidifier and continued need to address mold was considered.

The new truck has been delivered but there are a few issues that need to be resolved.

It was mentioned that the review of Road Crew member Dan Diaz had been conducted.

Ameden noted that the new Road Crew member Jarrett Sanderson started work that day.

## 10. Old Business

### a. TOPP Phase II – Review asbestos remediation estimate

O’Keefe provided to the Board a quote received from Catamount Environmental, Inc. in the amount of \$8,825 for Town Office remediation services. He mentioned that the work involved flooring tiles and drywall in the basement. He noted concerns about the price and would check with the VT Department of Health asbestos office for a reality check on the proposed work and cost.

O’Keefe will look further into the scope of the necessary work, as well as pricing and timing of the work, and report back to the Board at the next meeting. He will also seek estimates from other contractors.

O’Keefe also noted that we may not have hard numbers for the intended March bond vote for the project and may need to consider another vote date.

### b. Septic fields – Discuss closeout testing

O’Keefe provided to the Board a quote received from the Town’s testing firm, Endyne, for the PFAS testing in the amount of \$4,385. He noted that sampling is required by the end of the year with results due the following month. Due to the time of year that sampling is being done there is a premium on labor costs of about \$1,000.

Concern was expressed about why the sampling was requested so late in the year and on such a tight timeframe. O’Keefe noted that it appears that the ANR-DEC is seeking data to approach the Legislature for funding of some sort. Rep. Pajala stated that she’d inquire into this requirement on the part of the ANR-DEC.

There was discussion about postponing the work until the spring to save on cost. O’Keefe will seek an extension to the sampling timeframe to spring 2020, and report back to the Board at the next meeting.

Pajala left the meeting at 9:00 PM.

## 11. New Business

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

*George Mora moved that the Board enter executive session to discuss the evaluation of a Town employee, pursuant to Title 1, Section 313(a)(3)a, seconded by Tom Cavanagh, passed unanimously.*

O’Keefe was invited to attend the executive session. The Board entered executive session at 9:00 PM.

O’Keefe left the executive session at 9:15 PM, and was invited back at 9:25 PM.

The Board came out of executive session at 9:35 PM.

**b. Consider employee compensation matter**

*George Mora moved to increase the hourly pay for Road Crew member Dan Diaz from \$20.00 to \$21.00 as of this pay period, seconded by Tom Cavanagh, passed unanimously.*

**12. Adjourn**

*Bob Forbes moved to adjourn the meeting, seconded by George Mora, passed unanimously.*

The meeting adjourned at 9:37 PM.

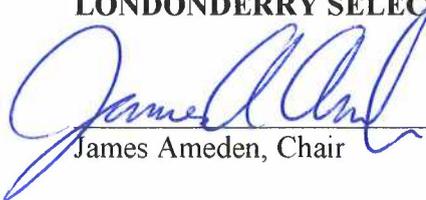
The next regular meeting of the Selectboard is scheduled for December 16, 2019.

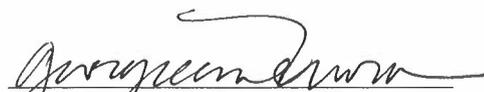
Respectfully Submitted,

Shane P. O’Keefe  
Town Administrator

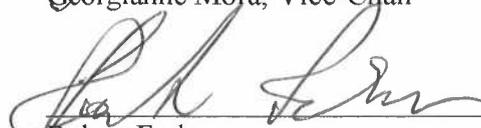
*Approved December 16, 2019.*

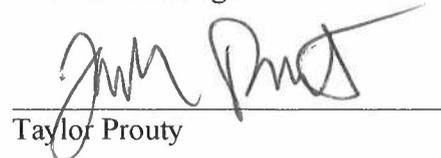
**LONDONDERRY SELECTBOARD**

  
James Ameden, Chair

  
Georgianne Mora, Vice-Chair

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Thomas Cavanagh

  
Robert Forbes

  
Taylor Prouty

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