

Town of Londonderry, Vermont
Selectboard
Meeting Minutes
Monday, August 15, 2022
Twitchell Building - 100 Old School Street, South Londonderry, VT

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

Board Members Absent: None.

Others in Attendance: Town Officials – Town Treasurer Tina Labeau; Town Clerk Kelly Pajala; Assistant Town Clerk Bonnie Cobb; Road Foreman Josh Dryden; Recycling Coordinator and One Londonderry representative Esther Fishman; Planning Commissioners Sharon Crossman and Larry Gubb; Beautification Committee members Pam Abraham, Barbara Wells and Martha Dale. Others – One Londonderry representatives Elsie Smith and Patty Eisenhour, Historical Society representative Bob Wells; residents Cindy Gubb, Center Merrill, Lisa Ward and George Legace; Shawn Cunningham (Chester Telegraph) and Bruce Frauman (GNAT).

1. Call meeting to order

Tom Cavanagh called the meeting to order at 6:02 PM.

2. Additions or deletions to the agenda

[1 VSA 312(d)(3)(A)]

Sharon Crossman suggested adding information on agenda item 10.a., regarding the Housing Needs Study and the interviews, and it was agreed that it was appropriate to include this under the agenda item and not to add another.

3. Minutes Approval – Meeting(s) of 7/18/2022

Vincent Annunziata moved to approve the minutes of the Selectboard meeting of July 18, 2022, seconded by Taylor Prouty. The motion passed unanimously.

4. Selectboard Pay Orders

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

5. Announcements/Correspondence

Shane O’Keefe noted the following:

- At the previous meeting it was mentioned that the Planning Commission is waiting on comments from the Town Attorney on the Zoning Bylaw amendment draft. He noted that he had not yet received from the Planning Commission a final draft to forward to the Town Attorney.
- Also at the previous meeting, concern was expressed about the Jersey barriers at the VT Route 11 bridge #27 over Utley Brook. He reported that the VTrans district 2 contact stated that they do not currently have a schedule on that repair, but that the fix is in the works, and they hope to have it completed, by a contractor, before winter.

- Regarding the water-wastewater project, one of the properties being considered for a community wastewater system is the Library property adjacent to the Town Office, and Sharon Crossman and he have been asked to attend a meeting of the Library Board on 8/17/2022 to discuss the Town's interest in the property. He noted that all that can be said at this time is that we are exploring the site as a possible location for a community in-ground system.
- On 6/20/2022 the Board approved a letter of intent to participate in the FY2023 VTrans Municipal Roads Grants-in Aid program, which assists the Town with meeting its obligations under the Municipal Roads General Permit. He announced that the Town was awarded its maximum amount of \$29,000, which must be matched with \$7,250 (20%) local match, which can be in-kind services.
- A local hazard mitigation plan from the Town of Weston was distributed on 8/1/2022. If there are comments or concerns please give them to either him or Emergency Management Director Kevin Beattie to forward on to Weston and the Windham Regional Commission.
- Registration is now open for any Board member interested in attending the annual VLCT Town Fair, which is scheduled for October 6 and 7 in Killington.

O'Keefe noted correspondence included in the Board's meeting packet was as follows:

- A letter, of thanks, dated 7/25/2022, from One Londonderry's Housing Group for the Board's award of ARPA funds for the housing assessment.
- A similar letter of thanks, this from The Collaborative, and received on 7/18/2022, for the Town's ARPA funding allocation.
- A letter, dated 7/12/2022, from HCRS thanking the Town for the annual Town Meeting funding to the organization.
- A letter, dated 7/14/2022, from SEVCA asking for recommended citizens to serve on the SEVCA board of Directors.
- A notice of the impending end to the 3-year appointment of Dr. Roger Fox as the Town's Deputy Health Officer, dated 8/1/2022. He reported that Dr. Fox has stated that he does not want to continue in this position, so the Town will need to begin recruiting for his replacement, who would take over the position on 10/1/2022.
- A letter from the Secretary of State, dated 7/14/2022, regarding the details of the Vermont Sign Law in preparation for the upcoming general election.
- Decisions in the Town's favor in the Contos v. Town of Londonderry tax sale matter, dated 8/11/2022. The plaintiffs, Mr. Contos and Ms. Superchi have an opportunity to either seek a reconsideration of ~~to~~[or](#) appeal to the Vermont Supreme Court.
- A notice from Green Mountain Power, dated 7/19/2022, regarding its proposal for a certificate of public good from the Vermont Public Utility Commission to renovate the Thompsonburg Road substation.
- An application for a certificate of public good for a 20 kW net metering solar array on property of Jim and Sandra Wilbur at 2020 Under the Mountain Road.

- A notice of completeness, dated 7/25/2022, for an application for a certificate of public good for a 50 kW net metering solar array on property of Adam Walsh at 532 Landgrove Road.
- Windham County Sheriff's monthly report for July 2022.

6. Visitors and Concerned Citizens

Center Merrill ~~stated~~ inquired about what the Town was doing to address flood prevention in the community. He suggested that floodwaters be diverted to overflow ponds to slow down rivers.

Cavanagh noted that the Town has no jurisdiction over waterways, and that the a State of Vermont representative during recent discussions on the Williams Dam noted that stream courses would not be altered.

O'Keefe noted that the Town was the recipient of a stormwater master planning grant that would be discussed later in the meeting.

7. Town Officials Business

a. Town Clerk – Approve Town Meeting minutes of 4/30/2022 [24 VSA 1152]

The Board members briefly discussed the draft minutes.

Jim Fleming moved to approve the minutes of the Annual Town Meeting of April 30, 2022, seconded by Melissa Brown. The motion passed unanimously.

b. Beautification Committee – Welcome to Londonderry sign project

Pam Abraham updated the Board on the Welcome to Londonderry signs, and gave construction, materials and installation details, and showed a mockup of one of the signs. She noted that all four signs would be identical, with one of them stating “Welcome to South Londonderry”. The new signs are in the process of being manufactured, she stated, and installation is expected to take place between 8/17 and 8/24. Property owners have been contacted on this, she mentioned.

8. Transfer Station/Solid Waste Management

a. Updates

Esther Fishman stated that she was sorry that the Town missed the opportunity to apply for a VLCT-PACIF grant for employee safety equipment, as her counterparts at other facilities noted that they had received the equipment she was hoping to receive. O'Keefe confirmed that the grant application process was closed early due to high demand.

b. Consider changes to hours of operation

The Board briefly discussed the ongoing pilot program to change Tuesday hours at the Transfer Station. Cavanagh mentioned that he understood that people were parked in the road waiting for the facility to open this past Tuesday. Fleming mentioned that users should be able to adjust their usage of the facility based on whatever hours are set. Annunziata suggested considering extended hours again next year but to get the word out or conduct surveys much earlier in the year. Prouty suggested that based on Steve Twitchell's written input on the new hours, it makes sense to bring the pilot project to an end.

Brown noted that the facility may need to have another employee to address the need for extended service hours. Cavanagh announced to the audience that there is still an open part-time position at the Transfer Station.

Vincent Annunziata moved to rescind the Selectboard's April 18, 2022 decision to change the Tuesday hours of operation at the Transfer Station, and to revert back to the hours of 9:00 AM to 4:00 PM effective on August 23, 2022, seconded by Taylor Prouty. The motion passed unanimously.

Fishman mentioned that she would write up an announcement, and Tina Labeau will work with Cavanagh on posters

c. Consider Recycling Coordinator job description

As part of the effort to review and upgrade job descriptions for Town employee positions, O'Keefe stated that he had worked with Esther Fishman on her job description, with the document format roughly based on those recently approved for the Highway Department. Fishman confirmed that she and O'Keefe worked together on this and that it covers all the bases.

Melissa Brown moved to approve the new job description for the Recycling Coordinator position, seconded by Jim Fleming. The motion passed unanimously.

9. Roads and Bridges

a. Updates

Josh Dryden noted the following usage for the month of July 2022:

Salt – 0 tons Sand – 0 yards

Fuel (gallons): Vehicles – 738, Town Office Generator – 0, Transfer Station – 0

He added that the Road Crew has been mowing roadside for weeks, and has started the Goodaleville Road project, which is already about one-half completed. Ditching and culvert work is also ongoing, he mentioned, and that there is no schedule yet for the upcoming paving but that he'd contact the contractor.

Cavanagh stated that the Highway Department is doing a great job this year.

Prouty noted that he had an inquiry about a device at the intersection of VT Routes 100 and 11 and found that it was not State- or Town-owned, but the equipment is now gone.

b. Discuss community traffic calming effort

Melissa Brown mentioned that she had done some research into traffic calming methodologies. Regarding driver feedback signs, she reported that they do not require engineering and can be portable, and not need outside support systems. Cost is anywhere between \$4,000 and \$9,000 depending on features

She also mentioned speed tables and speed humps, both of which require engineering and can be expensive to install and also jarring to drivers. Lower cost but effective measures could be street markings, which can appear to narrow the appearance of roads. Lighting and crosswalks can also be effective, she added, as can stop signs at balanced intersections.

Prouty supported radar feedback signs at fixed locations as opposed to mobile carts. But if the Town puts up fixed signs they could be supplemented occasionally by a mobile sign owned by the Sheriff's Office or the Vermont State Police.

Speeding hotspots noted by those in attendance were Thompsonburg Road and VT Route 11 in the north village, and exploring efforts to slow traffic there was encouraged. Speed limits on Thompsonburg Road were discussed. There were suggestions of ways to slow traffic physically, visually and aurally at entrances to the villages that could create a welcoming effect.

There was discussion about allocating resources to a single location versus a number of locations.

O'Keefe mentioned that the Town of Brattleboro has experimented with portable speed humps to slow traffic, which are said to be effective and cost about \$9,000 for two units. He also stated that warning signs are needed for any speed bump, hump or table.

Brown suggested painting fog lines along Thompsonburg Road to give the impression of the lanes being narrower. [She noted her research indicates](#) the estimated cost of ~~which~~ [striping](#) is \$8,000 for three miles of road.

Taylor noted that the highest need locations are State highways and that working with the State Agency of Transportation was important, and the 2020 road safety audit of the north village conducted by VTrans was mentioned. Review of the Planning Commission's recent north village master plan for traffic calming recommendations was also suggested. Increased truck traffic over the years on VT Route 11 was noted.

Bonnie Cobb noted that plantings in the median by the plaza block the view of travelers, creating a hazardous condition, so any future plantings should be better located.

Cavanagh suggested that the Board concentrate on radar feedback signs and invite VTrans' Marc Pickering to a meeting when available to discuss traffic calming ideas.

c. Consider speed limit on Rowley Lane

George Lagace inquired about how the 35 MPH speed limit was established on this road, and Cavanagh noted that all gravel roads in Londonderry have that speed limit per the Town's Traffic and Parking Ordinance. He added that the default speed limit in Vermont is 50 MPH unless a speed limit is set by ordinance. O'Keefe confirmed that a speed study would be required for a speed limit below 35 MPH

Lagace mentioned a number of speeders and ATVs on Rowley Lane, and Prouty recommended contacting the Windham County Sheriff's Office for speeding issues. O'Keefe noted that the July report from Sheriff's Office indicates that patrolling has taken place on Rowley Lane of late. He offered the phone number – (802) 365-4942

Whether to conduct a speed study to set a reduced speed limit for this particular road as opposed to others in the community was discussed. O'Keefe reiterated that because there is no blanket speed limit for paved roads that can be adopted, such as with gravel roads, they are automatically 50 MPH zones. He recommended addressing roads presently without reduced limits by deploying the Sheriff's Office and the Windham Regional Commission to conduct traffic counts in order to set speed limits. He mentioned doing studies on paved

roads in a sequential pattern. Prouty noted that speed limits must be set in the Ordinance and signs put up in order for them to be enforceable.

Lagace stated that a reduced speed limit on Rowley Lane wouldn't really matter, as drivers are going to do what they do. He stated that there is limited activity on the road, and that the Town has more important issues and roads elsewhere in town.

d. Consider proposal for roadside tree cutting on Hells Peak Road

Taylor Prouty noted that he had requests for trees in the right-of-way to be taken down and there is additional intersection clearing needed. Carr Tree & Timber has offered a verbal proposal to handle three takedowns and brush clearing/trimming and chipping, with traffic control, for \$2,800.

Budgeting and other locations for tree removal were discussed. Prouty suggested possibly increasing the budget for tree work in the next year, and suggested tapping the Highway Department contracted services budget for some of this type of work.

Dryden noted that very large price increases on Highway Department materials and supplies is already negatively impacting the Highway Department budget, so use of all departmental budget lines needs to be handled carefully.

Prouty noted that there are projects important to the Town plus those recommended by citizens, and the basis for choosing projects should primarily be safety. Dryden noted that he had received calls about needs on Middletown, Thompsonburg, Under the Mountain and Hells Peak Roads.

Prouty described details about the Hells Peak Road tree work, and noted that he was waiting to hear back from the Tree Warden on this effort. It was agreed that this matter would be considered at the next regular meeting, assuming a written proposal and comments from the Tree Warden are received.

e. Selection of engineering consultant for Spring Hill Road culvert replacement

O'Keefe recalled from the meeting of 7/6/2022 that the Board voted to determine that the two respondents to the Town's Request for Statements of Qualifications, DuBois & King, Inc. and Hoyle Tanner Associates, Inc. were equally qualified to conduct the engineering services for the Spring Hill Road culvert replacement project, and that each firm was requested to provide a proposed scope of work. The Board received copies of the scopes of services and O'Keefe opined that again the proposals from each were of equivalent quality and that he was hard pressed to recommend one over the other, and that the Town would be well served by either firm for this project.

The Board discussed the relative merits of the submissions. It was mentioned that it might make sense to hire DuBois & King due to its providing services for the Williams Dam project, but it was also noted that bringing on Hoyle Tanner might give the Town a deeper bench to draw from for engineering services in general.

Melissa Brown moved to consider the firm of Hoyle, Tanner and Associates, Inc. as the most qualified to provide engineering services for the Spring Hill Road culvert replacement project, and authorize the Town Administrator to work with the consultant

firm on a cost proposal for its proposed scope of services for consideration by the Board, seconded by Taylor Prouty. The motion passed unanimously.

10. Old Business

a. Selection of consultant to conduct the Housing Needs Assessment

Sharon Crossman noted that the Town received proposals from four firms for the housing needs assessment and decided to interview two of them: SE Group of Burlington, VT and Camoin Associates of Saratoga Springs, NY. Based on the proposals and interviews conducted by the Planning Commission, with input from the One Londonderry Housing Group, the Commission voted to recommend that the Selectboard go with Camoin Associates.

She mentioned that the Commission also recommended that a project group be established consisting of representatives of the Planning Commission, One Londonderry Housing Group and possibly a Selectboard member to manage the project.

She proposed a procedure whereby the working group would provide a written update for the monthly Commission meeting and that any and all recommendations of the group would be brought to the Commission which in turn would go to the Selectboard for consideration.

The Board discussed the relative merits of the submissions. It was mentioned that there were many similarities, and both were of high quality.

On the matter of the working group, Cavanagh stated that he had no issues with that but that to promote transparency it should be subject to the Vermont Open Meeting Law with posted agendas and meeting minutes.

Brown questioned whether project working group without a quorum of any board needed its meetings warned. She added that it's best to err on the side of caution and do the right thing.

Larry Gunn suggested that a working group could work directly with the consultant to get project work done and report to the Planning Commission.

O'Keefe read aloud the following question he had posed to the Vermont League of Cities and Town's attorney: *"Is a "working group" that gathers to work on a Town effort and that has not been created by a public body, constitute a public body subject to the Open Meeting Law?"* And he also read the response: *Be careful here. A "working group" of less than a quorum of any single committee or body can meet to discuss matters without implicating the Open Meeting Law. This raises transparency issues though, so be sure that the "working group" has a clearly defined discrete task (researching a specific topic) and their efforts are directed at an open meeting and their results are brought to light at an open meeting.*

Patty Eisenhaur mentioned the issue of setting precedent as there are other ongoing projects with working groups. She also mentioned the awkwardness of interviewing competing consultants in an open meeting setting. Cavanagh reiterated that having meetings in the open was best practice.

Brown mentioned that as long as it's legal she had no issues with the working group working as nimbly as possible so long as they report out publicly.

O’Keefe suggested that the Board decide on the consultant selection at this time, and consider the working group matter at a subsequent meeting. Cavanagh stated that he was amenable to this.

Taylor Prouty moved to accept the proposal from Camoin Associates to provide consultant services for a Housing Needs Assessment, which is funded by Coronavirus State and Local Fiscal Recovery Funds allocated by the Selectboard on April 18, 2022, and to authorize the Town Administrator to execute all necessary documents to employ this consultant, including a service contract after review by the Town Attorney, seconded by Vincent Annunziata. The motion passed unanimously.

b. Consider whether to establish a local Cannabis Control Commission [7 VSA 863(b)]

It was noted that this matter was discussed at prior meetings but that a full Board was not present when it came time to vote. It was noted that having a local commission would afford the Board with better information about cannabis-related businesses. O’Keefe mentioned that there are already two licenses issued by the State for non-retail cannabis entities in Londonderry.

Melissa Brown moved to establish a local Cannabis Control Commission as provided for under 7 V.S.A. Section 863(b), the membership of which shall be composed of the Londonderry Selectboard, and to direct the Town Administrator to provide notice of this decision to the Vermont Cannabis Control Board, seconded by Jim Fleming. The motion passed unanimously.

c. Discussion on proposed One Londonderry community center project

Cavanagh reported that an email had been received by the Town Administrator from the One Londonderry’s project liaison asking for some conversations on the project to remain private, and he stated that for the sake of transparency this was unacceptable and has asked One Londonderry that this individual not be involved with this project.

Fishman noted that the matter had been resolved and added that any information that Norwich University can provide to the Town on Prouty property can be valuable. She said that they are hoping to find a new liaison.

Cavanagh mentioned that he knew that One Londonderry co-chairs Fishman and Smith had no prior knowledge of the correspondence to the Town Administrator.

It was agreed that transparency and professionalism was important for the Board. It was also suggested that at the next meeting, during the monthly One Londonderry update, they report back on the community center project.

11. New Business

Prouty recommended adding to an upcoming meeting agenda a follow-up 6/6/2022 discussion on the recommendation from Hubert Schriebl to open up the riverfront at Williams Park. It was agreed to add this to the agenda of the next regular meeting,

a. Consider request for boot drop – Ruck Up, Inc.

[23 VSA 1056]

George Legace provided the Board with information on Ruck Up, Inc. and its recent accomplishments and efforts to assist veterans throughout the region. He requested authority from the Board to hold a fundraiser once again, this time on 9/17/2022, with a rain date of 9/18/2022, on VT Route 11 near Hells Peak Road, and acknowledged that State authorization is also required and he needs a letter of approval from the Town. Legace spoke about some of the new regulations that the fundraiser must face. He also mentioned a spate of suicides of veterans.

Board members expressed their thanks for the good work of the organization, and Legace thanked the Board for its support of over the years.

Jim Fleming moved to approve the request from Ruck Up, Inc. to hold a boot drop fundraiser on VT Route 11 in the vicinity of Hell's Peak Road on 9/17/2022, with a rain date of 9/18/2022, subject to provision of written proof of adequate liability insurance and written proof of authority to conduct the event from the State of Vermont Agency of Transportation, seconded by Vincent Annunziata. The motion passed unanimously.

b. Consider placement of roadside historic marker on Town property

Bob Wells spoke to the Board about his effort to have a historic marker placed in the community commemorating the role Londonderry has played in origins of snowboarding and gave a brief history of snowboarding.

He noted that the original workshop site did not work out as a site for the proposed sign, so he and others looked at alternative locations and felt that the Town property at the northeast corner of VT Routes 11 and 100 would work, subject to Board approval. He distributed a photo of the original Burton workshop on North Main Street, a map of the preferred sign location, and copy for the proposed historic marker, which he mentioned both the Burton family and the business has supported.

Wells spoke to practicalities of the proposed site, including sign visibility and property maintenance requirements, and gave details of the marker sign requirements and approval process. He mentioned that there is likely to be a public celebration, to include local ski areas, if the project comes to fruition. He noted that he did not anticipate any costs for the Town, and stated that if there was a local contribution that he would arrange with interested parties in the community to cover them.

O'Keefe suggested that Wells should connect with the VTrans District 2 office to have the location preapproved, and he can make arrangements. The possibilities of a deed restriction on the property due to it being a flood buyout property was mentioned.

A past effort to site a snowboarding inspired sculpture at the property was briefly mentioned.

Vincent Annunziata moved to support the application to the State of Vermont for a roadside historic marker to memorialize Londonderry's place in the history of snowboarding, and to allow placement of the marker at parcel 102026.000, at a specific location on the property to be determined by the Selectboard, seconded by Jim Fleming. The motion passed unanimously.

c. Discuss applicability of Personnel Policy to elected officials

O’Keefe mentioned that since at least 2013 the Personnel Policy, under Section 2: Persons Covered, provides as follows: *“This personnel policy applies to full-time and part-time employees of the Town of Londonderry. Except as stated herein, elected officers and their statutory assistants, members of Town boards and commissions, volunteers, seasonal employees and persons who provide the Town with services on a contract basis are not covered by this policy”*.

He mentioned that a new boilerplate personnel policy developed by the Vermont League of Cities and Towns addresses this exemption for elected officials by allowing them to opt in subject to a separate recommended agreement that lays out benefits for which they can be covered for while making it clear which policy provisions do not apply to them, such as with employee discipline.

O’Keefe mentioned that he and Labeau had met with a representative from VLCT and that person is reviewing the Town’s policy, which itself is based on a previous VLCT boilerplate policy, for recommended changes to conform with the VLCT recommendations. He noted that there are other amendments needed in the Personnel Policy, such as clarifying holidays for Transfer Station employees, inclusion of social media guidelines, addressing employee sick time and the no-smoking provisions. Inserting language to clarify that Town employees can run for and hold elected office was also mentioned.

O’Keefe stated that he did not feel that immediate changes were ~~not~~ necessary as no benefits would be removed from anyone, and to wait to incorporate all of the changes at once instead of piecemeal. It was suggested that this matter be discussed at the next regular meeting if VLCT changes were forthcoming.

d. Review bids and award contract for heating oil delivery for Town facilities

Cavanagh noted that two of the oil vendors had bid prices that had already expired, which appeared to be due to volatility in the oil market. It was suggested that new bids could be requested that are due on the day of the next meeting. O’Keefe recommended that the providers be asked to provide new bids and that the Board authorize a few individuals to review bids and decide on behalf of the Board.

Taylor Prouty moved to authorize Shane O’Keefe, Tina Labeau and Tom Cavanagh to negotiate heating oil prices in a timely manner, and for the Town Administrator to sign any agreement authorizing purchase of said fuel, seconded by Jim Fleming. The motion passed unanimously.

e. Discuss Stormwater Planning

O’Keefe noted that back in January the Windham Regional Commission reached out to and mentioned that the State of Vermont has additional funding to complete stormwater master plans and invited Londonderry to participate. A letter of interest was submitted and in late July he received notice that the Town was successful in receiving approval, and a consultant has been hired by the State and is seeking to initiate a kickoff meeting.

There was discussion about which staff or board would take the lead on the project. Cavanagh suggested that because a project like this would involve so many members of staff and other officials that maybe a Selectboard meeting might be the best venue for the meeting.

Whether to hold the meeting early before the rest of the Selectboard meeting was considered, and O’Keefe will make contact with the consultant to determine how long the kickoff meeting is proposed to be and will get back to Cavanagh on this.

Brown mentioned she would not be in attendance at the next regular meeting,

Annunziata suggested that if the meeting is virtual then the meeting could be held at almost any time when people are available, preferably midweek, to get as many people as possible involved.

O’Keefe was asked about which other towns in the region have been selected to participate in the program. He stated the Brattleboro and Rockingham were [in](#) process, but that he would find out about others and report back.

f. Consider participation in VLCT-PACIF cyber security awareness training

O’Keefe described an either 1-year or 3-year cyber awareness training program being offered through VLCT-PACIF. The training costs a bit over \$500 but is fully reimbursable for the first year by VLCT-PACIF. In the meeting packet was an email received by Labeau that appeared to be from O’Keefe requesting that money be transferred for Town Hall repairs and maintenance. It was an example of a phishing email that employees could easily fall prey to that the training can help to avoid. O’Keefe strongly recommended that the Town participate in this program.

Melissa Brown moved to authorize the Town Administrator to enroll Town in the VLCT-PACIF cyber security awareness training program, the cost of which can be fully reimbursed to the Town, seconded by Vincent Annunziata. The motion passed unanimously.

12. Adjourn

Jim Fleming moved to adjourn the meeting, seconded by Vincent Annunziata. The motion passed unanimously.

The meeting adjourned at 8:43 PM. The next meeting of the Selectboard is scheduled for August 29, 2022.

Respectfully Submitted,

Shane P. O’Keefe
Town Administrator

Approved August 29, 2022.

LONDONDERRY SELECTBOARD

~~Thomas Cavanagh~~ [Vincent Annunziata](#), [Vice](#) Chair