

**Town of Londonderry, Vermont  
Village Wastewater Committee  
Meeting Minutes  
Thursday, November 10, 2022 – 8:00 AM  
Twitchell Building, 100 School Street  
South Londonderry, VT**

**Village Wastewater Committee (VWC) Members Present:** Sharon Crossman, Larry Gubb, Gary Hedman Sharon, Gail Mann (Committee Chair),

**Others in Attendance:** Chrissy Haskins (Dufresne Group – Project Engineers), Emily Hackett (Emily Hackett, EI - Environmental Engineer – VT DEC)

**1. Call meeting to order** - Gail, called the meeting to order at 8:03 AM

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

Brief discussion of regular meeting day. It was determined that Tuesdays were best for all for evening meetings. Time to be determined.

**3. Preparations for November 15, 2022 public outreach and education presentation**

Gail asked if Dufresne Group would be able to dedicate enough staff to meet the timelines to be met to keep funding for the wastewater projects. Gary suggested that we review the contract with Dufresne Group.

Emily said she is going through the approved contracts for the PER to be completed. In answer to questions from a prior meeting, Emily said that excavation costs are an eligible expense and that Londonderry should use their regular local procurement for that purpose and tracking cost and contracts. Emily said that an archeological review is required before any excavation for test pits can take place.

Gary made a motion to review the current Engineer Service Agreement completed December 2022, extended to 2023. Emily said it would be good to know what is in the contract. Gail Mann seconded the motion, the motion passed unanimously.

Gail moved the discussion to potential questions that may be asked in the upcoming November 15 informational forum. What might be the hot topics? Great opportunity for Londonderry based on the bulk of the capital costs are covered by the ARPA funds.

Gary mentioned things that should be covered in the forum, such as what capital costs are covered, what might be the cost range for user fees. Who will be hooking up to the systems and how are any other costs to the town covered? Will costs be townwide or only users of those in a “district” or within the Designated Village Centers (DVC) plus the ¼ mile extension outside of DVC boundaries? For cost comparisons, what are average costs for private mound and in-ground systems, new and replacement? Emily will provide some cost comparisons from examples of what other towns have done and average costs of in-ground and mound systems.

Larry asked about choice for hooking up. If someone has just installed a new or replacement system, should they be required to hook up or would they have a choice? Emily cited several different ways different towns had decided to handle issues like these. There was mention that those who chose not to hook up initially, wait 5 years before hooking up or creating a cost incentive to hook up early. Less to hook up initially and more each year beyond.

There was a question about septic tanks. Emily said that collection tanks at properties can be covered by project costs and they can reduce the cost of hookups for property owners. These tanks would be owned and maintained by the system. Emily said the cost of easement arrangements can be covered by project costs.

Gail brought up another question that may be asked about the average life of in-ground septic systems. Emily said there are many variables that make that a difficult question to answer.

Gary asked about any information on separation of septic fields from private wells and if we knew of how many pre-existing non-conforming wells there are. Chrissy said there was a survey done of wells and separation distances from septic fields as well as questions asking people if they have found limitations to the use of their properties or expansion of the use of their properties because of their existing septic/well situations. Emily mentioned that the Vermont Survey maps show some well information. She said she could provide some examples of what happens if private systems fail.

Gail suggested that Chris Company speak briefly to the issue of towns becoming “stuck” because they have not provided solutions for people to continue to use some business properties or residences, via community water and wastewater.

Sharon asked if we can provide information to people. Gary suggested that a lot of outreach with the public may have to be on an individual basis to protect their privacy.

Further discussion centered around recording the forum, how many minutes each presentation would be, trying to keep the total time of the presentation to 1 ½ hours inclusive of Q&A following all presentations. It was decided to have both Greater Northshire Access TV (GNAT) film the forum and to record the forum through ZOOM. Presentations would be about 10 minutes each. With introductions, they should take up half the time, Q&A the remainder of the time.

**4. Debrief - Presentation to Selectboard at November 7 Meeting and the following motion, passed by the Selectboard.**

***“to authorize Village Wastewater Committee work with the Windham Regional Commission to develop and approve a scope of services and cost proposal for public outreach services up to a maximum of \$10,000, and to authorize the Town Administrator to execute all documents necessary for hiring of the Commission, including a service contract. It is acknowledged that amendments to the contract will be necessary in the future, such amendments must be first authorized by the Board.”***

Gary Hedman asked for clarification regarding what contract the \$10,000 the Selectboard approved to apply to a cost for help from the Windham Regional Commission (WRC) the expense would come from. The response was that it would come from the current contract.

Gail reviewed the presentation she gave to the Selectboard on November 7, 2022, where she reiterated the importance of the Selectboard supporting the work of the committee to take advantage of the extraordinary grant monies the town is receiving and for the future sustainability of the town, due to village wastewater issues. She said there were no questions or comments from the Selectboard or attendees.

**5. New Business and Considerations:**

Gail Mann will arrange for the VWC to meet with the Parks Board to discuss potential system siting. Will try to arrange a 5:00PM meeting that may coincide with one of the Parks Board regular meetings. Will consider both November 21<sup>st</sup> and November 28<sup>th</sup> as potential dates.

Gary Hedman reminded people to look for and fill out the Housing Survey

**6. VWC Next Meeting Schedule**

All agreed the next meeting of the VWC would be Tuesday, November 29, at 6:00PM

Gail **moved to adjourn the meeting**, seconded by Larry, **passed** unanimously.

The meeting adjourned at **9:19 AM**

Respectfully Submitted,  
Larry Gubb  
Secretary, Village Wastewater Committee

**Approved**\_\_\_\_\_.

**Village Wastewater Committee**  
Gail Mann, Chair

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