

**Town of Londonderry, Vermont
Village Wastewater Committee
Meeting Minutes
Tuesday, December 13, 2022 – 5:00 PM
Neighborhood Connections, 5700 VT Rte. 100
Londonderry, VT**

Village Wastewater Committee (VWC) Members Present: Sharon Crossman, Larry Gubb, Gary Hedman, Gail Mann (Committee Chair), Shane O’Keefe (Town Administrator)

Others in Attendance: Chrissy Haskins (Dufresne Group – Project Engineers), Emily Hackett (Emily Hackett, EI - Environmental Engineer – VT DEC), Chris Company (Executive Director, Windham Regional Commission (WRC)), Patricia Gagnon (Londonderry Resident, Property abutter to Pingree Park), Paul Hendler (Londonderry Property Owner),

1. Call meeting to order -

Gail, called the meeting to order at 5:06 PM

2. Approval of Minutes:

Minutes of November 10, 2022 meeting were approved as written.

3. Additions or deletions to the agenda:

No additions or deletions.

4. WW Site Selection/Evaluation Plan Updates and Next Steps

South Village:

Gail announced that with the Selectboard’s and the South Londonderry Free Library’s approval, test pits were going to be done on the Library property, 12-14-22. Chris Company added that it was great to have this being done and something to celebrate as another step that will be accomplished. Chrissy mentioned that the test pit work will begin at 8:00 AM.

Emily stressed the timeline to be met and asked that we look at additional potential sites in the South Village. Sharon, Gary and Chrissy agreed to investigate and search for additional sites. Chris Company asked about the project review board comments and Emily responded that they suggested searching for additional potential sites. Shane added that

any sites that are on town owned property have the advantage of no property purchase costs and suggested that it would be good to let the local decision making process about those sites, take place, while we also look for additional potential sites.

Chris Campany commented that we seem to be on the right track with the way we are proceeding and wondered about investigating any potential property donors to site systems.

North Village:

Gail asked about the Custer-Sharp town property test pits. Shane responded that the Town wanted to wait until the Selectboard meeting on the 19th to decide whether to pay for the test pits on that property, but that the Town has set aside money for doing the test pits.

Chrissy said that archeological review of all sites will be done under subcontract to Dufresne Group. Hunter Kaltsas of Hunter Excavating has been very generous with offers to help out with test pits. Shane suggested considering doing the test pits at cost, but that the final decision is up to the Selectboard.

Emily reiterated the importance of seeking out additional potential sites and not dwelling on current potential sites that may be difficult for one reason or another. She recommended looking for sites that may be outside of the buffer area, as long as they service properties within the buffer and designated village areas. There may be some property owners that are interested.

5. Current and Future Capacity Projections: First Pass Projections and Discussion:

Chrissy mentioned that it should be okay to do research work can be done with less than a quorum of the committee. Larry asked if there was any threshold of capacity vs. need that is required to be met. Emily responded and all agreed, that this opportunity to do something, which is better than not doing anything, should be taken advantage of in consideration that this sort of funding may never be seen again for a Town like Londonderry and the benefits, once seen, might lead to additional system sites. To view the Designated Village Centers, one can see them on the Vermont Planning Atlas, online. ARPA funding requires serviced properties lie within a Designated Village area, but can include properties in neighborhoods within the additional ¼ mile buffer. Sharon mentioned the Vermont Agency of Commerce and Community Development (ACCD) website and asked about “Neighborhood Designation”. Emily said she would check into need.

6. Project Management and Coordination:

Gail said she has discussed project management with Sue Westa and WRC. Shane mentioned the need for a project manager. The WRC will provide a scope of work. Chris Campany spoke of a need to coordinate water and wastewater with other planning activities in Londonderry like the Master Plan studies, the affordable housing study and efforts and all others that would be relevant to water and wastewater. A clerk of the works will need to be hired at some point, for the projects as they move forward. Shane mentioned the need for someone to manage the \$250,000 portion of funds and someone to then or simultaneously, manage the ARPA funds.

Chris Campany said Brattleboro Development Credit Corporation (BDCC) may not have the capacity to be clerk of the works, but would be good for the financial administrative work. Shane said that management of which buckets expenses are to be placed is becoming beyond the capacity of the Town to handle and called for some additional form of assistance as soon as possible. Chris Campany suggested speaking with BDCC for assistance. He said he believed the platform WRC uses is the JOOMLA platform and suggested looking up the website or Huntsville, Alabama as an example.

7. Public Outreach - Online information and Future Presentations:

Gail said she had spoken to various people about providing educational information that would be useful for outreach to the community and to community groups and asked if funding would pay for things like printing expenses.

Chris Campany suggested assessment of where various other initiatives and planning are in their stages of development and developing vision for what the town wishes to be so all of these endeavors and projects can be drawn together under that vision and be coordinated. He offered the example of being able to coordinate where the various projects and endeavors might intersect, such as water and wastewater, sidewalks and placing electrical and other utilities underground so that there is an economical savings with doing everything at once, where possible, as well as a limiting the amount of disruption such work would cause by only having to do it once or twice, rather than numerous times. He said this sort of information would be very helpful to the WRC with regard to their assistance with public outreach. He suggested a background information could potentially be placed on the WRC website under a page dedicated to the Londonderry wastewater project.

Gail discussed the need for support and possible places to extend and place outreach materials for these projects, like churches, library, meeting places and more. She mentioned Story Maps and how they might be helpful and that she has some good sources regarding them. Chris Campany mention the WRC is looking to be the first regional commission to do a “Story Map” regional plan.

Shane asked a Patricia Gagnon, an attendee and Londonderry resident, about what she thought might be a good way to reach out to residents and the community. Patricia responded that she believed the residents need to be made aware of the funding and their importance of the ARPA funds and how they will not be retained if sufficient viable sites are not found and required steps and timelines not met. She said Town Meeting would be a good venue for relating that information.

Emily Hackett emphasized the importance of people recognizing how valuable this opportunity as being once in a lifetime for communities the size of Londonderry, but especially relative to the amount of funding Londonderry was granted out of the total. She said it would be ashamed to see the funding go elsewhere.

Chris Campany expressed the same thoughts and iterated a concern about the town's capacity to get it done.

8. New Business and Considerations:

Discussion of next meeting. Consensus was to determine date pending what the decision of the Selectboard was regarding the test pit funding. Meeting to be announced.

Gary Hedman said he was able to flag access for test pits on the Custer-Sharp Town property.

9. Public Invitation to Speak: (5 minute limit per person)

Patricia Gagnon suggested notifying potential site property owners of consideration of their properties as potential sites for systems. She also asked about what happens with failed systems. Chrissy Haskins responded that there is a "Best Fit" policy to try work with existing conditions to safely continue use of a property, when there is a hardship to meeting current code. Chris Campany added that under a "Best Fit" condition, no expansion of use is allowed and there are restrictions that apply to transient non-community (TNC) water systems where and average of 25 or more people/day for a minimum of 60 days a year and where there are potential brownfields concerns.

Patricia Gagnon brought up rumors she had heard and asked about them. A common rumor she mention was about the thought that eminent domain was going to be a major part of this work. She also had heard discussion surrounding the question of whether

doing anything was worthwhile, if the capacity provided did not meet most or all of the need.

The response was that eminent domain had not been considered as the focus to date was to first look for potential sites that were good matches and Town owned properties were the best potential matches, with consideration to the suitability of their soils, as property purchase would not have to be a part of the consideration. In response to not doing anything if a large portion of the need could not be met, it was said that every system that could be constructed would be advantageous and solve the most critical need and potentially lead to additional sites for systems that would further address the need.

10. Adjourn:

The next meeting of the VWC was to be determined.

Gail **moved to adjourn the meeting**, seconded by Larry, **passed** unanimously.
The meeting adjourned at **6:22 PM**

Respectfully Submitted,
Larry Gubb
Secretary, Village Wastewater Committee

Approved _____.

Village Wastewater Committee
Gail Mann, Chair

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