

Town of Londonderry, Vermont

Selectboard Meeting Agenda

Monday, March 6, 2023 – 6:00 PM
100 Old School Street, South Londonderry, VT 05155

1. Call Meeting to Order
2. Additions or Deletions to the Agenda [1 VSA 312(d)(3)(A)]
3. Minutes Approval – Meeting(s) of 2/27/2023
4. Selectboard Pay Orders
5. Announcements/Correspondence
6. Visitors and Concerned Citizens
7. Town Officials Business
 - a. Discuss upcoming annual Town Meeting – Tuesday, March 7th at Town Hall
 - b. Village Wastewater Committee – Discuss project status, soil testing at Pingree Park, and joint meeting of boards & committees
 - c. Town Hall Renovation Committee – Discuss project status, use of facility during renovation activities, and disposition of balcony seats
8. Transfer Station/Solid Waste Management
 - a. Updates
9. Roads and Bridges
 - a. Updates
 - b. Consider application(s) for excess vehicle weight permits [23 VSA 1400a]
10. Old Business
11. New Business
 - a. Consider requests to use Town Hall
12. Adjourn

Meeting documents will be available at <http://www.londonderryvt.org/town/agendasminutes/> approximately 24 hours before the meeting.

Posted and distributed on March 3, 2023

**Town of Londonderry, Vermont
Selectboard
Meeting Minutes
Monday, March 6, 2023
Twitchell Building - 100 Old School Street, South Londonderry, VT**

Board Members Present: Tom Cavanagh, Taylor Prouty, Melissa Brown, Georgianne Mora and Jim Fleming

Board Members Absent: None.

Others in Attendance: Town Officials – Town Administrator Shane O’Keefe; Town Treasurer Tina Labeau; Town Clerk Kelly Pajala; Town Moderator Doug Friant; Planning Commission Chair Sharon Crossman; Town Hall Renovation Committee Chair Larry Gubb; Village Wastewater Committee Chair Gail Mann. Others – Resident Paul Hendler; and GNAT camera operator Bruce Frauman.

1. Call meeting to order

Selectboard Chair Tom Cavanagh called the meeting to order at 6:00 PM.

2. Additions or deletions to the agenda

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

None.

3. Minutes Approval – Meeting(s) of 2/27/2023

Jim Fleming moved to approve the minutes of the Selectboard meetings of 2/27/2023, seconded by Taylor Prouty. The motion passed unanimously.

4. Selectboard Pay Orders

Taylor Prouty moved to approve the pay orders for payroll and accounts payable, seconded by George Mora. The motion passed unanimously.

5. Announcements/Correspondence

Shane O’Keefe noted the following:

- He has issued invitations to bid for installation of radar feedback signs and for delivery of a new tandem dump truck, with bids due on 3/14 & 3/29, respectively. Invitations to bid can be found on the Town’s web site, he added.

And he mentioned the correspondence included in the Board’s meeting packet was as follows:

- A notice in the VLCT News advertising for the Assistant Town Clerk position due to Bonnie’s retirement from Town service. The notice is also on the Town website.
- An estimate for improvements to the Town Office side entrance, dated 3/3/2023, which ranges from \$3,500 to \$5,000. Whether to pursue this is dependent on the bond vote the following day.
- A notice from the Vermont Supreme Court on closure of the Town’s case of Contos v. Town of Londonderry, issued on 3/3/2023.
- A notice from Mance Engineering regarding the Act 250 permit applications for the Mad King Quarry and the Rowe Pit.

- Windham County Sheriff's monthly report for February 2023.

6. Visitors and Concerned Citizens

None.

7. Town Officials Business

a. Discuss upcoming annual Town Meeting – Tuesday, March 7th at Town Hall

Kelly Pajala noted that the polls would be open the following day from 7:00 AM to 7:00 PM at the Town Hall. Doug Friant mentioned complaints he had heard about noise in the back of the Town Hall caused by the location of the polls. He spoke about trying to limit the amount of time that the public can speak at the Town Meeting, and to make sure that all interested Voters can speak before going back to someone who has already spoken.. He stated that the Selectboard did a nice job with the Warning.

Friant spoke about the Windham County Sheriff's wish to address the Voters, and the desire to accommodate the Sheriff's need to be at a number of to other communities as well.

There was discussion about various articles and how best to anticipate and addressed issues that may arise. Those articles likely to generate discussion or confusion were discussed in greater detail.

Pajala and Labeau left the meeting at 6:18 PM.

b. Village Wastewater Committee – Discuss project status, soil testing at Pingree Park, and joint meeting of boards & committees

Gail Mann stated that the Committee was at a standstill in some respects and needs more support, and is asking other boards and committees to provide that support for the Village Wastewater Project. A public information campaign has started, she added, and asked the Board to authorize the establishment of a Facebook page in order to better inform the public.

O'Keefe updated the Board on the Library's Janeway property, noting that test pits were not as fruitful as hoped, and the system looks to accommodate less than 3,000 gallons per day. Further discussion by the Town's with the State DEC later in the week may allow for greater capacity, he noted. O'Keefe stated that the site may not be suitable for the project's needs, and the Board will need to convey the Town's intentions to the Library Board before the end of the month to accommodate the Library Board's agreed upon deadline for a decision on property acquisition.

Mann spoke about other siting options being considered for the south village.

Regarding the north village, Mann stated that letters were going out to property owners regarding the potential benefits of community wastewater systems. She noted that the chairs of the Selectboard, Planning Board, Parks Board and Village Wastewater Committee would be meeting the following Monday.

She noted that the Board's decision early on in the project never allowed those involved in the project to sit down with the Parks Board to determine if there were benefits that the project could bring to Pingree Park through cooperation. Mann mentioned the need for park improvements and that the project could help with them.

Mann read aloud the following motion that had been recently passed by the Village Wastewater Committee:

“The Village Wastewater Committee moves to request the Selectboard to authorize soils test pit tests at Pingree Park to determine the suitability of the soils for a wastewater disposal field at the park. The cost of the tests shall not exceed \$4,000 to be paid from a source to be determined at a later date.”

Mora recommended going forward with the test pits to determine if the Pingree Park is suitable for a community wastewater system, and if it's not then there's no need for further discussion. Cavanagh mentioned that going forward on this motion without the meeting of the chairpersons first would likely be troubling to the Parks Board and be detrimental to the cooperative process. Brown concurred with Cavanagh's sentiment.

Mora suggested that the Committee should have Selectboard representative.

Mann spoke of her concern with the lack of civility being directed toward the project, and it's impact.

Brown mentioned that there is a lot of misunderstanding in the community about the scale of the project and that the grass roots efforts of the Committee to educate the community will pay off in the end. She spoke to the difficulty of getting information out to the community.

Mann referred to the value of the 60% project report presented to the Selectboard in December 2021, which had significant information about the project that did not make it out into the community.

Taylor Prouty suggested that the sticking point for the project is the potential use of Pingree Park as a system location. Mann spoke of efforts to consider other properties in the north village. Larry Gubb noted that the project has been targeting Town-owned properties to reduce project cost, as use of private properties would generate acquisition costs which in turn reduce the amount of funds for the systems and related expenses. He recommended coming to a decision on Pingree Park as it is important to the project schedule.

There was discussion about the original target areas for location of community systems and Mann noted that the State DEC has allowed the project to expand the study area due to soils limitations and property availability. She added that project costs would escalate the further out the systems are from the village centers due to the added distance from properties to be served.

There was a brief discussion on the Committee's proposed Facebook page, and it was agreed that comments from the public would not to be allowed as it would become a limited public forum, which does not allow for filtering.

Melissa Brown moved to allow for the Village Wastewater Committee to have a Facebook page to get information out to the community and it will be presented without comments, seconded by George Mora. The motion passed unanimously.

It was agreed to hold off on the proposed motion from the Committee regarding Pingree Park until the next regular meeting.

Mann left the meeting at 6:42 PM

c. Town Hall Renovation Committee – Discuss project status, use of facility during renovation activities, and disposition of balcony seats

Larry Gubb mentioned that the Town's contractor for the first phase of the Town Hall structural work will begin its efforts this week, and will start off by removing the seats and the Town Hall Renovation Committee is seeking the Board's direction on what to do with them. The Preservation Trust of Vermont recommends keeping and refurbishing them and the Board

acknowledged receipt of the restoration proposal from the Davis Furniture Company, a Wisconsin company, and one of the few firms that do this work. The quote was \$47,250 for the 70 seats. Gubb mentioned that replacing the seats would be more expensive than restoring them. O’Keefe noted the intention to apply for historic preservation grants to pay for this work.

If the decision is to keep them, as opposed to disposing of them, the seats would need to be stored and the Committee recommends storing them on the Town Hall stage behind the curtain.

Cavanagh mentioned he had heard a report of a roof leak on the stage area.

Gubb further described this stage of the project, where once the seats and flooring are removed the structural engineers will inspect the balcony and develop plans to better support it.

Taylor Prouty moved to accept the recommendation of the Town Hall Renovation Committee and allow for further consideration of preserving and refurbishing the Town Hall balcony seating, and to direct that they be stored to the rear of the Town Hall stage until a final decision on its disposition is determined by the Board, seconded by Jim Fleming. The motion passed unanimously.

8. Transfer Station/Solid Waste Management

a. Updates

Cavanagh mentioned that he has not heard back from Springfield Fence on a quote for a front gate.

9. Roads and Bridges

a. Updates

Prouty noted the following usage for the month of February 2023:

Salt – 183 tons Sand – 876 yards

Fuel (gallons): Vehicles – 1,816, Town Office Generator – 0, Transfer Station – 0

He noted that the recent small storms have each used a lot of resources.

Cavanagh noted the positive public comments of the efforts of the Road Crew.

b. Consider application(s) for excess vehicle weight permits

The Board reviewed overweight permit applications, and it was noted that the applicable fees were paid, and insurance certificates received.

George Mora moved to approve the excess weight permit(s) for:

- *Connecticut Valley Trucking, Inc., and*
- *David Chaves Excavating, Inc.*

and authorize the Town Administrator to execute the permit(s) on behalf of the Town, seconded by Jim Fleming. The motion passed unanimously.

10. Old Business

None.

11. New Business

a. Consider requests to use Town Hall

Larry Gubb mentioned the two requests received to use the Town Hall over the summer and the Town Hall Renovation Committee is of the opinion that anything that would interrupt the ongoing contract work could be problematic for the renovation process, and recommends no use of the facility for now. The Committee recently passed the following motion:

“The Londonderry Town Hall Renovation Committee recommends to the Selectboard, in the interest of ongoing renovation construction projects to the Town Hall, that there be no other use of the building for the foreseeable future.”

O’Keefe described the next likely phases of work over the coming months. Cavanagh raised the potential for liability issues with use of the property during construction.

O’Keefe mentioned that the requests for Town Hall rental came in from the First Baptist Church of South Londonderry for Kid’s Club activities July 11-13, and the Weston Theater Company for rehearsals July 5-28. He added that the long-term use by the theater company would be particularly difficult to manage.

The Board briefly discussed the mats that had been stored in the Town Hall stage area for a number of years, most of which have now been removed, and how the remainder could be disposed of.

Brown suggested that the First Baptist Church could use the Town Office meeting room if the number of participants is small enough.

Jim Fleming moved to accept the recommendation of the Town Hall Renovation Committee that, in the interest of ongoing renovation construction, there be no further use or rental of the building for the foreseeable future, seconded by George Mora. The motion passed unanimously.

It was clarified that the Town itself could use the building for its own purposes as appropriate.

12. Adjourn

George Mora moved to adjourn the meeting, seconded by Jim Fleming. The motion passed unanimously. Mora was thanked by the other Board members for stepping in to serve on the Selectboard to fill the recent vacancy.

The meeting adjourned at 7:04 PM. The next regular meeting of the Selectboard is scheduled for March 20, 2023.

Respectfully Submitted,



Shane P. O’Keefe
Town Administrator

Approved March 20, 2023.

LONDONDERRY SELECTBOARD



Thomas Cavanagh, Chair