

**Town of Londonderry, Vermont
Village Wastewater Committee
Special Meeting Minutes
Friday, September 1, 2023 – 9:00 PM
Neighborhood Connections, 5700 VT Rte. 100
Londonderry, VT**

Village Wastewater Committee (VWC) Members Present: Sharon Crossman, Larry Gubb, Tom Metcalfe. **Online:** Gary Hedman

Others in Attendance:

In Person:, Tom Kauffmann

Online: Chrissy Haskins (Dufresne Group – Project Engineers), Emily Hackett (EI - Environmental Engineer – VT DEC), Susan Westa (Windham Regional Commission)

1. Call meeting to order

The meeting was called to order at 9:02 AM

2. Additions or Deletions to the Agenda:

Tom Kauffmann has some questions to ask, Sharon said Tom's questions could be placed under "Other Business"

3. Approve Minutes of 8/22/23 meeting – Postponed until next meeting

4. VWW Status Report - Chrissy Haskins, Dufresne Group

- Evaluation of all alternative VWW sites – North & South Villages
- Discussion & Next Steps
- Well/drinking water testing – Timing of restart in consideration of flood.

Chrissy said 7-8 test pits are scheduled for 4 sites, two of them town sites. Gary has notified the Conservation Commission about testing on the Prouty and Custer-Sharp town lands. These should be done on the 11th or 12th of this month and results will then go to the hydrogeologist. Once results come back from the hydrogeologist more can be determined about the system designs. Gary asked that some care be given to disturbance of soils if test pits are done in the pollinator garden.

There is one property in the south village that has not yet been looked at and is awaiting permission from owners to walk the property. It is expected the Prouty and Custer-Sharp property test pits can be done on September 7, 2023 and one additional site, which is more difficult to access, would be done on September 8.

Sharon discussed the numbered properties (to protect owner privacy) . She said there are still optional properties as potentials. One in the south village and one in the north village.

Sharon said she will reach out to the property owners of property #8

Property #2 will have test pits dug on September 7th

Property #6 will have test pits dug on September 8th

Property #10 has permission to dig test pits

Property #5 has not yet been pursued

Fresh water test kits have not come in yet.

5. Pingree Park – SB decision re: Testing

Letters from the Doane family (heirs of the donor of the land for the Park) had been received by the Selectboard. The VWC responded to those letter expressing concerns about the family of Rex Doane (the original land donor) basing their thoughts about the property on information that was not accurate, regarding the suggestion of a “commercial” use and whether successful colocation of wastewater systems at recreational parks is possible. In spite of this, the Selectboard chose to remove Pingree Park from consideration for the colocation of any wastewater systems.

6. VWW Public Presentation – Sue Westa, WRC

The originally planned meeting and presentation for September 19, has been postponed. Discussion as to a new date discussed October 9th or October 17th. October 17th appeared to be the better date by VWC members. Juli Beth Hinds may be able to be there in person.

Need to find available location for that date. Sharon will check into that and into a moderator for the evening.

Sue Westa reviewed “Call Notes” of 8-24-23 where she, Sharon, Emily Hackett, Juli Beth Hinds and Chrissy Haskins discussed the upcoming presentation ([see attached?](#)).

Tom Metcalfe said that we should provide an example of what happens should a system fail when there is no property for a replacement system. Gary asked if we had a local example we could use for the presentation. Emily suggested something like a fire station, church or any large facility located on a small property. Several committee members and Chrissy wondered whether we could do an evaluation and replacement analysis. Emily suggested that Achouak Arfaoui (Indirect Discharge Technical Analyst and Regional Engineer for the ARPA Program may be able to comment on permitting.

Chrissy will check into what would be involved

Sue said there is time for information gathering.

Tom asked Chrissy what the turn around time for the hydrogeologist reports were. Chrissy responded that they could take from one week, to one month

Sue asked about the property owner facts sheet and the Committee felt it looked good. Sharon suggested adding FAQs/ Sue suggested putting the fact sheets online. Sharon will check with Gail about how that can be done for the One Londonderry website, as well as the Londonderry Community Forum on Facebook. Gary said it would be very helpful if we could add a QR code to link people to all the information, Sue has put together flyer for the meeting based on prior open house that took place over the summer.

7. Other Business

Sharon reported that Shane O’Keefe, the Town Administrator has been working through what will be needed for easement purchase arrangements/agreements, saying the Town has no template to draw from for such arrangements/agreements.

Emily said that Town attorneys normally have template for these sorts of arrangements. Tom Metcalfe voiced that it is important that easement wording include all possible for scenarios.

Sharon introduced Tom Kauffmann, a resident attendee to the meeting who voiced concern that citizens be made aware of a range of costs for all projects.

Chrissy and Emily both responded with a reiteration of why this has not yet been forthcoming, not as an attempt to keep information from the public, but because prices cannot be determined without first knowing sites and locations for potential wastewater systems. Without known sites, the next step of learning about the suitability of the soil cannot be done and full knowledge of the capacity of the soil requires test pits. The test pits require permission from land owners as well as an archeological review, which can only take place without snow on the ground. Once test pits are able to be done, further analysis of the soils and the site by a hydrogeologist provide preliminary information as to the type and capacity of a potential system. It is not until then and more definitive system design can be done that prices for not just the systems, but piping to the systems can be established and some level of pricing can begin.

Once the cost of the systems are known decisions can be made as to how to pay for the systems and affordability with regard to the town as a whole and users.

Currently, Londonderry is still in the planning phase, so it is very difficult to provide that answers to some of the first questions asked. How much is going to cost and how is it going to be paid for.

Emily and Chrissy both reiterated that most towns do not and have not had the types of grant monies that have been made available to Londonderry, thus, whatever costs are determined to be, Londonderry has a great advantage in having some \$3.9 per village as a base to work from. There is a 10% match to the grant funds, but whatever the total is determined to be, the advantage of the grant funds, can be taken from the total.

Tom Kauffmann expressed concerns about meeting timelines in order to retain the grant funds

Emily explained the steps, based on the Clean Water Revolving Fund Program and stated the issues of not knowing pricing in the planning phase is a common factor for all projects across the state and they are all where they need to be with regard to the planning phase, but no town is exactly the same in the planning configuration of their various potential systems. So towns are requiring people to connect some others are not. It's difficult to make those decisions before there is enough information about the system, their design and locations. She also spoke of additional funding sources, in addition to ARPA funds.

She further explained that there were two timelines involved. One of those is the timeline and the steps involved for approvals for the Clean Water State Revolving Fund Program (CWSRF). Those steps involve a process which includes the various phases of planning, design and construction. In the planning phase, there is a 30%, 60%, 90% and 100%, Londonderry is currently in the 60% planning phase. In the design phase there is a similar 30%, 60%, 90% and 100%, following that, is the construction phase. In order to move from step one to the next step, two things need to occur. One is the Preliminary Engineering Report (PRE) which Chrissy is working on now, at 60%. Once this is done, all the alternatives available are presented to the community. There is a required public meeting to present those alternatives. It is required as part of the CWSRF process as well as for the Environmental Review, which occurs at the same time, during Step 1. Once these are completed, the project moves into Step 2, where design and permitting phases begin to happen for the various permits required. After these are completed, the project moves to Step 3. With regard to the CWSRF Program, there are no specific dates involved, but there are for the ARPA grant funding. The ARPA grant has very specific deadlines. Some may have flexibility. She explained that a part of these deadlines were due to the need for all ARPA funds to be spent by December 31, 2026. That means all of the CWSRF paperwork for reimbursement must be submitted by that date. Backing the processes out from that final date, one of the tasks that needs to be completed, land acquisition, needs to be completed by the end of 2023. Because of this, easement purchased may be more suitable, as there is some additional time to work out easement purchases, in the timeline. The next hard deadline is final design, which needs to be completed by September, 2024. The most important as seen by the CWSRF Program is striving to get communities as close to the

finish line for ARPA funding, as possible. Part of the reason final design, needs to be completed by September, 2024 is that money that is not spent, needs to be reallocated by the end of 2024, meaning a lot of decisions need to be made by the CWSRF Program by that date. Some of the decisions will be made at a level above Emily's position, some will be made under her charge. She is the Design Engineer for the CWSRF, but also the Technical Project Manager for the ARPA grant. Even if the Londonderry wastewater project does not get to construction by the deadline, the CWSRF would like to see the ARPA grant to get the project as far along as possible. If the project is forwarded significantly, there is a possibility that additional funding from various other grant programs, to complete the project.

She discussed that Londonderry is the only town to receive two ARPA grant (one for each village) and because of this it may become more practical to focus on one of the projects to go to construction while getting the other as close to the finish line as possible. She said the next two to three months will reveal a lot more about potential sites and alternatives to help Londonderry make some decisions going forward.

Tom Kauffmann expressed his concerns as a taxpayer about what the ultimate match to the town will be. Emily said she totally understood and said that Londonderry and some other towns have had some difficulty in finding suitable sites for a variety of reasons and the ground water level in Londonderry is proving to be fairly high, adding to some difficulties.

Emily expressed some optimism in the test pits being done in the next week and we're able to proceed from there.

8. Next VWC Meeting

Next meeting would be scheduled for the third Tuesday of September which would be September 19, 2023, in the evening at 6:00 PM

Tom Metcalfe suggested that Chrissy could report by e-mail the preliminary results of the test pits to be done between this meeting and the next.

9. Adjourn:

Tom made a motion to adjourn the meeting. Larry seconded, motion approved
All approved to adjourn and the meeting was adjourned at 10:08 AM

The next regular meetings of the VWC will be **the first Friday of every month at 9:00 AM**
and **the third Tuesday of every month at 6:00 PM**

Respectfully Submitted,
Larry Gubb

Secretary, Village Wastewater Committee

Approved _____.

Village Wastewater Committee

Sharon Crossman, Interim Chair

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