

CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2014

Received
FEB 24 2014
Policy, Planning & Intermodal
Development Division
County

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2014 to:
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development,
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of MIDDLEBURY in ADDISON
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,
added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	3.889			3.889	0.000
Class 2	15.720			15.720	0.000
Class 3	46.07	.46	0.55	46.53	46.62
State Highway	16.768			16.768	1.386
Total	82.447			82.997	1.386
* Class 1 Lane	0.510			0.510	0.000
* Class 4	2.86			2.86	
* Legal Trail	0.65			0.65	
* Unidentified Corridor	0.00				

* Mileage for Class 1 Lane, Class 4, Legal Trail, and Unidentified Corridor classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".
+0.55 mi CL3 TH-133 (Cobble Rd), was CL3 TH-35 New Haven

Totals by [signature]
4/10/2014

2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).

Description by
K. Alley 4/22/2014

3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).

4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. []

PART III - SIGNATURES - PLEASE SIGN.

Selectmen/ Aldermen/ Trustees Signatures:

[Signature: Kathleen Danahy]

T/C/V Clerk Signature:

[Signature]

Date Filed:

2.19.14

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED:

[Signature]
Representative, Agency of Transportation
Johnathan Croft

DATE:

4/22/2014

Vermont Statutes Annotated

19 V.S.A. § 305. Measurement and inspection

§ 305. Measurement and inspection

(a) After reasonable notice to the selectboard, a representative of the agency may measure and inspect the class 1, 2, and 3 town highways in each town to verify the accuracy of the records on file with the agency. Upon request, the selectboard or their designee shall be permitted to accompany the representative of the agency during the measurement and inspection. The agency shall notify the town when any highway, or portion of a highway, does not meet the standards for its assigned class. If the town fails, within one year, to restore the highway or portion of the highway to the accepted standard, or to reclassify, or to discontinue, or develop an acceptable schedule for restoring to the accepted standards, the agency for purposes of apportionment under section 306 of this title shall deduct the affected mileage from that assigned to the town for the particular class of the road in question.

(b) Annually, on or before February 10, the selectboard shall file with the town clerk a sworn statement of the description and measurements of all class 1, 2, 3, and 4 town highways and trails then in existence, including any special designation such as a throughway or scenic highway. When class 1, 2, 3, or 4 town highways, trails, or unidentified corridors are accepted, discontinued, or reclassified, a copy of the proceedings shall be filed in the town clerk's office and a copy shall be forwarded to the agency.

(c) All class 1, 2, 3, and 4 town highways and trails shall appear on the town highway maps by July 1, 2015.

(d) At least 45 days prior to first including a town highway or trail that is not clearly observable by physical evidence of its use as a highway or trail and that is legally established prior to February 10, 2006 in the sworn statement required under subsection (b) of this section, the legislative body of the municipality shall provide written notice and an opportunity to be heard at a duly warned meeting of the legislative body to persons owning lands through which a highway or trail passes or abuts.

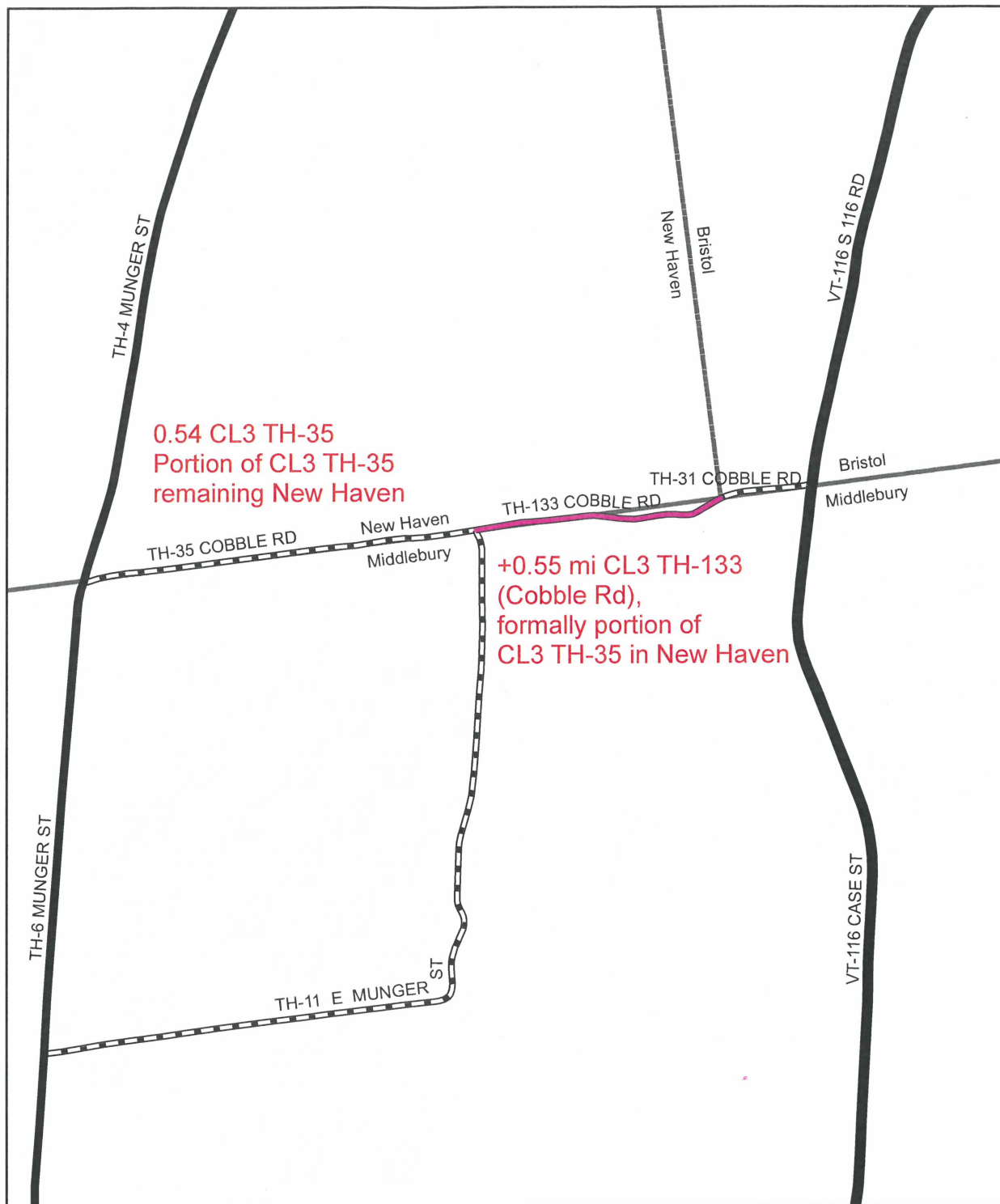
(e) The agency shall not accept any change in mileage until the records required to be filed in the town clerk's office by this section are received by the agency. A request by a municipality to the agency for a change in mileage shall include a description of the affected highway or trail, a copy of any surveys of the affected highway or trail, minutes of meetings at which the legislative body took action with respect to the changes, and a current town highway map with the requested deletions and additions sketched on it. A survey shall not be required for class 4 town highways that are legally established prior to February 10, 2006. All records filed with the agency are subject to verification in accordance with subsection (a) of this section.

(f) The selectboard of any town who are aggrieved by a finding of the agency concerning the measurement, description, or classification of a town highway may appeal to the transportation board by filing a notice of appeal with the executive secretary of the transportation board.

(g) The agency shall provide each town with a map of all of the highways in that town together with the mileage of each class 1, 2, 3, and 4 highway, as well as each trail, and such other information as the agency deems appropriate.

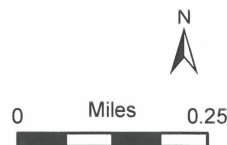
Excerpt of 19 V.S.A. § 305 - *Measurement and inspection* from Vermont Statutes Online located at – <http://www.leg.state.vt.us/statutes/fullsection.cfm?Title=19&Chapter=003&Section=00305>

1/2/2014



**Mileage Certificate Change 2014
MIDDLEBURY (see also New Haven)**

Mapping Unit
Division of Policy and Planning
Vermont Agency of Transportation - August 2014



sent
March 18, 2014
To Middlebury
&
New Haven

Smith, Gary S.

To: dwerner@townofmiddlebury.org; kramsay@townofmiddlebury.org; klbarrett@gmavt.net;
newhavenhighway@gmavt.net
Cc: Croft, Johnathan; Moulton, Sara
Subject: Cobble Road Agreement

Dear Town Leaders of Middlebury & New Haven,

We are in the final days of processing the 2014 Mileage Certificates. Middlebury has provided documentation indicating the 2 Vermont Towns have agreed to a shared responsibility for maintaining Cobble Road in a Class 3 condition. The signed Certificate for New Haven arrived in our office showing no indication of the agreement with Middlebury. The Middlebury agreement came in showing additional mileage to be added to their responsibility, as a part of the agreement. At the present time, Cobble Road is the responsibility of New Haven. Middlebury has no responsibility. If you wish to see this agreement implemented, VTrans will need to reprocess the New Haven Certificate and reduce their Class 3 maintenance by the amount of mileage to be assumed by Middlebury. Please see the more detailed explanation in correspondence I sent by mail to both parties (March 3, 2014).

As I stated in the first sentence, "We are in the final days..." If I do not hear from both communities by next Wednesday, March 26, I will need to process both Towns as having no change in mileage responsibility from 2013. The opportunity to execute this agreement will have to wait until next year.

Sincerely,

Gary Smith
VTrans, Mapping

Middlebury & New Haven

CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2014

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2014 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of MIDDLEBURY in ADDISON County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Table with 6 columns: Town Highways, Previous Mileage, Added Mileage, Subtracted Mileage, Total, Scenic Highways. Rows include Class 1, Class 2, Class 3, State Highway, Total, * Class 1 Lane, * Class 4, * Legal Trail, * Unidentified Corridor.

* Mileage for Class 1 Lane, Class 4, Legal Trail, and Unidentified Corridor classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

- 1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".
2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).
3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).
4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. []

PART III - SIGNATURES - PLEASE SIGN.

Selectmen/ Aldermen/ Trustees Signatures: _____

T/C/V Clerk Signature: _____ Date Filed: _____

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: _____ DATE: _____
Representative, Agency of Transportation

AGREEMENT BETWEEN THE TOWNS OF MIDDLEBURY AND NEW HAVEN
REGARDING MAINTENANCE OF COBBLE ROAD

This Agreement is made this 2 day of April, 2013, between the **Town of Middlebury** and the **Town of New Haven**, both municipalities located in the County of Addison, State of Vermont.

WHEREAS the road known as Cobble Road lies in part in each of the Towns of Bristol, Middlebury and New Haven, and

WHEREAS the Towns of Bristol and New Haven have agreed between themselves as to their respective obligations in regards to each of those two Towns relative to Cobble Road, and

WHEREAS the Towns of Middlebury and New Haven intend to share the costs and responsibilities of maintaining Cobble Road for the mutual benefit and enjoyment of the townspeople of those Towns and the public,

THEREFORE the Towns of Middlebury and New Haven do hereby agree as follows:

1. This Agreement applies to the portion of Cobble Road beginning at its intersection with Munger Street and extending easterly to the point where it meets the southerly end of the New Haven-Bristol Town Line. As used herein, "Cobble Road" refers only to said portion, unless otherwise indicated.
2. The Towns of Middlebury and New Haven will share equally the cost of capital improvements to Cobble Road that are not routine maintenance, including culvert replacement. The town highway departments will confer with one another before incurring expenses relative to culvert replacement or other capital improvements.
3. Driveway culverts on the north side of Cobble Road are New Haven's responsibility, on the south side of Cobble Road are Middlebury's responsibility, and the two Towns will share cross-road culvert replacement.
4. Culvert cleaning and clearing ice from culverts that cross the road would be considered be part of regular seasonal maintenance.
5. Fallen trees and limbs originating from the north side of Cobble Road will be the responsibility of New Haven while those originating from the south side of Cobble Road will be the responsibility of Middlebury; likewise, ditching on the north side of Cobble Road will be the responsibility of New Haven while ditching on the south side of Cobble Road will be the responsibility of Middlebury.
6. Seasonal maintenance of Cobble Road shall be shared as follows: The Town of Middlebury will be responsible for the performance of summer grading, and will supply the necessary maintenance gravel at its expense. The Town of Middlebury will coordinate the procurement of chloride, the cost of which will be split equally between the two Towns. The Town of New Haven will be responsible for winter plowing and placing gravel for traction and routine winter maintenance, with such gravel for winter maintenance being provided at its expense.
7. New Haven and Middlebury agree to split the state aid associated with Cobble Road on an equal, 50-50 basis, by reporting to the state a Highway Mileage length for each Town equal to one-half the total

length of Cobble Road. To ensure consistency in the state highway maps for each Town, New Haven will report ownership of the westerly half of Cobble Road (from Munger Street to a point halfway to the New Haven-Bristol Town Line), and Middlebury will report ownership of the easterly half of Cobble Road (from the above-referenced "halfway point" to the New Haven-Bristol Town Line). This allocation is solely for state reporting purposes and does not reflect a determination of the actual location of the road in relation to the Town Line, nor does it alter the parties' maintenance responsibilities set forth in this Agreement.

8. The Towns of Middlebury and New Haven furthermore concur that in the short term (during Summer 2013 or Summer 2014) the so-called "open area" of Cobble Road, beginning at Munger Street and proceeding easterly 2,000 feet, requires reconstruction, including ditches cleaned out, field entrances that need to be addressed, and gravel placement; the two Towns will share equally the cost of this reconstruction, and the Highway Departments of each of the two Towns will confer and communicate to ensure in good faith that this reconstruction occurs in an effective and cost-efficient manner.

9. The Town of New Haven shall help facilitate agreement between the Town of Middlebury and the Town of Bristol in regards to maintenance of the portion of Cobble Road not governed by this Agreement, i.e., the portion beginning at the New Haven-Bristol Town Line and proceeding easterly to Vermont Route 116.

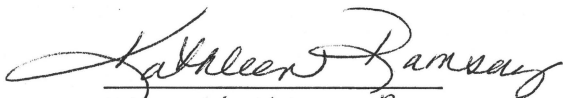
10. In addition to regular communication regarding capital improvements or culvert replacement, the Highway Departments of each town shall confer annually to discuss the condition and status of Cobble Road and any issues in regards to its maintenance and repair which require resolution.

11. This Agreement shall be effective for Five (5) Years from the date of signing at which point the two Towns, by their duly designated representatives, shall confer and if necessary re-negotiate the terms herein and discuss any larger capital projects necessary on the road. Neither party shall be deemed, by entering into this Agreement, to have waived its rights to seek a different allocation of maintenance rights and obligations following the expiration of the 5-year term.

In witness whereof, the foregoing Agreement having been approved by the Middlebury Select Board and the New Haven Select Board, the duly authorized agents of the parties have executed this agreement as of the date first stated above.

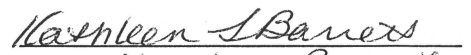
Town of Middlebury:

Town of New Haven:



Name: Kathleen Ramsay

Title: Town Manager

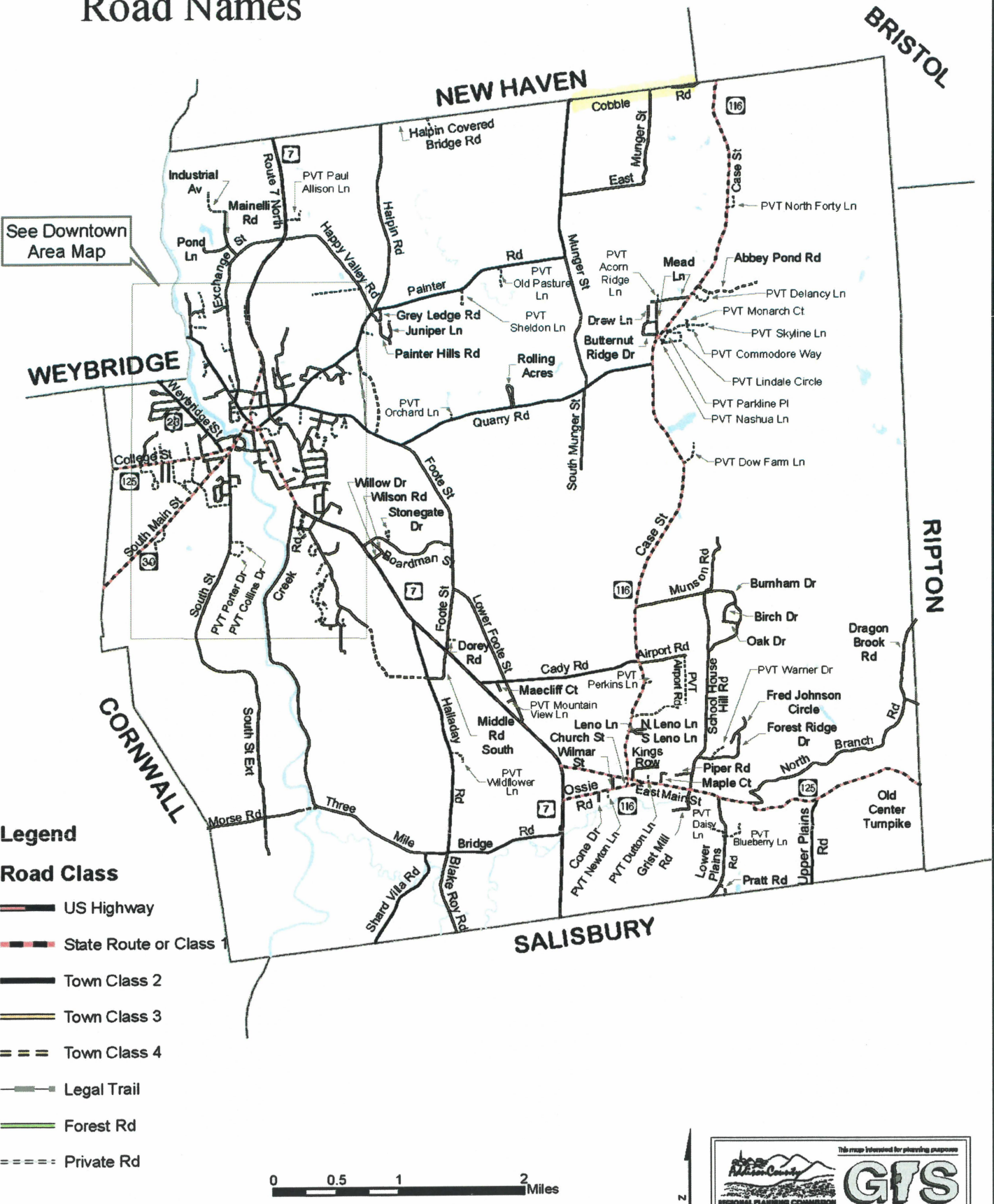


Name: Kathleen Barrett

Title: Select Board Chair

As authorized by the
Middlebury Selectboard
March 20, 2013

Town of Middlebury Road Names



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**Town of Middlebury
SELECT BOARD MEETING
Town Offices – Main Conference Room
Tuesday, March 26, 2013
Meeting Minutes**

Members Present: Dean George, Victor Nuovo, Nick Artim, Susan Shashok, and Gary Baker.
Absent: Craig Bingham and Travis Forbes.

Staff Present: Town Manager Kathleen Ramsay, Town Planner Fred Dunnington, and Director of Operations Dan Werner. The meeting was attended by several members of the community and televised on MCTV by Dick Thodal.

1. Call to Order

Board Chair Dean George called the meeting to order at 7:00 p.m.

2. Approval of Meeting Minutes of March 12, 2013

Victor Nuovo moved to approve meeting minutes for March 12, 2013 (copy attached); Nick Artim seconded.

Correction: Page 1, Line 20: Kathleen Ramsay called the meeting to order

Motion carried with 4 members in favor, none opposed, 1 member abstaining (Dean George), and 2 members absent. **MOTION PASSED.** Minutes approved as amended.

3. Approval of Agenda

Addition:

- 11.d. Gym Task Force Report

Gary Baker moved to approve the agenda as amended; Susan Shashok seconded. Motion carried with 5 members in favor, none opposed, and 2 members absent. **MOTION PASSED.**

4. Citizen Comments

North Pleasant Street resident Kathy Wheatley expressed her ongoing concern to the Board regarding the high incidence of speeding near her home where she recently observed a 160-foot skid mark on the pavement from what she described as another near-miss. Ms. Wheatley noted that the fog lines should be regularly repainted, and suggested the Board consider additional traffic-calming measures such as signage, islands, and speed monitors. Dean George advised that the Board will consult with Chief Hanley to determine the need for a traffic study in the area as well as any additional signage.

5. 2013 Liquor License, Tobacco License and Entertainment Permit Approvals (if any)

None submitted for approval.

6. Public Hearing:

**Proposed Application for Vermont Community Development Program Implementation
Grant Funding for**

Construction of New Town House Units at North Pleasant Street and John Graham Court

Dean George opened the public hearing at 7:15 p.m. Addison County Community Trust member John Tenny and Matt Moore of Housing Vermont provided an overview of the project. Mr. Moore explained that Addison County Community Trust and Housing Vermont are seeking a Select

58
59 Board resolution in support of their application to the Vermont Community Development
60 Program to redevelop the properties at 31-37 North Pleasant Street and John Graham
61 Court. The project, approved by the Development Review Board, consists of the rehabilitation
62 and energy-retrofit of three historic buildings, and the demolition and redevelopment of 8 new
63 apartment units in two buildings (sketch attached). Addison County Community Trust and
64 Housing Vermont would prepare the application and manage the grant for \$460,000, of which
65 \$10,000 is for administration costs. The grant is a federal Community Development Block Grant
66 (CDBG) from Housing and Urban Development (HUD) to the state, which would then pass
67 through the town, and then loaned from the town to the project at 0% interest for 30 years.
68

69 Mr. Moore noted that the entire project is estimated at a cost of \$4 million, with early fall
70 construction anticipated. Dean George pointed out that the resolution draft states that the
71 applicant must receive documentation from the Regional Planning Commission that the project
72 is consistent with the Regional Plan. John Tenny noted that the Board's approval may be
73 contingent upon the Regional Planning Commission's endorsement. Nick Artim moved to
74 approve the resolution authorizing the application for Community Development Block Grant
75 Funding in the amount of \$460,000, contingent upon the project being consistent with the
76 Regional Plan as cited in #4 of the resolution; Gary Baker seconded. Motion carried with 5
77 members in favor, none opposed, and 2 members absent. **MOTION PASSED.**
78

79 Public hearing closed at 7:30 p.m.
80

81 **7. Cobble Road Maintenance Agreement with Town of New Haven** 82

83 Director of Operations Dan Werner provided an overview of the proposed Cobble Road
84 Maintenance Agreement with the Town of New Haven (copy attached), which essentially
85 provides for winter maintenance by New Haven, summer maintenance by Middlebury, and the
86 cost of capital improvements and dust control split equally by the Towns. Victor Nuovo moved to
87 authorize the Town Manager to sign the proposed agreement with the Town of New Haven for
88 the maintenance of Cobble Road; Nick Artim seconded. Motion carried with 5 members in favor,
89 none opposed, and 2 members absent. **MOTION PASSED.**
90

91 **8. Approval of Purchase of On-Line Registration Software for Parks & Recreation Dept.** 92

93 Susan Shashok relayed Parks & Recreation Director Terri Arnold's recommendation (copy of
94 memo attached) to purchase on-line registration software from Vermont Systems, Inc. for
95 \$14,172 over a three-year period. Funding for the software would be as follows: Year 1: \$6,884
96 offset by savings from the six-month vacancy in the Recreation Director position; Year 2: \$3,644
97 from the capital budget; and Year 3: \$3,644 from the capital budget. Terri noted in her memo
98 that among other benefits, on-line registration will create an increase in registrations for each
99 program, offer tracking information, and allow the Department to send participants reminders
100 and follow-up information for classes. Susan Shashok moved to approve the purchase of the
101 on-line registration software from Vermont Systems, Inc. for the Parks and Recreation
102 Department at a cost of \$14,172 over a three-year period; Gary Baker seconded. Motion carried
103 with 5 members in favor, none opposed, and 2 members absent. **MOTION PASSED.**
104

105 **9. Agri-Mark/Cabot Request to Increase Flow to the Town's Wastewater Treatment Plant** 106

107 Agri-Mark/Cabot representatives Tim Opper and Robert Foster outlined Agri-Mark's request to
108 increase the plant's wastewater discharge from the 350,000-gallon-a-day limit set more than 20
109 years ago (copy of letter attached). Plans for an on-site Flow Equalization Tank to raise
110 wastewater discharge limits will allow Agri-Mark/Cabot to operate more effectively and take

111
112 advantage of future business opportunities. In going forward, a technical review of the request
113 will be conducted by the Town's engineer, Director of Operations, Wastewater Treatment
114 Supervisor, and a legal review of the Agri-Mark/Cabot Sewer Usage Agreement with the Town
115 to determine if any revisions are necessary.
116

117 **10. Vermont Gas Update from Multi-Town Working Group**

118

119 Susan Shashok provided a report on the first meeting held by the Multi-Town Working Group
120 held on Friday, March 15th (meeting minutes attached). The planning team's objective is to
121 advocate for the towns impacted by the second phase of the pipeline project proposed by
122 Vermont Gas to build a foot-wide line from Colchester to Middlebury for transport of natural gas
123 from Canada to Addison County. Vermont Gas moved the planned route for the first phase of
124 the project after neighbors requested the pipeline not interfere with property. The second phase
125 of the project, now in its initial planning stages, would take the fuel from the Middlebury area
126 under Lake Champlain to the International Paper mill in Ticonderoga, N.Y. The group plans to
127 meet each Friday until the end of May at the offices of the Addison County Regional Planning
128 Commission from 7:30 to 9:30 a.m. More information on the Addison Natural Gas Project can
129 be found on line at: <http://addisonnaturalgas.com/>
130

131 **11. Committee & Project Reports**

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133 **11a. Report from Retirement Investment Committee**

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135 Town Manager Kathleen Ramsay noted that the Employee Retirement Investment Committee
136 met Monday, March 25th to review a proposal to transfer retirement funds from Mellon
137 Investment Services to International City Management Association Retirement Corporation
138 (ICMA-RC), a non-profit independent financial services corporation. Advantages to participants
139 include quarterly investments statements, retirement planning advice, and lower investment
140 fees; while benefits to the Town include regular plan updates, a reduced administrative burden,
141 and an annual savings of \$4,800 by eliminating the cost of auditing the pension plan and
142 preparing statements. It was the unanimous recommendation of the committee that the Town
143 transfer its employee retirement investments from Mellon to ICMA-RC. Gary Baker so moved,
144 and to authorize the Town Manager to notify Mellon of the transfer, as well as to adopt the
145 resolution (copy attached) for a Legislative Body Relating to a Money Purchase Plan
146 establishing the retirement plan with ICMA-RC; Nick Artim seconded. Motion carried with 5
147 members in favor, none opposed, and 2 members absent. **MOTION PASSED.**
148

149 **11.b. Main Street & Merchants Row Railroad Overpass Bridge Replacements:** 150 **Local Concerns Meeting**

151

152 Dean George noted that the local concerns meeting on the Main Street and Merchants Row
153 Railroad Overpass Bridge Replacements project is scheduled for Thursday, March 28th at 6:00
154 p.m. at the Town Hall Theater. Regular project reports are now available online at:
155 www.middleburybridges.org. The website also provides an on-line sign-up for e-mail updates
156 about the project.
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158 **11.c. Middlebury Fire Facilities Project**

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160 Kathleen Ramsay reported that Bread Loaf Construction is wrapping up the punch list, and final
161 requisition will be presented at the Select Board's next meeting.
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11.d. Gym Task Force Report

Nick Artim reported that members of the Gym Task Force reviewed the engineering analysis provided by Engineering Services of Vermont at their last meeting. It has been estimated that \$525,000 will be required to bring the mechanical, electrical, and plumbing up to a contemporary standard in the Municipal Gymnasium. Next steps include retaining the services of a construction cost estimator to provide estimates for other necessary components of the building for improving energy efficiency, including insulation, windows, brick work, and roof repair.

12. FY13 Budget Report

Kathleen Ramsay reported that, as of the end of February 2013, budget numbers are on track (budget reports attached), adjusting for some pre-paid debt service. Kathleen also noted that property tax delinquencies are down.

14. Town Manager's Report
[agenda item taken out of order]

In addition to her written report (copy attached), Town Manager Kathleen Ramsay noted that, after 33 years of service to the Town of Middlebury, Public Works secretary Verna Watson plans to retire in July. Also, as official winder of the Town Clock, retiring Town Planner Fred Dunnington has noted that this position also needs to be filled. The Town will seek candidates with a mechanical aptitude who can commit to winding the clock each and every week.

13. Approval of Check Warrants

Having reviewed the check warrants from February 13, 2013 through February 26, 2013, Gary Baker moved to approve total expenditures in the amount of \$3,801,361.98; accounts payable in the amount of \$3,709,926.88; and payroll in the amount of \$91,4345.10; Nick Artim seconded. Motion carried with 5 members in favor, none opposed, and 2 members absent. **MOTION PASSED.**

15. Board Member Concerns

Gary Baker conveyed a High Street resident's concern regarding the intensity of streetlights in the area. Kathleen advised Dan Werner has followed up and will be coordinating with neighbors to address the problem.

Nick Artim noted drainage issues in connection with the sidewalks along Buttolph Drive. Director of Operations Dan Werner will check on the matter and report back.

Dean George distributed committee assignments to Board members for their review prior to the upcoming Board retreat on April 1st at the Recreation Building beginning at 4:30 p.m.

16. Executive Session – Legal Matters

Nick Artim moved to enter into Executive Session to consider legal matters, where premature public knowledge would clearly place the Town of Middlebury at a substantial disadvantage; Gary Baker seconded. Motion carried with 5 members in favor, none opposed, and 2 members absent. **MOTION PASSED.**

Select Board Meeting Minutes
Tuesday, March 26, 2013

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The Board entered into Executive Session at 8:30 p.m. and was joined by Town Manager Kathleen Ramsay.

The next regular meeting of the Select Board is scheduled for Tuesday, April 9th at 7:00 p.m.

Submitted by,
Peggy Connor, Board Clerk

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ADDENDUM

- 17. Action on Matters Discussed in Executive Session**
- 18. Adjourn**

235 The Board came out of Executive Session at 8:50 p.m. and adjourned without further action.



State of Vermont

Agency of Transportation

Division of Policy, Planning and Intermodal Development - Mapping Unit

1 National Life Drive

Montpelier, VT 05633-5001

<http://www.aot.state.vt.us>

Telephone: 802-828-3666

Fax: 802-828-2334

Email: gary.s.smith@state.vt.us

March 3, 2014

Chair, Selectboard
Town of New Haven
78 North St
New Haven, VT 05472

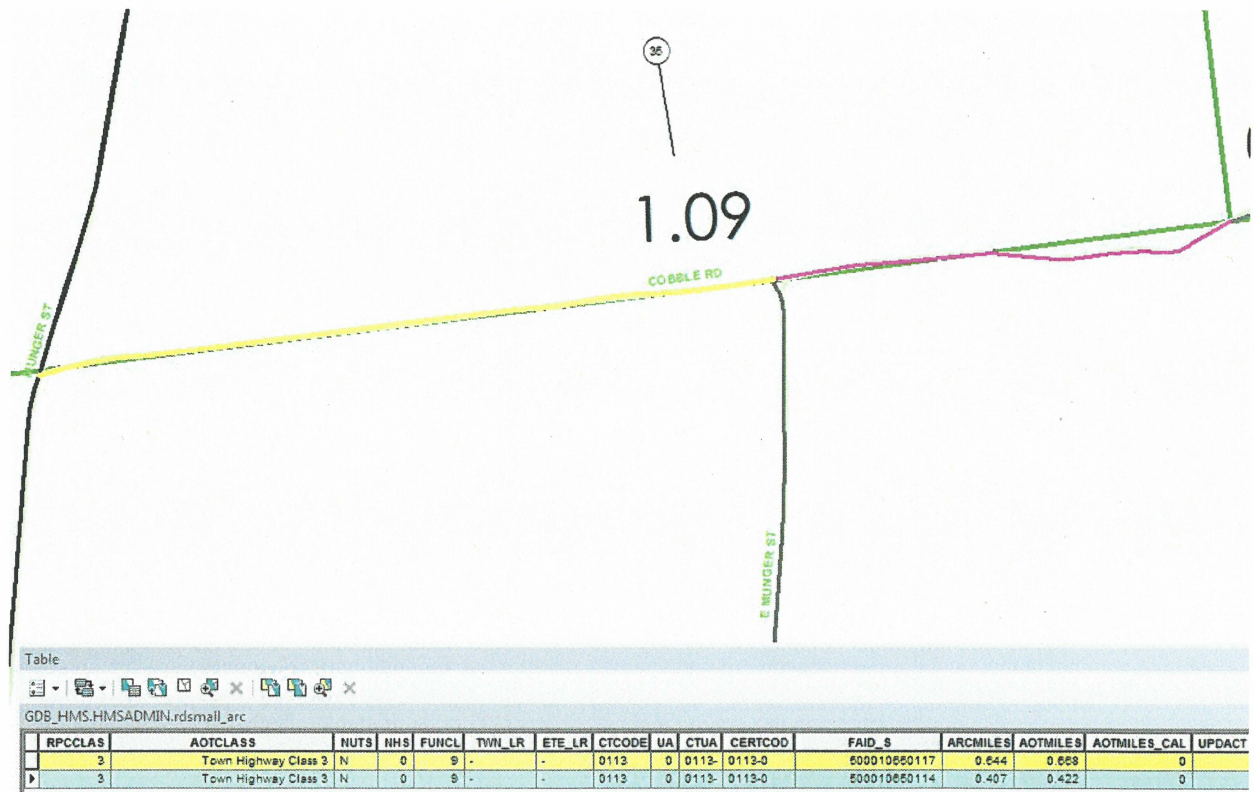
Dear Selectboard Chair,

This past week we received the 2014 Town Mileage Certificate information for the Town of Middlebury. Their information included reference to an agreement between the Town of Middlebury and the Town of New Haven concerning the maintenance of a 1.09 mile segment of Cobble Road. This road segment is currently assigned to New Haven and is designated as Town Highway 35. If we interpret the Middlebury submitted information correctly, New Haven and Middlebury have agreed to split the maintenance expense for this 1.09 mile segment. For State reporting purposes, the two Towns have agreed that they will split the mileage equally. Since the 2014 Mileage Certificate submitted by New Haven did not reflect this agreement with Middlebury, we will need to re-process your Certificate to show a mileage reduction of Class 3 highway maintained by New Haven. Middlebury will show a mileage increase. Before we can process the Middlebury Mileage Certificate, we will need for New Haven to confirm its acceptance of this agreement with Middlebury and to make the necessary correction to its 2014 Mileage Certificate. To facilitate making this correction, I am including a new copy of your certificate for 2014. Please obtain the necessary signatures and return it to me as soon as possible, using the included envelope.

We would also ask for clarification as to where the actual split in responsibility will be made. The simple map that follows shows the 1.09 mile long portion of Cobble Road that VTrans understands is at the center of this agreement between New Haven and Middlebury. The yellow segment of Cobble Rd corresponds closely to the segment assigned to New Haven. Once it is clear to VTrans that this agreement is in place, we will divide the road into two segments. There would appear to be two logical division options. The first option assigns the segment that commences at the intersection of Cobble Rd and Munger St and proceeds east to the Coble Rd intersection with East Munger St. This 0.67 mile long segment would be assigned to New Haven. The other segment, running from the intersection of Cobble Rd with E. Munger St to the junction of the New Haven/Middlebury/Bristol town lines is 0.42 miles long and would be shown as Middlebury's responsibility. If the intent is to truly divide the total 1.09 miles equally, then the New Haven section would commence at the intersection of Cobble Rd and Munger St and proceeds east for 0.55 miles and the remaining 0.54 mile long portion would be assigned to Middlebury. It would end at the intersection of the New Haven/Middlebury/Bristol town lines.

It should be clear that VTrans is not a party to this agreement between New Haven and Middlebury. VTrans is simply working to help you (New Haven & Middlebury) maintain the transportation infrastructure as efficiently as possible. VTrans goal is to see Cobble Road maintained as a Class 3 town highway and that the agreement is clearly understood and supported by both parties. Please enclose documentation your understanding of this agreement with your updated and signed 2014 Mileage Certificate at your earliest convenience.

The yellow portion of Cobble Road closely corresponds to the segment assigned to New Haven. The red segment is assigned to Middlebury. The mileage maintenance assistance value will be equally split between the two towns



If there are questions concerning the VTrans' interpretation of this situation, please contact me right away.

Sincerely,

Gary Smith
VTrans - Mapping

Encl.

cc. Town of Middlebury



State of Vermont

Agency of Transportation

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February 28, 2014

Selectboard / Town Clerk
Town of Middlebury
94 Main Street
Middlebury, VT 05753

Dear Selectboard Chair,

As I began to do the final processing for the 2014 Mileage Certificate for Middlebury, I realized that I had already completed the Certificate for New Haven. Unfortunately the New Haven Certificate did not reflect the division of mileage as called for in the agreement that came with the Middlebury Mileage Certificate. Since the 1.09 mileage of Cobble Road is currently assigned to New Haven, I cannot proceed to adjust the mileage between the two Towns until I hear from New Haven. I have written to New Haven, asking for their clarification. A copy of that correspondence is included with this letter.

In review of this issue I also realized that your 2014 Mileage Certificate seeks to add 0.46 miles of Class 3 highway. I am assuming this comes from the Cobble Road maintenance agreement, but I am unclear how that mileage was derived. Our database shows the distance of Cobble Road involved in this agreement to be 1.09 miles long. I believe your agreement says that you will split the mileage in half with New Haven. I believe your certificate should show the addition of 0.545 miles of Class 3 highway, not 0.46 miles. Could you please clarify this difference for me?

Sincerely,

Gary Smith
VTrans - Mapping

Encl.