

District 9  
Certcode 1007-0

**CERTIFICATE OF HIGHWAY MILEAGE**  
**YEAR ENDING FEBRUARY 10, ~~2024~~ 2025**

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2024 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section via email to: [aot.mileagecertificates@vermont.gov](mailto:aot.mileagecertificates@vermont.gov) or if necessary via mail to: VTrans PPAID - Mapping Section, 219 North Main Street, Barre VT 05641.

We, the members of the legislative body of DERBY in ORLEANS 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.**

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000				
Class 2	22.980				
Class 3	55.12		0.15	54.97	
State Highway	25.477				
<b>Total</b>	<b>103.577</b>				
* Class 1 Lane	0.000				
* Class 4	2.66	0.10	0.49	2.27	
* Legal Trail	7.96	0.49		8.45	

\* Mileage for Class 1 Lane, Class 4, and Legal Trail 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).

0.05 mile TH 62 CLASS 3

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

0.49 mile TH 37 CLASS 4 to Legal Trail  
0.10 mile TH 55 CLASS 3 To class 4

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

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below. ☐

**PART III - SIGNATURES - PLEASE SIGN.**

Signatures of Selectmen/Aldermen/Trustees:

Signature of T/C/V Clerk:

Date Filed:

3/3/25

Please sign ORIGINAL and return it for Transportation signature.

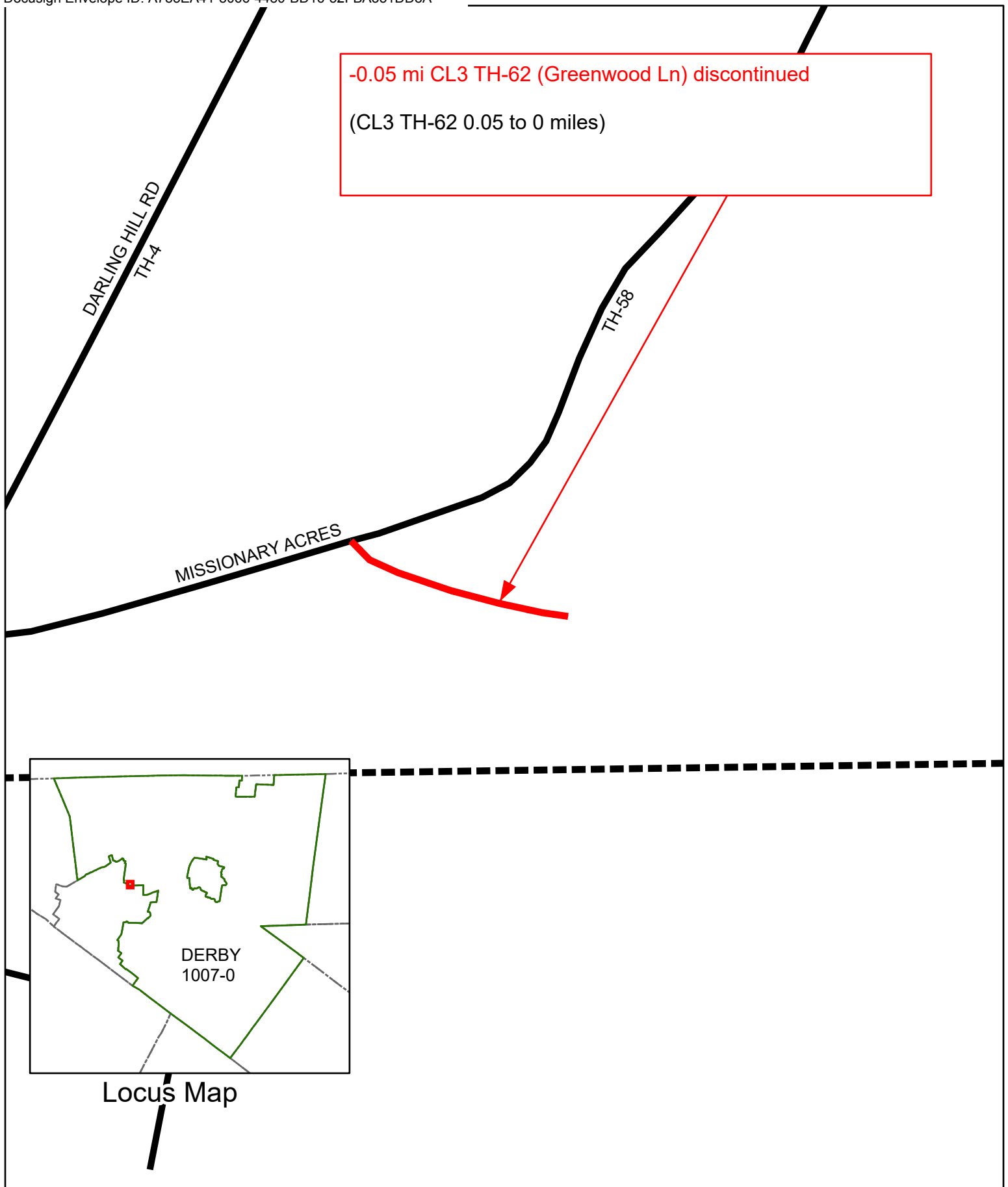
**AGENCY OF TRANSPORTATION APPROVAL:** Signed copy will be returned to T/C/V Clerk.

APPROVED:

Johnathan Croft  
Representative, Agency of Transportation

DATE: 3/10/2025

DS  
PO

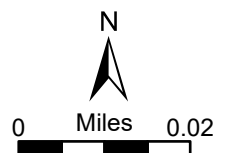


### Mileage Certificate Changes 2025

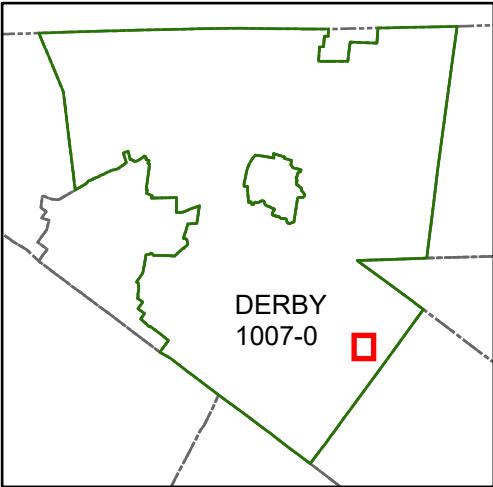
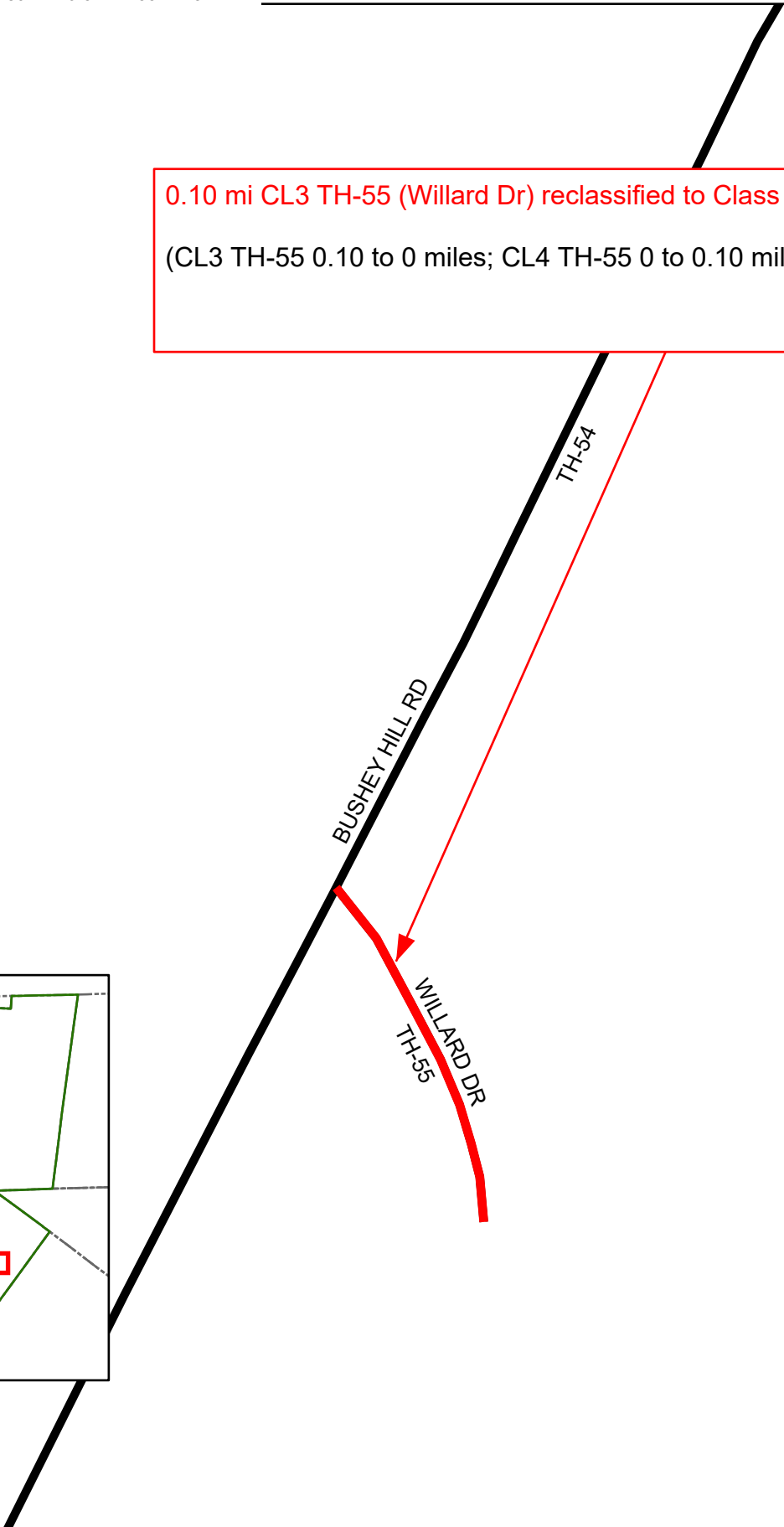
#### DERBY TH-62

(CTUA:1007-0)  
(CERTCODE:1007-0)

Mapping Section  
Division of Policy and Planning  
Vermont Agency of Transportation -- March 10, 2025



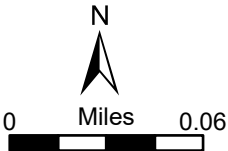
0.10 mi CL3 TH-55 (Willard Dr) reclassified to Class 4  
(CL3 TH-55 0.10 to 0 miles; CL4 TH-55 0 to 0.10 miles)

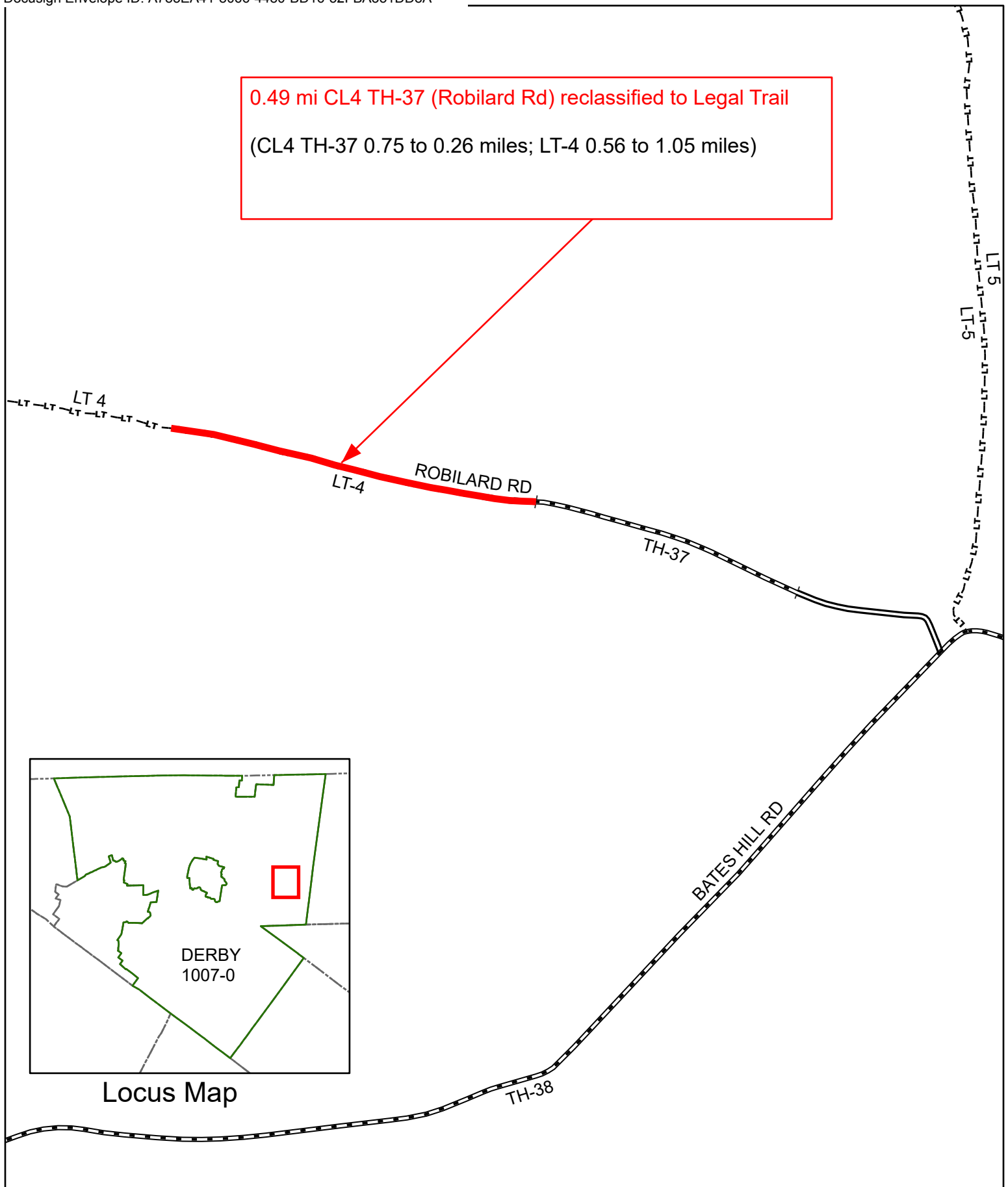


Locus Map

Mileage Certificate Changes 2025  
**DERBY TH-55**  
(CTUA:1007-0)  
(CERTCODE:1007-0)

Mapping Section  
Division of Policy and Planning  
Vermont Agency of Transportation -- March 10, 2025



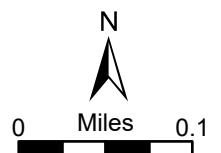


### Mileage Certificate Changes 2025

#### DERBY TH-37

(CTUA:1007-0)  
(CERTCODE:1007-0)

Mapping Section  
Division of Policy and Planning  
Vermont Agency of Transportation -- March 10, 2025





## RESOLUTION OF THE SELECT BOARD OF THE TOWN OF DERBY

The Selectboard of the Town of Derby at their regularly scheduled meeting on December 9, 2025 resolve as follows:

WHEREAS: The Board has proposed to reclassify the following described Class 4 Town Highway to a Legal Trail:

A 0.49 mile portion of Town Highway Number 37 (Robillard Road). Said portion of Town Highway is designated on the Derby Town Highway Map as a Class 4 road, the centerline of which is described as follows: Commencing at a point 0.41 mile from the intersection of the centerline of Town Highway Number 38 (Bates Hill Road) and Town Highway Number 37 ( Robillard Drive), thence proceeding in an westerly direction to the intersection of Legal Trail Number 4.

WHEREAS: A public meeting to hear parties interested in such proposal was held on December 9, 2024 at 6:00 P.M. at the Derby Municipal Building;

WHEREAS: The Selectboard visited the above described road on November 2, 2024 at 10:50 A.M.;

WHEREAS: The Selectboard has determined:

- (a) That said Town Highway is wholly within the Town.
- (b) That it does not appear to have been laid out by the County Court or the Supreme Court.
- (c) That all interested parties have been notified in accordance with 19 VSA.
- (d) That the Notice has been posted as required by statute.
- (e) That the public good, necessity and convenience of inhabitants require a reclassification to a Legal Trail.

THEREFORE, the above described legal trail is ordered discontinued as of this date.

Dated at Derby Vermont this 9<sup>th</sup> day of December, 2024.



Selectboard, Town of Derby

STATE OF VERMONT  
ORLEANS COUNTY, SS.

**IN RE: PROPOSED RECLASSIFICATION A PORTION OF TOWN  
OF DERBY TOWN HIGHWAY NO. 37 TO LEGAL TRAIL**

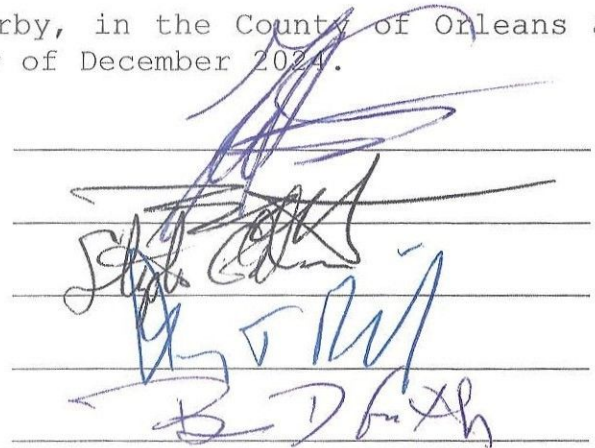
The above entitled matter came on for hearing before the Select Board of the Town of Derby, pursuant to the provisions of §709 of Title 19, Vermont Statutes Annotated, on December 9, 2024, at 6:00 P.M. at the Derby Municipal Building in Derby, Vermont, pursuant to a notice dated October 2, 2024, a copy of which is affixed hereto and made a part hereof. A copy of said Notice was served upon all abutting landowners and others interested in said lands at their last known address by Certified Mail Return Receipt Requested. Additionally, in accordance with the provisions of Title 19, §775 of the Vermont Statutes Annotated, a copy of said Notice was served upon the commissioner of forests, parks and recreation, and the Planning Commission for the Town of Derby. A list of said abutting landowners and others interested in said lands, along with return receipts evidencing receipt of said notice are attached hereto and incorporated herein by reference. Further, a copy of said notice was posted in the office of the Derby Town Clerk on October 2, 2024, and a copy of said notice was published in the Newport Daily Express, a newspaper circulating in the vicinity of the Town of Derby, on November 29, 2024.

At the hearing, Gary Leavens, an owner of property abutting the town highway, explained his desire to have only a portion of Derby Town Highway No. 37 reclassified to a legal trail rather than the entire road. He stated that on the road agree with this. Road Commissioner/Selectman, Stephen Gendreau noted that retaining a space for a turnaround for a plow or school bus would be desirable. No other comment was voiced in support of, or in opposition to, said reclassification. A site visit was conducted prior to the hearing on November 2, 2024 at 10:50 A.M.

There being no further public comment, the hearing was closed. Lindsay Brainard made a motion, seconded by Brad Shattuck, and passed unanimously, that the public good, necessity and convenience of the inhabitants of the Town of Derby requires that a portion of Derby Town Highway No. 37 be reclassified as a Legal Trail, being a 0.49 mile portion of

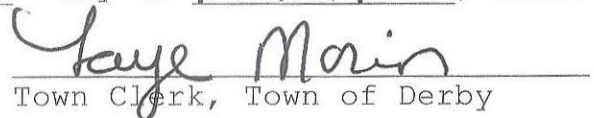
Town Highway Number 37 (Robillard Road). Said portion of Town Highway is designated on the Derby Town Highway Map as a Class 4 road, the centerline of which is described as follows: Commencing at a point 0.41 mile from the intersection of the centerline of Town Highway Number 38 (Bates Hill Road) and Town Highway Number 37 (Robillard Drive), thence proceeding in an westerly direction to the intersection of Legal Trail Number 4.

Dated at the Town of Derby, in the County of Orleans and State of Vermont, this 9<sup>th</sup> day of December 2024.

The image shows five horizontal lines with handwritten signatures in blue ink. The signatures are written over the lines, with some overlapping. The signatures appear to be of various individuals, likely members of the Select Board.

Select Board, Town of Derby

Received for record this 6<sup>th</sup> day of March, 2025.

The image shows a handwritten signature in blue ink that reads "Gaye Morin". The signature is written over a horizontal line. Below the line, the text "Town Clerk, Town of Derby" is printed.

Town Clerk, Town of Derby



**NOTICE OF HEARING**  
**RE: PROPOSED DISCONTINUANCE AND DECLARATION AS A LEGAL TRAIL**  
**A PORTION OF DERBY TOWN HIGHWAY TH-37**

**TOWN OF DERBY, VERMONT**

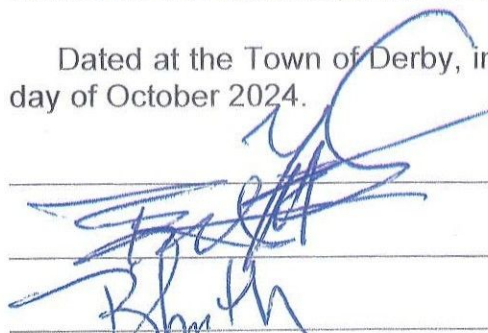
Pursuant to the provisions of Title 19, §709, Vermont Statutes Annotated, notice is hereby given that the Selectboard of the Town of Derby, Vermont, will meet at the Derby Municipal Build, 124 Main Street, Derby Center, Vermont, a public place in said town, at 6:00 o'clock in the afternoon on December 9, 2024, for the purpose of receiving testimony and hearing all persons interested in the matter of whether the following described road in said town should be discontinued as a Town Highway, to wit:


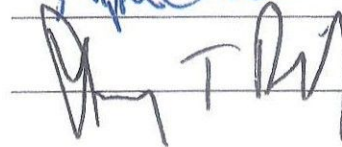
It being a 0.90 mile portion of Town Highway Number 37 (Robillard Road). Said portion of Town Highway is designated on the Derby Town Highway Map as a Class 3 road 0.15 mile and a Class 4 road 0.75 mile, the centerline of which is described as follows: Commencing at the intersection of the centerline of Town Highway Number 38 (Bates Hill Road) and Town Highway Number 37 ( Robillard Drive), thence proceeding in an westerly direction to the intersection of Legal Trail Number 4.

**The Selectboard will conduct a site visit on Saturday, November 2, 2024 at 10:50 AM. They will meet at the intersection of Bates Hill Road (TH38) and Robillard Drive (TH37).**

The proceedings have been initiated by the Selectboard pursuant to the provisions of Title 19, §708(a) of the Vermont Statutes Annotated. If after examination of the premises and hearing any and all interested persons, the Selectboard judges that the public good, necessity and convenience of the inhabitants of the Town of Derby requires that said legal trail be so discontinued, it will be so ordered.

Dated at the Town of Derby, in the County of Orleans and State of Vermont, this 2<sup>nd</sup> day of October 2024.

  
\_\_\_\_\_  
\_\_\_\_\_  
Selectboard, Town of Derby

  
  
\_\_\_\_\_  
\_\_\_\_\_





SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<p>■ Complete items 1, 2, and 3.</p> <p>■ Print your name and address on the reverse so that we can return the card to you.</p> <p>■ Attach this card to the back of the mailpiece, or on the front if space permits.</p> <p>Article Addressed to:</p> <p>BIRCH SCOTT B &amp; MELINDA J 993 BATES HILL RD DERBY, VT 05829</p> <p>9590 9402 7975 2305 6041 69</p> <p>2. Article Number (Transfer from service label) 9589 0710 5270 1892 8718 98</p>	<p>A. Signature X <i>Scott Birch</i> <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) Scott Birch</p> <p>C. Date of Delivery 10/5</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p> <p>3. Service Type  <input type="checkbox"/> Adult Signature  <input type="checkbox"/> Adult Signature Restricted Delivery  <input type="checkbox"/> Certified Mail®  <input type="checkbox"/> Collect on Delivery  <input type="checkbox"/> Collect on Delivery Restricted Delivery  <input type="checkbox"/> Priority Mail Express®  <input type="checkbox"/> Registered Mail™  <input type="checkbox"/> Registered Mail Restricted Delivery  <input type="checkbox"/> Signature Confirmation™  <input type="checkbox"/> Restricted Delivery </p>

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<p>■ Complete items 1, 2, and 3.</p> <p>■ Print your name and address on the reverse so that we can return the card to you.</p> <p>■ Attach this card to the back of the mailpiece, or on the front if space permits.</p> <p>1. Article Addressed to:</p> <p>NORTH EAST AGRICULTURAL T 27 FISHER ROAD ST ALBANS, VT 05478</p> <p>9590 9402 7975 2305 6043 29</p> <p>2. Article Number (Transfer from service label) 7021 0350 0002 2358 5074</p>	<p>A. Signature X <i>[Signature]</i> <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) Tom Belliveau</p> <p>C. Date of Delivery 10/7/24</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p> <p>3. Service Type  <input type="checkbox"/> Adult Signature  <input type="checkbox"/> Adult Signature Restricted Delivery  <input type="checkbox"/> Certified Mail®  <input type="checkbox"/> Collect on Delivery  <input type="checkbox"/> Collect on Delivery Restricted Delivery  <input type="checkbox"/> Priority Mail Express®  <input type="checkbox"/> Registered Mail™  <input type="checkbox"/> Registered Mail Restricted Delivery  <input type="checkbox"/> Signature Confirmation™  <input type="checkbox"/> Restricted Delivery </p>

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<p>■ Complete items 1, 2, and 3.</p> <p>■ Print your name and address on the reverse so that we can return the card to you.</p> <p>■ Attach this card to the back of the mailpiece, or on the front if space permits.</p> <p>1. Article Addressed to:</p> <p>BARRY KORD W ET AL LOBO DA-BARRY MARY E 401 ROBILLARD DRIVE DERBY, VT 05829</p> <p>9590 9402 7975 2305 6041 52</p> <p>2. Article Number (Transfer from service label) 9589 0710 5270 1892 8718 81</p>	<p>A. Signature X <i>[Signature]</i> <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) Barry Kord W</p> <p>C. Date of Delivery 10/10/24</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p> <p>3. Service Type  <input type="checkbox"/> Adult Signature  <input type="checkbox"/> Adult Signature Restricted Delivery  <input type="checkbox"/> Certified Mail®  <input type="checkbox"/> Collect on Delivery  <input type="checkbox"/> Collect on Delivery Restricted Delivery  <input type="checkbox"/> Priority Mail Express®  <input type="checkbox"/> Registered Mail™  <input type="checkbox"/> Registered Mail Restricted Delivery  <input type="checkbox"/> Signature Confirmation™  <input type="checkbox"/> Restricted Delivery </p>

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PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt

RESOLUTION OF THE SELECT BOARD OF THE TOWN OF DERBY

The Selectboard of the Town of Derby at their regularly scheduled meeting on December 9, 2025 resolve as follows:

WHEREAS: The Board has proposed to discontinue the following described Class 3 Town Highway:

A 0.05 mile portion of Town Highway Number 62 (Greenwood Lane). Said portion of Town Highway is designated on the Derby Town Highway Map as a Class 3 road, the centerline of which is described as follows: Commencing at the intersection of the centerline of Town Highway Number 58 (Missionary Acres) and Town Highway Number 62 (Greenwood Drive) which is 0.08 miles from the intersection of the centerline of Town Highway Number 4 (Darling Hill Road), thence proceeding in an easterly direction to the end.

WHEREAS: A public meeting to hear parties interested in such proposal was held on December 9, 2024 at 6:00 P.M. at the Derby Municipal Building;


WHEREAS: The Selectboard visited the above described road on November 2, 2024 at 9:00 A.M.;

WHEREAS: The Selectboard has determined:

- (a) That said Town Highway is wholly within the Town.
- (b) That it does not appear to have been laid out by the County Court or the Supreme Court.
- (c) That all interested parties have been notified in accordance with 19 VSA.
- (d) That the Notice has been posted as required by statute.
- (e) That the public good, necessity and convenience of inhabitants require a discontinuance.

THEREFORE, the above described legal trail is ordered discontinued as of this date.

Dated at Derby Vermont this 9<sup>th</sup> day of December, 2024.



Ben D Smith  
Selectboard, Town of Derby



STATE OF VERMONT  
ORLEANS COUNTY, SS.

**IN RE: PROPOSED DISCONTINUATION A PORTION OF TOWN  
OF DERBY CLASS 3 TOWN HIGHWAY NO. 62**

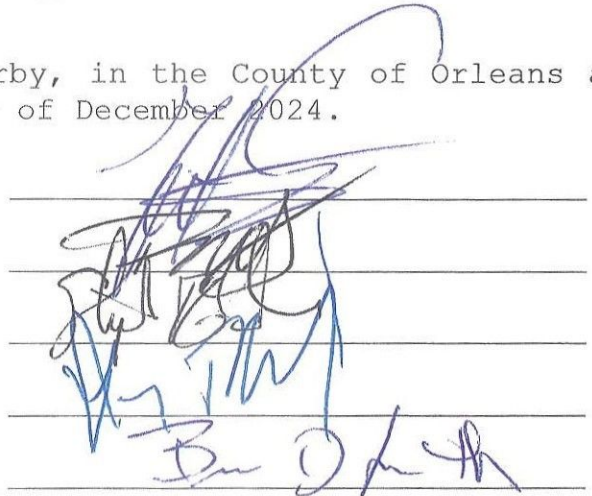
The above entitled matter came on for hearing before the Select Board of the Town of Derby, pursuant to the provisions of §709 of Title 19, Vermont Statutes Annotated, on December 9, 2024, at 6:00 P.M. at the Derby Municipal Building in Derby, Vermont, pursuant to a notice dated October 2, 2024, a copy of which is affixed hereto and made a part hereof. A copy of said Notice was served upon all abutting landowners and others interested in said lands at their last known address by Certified Mail Return Receipt Requested. Additionally, in accordance with the provisions of Title 19, §775 of the Vermont Statutes Annotated, a copy of said Notice was served upon the commissioner of forests, parks and recreation, and the Planning Commission for the Town of Derby. A list of said abutting landowners and others interested in said lands, along with return receipts evidencing receipt of said notice are attached hereto and incorporated herein by reference. Further, a copy of said notice was posted in the office of the Derby Town Clerk on October 2, 2024, and a copy of said notice was published in the Newport Daily Express, a newspaper circulating in the vicinity of the Town of Derby, on November 29, 2024.

At the hearing, Jane & Daniel Zheng, an owner of property abutting the town highway, agreed with the proposed discontinuance. No other comment was voiced in support of, or in opposition to, said discontinuance. A site visit was conducted prior to the hearing on November 2, 2024 at 9:00 A.M.

There being no further public comment, the hearing was closed. Grant Spates made a motion, seconded by Lindsay Brainard, and passed unanimously, that the public good, necessity and convenience of the inhabitants of the Town of Derby requires that a portion of Derby Town Highway No. 62 be discontinued, being a 0.05 mile portion of Town Highway Number 62 (Greenwood Lane). Said portion of Town Highway is designated on the Derby Town Highway Map as a Class 3 road, the centerline of which is described as follows: Commencing at the intersection of the centerline of Town Highway Number 58

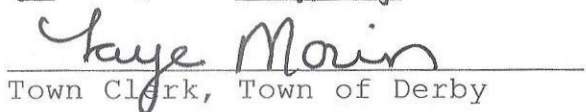
(Missionary Acres) and Town Highway Number 62 (Greenwood Drive) which is 0.08 miles from the intersection of the centerline of Town Highway Number 4 (Darling Hill Road), thence proceeding in an easterly direction to the end.

Dated at the Town of Derby, in the County of Orleans and State of Vermont, this 9<sup>th</sup> day of December 2024.

A handwritten signature in blue ink, appearing to be "Ben D. Smith", is written over several horizontal lines.

Select Board, Town of Derby

Received for record this 6<sup>th</sup> day of March, 2025.

A handwritten signature in black ink, appearing to be "Chae Morin", is written over a horizontal line.  
Town Clerk, Town of Derby

**NOTICE OF HEARING**  
**RE: PROPOSED DISCONTINUANCE**  
**OF A PORTION OF DERBY TOWN HIGHWAY TH-62**

**TOWN OF DERBY, VERMONT**

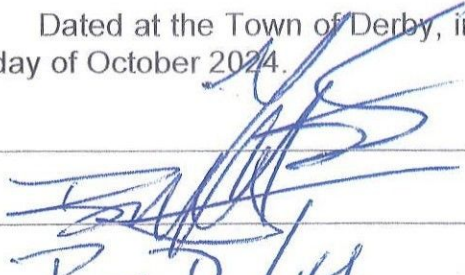
Pursuant to the provisions of Title 19, §709, Vermont Statutes Annotated, notice is hereby given that the Selectboard of the Town of Derby, Vermont, will meet at the Derby Municipal Build, 124 Main Street, Derby Center, Vermont, a public place in said town, at 6:00 o'clock in the afternoon on December 9, 2024, for the purpose of receiving testimony and hearing all persons interested in the matter of whether the following described road in said town should be discontinued as a Town Highway, to wit:

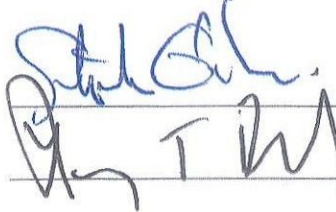
It being a 0.05 mile portion of Town Highway Number 62 (Greenwood Lane). Said portion of Town Highway is designated on the Derby Town Highway Map as a Class 3 road, the centerline of which is described as follows: Commencing at the intersection of the centerline of Town Highway Number 58 (Missionary Acres) and Town Highway Number 62 (Greenwood Drive) which is 0.08 miles from the intersection of the centerline of Town Highway Number 4 (Darling Hill Road), thence proceeding in an easterly direction to the end.

**The Selectboard will conduct a site visit on Saturday, November 2, 2024 at 9:00 AM. They will meet at the intersection of Missionary Acres (TH58) and Greenwood Lane (TH62).**

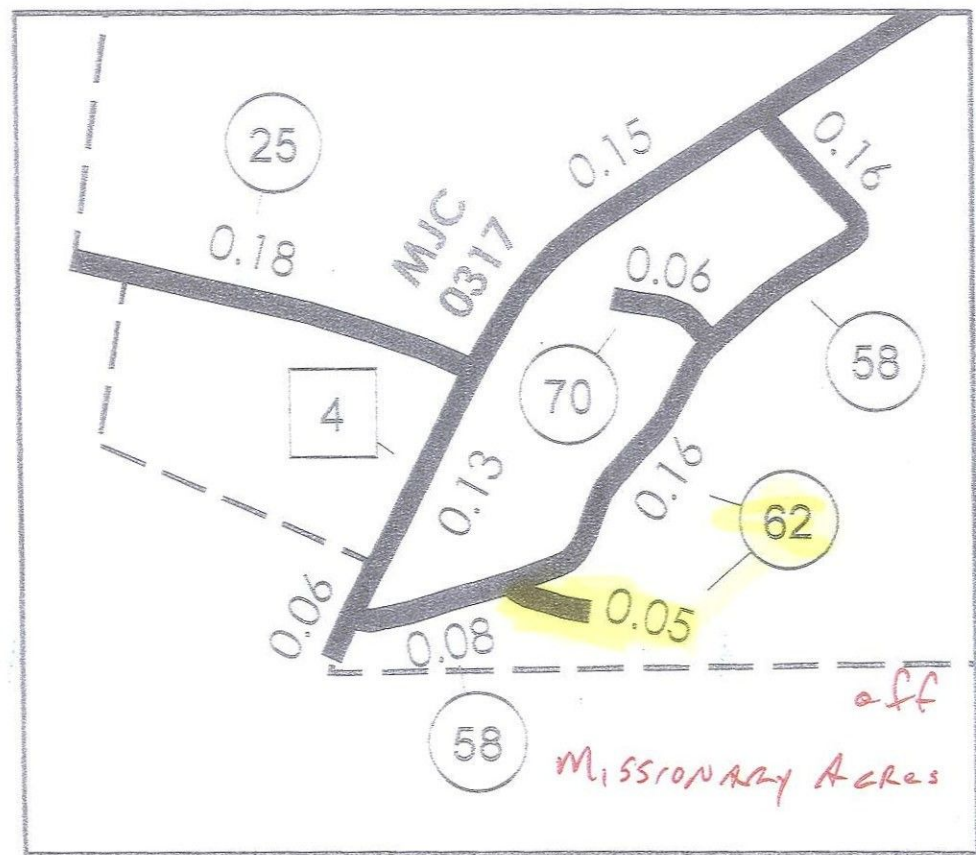
The proceedings have been initiated by the Selectboard pursuant to the provisions of Title 19, §708(a) of the Vermont Statutes Annotated. If after examination of the premises and hearing any and all interested persons, the Selectboard judges that the public good, necessity and convenience of the inhabitants of the Town of Derby requires that said legal trail be so discontinued, it will be so ordered.

Dated at the Town of Derby, in the County of Orleans and State of Vermont, this 2<sup>nd</sup> day of October 2024.

  
\_\_\_\_\_  
Selectboard, Town of Derby

  
\_\_\_\_\_  
Selectboard, Town of Derby





Greenwood Lane

Missionary Acres

INSET 1

SCALE 1:12,672

**SENDER: COMPLETE THIS SECTION**

Complete items 1, 2, and 3.

Print your name and address on the reverse so that we can return the card to you.

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Article Addressed to:

BROWN MICHAEL E & CRYSTAL  
277 MISSIONARY ACRES  
NEWPORT, VT 05855



9590 9402 7975 2305 6044 11

Article Number (Transfer from service label)

7021 0350 0002 2358 5029

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

X *[Signature]* ☐ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

10/7/2024

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

☐ Adult Signature☐ Adult Signature Restricted Delivery☒ Certified Mail®☐ Certified Mail Restricted Delivery☐ Collect on Delivery☐ Collect on Delivery Restricted Delivery☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☐ Signature Confirmation™☐ Signature Confirmation Restricted Delivery☐ Restricted Delivery**SENDER: COMPLETE THIS SECTION**

■ Complete items 1, 2, and 3.

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■ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

TURGEON GERALD & IRENE  
357 MISSIONARY ACRES  
NEWPORT, VT 05855



9590 9402 7975 2305 6043 98

2. Article Number (Transfer from service label)

7021 0350 0002 2358 5012

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

X *[Signature]* ☐ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

10/5/24

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

☐ Adult Signature☐ Adult Signature Restricted Delivery☒ Certified Mail®☐ Certified Mail Restricted Delivery☐ Collect on Delivery☐ Collect on Delivery Restricted Delivery☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☐ Signature Confirmation™☐ Signature Confirmation Restricted Delivery
☐ Mail  
☐ Mail Restricted Delivery  
(over \$500)

S Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

PS Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

**SENDER: COMPLETE THIS SECTION**

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Article Addressed to:

Commissioner  
VT Dept Forests, Parks and Rec  
1 National Live Dr, Davis 2  
Montpelier, VT 05620



9590 9402 7975 2305 6042 06

Article Number (Transfer from service label)

9589 0710 5270 1892 8718 74

☐ Restricted Delivery**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

X State of VT Postal Center ☒ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

10/08/24

D. Is delivery address different from item 1? ☒ Yes  
If YES, enter delivery address below: ☐ No

1078 US Rte 2  
Middlesex, VT 05633-7601

3. Service Type

☐ Adult Signature☐ Adult Signature Restricted Delivery☒ Certified Mail®☐ Certified Mail Restricted Delivery☐ Collect on Delivery☐ Collect on Delivery Restricted Delivery☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☐ Signature Confirmation™☐ Signature Confirmation Restricted Delivery**SENDER: COMPLETE THIS SECTION**

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■ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

ZHENG DANIEL W & JANE H  
279 MISSIONARY ACRES  
NEWPORT, VT 05855



9590 9402 7975 2305 6044 04

2. Article Number (Transfer from service label)

7021 0350 0002 2358 4930

☐ Restricted Delivery**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

X *[Signature]* ☐ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

10-07-24

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

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S Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

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Domestic Return Receipt



## RESOLUTION OF THE SELECT BOARD OF THE TOWN OF DERBY

The Selectboard of the Town of Derby at their regularly scheduled meeting on December 9, 2025 resolve as follows:

WHEREAS: The Board has proposed to reclassify the following described Class 3 Town Highway to a Class 4 Town Highway:

Town Highway Number 55 (Willard Drive) in its entirety. Said Town Highway is designated on the Derby Town Highway Map as a Class 3 road, the centerline of which is described as follows: Commencing at the centerline of the intersection of Town Highway Number 54 (Bushey Hill Road) and Town Highway Number 55 (Willard Drive), thence proceeding in a southeasterly direction to the end.

WHEREAS: A public meeting to hear parties interested in such proposal was held on December 9, 2024 at 6:00 P.M. at the Derby Municipal Building;

WHEREAS: The Selectboard visited the above described road on November 2, 2024 at 9:50 A.M.;

WHEREAS: The Selectboard has determined:

- (a) That said Town Highway is wholly within the Town.
- (b) That it does not appear to have been laid out by the County Court or the Supreme Court.
- (c) That all interested parties have been notified in accordance with 19 VSA.
- (d) That the Notice has been posted as required by statute.
- (e) That the public good, necessity and convenience of inhabitants require a reclassification to Class 4.

THEREFORE, the above described legal trail is ordered discontinued as of this ~~date~~.

Dated at Derby Vermont this 9<sup>th</sup> day of December, 2024.

Selectboard, Town of Derby

STATE OF VERMONT  
ORLEANS COUNTY, SS.

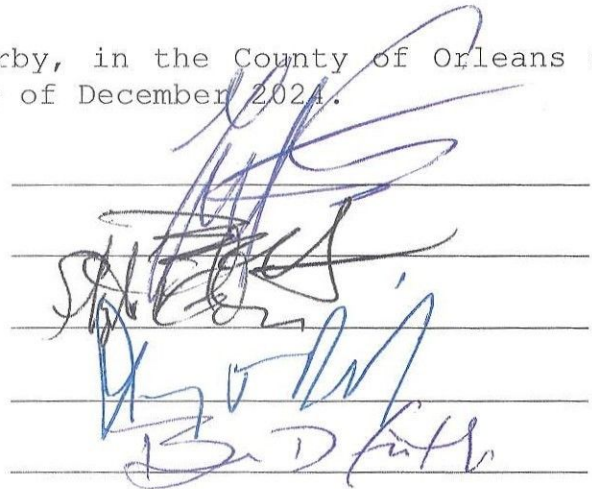
**IN RE: PROPOSED RECLASSIFICATION TOWN OF DERBY  
TOWN HIGHWAY NO. 55 TO CLASS 4**

The above entitled matter came on for hearing before the Select Board of the Town of Derby, pursuant to the provisions of §709 of Title 19, Vermont Statutes Annotated, on December 9, 2024, at 6:00 P.M. at the Derby Municipal Building in Derby, Vermont, pursuant to a notice dated October 2, 2024, a copy of which is affixed hereto and made a part hereof. A copy of said Notice was served upon all abutting landowners and others interested in said lands at their last known address by Certified Mail Return Receipt Requested. Additionally, in accordance with the provisions of Title 19, §775 of the Vermont Statutes Annotated, a copy of said Notice was served upon the commissioner of forests, parks and recreation, and the Planning Commission for the Town of Derby. A list of said abutting landowners and others interested in said lands, along with return receipts evidencing receipt of said notice are attached hereto and incorporated herein by reference. Further, a copy of said notice was posted in the office of the Derby Town Clerk on October 2, 2024, and a copy of said notice was published in the Newport Daily Express, a newspaper circulating in the vicinity of the Town of Derby, on November 29, 2024.

At the hearing, Loraine Limlaw, an owner of property abutting the town highway, explained her desire to have Derby Town Highway No. 55 reclassified to a Class 4 road rather than be discontinued. Road Commissioner/Selectman, Stephen Gendreau noted that retaining a space for a turnaround for a plow or school bus would be desirable. No other comment was voiced in support of, or in opposition to, said reclassification. A site visit was conducted prior to the hearing on November 2, 2024 at 9:50 A.M.

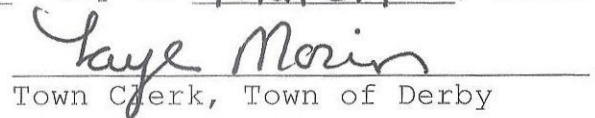
There being no further public comment, the hearing was closed. Grant Spates made a motion, seconded by Lindsay Brainard, and passed unanimously, that the public good, necessity and convenience of the inhabitants of the Town of Derby requires that Derby Town Highway No. 55 be reclassified as a Class 4 Town Highway in its entirety.

Dated at the Town of Derby, in the County of Orleans and  
State of Vermont, this 9<sup>th</sup> day of December 2024.

The image shows five horizontal lines with handwritten signatures in blue ink. The signatures are written over the lines, with some overlapping. The bottom signature appears to be "B. D. Firth".

Select Board, Town of Derby

Received for record this 6<sup>th</sup> day of March, 2025.

The image shows a handwritten signature in black ink, "Gayle Morin", written over a horizontal line. Below the line, the text "Town Clerk, Town of Derby" is printed.

Town Clerk, Town of Derby



**NOTICE OF HEARING**  
**RE: PROPOSED DISCONTINUANCE**  
**OF DERBY TOWN HIGHWAY TH-55 IN ITS ENTIRETY**

**TOWN OF DERBY, VERMONT**

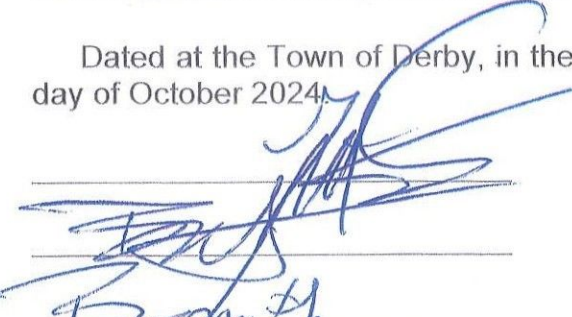
Pursuant to the provisions of Title 19, §709, Vermont Statutes Annotated, notice is hereby given that the Selectboard of the Town of Derby, Vermont, will meet at the Derby Municipal Build, 124 Main Street, Derby Center, Vermont, a public place in said town, at 6:00 o'clock in the afternoon on December 9, 2024, for the purpose of receiving testimony and hearing all persons interested in the matter of whether the following described road in said town should be discontinued as a Town Highway, to wit:


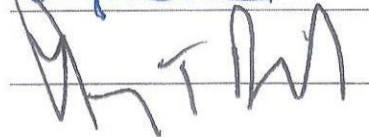
It being Town Highway Number 55 (Willard Drive) in its entirety. Said Town Highway is designated on the Derby Town Highway Map as a Class 3 road, the centerline of which is described as follows: Commencing at the centerline of the intersection of Town Highway Number 54 (Bushey Hill Road) and Town Highway Number 55 (Willard Drive), thence proceeding in a southeasterly direction to the end.

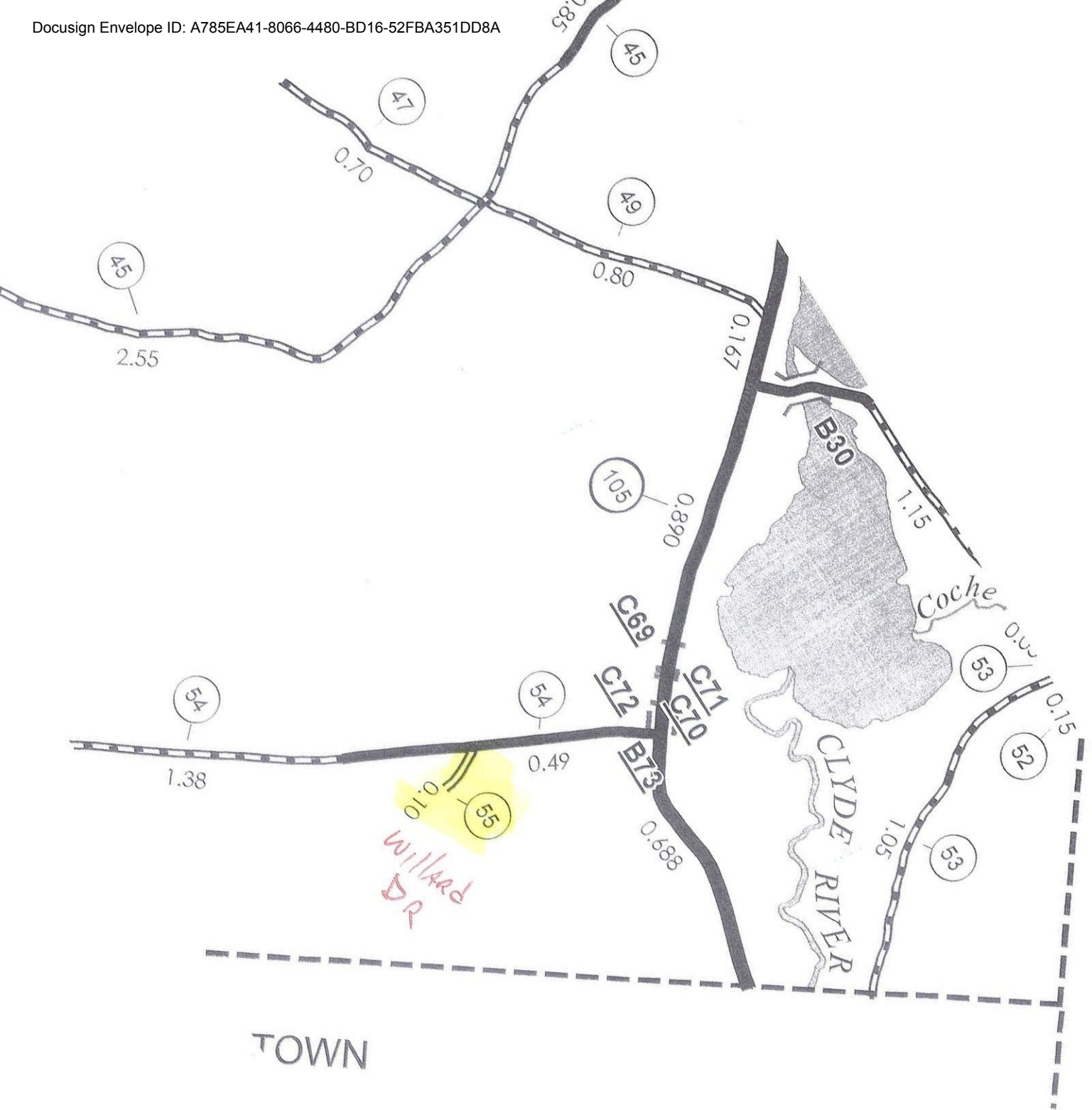
**The Selectboard will conduct a site visit on Saturday, November 2, 2024 at 9:50 AM. They will meet at the intersection of Bushey Hill Road (TH54) and Willard Drive (TH55).**

The proceedings have been initiated by the Selectboard pursuant to the provisions of Title 19, §708(a) of the Vermont Statutes Annotated. If after examination of the premises and hearing any and all interested persons, the Selectboard judges that the public good, necessity and convenience of the inhabitants of the Town of Derby requires that said legal trail be so discontinued, it will be so ordered.

Dated at the Town of Derby, in the County of Orleans and State of Vermont, this 2<sup>nd</sup> day of October 2024.

  
\_\_\_\_\_  
Selectboard, Town of Derby

  
\_\_\_\_\_  
  
\_\_\_\_\_





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1. Article Addressed to:

Commissioner  
VT Dept Forests, Parks and Rec  
1 National Live Dr, Davis 2  
Montpelier, VT 05620



9590 9402 7975 2305 6042 06

2. Article Number (Transfer from service label)

9589 0710 5270 1892 8718 74

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1. Article Addressed to:

OUELLETTE JOEL J  
3630 BUSHEY HILL ROAD  
NEWPORT, VT 05855



9590 9402 7975 2305 6043 67

2. Article Number (Transfer from service label)

7021 0350 0002 2358 5067

Restricted Delivery

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1. Article Addressed to:

WILLARD SCOTT T  
121 WILLARD DRIVE  
NEWPORT, VT 05855



9590 9402 7975 2305 6043 50

2. Article Number (Transfer from service label)

7021 0350 0002 2358 5050

## COMPLETE THIS SECTION ON DELIVERY

A. Signature

X State of VT Postal Center

☒ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery  
10/08/24D. Is delivery address different from item 1? ☒ Yes  
If YES, enter delivery address below: ☐ No

1078 US Rte 2  
Middlesex, VT 05633-7601

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☒ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

## COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

☐ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

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Restricted Delivery

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☐ Agent  
☐ Addressee

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If YES, enter delivery address below: ☒ No

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- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Mail  
Mail Restricted Delivery

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**TOWN OF DERBY, VERMONT  
SELECT BOARD MEETING**

**Minutes**

**December 9, 2024**

**Present:** Steve Gendreau, Grant Spates, Lindsay Brainard, Brad Shattuck.

**Others:** Ryan Abel, Jeff Johansen, Loraine Limlaw, Daniel Zheng, Jane Zheng, Ed Barber, Ben Batchelder, Gary Leavens, Margaret Leavens, Michael Koehler, Brandon Phillips, Mark McBride, Diane McBride, Jennifer Harlow, Richard Wells, Faye Morin, Tom Pratt, Matt Wilson, Bob Kelley, Roger Gosselin (remotely), Jason Nye (remotely).

**MEETING CALLED TO ORDER - 6:00 P.M.**

Warrants #25A in the amount of \$22,315.50 and #25B in the amount of \$166,811.24 were signed.

**APPROVE MINUTES:**

Steve moved to approve the minutes of November 11, 2024 as written, with Lindsay seconding. Unanimous.

**PUBLIC HEARING – ROAD DISCONTINUANCES:**

The Board recessed their meeting for a Public Hearing for the discontinuance of the following roads: Town Highway # 37 (Robillard Road), Town Highway #55 (Willard Drive), Town Highway #62 (Greenwood Lane), Town Highway #65 (Batchelder Drive), and Town Highway #70 (Ledgewood Drive). Gary Leavens thought that the first 0.40 miles of TH #37 should be left as is and the remainder be changed to a Legal Trail. He stated that others on the road agree with this. Ben Batchelder and Mark McBride think that TH #65 should remain as is and agreed to deed the Town an easement for a turnaround at the end of the road and to pay for the required survey. Ryan Abel thinks TH #70 should remain as is. Evangeline Wood sent a letter that was read into the record and she is not in favor of changing the road. The Town would need a deeded turnaround at the end of the road surveyed. Mr. Abel didn't think that would be an issue. Jane & Daniel Zheng discussed TH #62 and agreed that their section of the road should be discontinued. Loraine Limlaw discussed TH #55 with the Board and it was thought that changing it to a Class 4 road would be the best course of action. A letter from Rebecca Washburn, Director, Lands Administration and Recreation Division for the Department of Forest, Parks & Recreation was read into the record. After all public comments

**PUBLIC COMMENTS: None.**

**NEW BUSINESS:**

**Consider Road Discontinuances** – Lindsay moved to change a 0.49 mile portion of a Class 4 section of Town Highway #37 (Robillard Road) to a Legal Trail beginning 0.41 miles from the intersection of the centerlines of Town Highway #38 (Bates Hill Road) and Town Highway #37 (Robillard Road) and extending in the westerly direction to the intersection of Town Highway #37 (Robillard Road) with Legal Trail #4, seconded by Brad. Unanimous.

Grant moved to discontinue a 0.05 mile portion of Class 3 Town Highway #62 (Greenwood Drive) beginning at the intersection of the centerlines of Town Highway #58 (Missionary Acres) and Town Highway #62 (Greenwood Drive) which is 0.08 miles from the intersection of centerline of Town Highway #58 (Missionary Acres) and Town Highway #4 (Darling Hill Road) thence proceeding in an southeasterly direction to the end, seconded by Lindsay. Unanimous.

Grant moved to change in its entirety Town Highway #55 (Willard Drive) from a Class 3 road to a Class 4 road, seconded by Lindsay. Unanimous.



**Drift Dusters – Roger Gosselin** – This is the annual permission for use of Town roads and property for the snowmobile trails. There is no change from last year. Brad moved to approve the permission, seconded by Steve. Unanimous.

**Ambulance Service Agreement – Jeff Johansen** – Derby's share for the Ambulance Service is up \$15,501 from last year, this represents about a \$3/person increase. The total amount including dispatching is \$217,959. Lindsay moved to approve the Ambulance Service Agreement for \$217,959.00, seconded by Brad. Unanimous.

**Orleans County Sheriff Department – Jen Harlow** – Jen Harlow and Richard Wells explained their proposed budget for 2025. Their hourly rate increased from \$61/hour to \$65/hour. Call volume has remained about the same. They would like to see an increase from 40 hours/week to 55 hours/week in 2025 and 70 hours/week in 2026 to better serve the community. The Board will consider the number of hours/week during budgeting.

**Wednesday on the Waterfront** – The Board agreed to donate \$500 again for 2025.

**Review & Sign Appropriations – NEKLS, Old Stone House, OEVNA, Orleans County Citizen Advocacy, Pope Memorial Frontier Animal Shelter, Umbrella** – All appropriation requests are the same as last year, except for the Old Stone House. They are requesting an increase from \$1,600 to \$4,000 and the request is accompanied by a petition with the appropriate number of signatures.

**Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report, General Journal Posting** – The Board reviewed and signed all.

**TA/ZA Update – DRB/PC:** The DRB has one permit pending next week. The PC will not be meeting next week. **Permits:** There have been 109 permits submitted year to date. **Grants: New Park** – Jeff Olesky is finishing up the Stormwater permit. With the flooding this summer our project got put on the back burner. Pat Daigle is doing some topographic work for the soccer field. **Recreation Grants** – A RTP grant was submitted last week for \$50,000 to help with the walking paths in the new park. Also, a LWFC grant will be submitted by the end of this week for a skating rink similar to Derby Line's. **MERP Energy Grant** – The garage roof is almost complete and Ryan Kimball is also working with Craig Ellam to replace the siding on the Fire Station on Elm St. **4-H Rd Construction Grant** – Tyler Billingsley has updated his plans and the next step is to get temporary easements from the landowners, then the project can go out to bid. **Better Roads Grant** – Applications are due by the end of the year. Tom has identified 2 roads to fix up; Woods Farm Road (ditching and replace one culvert) and Bridge Street (ditching and replace one culvert). **FEMA:** A Recover Scoping Meeting is scheduled on Thursday for this year's storm. **TextMyGov:** This is a company that offers a way to communicate with citizens. It is \$3,000/year and an initial \$800 setup fee. This is just something for you to take a look at to see if it is something that the Town might be interested in. This seems to be the way technology is headed and at some point the Town may want to consider a service like this.

#### **OLD BUSINESS:**

There is still one tree that needs to be removed from Derby Green.

#### **ROAD REPORT:**

The Road Crew is in winter mode with plowing. Truck #1 broke down. Worst case scenario the new truck will arrive in late January. Nelson Hill Road paving was discussed.

#### **RECREATION COMMITTEE:**

The Light Up the Night Parade is this Saturday, December 14<sup>th</sup> at 6:00 p.m. Chris Lowery has taken over organizing the parade. Ann Kelley is organizing a bonfire and hot chocolate.

#### **OTHER BUSINESS:**



Brad asked if there were any ARPA funds remaining because the funds need to be used by the end of the year. The last of the funds are for Broadband and will be in the warrants for the next meeting.

**EXECUTIVE SESSION:**

At 7:49 p.m. Steve moved to go into Executive Session for legal issues, seconded by Lindsay. Unanimous.

Out of Executive Session at 8:07 p.m., no action taken.

**ADJOURNMENT:**

The next meeting is scheduled for 6:00 p.m. Monday, December 23, 2024. Brad made a motion to adjourn the meeting at 8:07 p.m.

Submitted by Bob Kelley, *Unofficial until approved.*