

2/4/2025

VTrans Mapping Section

District 6
Certcode 1203-0

CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 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 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 BERLIN in WASHINGTON 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				0.000
Class 2	13.760				0.000
Class 3	36.94	0.55	0.30	37.19	36.64 0.000
State Highway	25.800				0.000
Total	76.500			76.200	0.000
* Class 1 Lane	0.000				
* Class 4	7.49	0.24		7.73	0.000
* Legal Trail	4.09				

* 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".

TH 83 (Dodge Farm Rd) 0.2291 miles **

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

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

proper measurement of TH 27 (Partridge Farm Rd) **
Total length from US 302 to Highway is 0.6 miles

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

0.24 mi CL3 TH-39 (Rowell Hill Rd) designated Not Up To Standards (NUTS) pursuant to 19 VSA 305(a)
-0.06 mi CL3 TH-39 (Rowell Hill Rd) remeasured

** NOTE:
Addition of Dodge Farm Rd and extension of Partridge Farm Rd (TH-27) not processed this year. Need additional documentation (e.g. warranty deeds, see attached email correspondence dated 5/21/2025)

Part I adjustments, NUTS designation and TH-39 remeasurement added by K. Alley as per attached email correspondence dated 2/19/2025

DS
RMA

IF THERE ARE NO CHANGES RECORDED THIS YEAR: Place an X in the box and sign below. ☐

PART III - SIGNATURES - PLEASE SIGN.

Signatures of Selectmen/ Aldermen/ Trustees:

[Signature]

[Signature]
[Signature]

Signature of T/C/V Clerk:

[Signature]

Date Filed: 2/4/25

Please sign ORIGINAL and return it for Transportation signature.

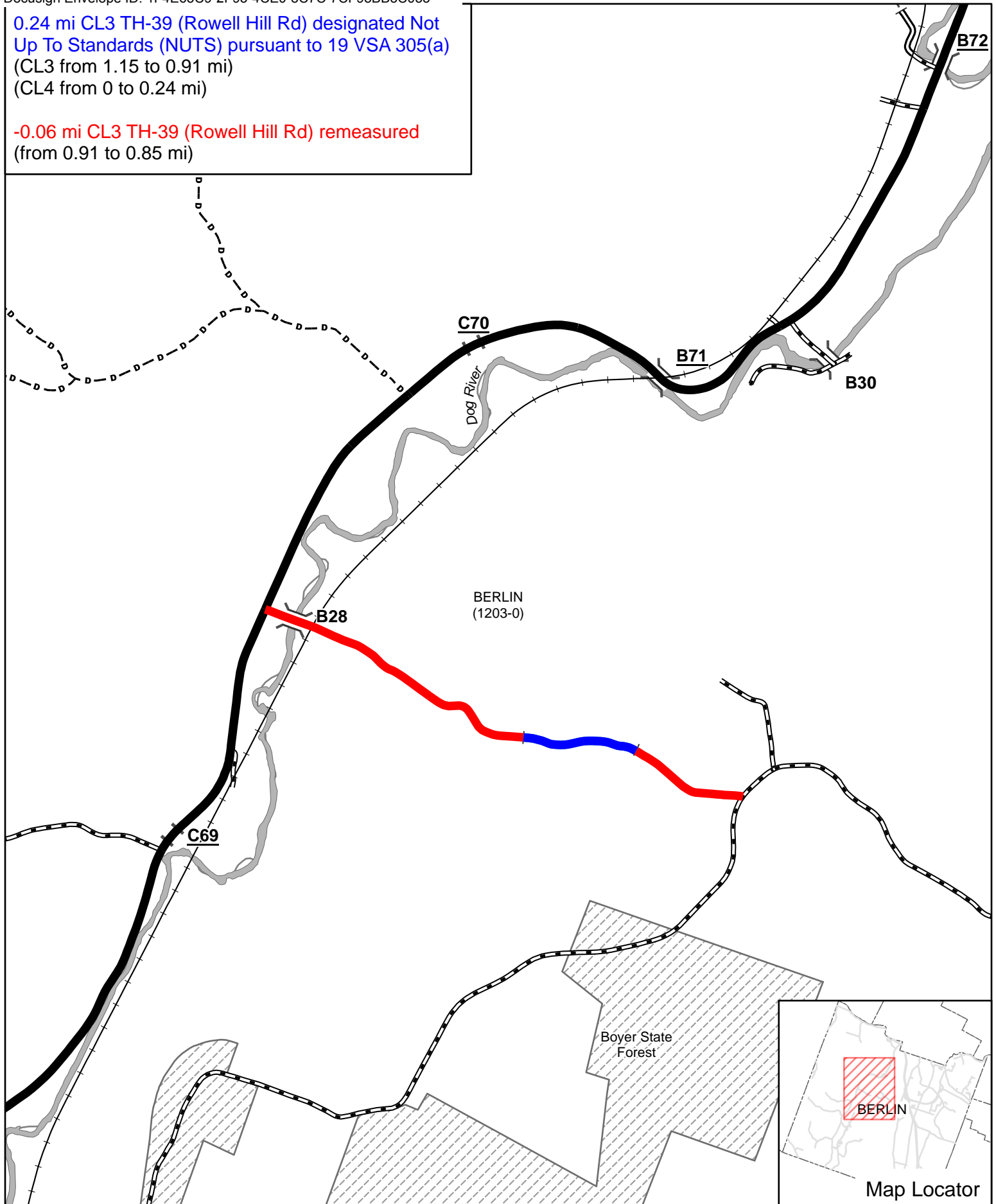
AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: *[Signature]*
John R. Kelly
8B1F350F309C4C9...

DATE: 5/22/2025

0.24 mi CL3 TH-39 (Rowell Hill Rd) designated Not
Up To Standards (NUTS) pursuant to 19 VSA 305(a)
(CL3 from 1.15 to 0.91 mi)
(CL4 from 0 to 0.24 mi)

-0.06 mi CL3 TH-39 (Rowell Hill Rd) remeasured
(from 0.91 to 0.85 mi)

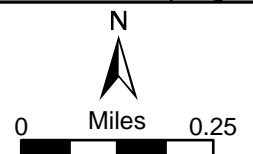


Mileage Certificate Changes 2025

BERLIN

(CTUA:1203-0)
(CERTCODE:1203-0)

Mapping Section
Division of Policy and Planning
Vermont Agency of Transportation -- April 22, 2025



CERTIFICATE of COMPLETION and OPENING**of a HIGHWAY for PUBLIC TRAVEL**

Rachel Giroux _____, Town _____ Clerk of the Town _____ of
 (Clerk's Name) (City/Town/Village) (City/Town/Village)
 Berlin _____, Vermont.
 (Municipality)

Pursuant to Title 19, V.S.A., Chapter 7, this is to certify that the following described section of Class 3 _____
 (1,2,3 or 4)

Highway in the Town _____ of Berlin _____ was COMPLETED AND OPENED FOR
 (City, Town, Village) (Municipality)
 PUBLIC TRAVEL May 6 _____, 2024.
 (Month & Day) (Year)

DESCRIPTION OF RIGHT OF WAY:

Town Highway # 83 known as Dodge Farm Road: 1210 feet long, three rod wide extending from T.H. 5 (Scott Hill Rd) to Water Works Way (private)

and as shown on a Highway Map of the Town _____ of Berlin _____,
 (City, Town, Village) (Municipality Name)

Dated May 6 _____, 2024, and filed in Book 2A on page 351 of the Records of the
 (Month & Day) (Year) (book #) (Page #)

Town _____ of Berlin _____ by the Town _____ Clerk of said Town _____ incorporated
 (City, Town, Village) (Municipality Name) (City, Town, Village) (City, Town, Village)
 herein by reference and attested to on said map by said Berlin _____ Clerk.
 (Municipality)

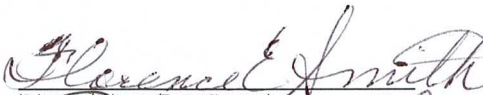
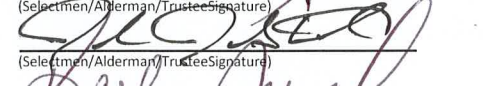
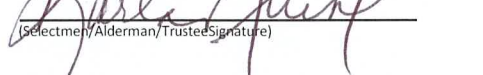
Dated at Town of Berlin _____, County of Washington _____ and State of Vermont, this
 (Municipality Name) (County Name)
 3rd _____, day of February _____, A.D., 2025.
 (Date - Day) (Date - Month) (Year)


 (Selectmen/ Alderman/ Trustee Signature)

 (Selectmen/ Alderman/ Trustee Signature)

 (Selectmen/ Alderman/ Trustee Signature)

 (Administrator/Manager/ Mayor Signature)


 (Selectmen/ Alderman/ Trustee Signature)

 (Selectmen/ Alderman/ Trustee Signature)

 (Selectmen/ Alderman/ Trustee Signature)

**BOARD
 OF
 SELECTMEN,
 ALDERMAN,
 or TRUSTEES**

and the Administrator Town Berlin _____
 (Municipality Name)

Berlin _____, Vermont February 4 _____, 2025
 (Municipality Name) (Month - Day) (Year)

THE ABOVE IS A TRUE COPY OF THE DESCRIPTION OF CLASS 3 _____ HIGHWAY COMPLETED AND OPENED
 (1,2,3 or 4)

FOR PUBLIC TRAVEL, RECORDED IN BOOK 2A _____ ON PAGE 351 _____ OF THE Town _____ RECORDS
 (Book #) (Page #) (City/Town/Village)

OF Berlin _____ ON THE 6th _____ DAY OF May _____, 2025 _____ AT
 (Municipality) (Date - Day) (Date - Month) (Date - Year)

9:00 _____ O'CLOCK, A _____ M.
 (Time) (A or P)

ATTEST: *Paula Grier*
(Clerk's Name)

Town CLERK OF Berlin, VERMONT
(City/Town/Village) Municipality Name)



TOWN OF BERLIN, VERMONT

Washington County

Selectboard:

Brad Towne, Chair
Flo Smith, Vice Chair
Joe Staab, Secretary
Ture Nelson
Karla Nuissl

Municipal Office Building
108 Shed Road
Berlin, Vermont 05602
Telephone: 802-223-4405
Fax Number: 802-229-9530

Town Administrator
Ture Nelson

Resolution for Remeasured Partridge Farm Road

WHEREAS, on August 6, 2010 the Selectboard, Town of Berlin accepted the extension of TH27 Partridge Road as a Class 3 road in Berlin, and;

WHEREAS, on 4/5/2011 the Selectboard, Town of Berlin changed the name of TH27 from Partridge Road to Partridge Farm Road to avoid confusion in the 05641 Zip Code, and;

WHEREAS, when the additional length of TH27 was accepted, this length was not added to the official town road mileage, and;

WHEREAS, during the roadway condition inventory conducted in Summer 2024 this error was discovered.

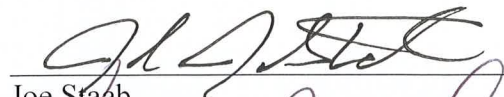
NOW THEREFORE BE IT RESOLVED that the Select Board, Town of Berlin wishes all records to reflect the full length of TH27, being a Class 3 Town Highway is 3,186' or .6 miles, and;

BE IT FURTHER RESOLVED that the Vermont Agency of Transportation accepts this updated mileage on all official maps and certificate

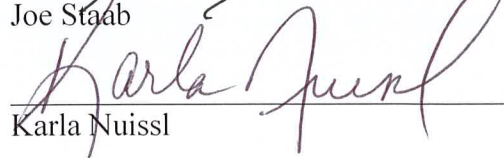
Dated this 3rd day of February, 2025



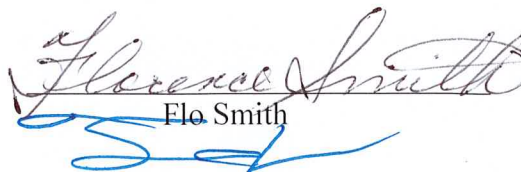
Brad Towne



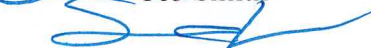
Joe Staab



Karla Nuissl



Flo Smith



Ture Nelson

Selectboard of Berlin

Alley, Kerry

From: Alley, Kerry
Sent: Wednesday, May 21, 2025 5:18 PM
To: Town Administrator; Tim Davis
Cc: Croft, Johnathan
Subject: RE: Rowell Hill Rd, Class 4 portion?
Attachments: 1989_C.pdf

Good afternoon Ture,

I will be returning copies of the 2025 Mileage Certificates to Towns later this week, and I want to make sure that you and the Berlin Selectboard are aware that the only changes processed with Berlin's 2025 Certificate of Highway Mileage were:

0.24 mi CL3 TH-39 (Rowell Hill Rd) designated Not Up To Standards (NUTS) pursuant to 19 VSA 305(a)
-0.06 mi CL3 TH-39 (Rowell Hill Rd) remeasured

We were not able to process the addition of Dodge Farm Rd or the extension of Partridge Farm Rd (TH-27) because, in addition to requiring documentation indicating that the Town has formally accepted these highways, we also need copies of documentation demonstrating that these rights of way were dedicated to the Town.

Although we have a copy of a warranty deed for Partridge Farm Rd that was submitted with the 1989 Mileage Certificate (see attached), it only corresponds to the portion that is already shown on the Town Highway Map (and possibly a very short distance beyond its intersection with Point Ridge Rd/TH-78).

We will be happy to process these two changes with next year's Certificate of Highway Mileage if we receive the necessary documentation of dedication (most commonly a warranty deed). If we receive this documentation before the Mileage Certificates are sent out to Towns in early January 2026, we can also preload the changes onto the certificate.

Please feel free to reach out to me if you have any questions about the information above, or about the Mileage Certificates in general, please don't hesitate to reach out to me.

Kerry

Kerry Alley | GIS Professional III
Policy, Planning & Research Bureau / Mapping Section
Policy, Planning & Intermodal Development Division
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-917-2621 (cell) | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>

From: Alley, Kerry

Sent: Friday, April 18, 2025 2:08 PM

To: Town Administrator <townadministrator@berlinvt.gov>; Tim Davis <highway@berlinvt.gov>

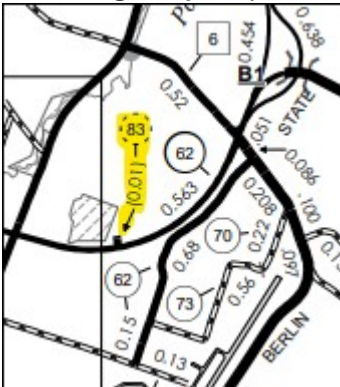
Subject: RE: Rowell Hill Rd, Class 4 portion?

Good afternoon Ture,

Do you have additional documentation for the following two changes that were submitted on Berlin's 2025 Mileage Certificate?

- Addition of Dodge Farm Rd as a Town Highway: Do you have a deed indicating that the right of way was dedicated to the Town? **Side Note:** TH-83 is actually the CL4 "stub" of the Berlin Mall Rd that intersects VT-62 (see map excerpt below), so Dodge Farm Rd would be added to our records as TH-84)
- Extension of TH-27 (Partridge Farm Rd): We have a warranty deed associated with the previous extension of TH-27 back in 1989 (see p. 10 of the attached 1989 Mileage Certificate). Do you have a copy of the survey plan of the Casavant(?) property mentioned in that deed (dated 1976 and on file in Plat Book 77, P 17... If I'm reading it correctly)? It's much easier for us to plot out surveys if we have the accompanying drawings, and then I'll be able to determine whether that deed includes the extension that you submitted on your 2025 Mileage Certificate. If you happen to know that the extension is covered by a different deed, could you send that (and any accompanying drawings) to us as well?

Town Highway Map excerpt highlighting Berlin Mall Rd (TH-83)



Thanks,

Kerry

Kerry Alley | GIS Professional III

Policy, Planning & Research Bureau / Mapping Section

Policy, Planning & Intermodal Development Division

Vermont Agency of Transportation

219 North Main Street | Barre, VT 05641

802-917-2621 (cell) | Kerry.Alley@vermont.gov

<http://vtrans.vermont.gov/planning/maps>

From: Alley, Kerry
Sent: Wednesday, February 19, 2025 3:18 PM
To: Town Administrator <townadministrator@berlinvt.gov>; Tim Davis <highway@berlinvt.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

Hi Ture,

I'll use the 1.09 measure for TH-39 for the remeasurement on this year's Mileage Certificate, and we can fine-tune the measure in the future if you obtain a more precise measure. It is also worth noting that the 1989 field measurement was made using a DMI (digital mileage instrument) built into a truck's axle.

It just occurred to me that, if a formal class 4 reclassification did occur, it might have been around 1974 or soon thereafter, which is when a portion of TH-39 was "field designated" class 3 provisional (which might mean that it wasn't being maintained to class 3 standards at that time). However, the length of that segment was longer than what is currently treated as class 4 by the Town, so it is likely that a formal reclassification would still be needed even if documentation of a previous class 4 reclassification were found.

Thanks again!
Kerry

From: Town Administrator <townadministrator@berlinvt.gov>
Sent: Wednesday, February 19, 2025 12:59 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>; Tim Davis <highway@berlinvt.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Kerry, my list that I use for the annual mileage certification shows 1.15 miles (about 6070'). Measuring using Town View I get 5403' or 1.023 miles. This is the total length for Class 3 & 4 sections.

I asked our chair if he remembered ever reclassifying any portion of it, and he didn't remember. (he's been around longer than the dirt the road was constructed with). I told him that we should formally go through the re-classification process and he was fine with that. As this will require an on-site inspection, and I'm an optimist, I plan on doing this in the June time frame.

We can document the full length of the road in our findings document.

Ture

From: Alley, Kerry <Kerry.Alley@vermont.gov>
Sent: Tuesday, February 18, 2025 12:49 PM
To: Town Administrator <townadministrator@berlinvt.gov>; Tim Davis <highway@berlinvt.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

Good afternoon Ture,

In my previous emails to you about Rowell Hill Rd, I forgot to mention possibility of needing to

“remeasure” the road in addition to designating a portion of it as NUTS. Our mapping software provides a measure of 1.08 mi (instead of 0.15 mi as indicated in our records and on the Town Highway Map), and a field measurement from 1989 records a length of 1.09 mi. The discrepancy between those two measures is along the steepest portion of the road, which is unsurprising as both methods could be expected to have lower accuracy in that section.

If I assume 1.09 mi is more accurate, that would correspond to 0.85 mi CL3 and 0.24 mi CL4/NUTS.

And such changes would be written as:

*0.24 mi CL3 TH-39 (Rowell Hill Rd) designated Not Up To Standards (NUTS) pursuant to 19 VSA 305(a)
-0.06 mi CL3 TH-39 (Rowell Hill Rd) remeasured*

Do you have any information that suggests otherwise? What length do you have for TH-39?

Kerry

From: Alley, Kerry
Sent: Tuesday, February 11, 2025 4:46 PM
To: Town Administrator <townadministrator@berlinvt.gov>; Tim Davis <highway@berlinvt.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

Thanks Ture!

That is enough for me to make the update to TH-39 on the mileage certificate, and I'll update our linework for Goodnow Rd to match the parcel data.

I'll leave the mileage at 0.34 mi unless you're sure it's 0.33 mi instead of 0.34 mi. I also get 0.33 mi if I measure the length of the parcel as shown in the Berlin parcel data, but I never know if the parcel data is reliable enough to accurately measure a road to the nearest 0.01 mi.

That's all I need,

Kerry

From: Town Administrator <townadministrator@berlinvt.gov>
Sent: Tuesday, February 11, 2025 12:21 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>; Tim Davis <highway@berlinvt.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Good morning Kerry,

We agree that the section of TH39 should be designated as “NUTS”. It is the town’s intention that this section is as Class 4 road, but have been unable to find any documentation establishing that (outside of the Class 4 Road

Policy). The Town Clerk was unable to find minutes from the 1970's in the vault. So we should probably start (restart) the formal reclassification process on this section, unless we can find the documentation.

As far as TH 23 (Goodnow) I show this road as 1720' or .33 miles.

Please let me know what we need to do on our end.

Thanks

Ture

From: Alley, Kerry <Kerry.Alley@vermont.gov>
Sent: Monday, February 10, 2025 1:52 PM
To: Town Administrator <townadministrator@berlinvt.gov>; Tim Davis <highway@berlinvt.gov>
Cc: Zoning Administrator <zoning@berlinvt.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

Good afternoon Tim,

I never heard back from anyone in Berlin last year about designating the unplowed section of Rowell Hill Rd (TH-39) as "Not Up To Standards" (NUTS). Is that something we could squeeze onto Berlin's 2025 Mileage Certificate? We've already received the completed certificate, but I could add that change to the certificate, including an initialed note to explain the adjustment and attaching our correspondence to the Certificate.

Here's a reminder of my questions about TH-39 from last year. Additional details can be found in other correspondence below:

Do you have a plan for resolving the class 4 portion of Rowell Hill Rd (also detailed below)? In the absence of clarifying documentation, we should at the very least designate this portion of Rowell Hill Rd as "Not Up To Standard" (NUTS) on this year's Certificate so that it doesn't continue to be included in the calculation for class 3 Town Highway funding. Although that isn't the same as showing it as class 4, it's a good temporary solution. If that is the case, let me know and I will get back to you with the details (measure and language) that can be added to the certificate.

Regarding Goodnow Rd (TH-23), I will update how we are mapping this road so that it matches the Berlin parcel data (and our mileage records) as shown in the image below, unless you have any additional information that indicates it should be mapped beyond the right of way in the parcel data.



If you have any questions about either, please don't hesitate to reach out to me.

Kerry

Kerry Alley | GIS Professional III
Policy, Planning & Research Bureau – Mapping Section
Policy, Planning & Intermodal Development Division
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-917-2621 (cell) | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>

From: Zoning Administrator <zoning@berlinvt.gov>
Sent: Tuesday, January 23, 2024 7:05 AM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Cc: Town Administrator <townadministrator@berlinvt.gov>; Tim Davis <highway@berlinvt.gov>
Subject: FW: Rowell Hill Rd, Class 4 portion?

You don't often get email from zoning@berlinvt.gov. [Learn why this is important](#)

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Kerry: I am forwarding your inquiry to Ture Nelson and Tim Davis, Berlin's Administrator and Road Foreman respectively.

Gentlemen, can you please respond to Kerry directly.

Thomas J. Badowski
Assistant Berlin Town Administrator
108 Shed Road
Berlin VT 05602

802-229-2529 (O)
802-371-7300 (M)

From: Alley, Kerry <Kerry.Alley@vermont.gov>
Sent: Monday, January 22, 2024 6:44 PM
To: Zoning Administrator <zoning@berlinvt.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

Hello Thomas,

I just wanted to check in with you regarding our conversation about Goodhow Rd and Rowell Hill Rd.

Were you able to find out where Goodhow Rd legally ends (see question below)? This will most likely result in a map update, not a mileage change.

Do you have a plan for resolving the class 4 portion of Rowell Hill Rd (also detailed below)? In the absence of clarifying documentation, we should at the very least designate this portion of Rowell Hill Rd as "Not Up To Standard" (NUTS) on this year's Certificate so that it doesn't continue to be included in the calculation for class 3 Town Highway funding. Although that isn't the same as showing it as class 4, it's a good temporary solution. If that is the case, let me know and I will get back to you with the details (measure and language) that can be added to the certificate.

Thanks again!

Kerry

Kerry Alley | GIS Professional III
Policy, Planning & Research Bureau – Mapping Section
Policy, Planning & Intermodal Development Division
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-917-2621 (cell) | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>

From: Alley, Kerry
Sent: Thursday, December 28, 2023 11:06 AM
To: zoning@berlinvt.gov
Subject: RE: Rowell Hill Rd, Class 4 portion?

And I forgot to re-attach the attachment before... here it is!

From: Alley, Kerry
Sent: Thursday, December 28, 2023 11:02 AM
To: zoning@berlinvt.gov
Subject: RE: Rowell Hill Rd, Class 4 portion?

For some reason my previous email was refused by the berlinvt.org mail server, and didn't send the email back to me for a few days... Hopefully this one will make it through!

Kerry

From: Alley, Kerry
Sent: Friday, December 22, 2023 3:17 PM
To: zoning@berlinvt.org
Subject: FW: Rowell Hill Rd, Class 4 portion?

Good afternoon Thomas,

Below today's email is the some of our correspondence regarding Rowell Hill Rd, and my email to you on 1/2/2022 summarizes the options.

Regarding Goodhow Rd, I only want to confirm that the right of way ends where the parcel data indicates, instead of continuing up to the house at 337 Goodhow Rd. Here is an image showing our road centerline data (black and white line), E911 road data (thin red line), parcel data, and color/infra-red imagery:



We've always shown the centerline extending to the house at 337 Goodhow Rd, but the mileage in our records (0.40 mi rounded to the nearest 0.01 mi) is consistent with the length indicated by the parcel data and field inventory notes from 1989 (see attached).

So, I'm simply seeking confirmation that these other records are correct, and that we (and E911) should not be showing the road extending up to the house. I'm guessing that whoever created the data simply traced the visible roadway without knowing where the road ended, but we don't like to use assumptions when updating our data.

Thanks again for your assistance!

Kerry

Kerry Alley | GIS Professional III
Policy, Planning & Research Bureau – Mapping Section
Policy, Planning & Intermodal Development Division
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-917-2621 (cell) | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>

From: Alley, Kerry
Sent: Monday, January 4, 2021 4:09 PM
To: Zoning Admin <zoning@berlinvt.org>
Subject: RE: Rowell Hill Rd, Class 4 portion?

That's a great story! I forwarded it to the rest of the Mapping Section knowing they'd appreciate it too, though I suspect Johnathan already knew.

Kerry

From: Zoning Admin <zoning@berlinvt.org>
Sent: Monday, January 4, 2021 3:30 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.
Thought you may find this article interesting:

https://www.army.mil/article/92856/the_story_of_the_nuts_reply

Thomas J. Badowski
Assistant Town Administrator
108 Shed Road
Berlin, VT 05602
802-229-2529
802-371-7300 (Cell)

From: Alley, Kerry [<mailto:Kerry.Alley@vermont.gov>]
Sent: Monday, January 04, 2021 3:02 PM
To: Zoning Admin <zoning@berlinvt.org>
Cc: Moulton, Sara <Sara.Moulton@vermont.gov>; Treasurer Position <treasurer@berlinvt.org>; Highway Dept. <highway@berlinvt.org>; Croft, Johnathan <Johnathan.Croft@vermont.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

Hello Tom,

Thanks for calling earlier today. I took a look at the Class 4 Road Policy you sent, and it is the policy I saw in the Town Code book: <http://www.berlinvt.org/wp-content/uploads/2014/09/Code-Book.-11-17-2017docx.pdf>

The Class 4 Road Policy clarifies that the Town of Berlin considers the section of Rowell Hill Rd to be Class 4, but it doesn't provide information about how it became class 4 originally. If it was formally reclassified to class 4, that might have occurred sometime around 1973.

If you can provide us with documentation that the segment was legally reclassified as a Class 4 highway, that would be sufficient for us to update our records and the Town Highway Map.

Similarly, if you want the segment to be Class 3, then we recommend that you legally reclassify the segment as Class 3, and with that documentation we can update our records accordingly.

If Berlin does not legally reclassify the segment, VTrans can designate the segment as “Not Up To Standard” (NUTS) so that it no longer receives Class 3 funding, but this will not affect or clarify its legal status.

Kerry

Original Attachments of message below:

- - - <<Class 4 Road Policy.pdf>>

From: Zoning Admin <zoning@berlinvt.org>

Sent: Monday, January 4, 2021 9:47 AM

To: Alley, Kerry <Kerry.Alley@vermont.gov>

Cc: Moulton, Sara <Sara.Moulton@vermont.gov>; Treasurer Position <treasurer@berlinvt.org>; Highway Dept. <highway@berlinvt.org>

Subject: RE: Rowell Hill Rd, Class 4 portion?

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Kerry: Per our conversation, I have attached the Town of Berlin’s Class 4 Road Policy which names the seasonal section of Rowell Hill as a Class 4 road.

Please let me know if you need any additional information.

Tom

Thomas J. Badowski

Assistant Town Administrator

108 Shed Road

Berlin, VT 05602

802-229-2529

802-371-7300 (Cell)

From: Alley, Kerry [<mailto:Kerry.Alley@vermont.gov>]

Sent: Wednesday, December 30, 2020 5:13 PM

To: zoning@berlinvt.org

Cc: Moulton, Sara <Sara.Moulton@vermont.gov>

Subject: RE: Rowell Hill Rd, Class 4 portion?

Good evening Tom,

I apologize for taking so long to get back with you after our phone conversation a few weeks ago.

The State Statute defining class 3 town highways we discussed is pasted below this email, along with a link to the entire chapter online.

Regarding the segment of Rowell Hill Rd (TH-39) that is not maintained during the winter...VTrans does not have any documentation indicating that it was legally reclassified as a class 4 town highway. Until this year, we were unaware that Berlin considers it to be class 4 (as described in the Berlin Code Book) and Berlin has been receiving class 3 funding for this segment annually. The only change the Mapping Section can make to our records and the Town Highway Map (without additional documentation, see below for details) is to designate it “Not Up To Standard” (NUTS). However, that would only be an internal VTrans designation (i.e. pertinent to our records and shown as such on the Town Highway Map) indicating that the segment does not meet class 3 standards so that its mileage is not included in the class 3 totals.

We therefore recommend that Berlin formally reclassify the segment to class 4 to be consistent with the Berlin Code Book, unless documentation can be found indicating that the segment has already been legally reclassified to class 4. The Mapping Section might be able to provide a range of dates for when this might have occurred, if that would be helpful for research.

However, if Berlin would like the Mapping Section to show the segment as fully class 3 in our records and shown as class 3 on the Town Highway Map, we would recommend that the Selectboard formally reclassify the segment as class 3. If reclassified to class 3, we also recommend that it be made clear how it meets the class 3 standards (as outlined below, and about which we spoke over the phone) for clarity regarding its status.

In the absence of additional documentation, the Mapping Section will include the "Not Up To Standards" (NUTS) designation on the 2021 Mileage Certificate so that its mileage will be included with the class 4 totals instead of the class 3. Although it is not a legal reclassification, this designation will (in the absence of documentation of a legal reclassification) make our records more consistent with the current status of the segment as described in the Berlin Code Book.

On the other hand, if the Selectboard decides they would like to reclassify the segment to class 3, please let me know as soon as possible and we can discuss waiting another year before including a change on the Berlin Mileage Certificate.

Please feel free to call me if you would like to discuss this further,

Kerry

§ 302. Classification of town highways

19 V.S.A. § 302 (a)(3)(B) The minimum standards for class 3 highways are a highway negotiable under normal conditions all seasons of the year by a standard manufactured pleasure car. This would include but not be limited to sufficient surface and base, adequate drainage, and sufficient width capable to provide winter maintenance, except that based on safety considerations for the traveling public and municipal employees, the selectboard shall, by rule adopted under 24 V.S.A. chapter 59, and after following the process for providing notice and hearing in section 709 of this title, have authority to determine whether a class 3 highway, or section of highway, should be plowed and made negotiable during the winter. However, a property owner aggrieved by a decision of the selectboard may appeal to the transportation board pursuant to subdivision 5(d)(9) of this title.

<https://legislature.vermont.gov/statutes/section/19/003/00302>

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641 - Physical Address
2178 Airport Rd, Unit B | Berlin, VT 05641 - Mailing Address
802-917-2621 (cell) | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>
(NOTE: new phone number and address)

From: Alley, Kerry
Sent: Wednesday, December 9, 2020 9:55 AM
To: zoning@berlinvt.org
Cc: Moulton, Sara <Sara.Moulton@vermont.gov>
Subject: FW: Rowell Hill Rd, Class 4 portion?

Good morning Tom,

I was just informed (by email auto-reply) that Dana Hadley has retired, and that you are now the point of contact for Berlin. I hope all of you are managing well with all the changes that have happened this year!

Please take a look below at my correspondence with Dana regarding the reclassification of Rowell Hill Rd. Do you know if he was able to move forward with this before he retired?

Thanks,

Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
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802-917-2621 (cell) | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>
(NOTE: new phone number and address)

From: Alley, Kerry
Sent: Wednesday, December 9, 2020 9:44 AM
To: Town Admin <townadministrator@berlinvt.org>
Cc: Moulton, Sara <Sara.Moulton@vermont.gov>
Subject: RE: Rowell Hill Rd, Class 4 portion?

Good morning Dana,

I hope you and your neighbors/coworkers are doing well. This has been quite a year!

Was Berlin able to formally reclassify the middle section of Rowell Hill Rd (TH-39) this year? If so, could you send me copies of the relevant documentation? We will be mailing out the 2021 Mileage Certificates on January 1st, and I can preload the change if I am able to review the documentation this week or next.

Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641 - Physical Address
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802-917-2621 (cell) | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>
(NOTE: new phone number and address)

From: Alley, Kerry
Sent: Thursday, February 6, 2020 5:04 PM
To: Town Admin <townadministrator@berlinvt.org>
Cc: Hermanson, Tyler <Tyler.Hermanson@vermont.gov>; bob.mccormick@gmail.com
Subject: RE: Rowell Hill Rd, Class 4 portion?

Attached: MileageCertificates_Berlin_1970_1984.pdf

Good afternoon Dana,

I just wanted to write out a recap of our discussion about Rowell Hill Rd (TH-39) earlier today, and to give you copies of the documents I mentioned. I think E911 and Waze only needed to know the precise limits of the seasonally closed section (defined by the two street addresses below), but this will bring them up to date just in case.

The Town considers the portion of Rowell Hill Rd (TH-39) between the drives to 241 and 487 Rowell Hill Rd to be functionally class 4 and seasonally closed, as described in the Berlin Code Book. It has always been mapped as class 3 on the Town Highway Map, and it is unclear whether any portion of TH-39 was ever formally reclassified as class 4. The 1973 field inventory and recommended Act 63 reclassification led to 0.40 mi of TH-39 having a provisional class 3 status. (See my comments regarding the attached pdf, and link to an archived 1973 map below). That provisional section likely extended further west than the section that is now seasonally closed. The Town intends to reclassify a clearly defined segment of TH-39 as class 4 sometime this year, which will also clarify the extent of class 3 TH-39 and remove any potential ambiguity associated with the provisional class 3 status assigned to a portion of the road in 1973. This change should therefore be processed on next year's Certificate of Highway Mileage (2021).

I've attached the 1970-1984 Mileage Certificate scans for Berlin (it was easier than extracting the 1974 Certificate, which begins on p. 55, and may provide useful information about other changes).

TH-39 is not listed with the Mileage Changes on p. 57 because a change between class 3 and provisional class 3 does not affect class 3 mileage totals, and therefore has not historically been detailed on mileage certificates (or Town Highway Maps).

The Act 63 Reclassification sheets (beginning on p. 60) do show that the total mileage for TH-39 was 1.15 mi, with 0.75 mi class 3 and 0.40 mi provisional class 3. This breakdown corresponds to the following inventory map: https://maps.vtrans.vermont.gov/Maps/TownMapSeries/WASHINGTON_Co/BERLIN/BERLIN_MILEAGE_1973.tif (There is a colored hand-written legend on the map)

All of the archived maps can be found here:
<http://vtransmaps.vermont.gov/mapsftp/default.asp>

Let me know if you have any questions or comments to add!

Kerry

Original Attachment(s) of message below:
- - - <<Rowell Hill Road.pdf>>

From: Town Admin <townadministrator@berlinvt.org>
Sent: Tuesday, February 4, 2020 3:53 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Cc: Hermanson, Tyler <Tyler.Hermanson@vermont.gov>; bob.mccormick@gmail.com
Subject: RE: Rowell Hill Rd, Class 4 portion?

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Kerry,

The section of Rowell Hill Road has been a class 4 for many years. I checked with someone who worked for the Town in the 1980's and it was Class 4 then according to them but I do know it has in the 5 years I have been here. It is about .2 of mile that is class 4. I attach a map. I have colored in yellow the approximate location of the class 4 section. It is between 241 and 487 Rowell Hill Road. There are no residences on the class 4 section it is quite steep.

Let me know should need anything further.

Dana

Dana I. Hadley, Town Administrator
Town of Berlin
108 Shed Road
Berlin, Vermont 05602
Tel: 802-552-8801

From: Alley, Kerry [<mailto:Kerry.Alley@vermont.gov>]
Sent: Tuesday, February 04, 2020 3:03 PM
To: townadministrator@berlinvt.org
Cc: Hermanson, Tyler <Tyler.Hermanson@vermont.gov>; bob.mccormick@gmail.com
Subject: Rowell Hill Rd, Class 4 portion?

Good afternoon Dana,

Tyler Hermanson from VT E911 just reached out to me to find out if I knew anything about a class 4 section of Rowell Hill Rd (TH-39), and gave us a link to the Berlin Code/Ordinance/Policy Book. We were not aware of it either, but I would like to update our records to reflect this class 4 section. I know the E911 and Waze folks are also interested in mapping this class 4 section precisely for routing purposes.

I have a "few" questions that will get the ball rolling, and hopefully get everyone in sync soon: Was this a recent change? Do you have documentation demonstrating that the class 4 status of that section of Rowell Hill Rd was established by following the process outlined in State Statutes (e.g. month notice, site visit and hearing, Selectboard action)? Is this change something that you could include on the 2020 Mileage Certificate? I doubt that E911 and Waze are interested in the documentation, except for anything that will help pinpoint the beginning and end of the class 4 section.

Thanks in advance for helping us keep our records up-to-date, and please reach out to me by email or phone if you have any questions!

Kerry