

**CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2012**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2012 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 TOWNSHEND in WINDHAM 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	10.620				0.000
Class 3	45.03				0.000
State Highway	7.357				0.000
<b>Total</b>	<b>63.007</b>				<b>0.000</b>
* Class 1 Lane	0.000				0.000
* Class 4	6.21		.37		
* Legal Trail	0.00	.816	.28		
* 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.**

*Changes not accepted 8/1/2012*

**1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".**

Old Acton Road - Est. TR Vol 13, Page 143; TR Vol 14, Page 198; TLR Vol 41, Page 413; Survey map #178, 7/12/1991

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

Favreau's Corner - Disc TR 14, Page 367  
Bush Way - Disc TR Vol 7, Page 446 (book is out being restored)

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

~~0.27 miles Legal Trail~~

**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:

*Chil C*  
*Jeffrey Buss*  
*Ray G. Harris*  
*Man David*  
*Ally*

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: \_\_\_\_\_

Representative, Agency of Transportation

DATE: \_\_\_\_\_

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>

12/20/2010



**State of Vermont  
Division of Policy, Planning & Intermodal Development  
Mapping Unit**

1 National Life Drive  
Montpelier, VT 05633-5001  
<http://www.aot.state.vt.us>

*Agency of Transportation*

Telephone: 802-828-2600  
Fax: 802-828-2334  
Email: [johnathan.croft@state.vt.us](mailto:johnathan.croft@state.vt.us)

August 2, 2012

Chair, Selectboard  
Townshend, c/o Town Clerk  
PO Box 223  
Townshend, VT 05353

Dear Selectboard Chair,

The VTrans Mapping Unit has not accepted the changes in Class 4 and Legal Trail mileage as submitted on the 2012 Certificate of Highway Mileage because the certificate and its documentation were received too late. The certificate should have been filed with the town clerk on or before February 10. Then the certificate (signed and dated by the town clerk) should be submitted to VTrans by February 20. We did not receive the certificate until March 22. There was not enough time to return the certificate to be signed and dated by the town clerk and to have our questions answered before the process closed for 2012.

We can hold on to the documentation submitted in 2012 and the changes that were listed on the 2012 Certificate of Highway Mileage may be re-submitted on the 2013 Certificate for review and the potential inclusion on the 2013 Town Highway Map.

Please feel free to contact me with any questions or comments related to this letter, or mapping in general.

Sincerely,

A handwritten signature in black ink, appearing to read "Johnathan Croft".

Johnathan Croft  
AOT GIS Database Administrator  
VTrans Mapping Unit

JFC/jfc

Enclosures

cc: Chris Cole, Director of the VTrans Policy, Planning & Intermodal Development Division  
John Dunleavy, Assistant Attorney General  
Tammy Ellis, District Transportation Administrator  
Susan Clark, VTrans Planning Coordinator



State of Vermont  
Policy, Planning and Intermodal Development Division-Mapping Unit  
1 National Life Drive  
Montpelier, VT 05633-5001  
<http://www.aot.state.vt.us>

Agency of Transportation

Telephone: 802-828-2600  
Fax: 802-828-2334

March 8, 2012

Chair, Selectboard  
Townshend, c/o Town Clerk  
PO Box 223  
Townshend, VT 05353

TO: TOWN CLERK and SELECTBOARD

In early January, the Vermont Agency of Transportation mailed the annual Certificate of Highway Mileage to you for completion and return. To date, your town's certificate has not been received. We use this certificate to confirm highway mileage for the purpose of allocating state aid for town roads. If we do not receive a completed mileage certificate from you by March 20, we will assume there are no changes from last year's certificate and state aid will be based on those mileages.

The completed mileage certificate should be returned to:  
Vermont Agency of Transportation  
PPIDD - Mapping Unit  
1 National Life Drive  
Montpelier, VT 05633-5001

Please feel free to contact me with any questions or comments regarding the Mileage Certificates or the process. I can be reached via telephone at (802) 828-2600 or via email at [johnathan.croft@state.vt.us](mailto:johnathan.croft@state.vt.us).

Sincerely,

A handwritten signature in black ink, appearing to read "Johnathan Croft".

Johnathan Croft  
AOT GIS Database Administrator

JFC/sem

cc: Mileage Certificate File

