

District 2
Certcode 1418-0

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

Received
2/11/2025

VTrans Mapping Section

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 **SPRINGFIELD** in **WINDSOR** 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	2.879			2.879	0.000
Class 2	19.910	.08	-0.08	19.990 19.910	0.000
Class 3	100.60		-30 -0.03	100.30 100.57	0.000
State Highway	28.107			28.107	0.000
Total	151.496	.08	-30 -0.08	151.276 151.466	0.000
* Class 1 Lane	2.906			2.906	
* Class 4	2.53		-0.27	2.53 2.26	0.000
* Legal Trail	4.71			4.71	

* 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".

-0.08 mi CL2 TH-6 (Giddings St) added approach to VT-10 (Project # 11b336) and remeasured
+0.08 mi CL2 ramp TH-6 from VT-10

Changes to subtracted mileage and totals entered by P. DeAndrea, VTrans, 2/18/2025 per email correspondence 2/18/2025

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

CL3 TH-398 at 0.04mi. CL3 TH-400 at 0.09mi. CL3 TH-401 at 0.11mi. CL3 TH-402 at 0.06mi 0.03 mi
CL4 TH-402 0.03 mi (CL4 were all NUTs)

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

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

IF THERE ARE NO CHANGES RECORDED THIS YEAR: 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: Matthew C. Courchesne Date Filed: 2/11/2025

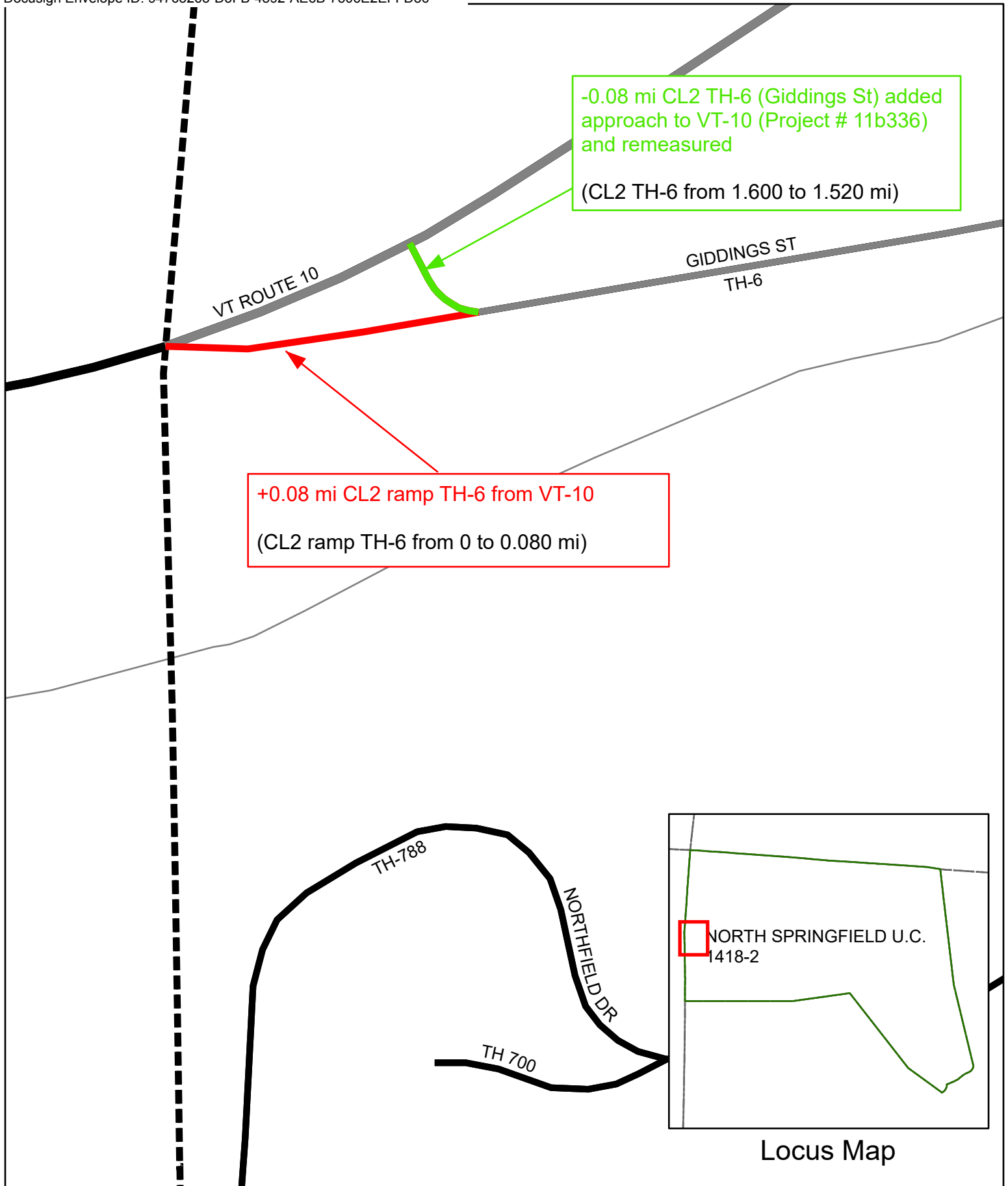
Please sign ORIGINAL and return it for Transportation signature.

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

APPROVED:

Johnathan Croft
8B1F350F309C4C9...
Representative, Agency of Transportation

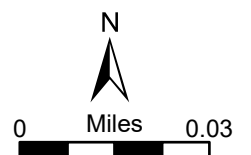
DATE: 3/21/2025

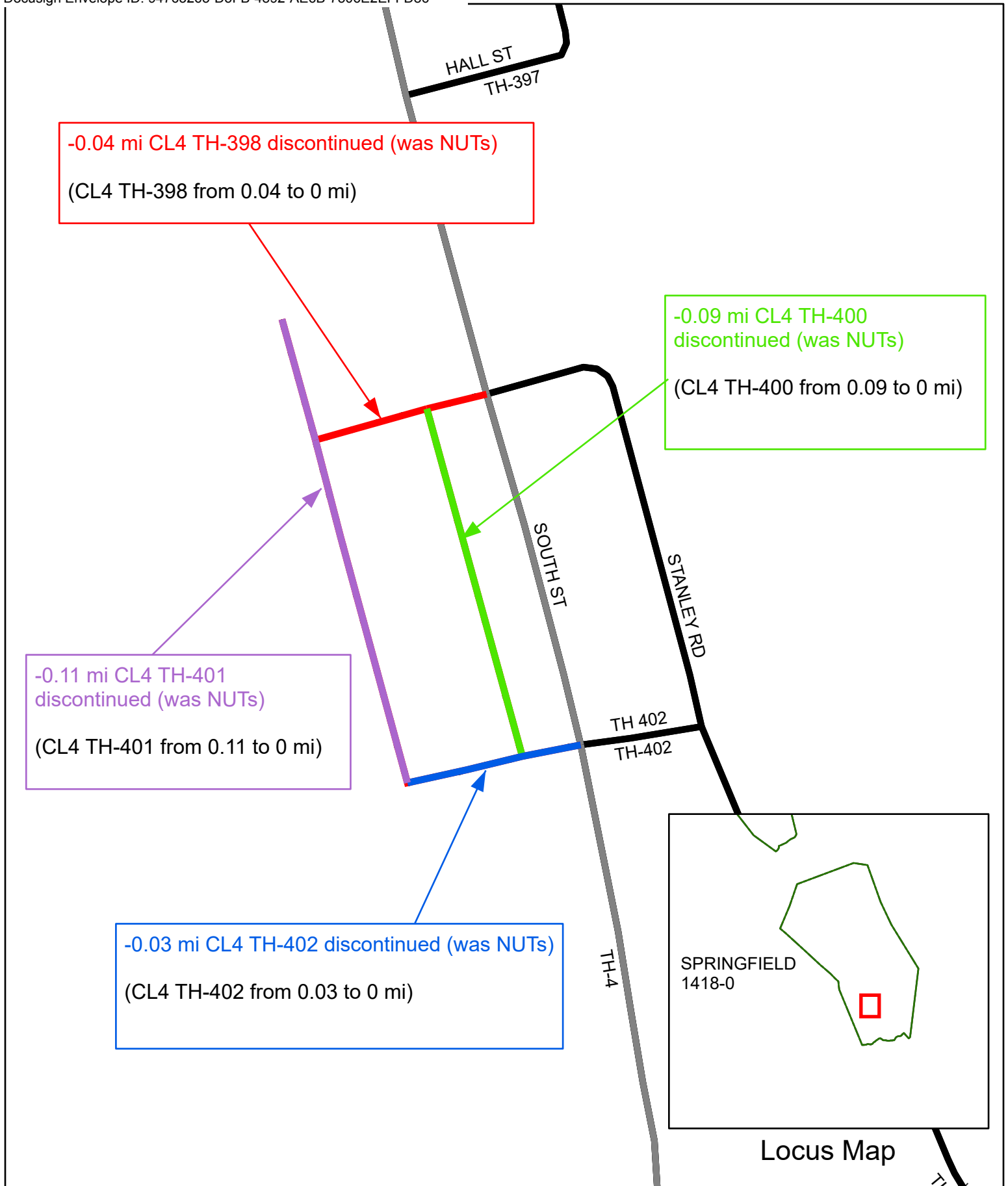


**Mileage Certificate Changes 2025
NORTH SPRINGFIELD U. C. TH-6**

Mapping Section
Division of Policy and Planning
Vermont Agency of Transportation -- February 18, 2025

(CTUA:1418-2)
(CERTCODE:1418-0)

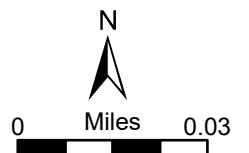




Mileage Certificate Changes 2025
SPRINGFIELD U.C. TH-398, TH-400, TH-401, TH-402

Mapping Section
Division of Policy and Planning
Vermont Agency of Transportation -- February 27, 2025

(CTUA:1418-1)
(CERTCODE:1418-0)



Town Highway/Legal Trails Addition/Reclassification/Discontinuance Checklist

The following includes a checklist of the documentation to be supplied to the Vermont Agency of Transportation (VTrans) when adding / reclassifying / discontinuing highways and trails. The documentation is subject to verification by VTrans.

Check the box ☒ if the information is included as part of the documentation submitted.



A description of the affected highway or trail

Vt. Stat. Ann. tit. 19, § 305(e)



A current town highway map with the requested deletions and additions sketched on it

Vt. Stat. Ann. tit. 19, § 305(e)



Minutes of meetings at which the legislative body took action with respect to the changes (include copies of the meeting minutes)

Vt. Stat. Ann. tit. 19, § 305(e)



Evidence of written notice to adjoining landowners

(include a copy of the newspaper notice and a copy of the letter sent to adjoining landowners)

Vt. Stat. Ann. tit. 19, § 709



A copy of any surveys of the affected highway or trail

Vt. Stat. Ann. tit. 19, § 305(e) Vt. Stat. Ann. tit. 19, § 704



For Class 3 or Class 4 town highway additions

A Certificate of Completion and Opening

While not required by statute, a Certificate of Completion and Opening form is a helpful document for the record.

All records filed with the agency are subject to verification in accordance with 19 V.S.A. § 305 (a) and 19 V.S.A. § 305 (e).

Vermont Agency of Transportation
Division of Policy, Planning and Intermodal Development, Mapping Section
219 North Main Street, Barre, VT 05641

NOTICE OF A DISCONTINUANCE DECISION OF THE SELECTBOARD TOWN OF SPRINGFIELD, VERMONT

INTRODUCTION:

The Town of Springfield has maintained legal rights to public highways that have been functionally discontinued but still reside on Vermont's highway maps. The Notice of Decision establishes the Findings, Conclusions, and Decision of the Selectboard following the highway discontinuance process outlined in V.S.A. Title 19 Highways, Chapter 7. This legal proceeding is the official process for discontinuing highways that no longer serve the public interest.

FINDINGS:

After hearing the witnesses and making the inspection, the Springfield Selectboard has established that these findings are the relevant facts.

F1. General findings

- a. The highways are identified under the Vermont General Highway Map entitled the Urban Compact of Springfield, Windsor County. These are Class IV highways designated by the Vermont Agency of Transportation as "Not Up To Standards."
- b. These highways formerly connected the Southview Development Complex, which is located on the west side of South Street, starting at the intersection of South Street (TH 4) and Stanley Road (TH 404) and continuing approximately .09 miles south to the present intersection with the Class III section of TH 402 which connects South Street and Stanley Road. The town highway numbers are:
 - i. TH-398 at 0.04 miles
 - ii. TH-400 at 0.09 miles
 - iii. TH-401 at 0.11 miles
 - iv. TH-402 at 0.06 miles (west of South Street)
- c. The highways were laid out circa 1942 to support the internal traffic circulation pattern for Southview Housing Complex. The United States of America owned the property surrounding these public highways. These properties were formally surveyed on January 20, 1949, and the plat is recorded in the Town Clerk's records under Cabinet B, 63R.
- d. In 1957, the United States of America formally dedicated the highways, water, and sewer infrastructure to the Town of Springfield. The Deed of Dedication is recorded in the Town Clerk's Highway Book #5, Pages 56-57. There is a 33-foot right-of-way width for all the highways. The dedication excluded a portion of TH 401, which starts at TH 398 and proceeds north for 87.68 feet.
- e. The 1971 Springfield Urban Compact General Highway Map, the first year archived maps are available, show them as town-maintained highways. They were later defined as Class III town highways until 1992, when they were recommended for discontinuance. The public highways include the 87.68 feet of TH 401 excluded from the 1957 Deed of Dedication. A review of town highway

records indicates that 87.68 feet section of highway was never formally accepted via a Deed of Dedication, but was accepted by the Town of Springfield and included in the Town Highway Maps.

- f. A review of the town highway records shows no evidence that the roads were formally discontinued.
- g. The subdivision of properties north of TH 398 depicts the boundary line as north of the right-of-way limits of that highway. Parcel #30-4-11 with the address of 183-191 South Street and Parcels #30-4-10.001 and #30-4-10.1 with the address of 197 South Street, start at the boundary line of TH 398 and proceed in a northerly direction.
- h. TH 402 is divided into two road segments. TH 402, west of South Street, is the Class IV highway designated for discontinuance. TH 402, east of South Street, is an unnamed Class III highway that will remain a public highway. TH 402 connects South Street (TH4) to Stanley Road (TH 404).

F2. Public Notification Requirements

- a. Abutters notices were sent by certified mail on January 23, 2024.
- b. A public hearing notice was advertised in the Vermont Journal and Shopper on January 31, 2024.
- c. Public hearing notices were displayed at three public places: the Springfield Town Clerk's and Planning & Zoning offices, the Springfield Post Office, and the Springfield Public Library.
- d. The public hearing notices were displayed near the location of the proposed discontinued highways. These signs were installed on January 23, 2024, and maintained until the site visit on March 11, 2024.
- e. The public hearing notice was sent to the Planning Commission on January 23, 2024 and reviewed at their regular meeting on March 6, 2024.
- f. The following persons were present for the site inspection. Springfield Selectboard members Kristi Morris, Michael Martin, Heather Frahm, Michael Schmitt, and Tara Chase. Town staff attending include Springfield Town Manager Jeff Mobus and Springfield Town Planner Charles Wise. The attending property abutter was Laura Ryan (representing Springfield Housing Trust). There were no members of the public in attendance.
- g. The Vermont Department of Forests, Parks, and Recreation Commissioner was provided information on these road discontinuances on January 23, 2024. The Department provided a letter on January 24, 2024 stating they have reviewed the petition and have no comments on the proposed discontinuance.

- F3. Based on Title 19, V.S.A. § 717(c), which reads, *"Evidence of highway completion or discontinuance, provides: A person whose sole means of access to a parcel of land or portion thereof owned by that person is by way of a town highway or unidentified corridor that is subsequently discontinued shall retain a private right-of-way over the*

former town highway or unidentified corridor for any necessary access to the parcel of land or portion thereof and maintenance of his or her right-of-way."

- a. The Springfield Housing Authority owns parcel #30-4-10, which has approximately 596 feet of access to South Street. The proposed discontinuances do not landlock this lot.
 - b. Reffi Property Management LLC owns parcel #30-4-11, which has its primary access on South Street.
 - c. Lee Murray owns parcel #30-4-10.001, which has its primary access on TH 398, which is currently operated as a privately maintained driveway.
 - d. All other adjacent parcels have their primary access onto South Street and are not impacted by the proposed road discontinuance.
- F4. Based on Title 19, V.S.A. § 775, which reads, *"If the discontinued highway is not designated as a trail, the right-of-way shall belong to the owners of the adjoining lands. If it is located between the lands of two different owners, it shall be returned to the lots to which it originally belonged, if they can be determined; if not, it shall be equally divided between the owners of the lands on each side."*
- a. The Springfield Selectboard has determined there was one singular lot where the highways were originally laid over and that the rights were never transferred during subsequent subdivisions and property resales.
 - b. The title to the land of the discontinued TH 398 highway shall revert to Parcel #030-4-10, currently owned by the Springfield Housing Authority. Parcel #30-4-11 will maintain its current boundary line at TH 398 northern right-of-way boundary line. Parcel #030-4-10.001 shall retain rights of way 30 feet in width and 163.08 feet in length to access South Street. The current center line of the driveway defines the center of the right-of-way width.
 - c. The title to the land of the discontinued TH 401 shall primarily revert to the 5-acre parcel currently under the ownership of the Springfield Housing Authority. The northern spur of TH 401, which is 74.5 feet in length, starting at the northern limits of TH 398, shall revert to Parcel #030-4-10.001.
 - d. The title to the land of the discontinued TH 400 and TH 402 shall revert to the 5-acre parcel currently under the ownership of the Springfield Housing Authority.

CONCLUSIONS:

Based on the Findings, the Selectboard makes the following conclusions.

- C1. The Town of Springfield followed the appropriate road review procedure as prescribed in 19 V.S.A. Chapter 7, including sending notices to all necessary parties of on-site visits performed by a quorum of the Selectboard and a public hearing and providing all parties involved with ample opportunity to produce compelling information regarding

the contribution of these respective highways toward the public good of the Town of Springfield.

- C2. The facts found above justify the discontinuance of these town highways because they are functionally unusable and are no longer required for the public good, necessity, and convenience of the inhabitants of Springfield.

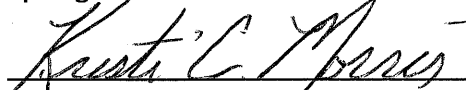
DECISION:

Based on the Findings and Conclusions, the Selectboard makes the following decision.


- D1. The public good, necessity, and convenience of the Town's inhabitants do not require Town Highways #398, 400, 401, and 402 (west of South Street) to continue as Class IV roadways, and they shall be discontinued.
- D2. The Class III section of TH 402 (east of South Street), which connects South Street (TH4) with Stanley Road (TH404), shall remain a public highway.
- D3. The ownership of those lands formerly utilized as a public highway reverts to the abutting properties as described above, subject to the easements described.
- D4. Once discontinued, the Town of Springfield shall have no future responsibility for the maintenance of these highways.

Dated this 11th day of March 2024.

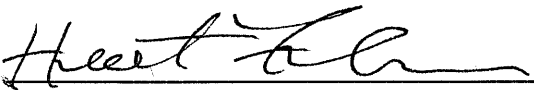
Springfield Selectboard



Kristi Morris



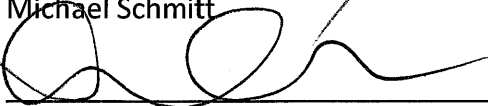
Michael Martin



Heather Frahm



Michael Schmitt



Tara Chase

SPRINGFIELD, VT RECEIVED FOR RECORD
March 21, 2024 AT 11:00 AM
RECORDED IN VOL. 6 PAGE 101



BARBARA A. COURCHESNE, Town Clerk

APPEALS:

Interested persons affected by this Decision have the right to appeal in writing within 30 days of this decision being signed. Appeals must be submitted to the Vermont Superior Court under the rules defined by Vermont Rules of Civil Procedure, Rule 74 or 75



To: Springfield Selectboard
From: Charles H. Wise Jr., AICP, CFM
Town of Springfield
Date: January 22, 2024
RE: Road Discontinuance Process

The Vermont General Highway Map is the legal document of record for town-maintained highways. It defines what the public owns and serves as the basis for how the Vermont Agency of Transportation allocates state highway funds.

We have 151.5 miles of town highways on the general highway map. There is a category of highways called "Not Up to Standard" (NUTS) that are public roads but have been deemed unnavigable. We are proposing to discontinue .3 miles of those roads around the old Southview Housing Complex.

This is not a new issue. In 1992, these roads were recommended for discontinuance after the housing complex was demolished, but they were never completed. A few months ago, Jeff Mobus requested that we do the legal discontinuance prior to recertifying our road mileage in 2024.

One of the reasons discontinuances are rarely done is because it is a difficult process. Any reclassification or discontinuance of a road must follow state requirements. There are no short-cuts.

We have prepared a packet of information for the Selectboard to review. We are asking the Selectboard to set a site visit and public hearing date for the discontinuances at its first regular meeting in March. This gives staff sufficient time to adequately warn the meetings and get a legal review from Steve Ankuda.

If anyone has any questions regarding the attached materials, please contact me at 376.6102 or toszoning@vermontel.net.

Recommended Motion

I move we proceed with a legal discontinuance for the roads around the former Southview housing complex and set the date for the site visit and public hearing for March 11, 2024.



To: Springfield Selectboard
From: Charles H. Wise Jr., AICP, CFM
Town of Springfield
Date: March 11, 2024
RE: Road Discontinuance Process

The Town of Springfield has 151.5 miles of town highways on the general highway map. There is a category of highways called "Not Up to Standard" (NUTS) that are public roads but have been deemed unnavigable.

At its regular meeting on January 22, 2024, the Selectboard advised staff to proceed with the discontinuance process for the .3 miles of roads that served the old Southview Housing Complex. These roads, some of which no longer exist, are not used by the traveling public and are not maintained by the highway department.

The staff conducted the public notice procedures as required by state law. The town's attorney, Steve Ankuda, reviewed and commented on the draft discontinuance decision. The Department of Forests, Parks, and Recreation has responded but has no comments on the discontinuance. The Planning Commission reviewed the proposal on March 6th and has no comments.

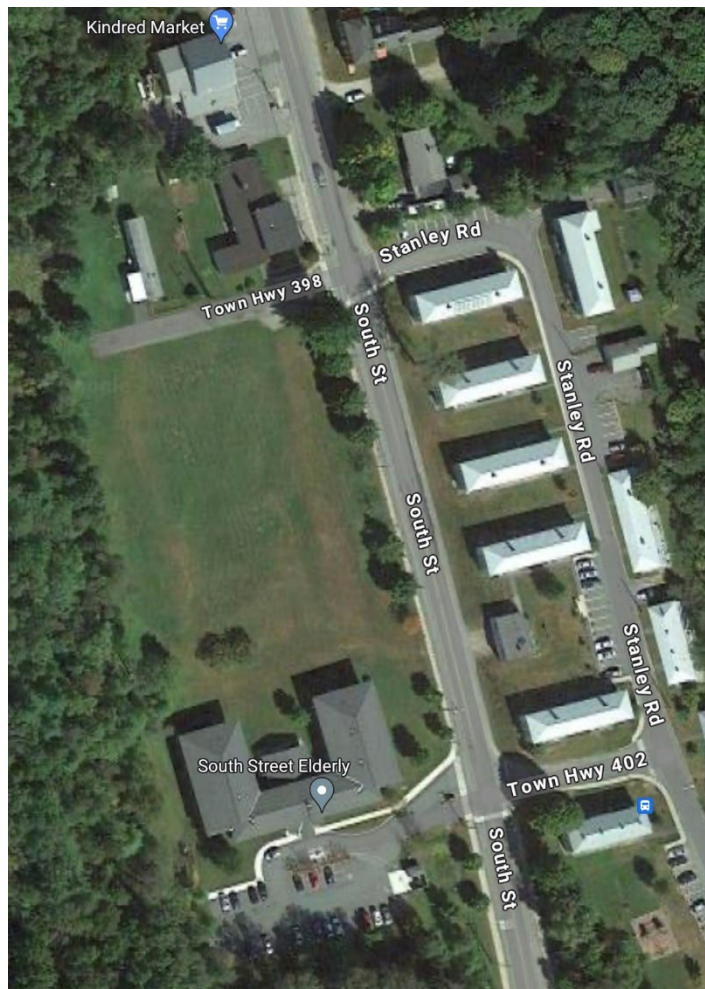
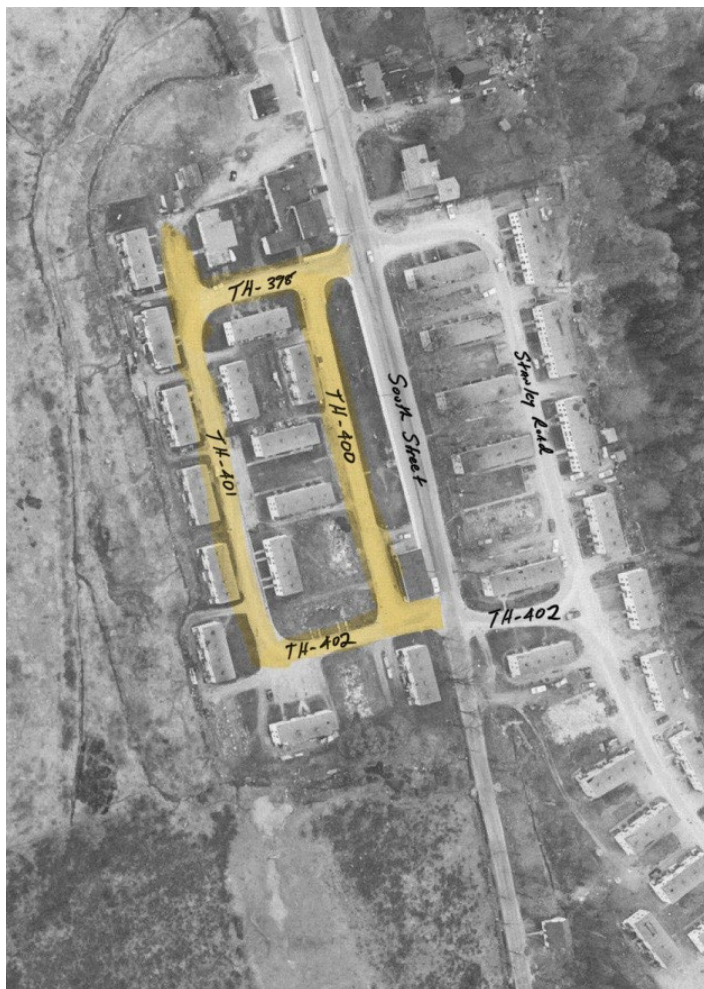
I have included the public notice, supporting materials, and template decision in this packet.

If anyone has any questions regarding the attached materials, please contact me at 376.6102 or toszoning@vermontel.net.

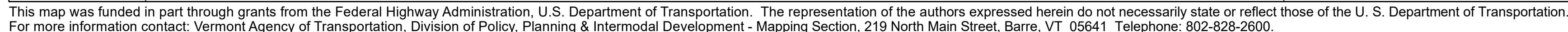
Recommended Motion

I move that we approve the discontinuance of public highways associated with the former Southview Housing Complex and as described in detail in the Notice of Discontinuance decision dated March 11, 2024.

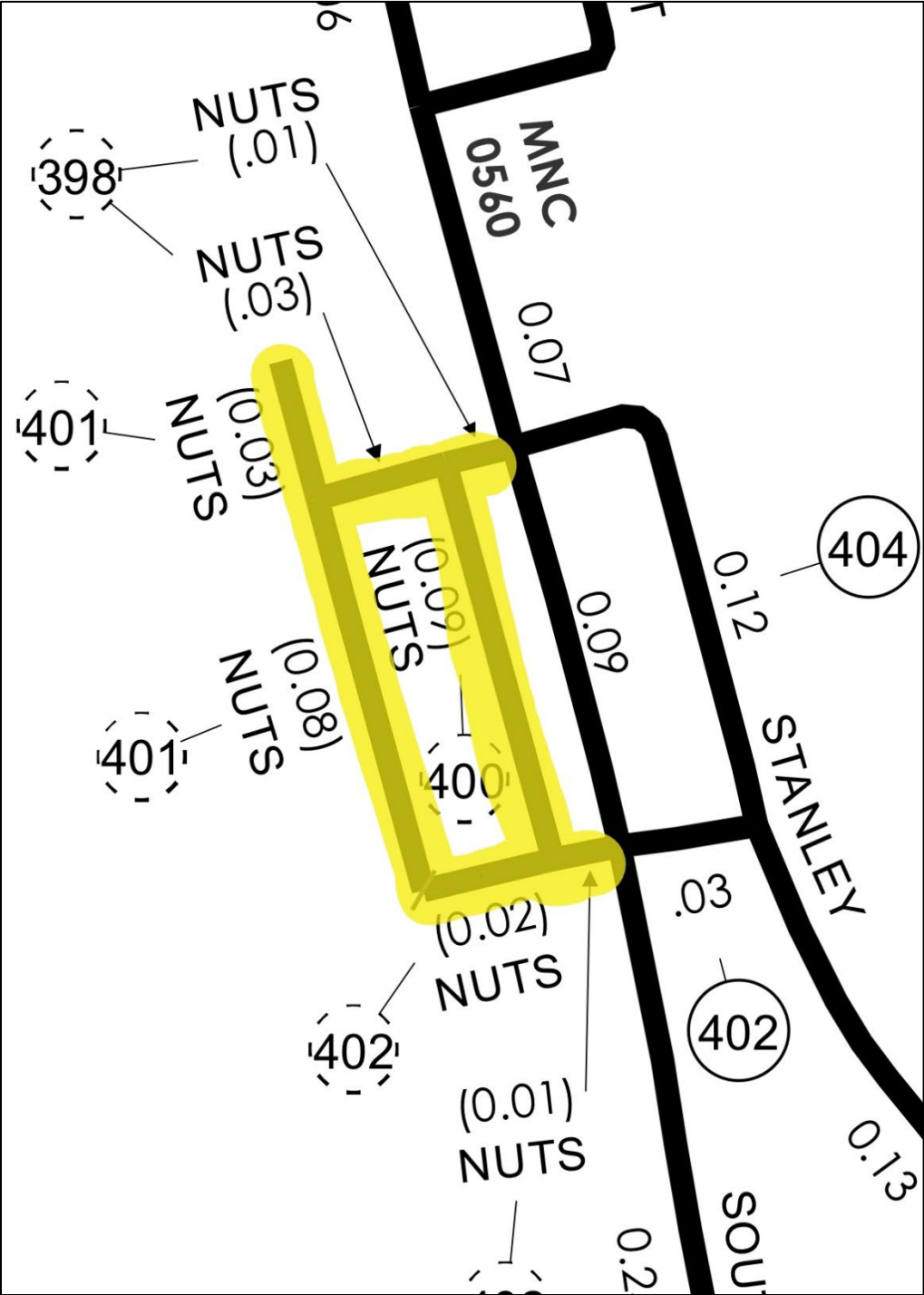
1962 | 2023



These Class III town highways accessed the Southview Development housing complex west of South Street. The buildings were demolished circa the 1990s and the property has remained undeveloped. Aerial imagery of the field shows the faint outline of where the roads were previously located.



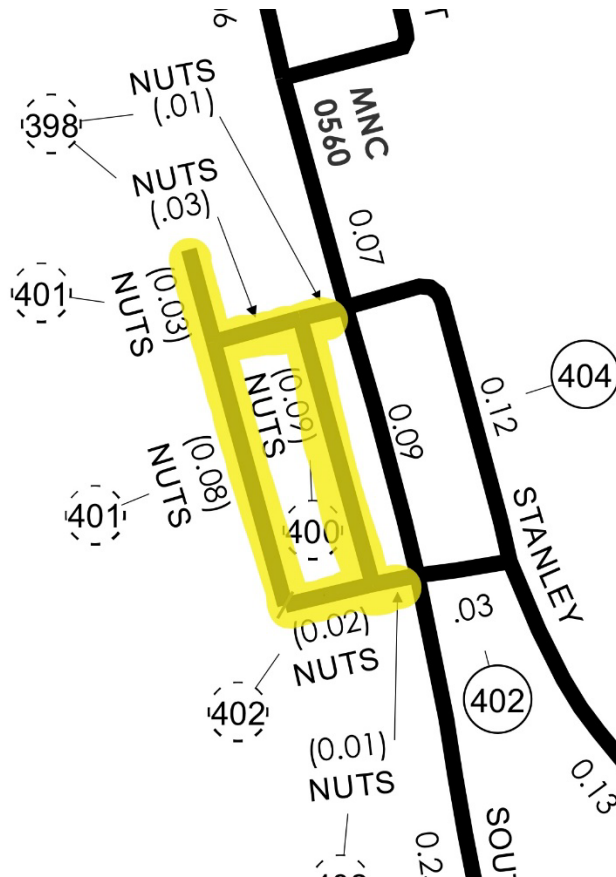
General Highway Map Extracted





TOWN OF SPRINGFIELD PUBLIC NOTICE

Per 19 V.S.A. Chapter 7, the Town of Springfield will hold a site visit and public hearing on Monday, March 11, 2024 to consider discontinuing the following Class IV roads listed in the Vermont Agency of Transportation highways maps as “not up to standard.” The site visit starts promptly at 5:30 pm at the intersection of Stanley Road / South Street and TH 398. The 6:00 pm public hearing will be held at the Springfield Town Hall, Third Floor Selectboard’s Hall, 96 Main Street.



The area shown in the aerial photo only shows a few of these roads that existed until 1992. They were removed when this portion of the Southview Housing Development was demolished.

The site visit and public hearing are open to the public. If you plan to participate, contact Charles Wise (802.376.6102 / toszoning@vermontel.net) for more information.

56

It is therefore ORDERED: That the aforesaid highway as hereinbefore described is hereby changed in order from an open highway to that of a trail from the date of this report.

Dated at Springfield, in the County of Windsor, and State of Vermont, this 29th day of May, A. D. 1957.

W. C. Billings

Richard L. Whitcomb

George A. Rooney

Leon J. Barnard

Board of Selectmen of the Town of
Springfield, Vermont.

SOUTHVIEW

Contract No:

N Y (VT-43014) d-4608

United States of America Housing and
Home Finance Agency Public Housing Administration to Town of Springfield
Administration DEED OF DEDICATION

THIS INDENTURE, made this 28th day of May, 1957, between the UNITED STATES OF AMERICA, acting herein by and through the Public Housing Administration, a constituent unit of the Housing and Home Finance Agency, under and pursuant to the powers and authority contained in the provisions of the Lanham Act, as amended, Public Law 849, 76th Congress, hereinafter referred to as the "GRANTOR", and the Town of Springfield, a municipal corporation of the State of Vermont, hereinafter referred to as the "GRANTEE"; and whose address is Springfield, Windsor County, Vermont.

WITNESSETH: That the Grantor, for good and valuable consideration, as well as divers other advantages to it accruing, and considerations affecting the public welfare which it seeks to advance, does hereby remise, release and forever quitclaim to the Grantee, its successors and assigns the following described property situate, lying and being in the Town of Springfield, County of Windsor, State of Vermont, to wit:

All the right, title, and interest of the Grantor in, of, and to the center line of the project streets, including South Street, as they abut the parcels to be sold, and together with the "Proposed Street", but EXCLUDING that portion of the street 33' wide abutting Lots Nos. 3 and 4, and running northerly for a distance of approximately 87.68' more or less from the dividing line (S89°-56'-00" E) between Lots 4 and 5 as extended easterly, all as shown on certain map or plan entitled "Southview, Owner: - United States of America, Town of Springfield, Windsor County, Vermont, No. 43014, January 20, 1949, New England Survey Service Inc., Civil Engineers and Surveyors, 73 Tremont St., Boston, Mass., By H. B. Ullian, C. E.," which map was duly filed in the Town Clerk's Office of the Town of Springfield, County of Windsor in the Map Book, Page 78, on the 31st day of March 1950.

TOGETHER WITH all the right, title, and interest of the Grantor in, and to the Water and Sewer systems as now existing and however located in or used in connection with that certain housing development, (hereinafter called the "Project") designated as Southview Homes, Project VT-43014, in the Town of Springfield, County of Windsor, State of Vermont, being substantially as shown on a plan entitled "Utility Plan - Water and Sewer" - Sheet No. U3, dated May 18, 1942, and Revised September 25, 1942.

TOGETHER WITH and including a right of entry in and upon the parcels of land where said Water and Sewer systems are now located or as shown on the aforesaid Plan for the purpose of maintaining, installing, inspecting, repairing, improving, replacing, constructing and reconstructing said water and sewer systems, or any part thereof, provided that any portion of the surface of the land of the said Project as may be disturbed in the exercise of said right shall be restored by the Grantee, its Successors or Assigns, to its prior condition.

BEING part of the same premises which the said Grantor acquired under condemnation proceedings entitled "United States of America, Petitioner vs. Certain Parcels of Land in the Town of Springfield, County of Windsor, State of Vermont and Edward S. Hall, et al, Defendants," Civil Nos. 326 and 360 in the District Court of the United States in and for the District of Vermont.

TOGETHER with a perpetual easement to maintain, repair and operate an existing sewer line in and to a strip of land in the County of Windsor, State of Vermont being described as follows:

A strip of land 20 feet wide being 10 feet on each side of the following described center line: beginning at a point 14' southerly of a concrete monument which is the corner of the lands of Ignacy Dubanovich, B. Lavanovich and the United States of America; thence S. 79° 30' E 546' more or less to the westerly line of Black River;

BEING the easement acquired in condemnation proceedings entitled "United States of America, Plaintiff vs. Certain Parcels of Land in the County of Windsor, State of Vermont and Ignacy Dubanovich, et al, and Unknown Owners, Defendants", Civil No. 1913, United States District Court, District of Vermont,

RESERVING to the Grantor, its successors and/or assigns an easement or right-of-way, in the above described areas for the purpose of installing, constructing, maintaining, repairing and replacing any and all utilities not included in this Deed as may be necessary for the proper maintenance and operation of the said Project.

TO HAVE AND TO HOLD unto the Grantee, its successors and assigns forever the foregoing described streets, as and for use as public ways or thoroughfares and for no other purpose whatsoever; and

TO HAVE AND TO HOLD unto the Grantee, its successors and assigns forever the foregoing water and sewer systems and easements for the public purposes intended and for no other use or purpose whatsoever.

IN THE EVENT public use of any part of the property herein conveyed is terminated, all title to such property shall revert in the Grantor, its successors and assigns.

IN WITNESS WHEREOF, the United States of America has caused these presents to be executed in its name by the Public Housing Administration, and the seal of the Public Housing Administration to be hereunto affixed and attested as of the day and year first above written.

57

(Impressed Seal
United States of America
Housing and Home Finance Agency
Public Housing Administration)
(SEAL)

UNITED STATES OF AMERICA
HOUSING AND HOME FINANCE AGENCY
PUBLIC HOUSING ADMINISTRATION

ATTEST:

Estelle E. Cole
Attesting Officer

By John L. Carroll
JOHN L. CARROLL
Chief of the Disposition Section
New York Regional Office
For the Public Housing Commissioner

WITNESSES:

Donald M. Rippey

Sarah Lipkind

CITY OF NEW YORK)
COUNTY OF NEW YORK) SS:
STATE OF NEW YORK)

On this 28th day of May 1957, before me personally came and appeared John L. Carroll, to me known and known to me to be the person who executed the foregoing instrument, who, being duly sworn, did depose and say that he is Chief of the Disposition Section, New York Regional Office, Public Housing Administration, a constituent unit of the Housing and Home Finance Agency of the United States of America, the Grantor named in the within Deed of Dedication; that the seal affixed to the foregoing instrument is the seal of the Public Housing Administration, and that he is duly authorized to sign the said instrument in behalf of the United States of America by authority of law, and he acknowledged said instrument to be the free act and deed of the United States of America.

Julius Pinelas
Notary Public

(Impressed Notary Seal)

Accepted this 5 day of
June, 1957.

JULIUS PINELAS
Notary Public, State of New York
No. 41-3105950
Qualified in Queens County
Cert. Filed in New York County
Commission Expires March 30, 1959

(SEAL)

ATTEST: J. L. Giddings

Notary Public
Title

(Impressed Notary Seal)

TOWN OF SPRINGFIELD
By H. C. Billings
Richard F. Whitecomb
George A. Rooney
Leon J. Barnard

Selectmen of the Town of
Springfield, Vermont

Springfield Town Clerk's Office, June 6, 1957, at 9:00 A. M. received the instrument of which the foregoing is a true copy.

Card
Filed 3,45

Attest: Kathleen M. Halfe
(Assistant Town Clerk)

CULVERT DEED

William A. McIntosh to Town of Springfield

CULVERT DEED.

KNOW ALL MEN BY THESE PRESENTS:

THAT I, WILLIAM A. MCINTOSH, of Springfield in the County of Windsor, and State of Vermont, in consideration of the sum of ONE and MORE DOLLARS paid to my full satisfaction by the Town of Springfield, a Municipal Corporation in the County of Windsor, and State of Vermont, the receipt whereof is hereby acknowledged, do hereby convey to the said Town of Springfield, its successors and assigns, the right to place a culvert of such dimension as the Town of Springfield, its agents and servants, may, in their discretion, deem adequate, under the highway known as the County Road, near the premises which were conveyed to William A. McIntosh by Palmer D. Ainsworth by deed dated September 15, 1949, recorded in Book 50, at Page 178 of the Springfield Land Records.

Said culvert is constructed for the purpose of taking water from the westerly side of the so-called County Road and conducting the same under said highway to the easterly side thereof onto the premises which were conveyed to William A. McIntosh by the deed aforesaid, said culvert to outlet near the northwest corner of the above mentioned premises.

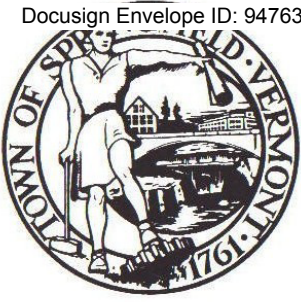
Said Town of Springfield and all other persons now or hereafter interested in said culvert are hereby released and discharged from any and all liability for damages of any kind and description by reason of the placing of said culvert under said highway and conducting the course of the water onto said land, as aforesaid.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 8 day of June, A.D. 1957.

IN THE PRESENCE OF:

Roy Baird
J. L. Giddings

William A. McIntosh (RED SEAL)



TOWN OF SPRINGFIELD

Planning & Zoning Department
96 Main Street – Springfield, VT 05156

802-376-6102
toszoning@vermontel.net

January 23, 2024

Danielle Fitzko, Commissioner
Vermont Agency of Natural Resources
Department of Forests - Parks and Recreation
80 Main Street
Springfield, VT 05156

Dear Commissioner Fitzko;

In accordance with the requirements identified in 19 V.S.A. Chapter 7, I am writing this letter to notify you of a proposed site visit and public hearing of the Springfield Selectboard to consider discontinuing the following unnamed roads: TH-398: 0.04 miles, TH-400: 0.09 miles, TH-401: 0.11 miles, and TH-402: 0.06 miles.

I have provided an aerial map showing the roads and neighborhood as it existed in 1962 with the Southview housing complex. I am also showing a 2023 aerial photo that now shows these roads existing in their present condition as a driveway and fields.

The Selectboard will start the site visit at Stanley Road, TH 398, and South Street intersection at 5:30 pm, Monday, March 11, 2024. You are invited to meet the Selectboard during their visit to share your views and concerns. The purpose of the site visit is to familiarize everyone with the current condition of these roads that are proposed for discontinuance. There will be no testimony taken at the site visit.

The Selectboard will convene the public hearing for the road discontinuance at 6:00 pm, Monday, March 11, 2024, at the Selectboard Hall, Third Floor, 96 Main Street. You are also invited to attend the public hearing to provide testimony that will be used in the Selectboard's deliberation and decision.

If a highway discontinuance occurs, the public right-of-way shall then forever belong to the private property owners.

I can be reached at the contact information above if you have any questions or concerns regarding these proposed discontinuances.

Sincerely,

Charles H. Wise Jr.

Charles H Wise Jr., AICP, CFM



State of Vermont
Department of Forests, Parks & Recreation
Lands Administration and Recreation Division
1 National Life Drive, Davis 2
Montpelier, VT 05620-3801
<http://fpr.vermont.gov>

Agency of Natural Resources

January 24, 2024

Town of Springfield Selectboard
c/o Barbara A. Courchesne, Town Clerk
Town Office
96 Main Street
Springfield, VT 05156

Dear Board Members,

On January 23, 2024, the Department of Forests, Parks & Recreation (FPR) received the petition to discontinue TH 398, 400, 401, and 402 in the Town of Springfield. Per 19 V.S.A. §775, municipalities must notify the Commissioner of FPR when a petition to discontinue a highway is filed. It is the policy of FPR to encourage municipalities to keep highways as public rights-of-way for emergency, recreational, forestry, agricultural, and other purposes. These roads provide numerous benefits, including:

- Access to year-round and part-time residence and camps;
- Access to agricultural fields, forests, and sugaring operations;
- Access to state-owned parcels for recreational opportunities, for hunting and fishing, forest management and other forest products;
- Recreational access for activities like hiking, mountain biking, cross country skiing, horseback riding, and ATV and 4-wheel use

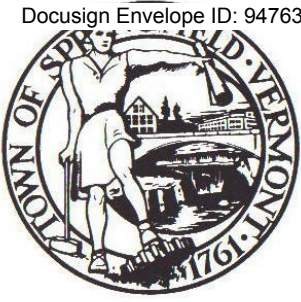
FPR's Lands Administration staff and District staff in our Springfield office have reviewed the petition and have no comments on the proposed discontinuance. FPR staff will not be participating in the public hearing and site visit occurring on March 11, 2024. We respectfully ask that this letter be recorded as part of the official proceedings on this matter. Thank you for the opportunity to comment.

Sincerely,

DocuSigned by:
1/24/2024
Rebecca Washburn

Director, Lands Administration and Recreation Division





TOWN OF SPRINGFIELD

Planning & Zoning Department
96 Main Street – Springfield, VT 05156

802-376-6102
toszoning@vermontel.net

January 23, 2024

Reffi's Property Management LLC
19 Locust Lane
East Dummerston, VT 05346

Dear Mark and David;

In accordance with the requirements identified in 19 V.S.A. Chapter 7, I am writing this letter to notify you of a proposed site visit and public hearing of the Springfield Selectboard to consider discontinuing the following unnamed roads: TH-398: 0.04 miles, TH-400: 0.09 miles, TH-401: 0.11 miles, and TH-402: 0.06 miles.

I have provided an aerial map showing the roads and neighborhood as it existed in 1962 with the Southview housing complex. I am also showing a 2023 aerial photo that now shows these roads existing in their present condition as a driveway and fields.

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The Selectboard will convene the public hearing for the road discontinuance at 6:00 pm, Monday, March 11, 2024, at the Selectboard Hall, Third Floor, 96 Main Street. You are also invited to attend the public hearing to provide testimony that will be used in the Selectboard's deliberation and decision.

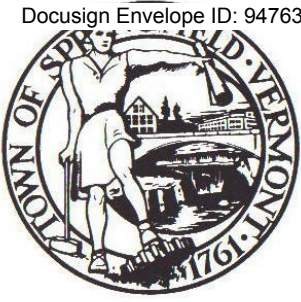
If a highway discontinuance occurs, the public right-of-way shall then forever belong to the private property owners.

I can be reached at the contact information above if you have any questions or concerns regarding these proposed discontinuances.

Sincerely,

Charles H. Wise Jr.

Charles H Wise Jr., AICP, CFM



TOWN OF SPRINGFIELD

Planning & Zoning Department
96 Main Street – Springfield, VT 05156

802-376-6102
toszoning@vermontel.net

January 23, 2024

Lee Murray
197 South Street
Springfield, VT 05156

Dear Mr. Murray;

In accordance with the requirements identified in 19 V.S.A. Chapter 7, I am writing this letter to notify you of a proposed site visit and public hearing of the Springfield Selectboard to consider discontinuing the following unnamed roads: TH-398: 0.04 miles, TH-400: 0.09 miles, TH-401: 0.11 miles, and TH-402: 0.06 miles.

I have provided an aerial map showing the roads and neighborhood as it existed in 1962 with the Southview housing complex. I am also showing a 2023 aerial photo that now shows these roads existing in their present condition as a driveway and fields.

The Selectboard will start the site visit at Stanley Road, TH 398, and South Street intersection at 5:30 pm, Monday, March 11, 2024. You are invited to meet the Selectboard during their visit to share your views and concerns. The purpose of the site visit is to familiarize everyone with the current condition of these roads that are proposed for discontinuance. There will be no testimony taken at the site visit.

The Selectboard will convene the public hearing for the road discontinuance at 6:00 pm, Monday, March 11, 2024, at the Selectboard Hall, Third Floor, 96 Main Street. You are also invited to attend the public hearing to provide testimony that will be used in the Selectboard's deliberation and decision.

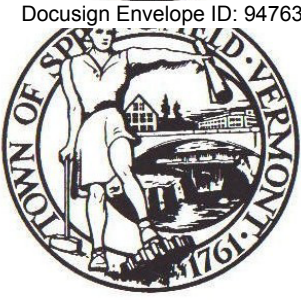
If a highway discontinuance occurs, the public right-of-way shall then forever belong to the private property owners.

I can be reached at the contact information above if you have any questions or concerns regarding these proposed discontinuances.

Sincerely,

Charles H. Wise Jr.

Charles H Wise Jr., AICP, CFM



TOWN OF SPRINGFIELD

Planning & Zoning Department
96 Main Street – Springfield, VT 05156

802-376-6102
toszoning@vermontel.net

January 23, 2024

Springfield Housing Authority
c/o Laura Ryan, Executive Director
80 Main Street
Springfield, VT 05156

Dear Ms. Ryan;

In accordance with the requirements identified in 19 V.S.A. Chapter 7, I am writing this letter to notify you of a proposed site visit and public hearing of the Springfield Selectboard to consider discontinuing the following unnamed roads: TH-398: 0.04 miles, TH-400: 0.09 miles, TH-401: 0.11 miles, and TH-402: 0.06 miles.

I have provided an aerial map showing the roads and neighborhood as it existed in 1962 with the Southview housing complex. I am also showing a 2023 aerial photo that now shows these roads existing in their present condition as a driveway and fields.

The Selectboard will start the site visit at Stanley Road, TH 398, and South Street intersection at 5:30 pm, Monday, March 11, 2024. You are invited to meet the Selectboard during their visit to share your views and concerns. The purpose of the site visit is to familiarize everyone with the current condition of these roads that are proposed for discontinuance. There will be no testimony taken at the site visit.

The Selectboard will convene the public hearing for the road discontinuance at 6:00 pm, Monday, March 11, 2024, at the Selectboard Hall, Third Floor, 96 Main Street. You are also invited to attend the public hearing to provide testimony that will be used in the Selectboard's deliberation and decision.

If a highway discontinuance occurs, the public right-of-way shall then forever belong to the private property owners.

I can be reached at the contact information above if you have any questions or concerns regarding these proposed discontinuances.

Sincerely,

Charles H. Wise Jr.

Charles H Wise Jr., AICP, CFM

**TOWN OF SPRINGFIELD
SELECTBOARD HALL – 96 MAIN STREET – THIRD FLOOR
PUBLIC HEARING - ROAD DISCONTINUANCE PROCESS – IN FORMER
SOUTHVIEW HOUSING COMPLEX
MONDAY, March 11, 2024**

APPROVED MINUTES

******The Selectboard held a warned public site visit in the area of 197 South Street to review the proposed road discontinuance in the former Southview Housing Complex at 5:30 pm. No actions or testimony were taken at the site visit. ******

A. CALL MEETING TO ORDER

Chair, Kristi Morris, called the meeting to order at 6:04 pm.

Selectboard Members: Chair Kristi Morris, Vice Chair Michael Martin, Michael Schmitt, Tara Chase, and Heather Frahm were present in-person.

Administration: Town Manager Jeff Mobus, Fire Chief Paul Stagner, and Planning and Zoning Administrator Chuck Wise were present in-person.

School Board Liaison: Steve Karaffa was present in-person.

Public Hearing on Road Discontinuance Process – in former Southview Housing Complex

Town Manager Jeff Mobus discussed that there was a site visit at 5:30 PM at 197 South Street prior to this public hearing to review the proposed road discontinuances. Town Manager Jeff Mobus continued that all the Selectboard members were present at the site visit, as was Laura Ryan the Springfield Housing Authority Director and Planning and Zoning Administrator Chuck Wise. Town Manager Jeff Mobus added that when a portion of the Southview Housing complex was demolished in 1992, some roads around the complex were removed and the Town has never discontinued these roads. Town Manager Jeff

Mobus noted that the purpose of this public hearing is to allow public input on this discontinuance.

Laura Ryan Springfield Housing Authority (SHA) Director discussed that the SHA would support the discontinuance of the proposed roads and noted that the discontinuance may assist them in future development. Chair Kristi Morris described the road locations as being the property adjacent to 201 South Street (The Maples), approximately 2.5 acres of open field with a fire hydrant in the back side of the field, noting there is access to one property on the right as you enter into the road.

Planning and Zoning Administrator Chuck Wise discussed that the development was created during WWII and surveyed in 1949 with a layout of streets and public utilities. Administrator Wise added that there was a formal dedication of the of those facilities in the late 50's when the Town took over the facilities. Administrator Wise continued that we are not giving up rights to the water and sewer and will have a perpetual easement to access that infrastructure. Administrator Wise noted that the Selectboard has a highly prescriptive process and is required by State law to discontinue roads.

Further discussion ensued that agenda item 1 in the regular meeting following immediately after the Public Hearing was for the possible action from the Board regarding the discontinuance of roads and the full packet with information regarding the discontinuance of roads was available on our website along with the Selectboard agendas should anyone wish to review the material.

Town Manager Jeff Mobus confirmed with Fire Chief Paul Stagner that intend on moving the fire hydrant closer to the main road in the future.

No further discussion. The Public Hearing was closed at 6:11 pm.

Respectfully submitted,

Carrie M. Kellow, Recording Secretary

**TOWN OF SPRINGFIELD
SELECTBOARD HALL – 96 MAIN STREET – THIRD FLOOR
REGULAR SELECTBOARD MEETING
MONDAY, March 11, 2024**

APPROVED MINUTES

A. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Chair, Kristi Morris, called the meeting to order at 6:11 pm. Pledge of Allegiance was recited, and Roll Call was taken.

Selectboard Members: Chair Kristi Morris, Vice Chair Michael Martin, Michael Schmitt, Tara Chase, and Heather Frahm were present in-person.

Administration: Town Manager Jeff Mobus, Fire Chief Paul Stagner, and Planning and Zoning Administrator Chuck Wise were present in-person.

School Board Liaison: Steve Karaffa was present in-person.

B. MINUTES

1. Regular Selectboard Meeting – February 12, 2024
2. Regular Selectboard Meeting – February 26, 2024
3. Public Hearing Meeting – February 26, 2024

MOTION: Michael Martin moved to adopt the three sets of minutes as presented.

Seconded by: Heather Frahm

Vote: 5-0, unanimous

C. ANY REQUESTED ADDITIONS TO THIS AGENDA

Town Manager Jeff Mobus noted a couple of clarifications regarding the committee appointments (item 3) he received two additional applications and a

completed TA60 financial form (item 6) which he provided to the Board at the time of the meeting.

Planning and Zoning Administrator Chuck Wise presented the Board with the Town Plan Draft that the Planning Commission has worked on. This item was added to the agenda as Item 9 to acknowledge receipt of the Town Plan Draft and was added without objection from the Board.

D. NEW BUSINESS *Agenda item 9 was presented before agenda items 1-8.

ITEM #1 Possible action on road discontinuance.

Town Manager Jeff Mobus noted that this item is on the agenda in case the Selectboard wishes to act on the proposed Road Discontinuance after receiving input at the Public Hearing immediately prior to this meeting.

MOTION: Heather Frahm moved to approve the discontinuation of public highways associated with the former Southview Housing Complex and is described in detail in the Notice of Discontinuation decision dated March 11, 2024.

Seconded by: Michael Martin

Michael Martin asked for assurance that Town Highway 398 the rights of the property owners are protected. Administrator Chuck Wise responded by reading the Notice of Discontinuation decision F4-b:

“The title to the land of the discontinued TH 398 highway shall revert to Parcel #030-4-10, currently owned by the Springfield Housing Authority. Parcel #30-4-11 will maintain its current boundary line at TH 398 northern right-of-way boundary line. Parcel #030-4-10.001 shall retain rights of way 30 feet in width and 163.08 feet in length to access South Street. The current center line of the driveway defines the center of the right-of-way width.”

Vote: 5-0, unanimous

ITEM #2 Creation of Ad Hoc Capital Planning Committee.

Town Manager Jeff Mobus presented the “Creation of Ad Hoc Capital Planning Committee” item included in the meeting packet. Town Manager Jeff Mobus discussed that in the Budget Advisory Committee’s report to the Selectboard they recommended the establishment of a Capital Planning Committee with the goal of evaluating the Town of Springfield's long-term capital needs. Town Manager Jeff Mobus continued that the purpose of the committee would be to evaluate and prioritize the long-term capital needs of the Town in a way that is consistent with the Springfield Strategic Plan, the Main Street Master Plan, and the Town Plan and the committee will also evaluate the Town's debt capacity.

Town Manager Jeff Mobus discussed that the recommendation is that the committee include 2 members of the Selectboard and two members of the Budget Advisory Committee. Town Manager Jeff Mobus added that while not in the recommendation, he suggests that the Town Manager be a member of this committee. Town Manager Jeff Mobus further added that other possibilities for members could include a member from the Planning Commission and a community member-at-large.

Town Manager Jeff Mobus discussed that this committee does not currently exist, and the last two Budget Advisory Committees (BAC) had talked about the long-term needs of the Town and planning for those. Town Manager Jeff Mobus added that the Capital Budget only goes out about 5 years, and we have a lot of long-term assets such as the Community Center and the Public Works Garage that could do with larger renovations that would require longer term planning. Town Manager Jeff Mobus continued that this committee would help him by expanding the Capital Plan from 5 years to 10 to 20 years. Heather Frahm mentioned in her term on the BAC they discussed by addressing immediate financial concerns within the broader strategic framework, a company can ensure its short-term actions are in line with its long-term objectives.

MOTION: Heather Frahm moved to begin having the Long-Term Capital Planning Committee starting immediately as soon as those who are elected or volunteer to be on it.

Seconded by: Michael Schmitt

Vote: 5-0, unanimous

MOTION: Michael Martin moved to appoint Heather Frahm and Michael Martin as members on the Long-term Planning Committee.

Seconded by: Heather Frahm

Vote: 5-0, unanimous

ITEM #3 March 2024 appointments.

Town Manager Jeff Mobus presented the “March 2024 appointments” item included in the meeting packet. Town Manager Jeff Mobus discussed that there are a few Board, Committee, and Commission positions with term expiration dates of March 2024 and there are several positions, mostly liaison positions, to be filled by Board members.

Town Manager Jeff Mobus noted the applications he has received thus far as follows:

- Airport Commission- Steven Osterlund and Don Shattuck ***Don Shattuck’s application received at the time of the meeting.**
- Springfield Housing Authority- Jeff Perkins
- Tree Warden- Mark Blanchard
- Springfield Trails and Rural Economy – Bettina McCrady and Chuck Gregory ***Item not included in the meeting packet and received at the time of the meeting.**

MOTION: Heather Frahm moved to appoint Steve Osterlund to the Airport Commission, Jeff Perkins to the Housing Authority, Mark Blanchard as the Tree Warden, Chuck Gregory to the Springfield Trails and Rural Economy, Bettina McCrady to the Springfield Trails and Rural Economy, and Don Shattuck to the Airport Commission.

Seconded by: Tara Chase

Vote: 5-0, unanimous

Town Manager Jeff Mobus thanked all of the volunteers for their service to the boards and committees.

Town Manager Jeff Mobus discussed the Board appointments:

- Airport Commission (liaison)
- Inclusion Committee
- School District (liaison)
- Mount Ascutney Regional Transportation Advisory Committee
- Springfield On The Move (liaison)
- Springfield Regional Development Corporation (liaison)
- Springfield Trails and Rural Economy (liaison)

Town Manager Jeff Mobus continued that in addition to these applications, the Town has a position on the Mount Ascutney Regional Commission (MARC) which has been filled by Walter Martone when he was a board member, noting that he would like to continue as the Town's representative to this Commission. Heather Frahm commented that Walter Martone mentioned that they could have two members on MARC, one being an alternate.

The Board members liaison picks were:

- Airport Commission (liaison) – Michael Schmitt
- Inclusion Committee – Tara Chase
- School District (liaison) – Tara Chase
- Mount Ascutney Regional Transportation Advisory Committee – Kristi Morris
- Springfield On The Move (liaison) – Michael Martin
- Springfield Regional Development Corporation (liaison) – Kristi Morris
- Springfield Trails and Rural Economy (liaison) – Kristi Morris
- Mount Ascutney Regional Commission – Walter Martone to continue and Tara Chase to be alternate.
- Ordinance Committee – Michael Martin and Heather Frahm
- Planning Commission Liaison – Michael Schmitt to remain as member until replacement and then becoming liaison.

MOTION: Chair Kristi Morris moved to appoint the Board appointments aforementioned.

Seconded by: Heather Frahm

Vote: 5-0, unanimous

Town Manager Jeff Mobus discussed that for the Solid Waste District he is currently a representative (currently Chair), and Matt Priestley is the alternate.

MOTION: Michael Martin moved that Jeff Mobus be elected as their representative for the Southern Windsor Windham County Solid Waste District with Matt Priestley as alternate.

Seconded by: Tara Chase

Vote: 5-0, unanimous

ITEM #4 Act on proposals for Ambulance 2 replacement.

Town Manager Jeff Mobus presented the “Act on proposals for Ambulance 2 replacement” item included in the meeting packet. Town Manager Jeff Mobus discussed that the Town's Capital plan provides for the replacement of Ambulance 2 in FY25. Town Manager Jeff Mobus noted that the current lead time to receive an ambulance is 30-38 months. Town Manager Jeff Mobus described the two proposals received as follows:

- Desorcie Emergency Products, LLC- Osage Ambulance \$345,595
- Greenwood Emergency Vehicles- Horton Ambulance \$435,254

Town Manager Jeff Mobus noted that Vander Molen Fire Apparatus Sales and Service did not submit a bid. Town Manager Jeff Mobus and Fire Chief Paul Stagner recommend that the Town accept the bid from Desorcie for the Osage Ambulance at a cost of \$345,595. Further discussion ensued that the cost could change depending on the frame, noting that the companies are not willing to hold prices for three years. Fire Chief Paul Stagner added that this is the current purchasing standard for Fire and Ambulance vehicles. Town Manager Jeff Mobus noted that we have had good success with using Osage Ambulances in the current fleet. Further discussion ensued that both companies are based in New England.

MOTION: Michael Martin moved to accept the bid from Desorcie Emergency Products for the Osage Ambulance of \$345,595.

Seconded by: Michael Schmitt

Further discussion ensued that the current ambulance 2 would be retired once the replacement is received and Fire Chief Paul Stagner is looking into organizations that work on reselling Municipal vehicles with the hopes that they could sell the retired emergency vehicles with the funds returning to the Capital fund. Additional discussion ensued that the Fire Chief has established a committee of Springfield emergency responders to aid in the research and recommendations for the vehicle and equipment needs of the Fire Station.

Vote: 5-0, unanimous

ITEM #5 Act on proposals for Eureka Culvert #2.

Town Manager Jeff Mobus presented the “Act on proposals for Eureka Culvert #2” item included in the meeting packet. Town Manager Jeff Mobus discussed that last summer, the Town replaced a culvert on Eureka Road. Town Manager Jeff Mobus added that the Town will replace a second culvert on Eureka Road this summer/fall. Town Manager Jeff Mobus further added that on behalf of the Town, Dufresne Group put this project out to bid in February and there was tremendous interest in the project. Town Manager Jeff Mobus continued that the Town received 12 bids, ranging from \$176,000 to \$293,357. Town Manager Jeff Mobus noted that the low bid of \$176,000 was submitted by Lewco, LLC and Dufresne Group reviewed the bids and recommends the low bid. Town Manager Jeff Mobus discussed that the Town has worked with Lewco, LLC on several projects and has been very happy with their work.

Town Manager Jeff Mobus discussed we have a grant that is 80% for structures up to \$200,000, noting this item is just for the construction but engineering costs would also be included.

MOTION: Michael Martin moved to accept the bid from Lewco, LLC for replacement of Eureka Road box culvert #2 for the bid price of \$176,000.

Seconded by: Heather Frahm

Vote: 5-0, unanimous

ITEM #6 Certificate of Highway Compliance and TA60 form.

Town Manager Jeff Mobus presented the “Certificate of Highway Compliance and TA60 form” item included in the meeting packet. Town Manager Jeff Mobus discussed that these are annual housekeeping items. Town Manager Jeff Mobus added that the certification of compliance states that the Town does meet the minimum standard requirements included in the June 5, 2019, template. Town Manager Jeff Mobus further added that it further states that the Town has an up-to-date highway network inventory.

Town Manager Jeff Mobus discussed that he, Jeff Strong, and Donny Turner met with Meghan Brunk from VTRANS. Town Manager Jeff Mobus added that they provided Meghan Brunk with the information to complete the TA-60 financial form. Town Manager Jeff Mobus noted that he included a blank form in the packet so that Board members know what it looks like, and he expects to receive the completed form prior to the Board meeting so that the Board can act upon it. Town Manager Jeff Mobus further added that the purpose of the form is to calculate what level of storm damage is required so that the Town qualifies for aid. Town Manager Jeff Mobus additionally noted that at the meeting, she indicated that the amount is around \$72,000.

MOTION: Michael Schmitt moved to accept and sign the financial plan for the Town Highways form TA60, and the Certification of Compliance.

Seconded by: Heather Frahm

Chair Kristi Morris noted that we receive \$38,479 for Class I (2.879 miles), \$97,878 for Class II (19.91 miles), and \$183,640 for Class III (100.6 miles), noting this is an annual item. Further discussion ensued that this document identifies approximately 124 miles of road, and we have 151 miles with the Class IV roads included which we are not required to maintain, noting the mileage will change next year with the discontinuance of the Southview roads (0.3 miles).

Vote: 5-0, unanimous

ITEM #7 Act on amending Revolving Loan Fund request Black River Crossing, LLC.

Town Manager Jeff Mobus presented the “Act on amending Revolving Loan Fund request Black River Crossing, LLC” item included in the meeting packet. Town Manager Jeff Mobus discussed that the Town has received a request from Black River Crossing, LLC to add \$20,000 to their current loan (\$25,000) for work associated with the redevelopment of 25-31 Main Street. Town Manager Jeff Mobus added that the reason for the request is that costs came in above estimates and more work is required as a condition of a USDA REAP grant. Town Manager Jeff Mobus added that the Revolving Loan Fund (RLF) loan committee has reviewed this request and recommended that the Board approve increasing the loan to Black River Crossing by \$20,000. Town Manager Jeff Mobus noted that there won't be any change in the current terms of 10 year note at 5% interest.

MOTION: Heather Frahm moved to approve the additional \$20,000 loan from the Town Revolving Loan Fund for Black River Crossing, LLC.

Seconded by: Michael Schmitt

Matt Dunn, Black River Crossing, LLC in-person discussed that the Black River Crossing project owns the H&R Block building and the former SEVCA building, noting the project has been underway for a couple of years and has been a fascinating challenge. Matt Dunn continued that there was a significant amount of asbestos during their Phase 1 and Phase 2 environmental study. Matt Dunn added that there was also a dentist office in the basement in the 1920's where they used mercury quite freely and other items. Matt Dunn further added that there was a lot more remediation than expected and a roof on the H&R Block building that needed to be replaced, noting the original replacement estimate was \$35,000 with the final invoice at \$105,000.

Matt Dunn discussed that they were able to receive a grant from the State for the removal of the asbestos, they received support in the form of a loan from

the Regional Planning Commission to help with other remediation pieces, and they were awarded a USDA REAP grant which is a program that provides funding for significant energy efficiency or renewable energy projects. Matt Dunn added that the USDA REAP grant allowed them to transition the two commercial buildings into 100% electric from furnaces that date back a long way, noting that some historical society people were interested in some of the components of the furnaces. Matt Dunn further added that they have learned a lot from the REAP grant where they were required to get the Historic Preservation Society Office in the State of Vermont to sign off on the project, noting with the approval there was a stipulation that they were required to do all the repointing work on the envelope as soon as they complete any of the spray foam insulation.

Matt Dunn discussed the other major component was replacing the windows on the H&R Block and former Dark Mountain Games building, noting that with the preliminary loan from the Town they were able to replace the single pane windows with high efficiency double pane. Matt Dunn continued that the windows came in at \$50,000 cost and took a year to arrive. Matt Dunn added that they are requesting an additional \$20,000 which will help them cover the additional cost for the window replacement and the brick work and allow them to continue with the project. Matt Dunn noted that the USDA REAP grant is a reimbursement program that will reimburse half of the costs paid for the project. Matt Dunn further added that both buildings now have heat pumps.

Matt Dunn discussed that they do not have plans for the spaces, noting H&R block will be staying and the former Dark Mountain Game space will be available in June. Matt Dunn added that they will then switch their focus to the SEVCA building with an anticipated availability for that space of September.

Town Manager Jeff Mobus discussed that regarding the electrical they (himself, Springfield on the Move, SRDC, Black River Crossing, LLC) have spent a lot of time speaking with Green Mountain Power (GMP) about the single-phase transformer in the park and they would love to see GMP switch that to three-phase. Town Manager Jeff Mobus added that it would be beneficial for that area and create a lot more ability for elevators and restaurants. Town Manager Jeff Mobus noted that the powerlines are coming from the “hardest working pole in the State of Vermont” across the river near the former Park Street Bowl. Town

Manager Jeff Mobus further added that the project would take a while. Matt Dunn added that there has been a lot of discussion as to if a restaurant could go into those spaces, but in order to do a contemporary restaurant you really need three-phase power. Matt Dunn continued that they are pushing the envelope on the current load with the heat pumps, and it is a pretty urgent need. Further discussion ensued that it would likely require boring, and the current pole setup is not ideal and potentially unsafe. Michael Schmitt noted that the Co-op is looking into a potential EV charging station and GMP is not able to support that due to not having the three-phase. Additional discussion ensued that the Town expressing the urgency for this need may be helpful to get push the green light from GMP for three-phase.

Vote: 5-0, unanimous

ITEM #8 Vermont State Revolving Loan Fund loan agreement.

Town Manager Jeff Mobus presented the “Vermont State Revolving Loan Fund loan agreement” item included in the meeting packet. Town Manager Jeff Mobus discussed that in January, the Town applied for a \$64,100 loan through the State Revolving Loan Fund for engineering for the 20 Year Review and update at the Wastewater Treatment Facility. Town Manager Jeff Mobus continued that the terms of the loan are 5 years at 0% interest and with 50% of the principal forgiven. Town Manager Jeff Mobus added that the Vermont Bond Bank has accepted the application, and this item is on the agenda so that the Board can sign the loan documents required for this loan.

MOTION: Heather Frahm moved to approve the loan documents for the \$64,100 loan for the engineering for the 20-year review of the Water and Wastewater Treatment Facility and authorize the Chair to sign.

Seconded by: Michael Schmitt

Vote: 5-0, unanimous

ITEM #9 Acknowledge receipt of the Town Plan Draft. ***This item was presented before agenda items 1-8.**

MOTION: Michael Martin moved to thank Charles Wise and the Planning Commission for preparing the new Town Plan and acknowledging receipt of such (draft Town Plan) and that they (the Board) will be setting Public Hearings at a future date.

Seconded by: Michael Schmitt

Vote: 5-0, unanimous

Further discussion ensued to let the public know that the Town Plan draft was available for review at the Town Office and on the Town's website. Chair Kristi Morris noted that Mount Ascutney Regional Commission also had a hand in the updated Town Plan.

E. FINANCIAL REPORTS

FY2024 Warrants to March 8, 2024 – copies on website.

Town Manager, Jeff Mobus stated that any questions regarding these warrants should be directed to the Finance Director, Cathy Sohngen.

F. TOWN MANAGER'S REPORT

Town Manager Jeff Mobus read the "Town Manager's Report" included in the meeting packet:

"Thank you to the Springfield voters for approving the gross appropriation request, the paving article, and the sidewalk article at Town Meeting last week. I understand that approving these articles was a difficult decision for many voters given the tax burden created and truly appreciate the faith our voters demonstrated in Springfield by continuing to make these investments in our community. I want to thank the Selectboard and the Budget Advisory Committee for their dedication and wisdom this budget season. I particularly want to thank

all town employees for their efforts throughout the year on behalf of our citizens.

The Town has reestablished the Safety Committee. The safety of our employees is paramount. I'm very pleased to see our employees step up to make their working environment safe.

Bids on the next water project (Clinton Street from Bridge Street to South Street, Bridge Street, Seavers Brook Road, and Mill Road) were due on March 7th at 1PM. Unfortunately, the Town did not receive any bids. Water Superintendent Roy Farrar, Public Works Director Jeff Strong, and I are working with our engineer, Aldrich and Elliott, to determine next steps to move this project forward.

On behalf of the Town of Springfield, I want to thank Steve Knapp ("Leftie") for nearly 46 years of service to our community. Steve began working for the town on May 1, 1978, as a laborer, earning \$3.13 an hour. He was promoted to Cemetery Sexton on June 27, 1983, a position that he has held since that day. Steve will be stepping into a very well-deserved retirement on March 15th. Thank you, Steve, for all that you've done for Springfield."

Town Manager Jeff Mobus noted that the Town did not receive any bids for the next water project, noting that anecdotally the concerns from the contractors were concerns about the contaminated portion of the land along the water sewer line. Town Manager Jeff Mobus continued that they are working with Aldrich and Elliott to break up the water project into smaller portions.

G. FUTURE AGENDA ITEM PROPOSALS

Michael Martin reminded that they are waiting for further information regarding the Vermont 250th celebration.

H. COMMITTEE REPORTS AND ANNOUNCEMENTS

Michael Schmitt noted that he has engaged with the Airport Commission.

I. OTHER MINUTES & CORRESPONDENCE

Chair Morris read aloud the list of Other Minutes and Correspondence and noted these are all available online.

1. Springfield Inclusion Committee – Minutes of February 27, 2024
2. Springfield Public Works – Highway Department monthly report – February 2024
3. Springfield Public Works – WWTP monthly report – February 2024
4. Springfield Public Works – Water System Division monthly report – February 2024
5. Springfield Town Library - Director's Report – February 2024

J. CITIZENS' COMMENTS

Steve Karaffa announced that the School Board would be holding a meeting on 3/13/2024 at 6:00 pm at the Library at the High School to start their process of going over their budget to resubmit. Chair Kristi Morris noted from a legislative standpoint question have been asked about the educational tax implication and everyone is still hung up on 16-20% and there were communities that saw more than that. Chair Kristi Morris continued that the school budget was voted down, but he wanted to congratulate the School Board for keeping their operational increase down around the 8% mark noting it was troubling to see it not pass. Further discussion ensued that the communication from the State has alarmed people, and the School Board will try better to educate the public regarding their budget.

K. EXECUTIVE SESSION

Under V.S.A Sections 313(a)1(A) and V.S.A. Sections 313(a)3, the purpose of this Executive session is to discuss contracts and the appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting.

MOTION: Tara Chase moved to go into Executive Session.

Seconded by: Michael Martin

Vote: 5-0, unanimous

The Board moved into Executive Session at 7:54 pm, no action anticipated.

The Board returned from Executive Session at 9:01 pm, no action taken.

L. ADJOURN

MOTION: Heather Frahm moved to adjourn the meeting.

Seconded by: Michael Schmitt

Vote: 5-0, unanimous

The meeting adjourned at 9:02 pm.

Respectfully submitted,

Carrie M. Kellow, Recording Secretary

SPRINGFIELD PLANNING COMMISSION
Meeting Agenda

Physical Location | Springfield Town Hall | 96 Main Street
Zoom Video Location | Meeting ID: 961 7124 1611 | Passcode: Planning
6:30 pm, Wednesday, March 6, 2024

1. Call to Order / Roll Call
2. Agenda Review
3. Public comment | Announcements (items not on the agenda)
4. Approval of January 3, 2024 and February 21, 2024, minutes (attachment)
5. Town Plan Public Hearing
6. Downtown Transportation Fund
7. Road discontinuances
8. MARC Housing Study
9. Adjournment

Video conferencing will be 'open' to the public starting at 6:25 pm.

Zoom Invite Link <https://zoom.us/j/96171241611?pwd=TmRYUWNwaEh6WVV0ZnNyeEEvVHpLUT09>

*Meeting attendees may call or text 802.376.6102 if they cannot log into Zoom or require accommodation.
Attendees are encouraged to arrive early.*

**Minutes of the Springfield Planning Commission – Springfield Town Library
March 6, 2024**

Present: Steve Kraft (Chair), Michael Schmitt (Vice Chair), Jules O'Guin, Randy Gray, Beth Gray, Susan Fog, Marshall Simpson. Staff Present: Chuck Wise, Jason Rasmussen and Christine Eggleton (MARC), Mike Martin, Selectboard liaison. Public present: Larry Kraft, Susan LeDrew

Steve called the meeting to order at 6:30 p.m.

1. Agenda Review – No changes.
2. Public comment/announcements – None
3. Approval of January 3, 2024 and February 21, 2024 minutes
Motion to approve the minutes as revised (Mike, Randy 2nd) PASSED.

4. Draft Town Plan

Chuck recognized Larry Kraft for his many suggested improvements to the draft town plan. Mike shared that members of the Selectboard have reviewed the town plan and are pleased with the move towards accountability and examining plan implementation every year.

Larry thanked the commission for the many updates to the town plan. Larry shared a few typos and incorrect attributions. Larry discussed some inconsistencies in the recommendations and alerted Commissioners to certain recommendations that would first say 10% increase, then 20% increase, and last a 30% increase. If these recommendations are the same, they should be consistent in the stated recommended increase. Mike appreciated these comments and stated he and Chuck would look it over after the meeting.

Larry reviewed the challenges of measuring goals and that there needs to be significant thought and creativity to get accurate measurements. Mike agreed and stated this might be true, but that it is important to start somewhere and begin to require more accountability in our planning.

Sue stated this instills greater confidence in our community if we are able, right from the beginning, to set goals and measure our progress. This is the only way we can determine if we are on the right track.

Larry again cautioned Commissioners about quantitative measures being inserted into a long range plan. It is a serious concern for how you can set goals and then measure them on an ongoing basis. Mike agreed this will be difficult but reiterated it is important to start somewhere in this process. We might find some of these measures are not realistic and then we can revise those goals but it would be negligent to not even attempt to try.

Mike discussed google analytics and what they are able to track people on an hourly basis using IP addresses for computers, phones, and other devices.

Steve talked about measuring exact numbers versus making reasonable estimates. Making basic estimates would probably be fine for a great number of the town plan recommendations.

SusanD discussed neighboring towns and how they collect data. SusanD mentioned large events like the Alumni Parade and the Apple Festival. It would be good to see how those numbers change. Mike noted the google analytics and tracking people.

Chuck requested that the Commission consider next steps for the town plan to include recommending the plan be forwarded to the Selectboard, making the additional edits and acting at next month's meeting. Mike stated he is happy at this point to accept the revised edits and recommend the plan be forwarded to the Selectboard. Jules agreed with moving ahead with the corrections as noted.

5. Downtown Transportation Fund

Chuck discussed the recent grant application to improve the parking and building access for the town offices. The Chair signed the Municipal Resolution because the application needed to be submitted on a tight timeline. Mike informed Commissioners that this work has been put into the current budget. Jules stated the plans look beautiful and would benefit the town offices. Chuck stressed that these types of grants require Planning Commission review and approval.

Motion to approve the grant application (Beth, Jules 2nd) PASSED.

6. Road discontinuances

Chuck provided a brief overview of the Southview road discontinuances that is being reviewed by the Selectboard. These roads became obsolete when this portion of the Southview Housing Complex was demolished in the early 1990s. While the roads no longer exist, they are still listed as public highways on the VTrans general highway map. Chuck invited Commissioners to participate in the Selectboard site visit and public hearing on Monday, March 11, 2024.

7. MARC Housing Study

Jason and Chris gave a presentation on regional housing analyses and identifying areas that would be good candidates for additional housing investments. Jason reviewed the interaction maps that are available online. This housing analysis examines factors that would encourage additional housing like water, sewer, and public transit. It also examines what should discourage additional development like steep slopes, natural resources, and flood prone areas. Discussion followed.

8. Motion to adjourn the meeting (Beth, Mike 2nd) PASSED.

The meeting was adjourned at 7:41 p.m.

Minutes submitted by Charles Wise

From: DeAndrea, Pam
To: tosmanager@vermontel.net; AOT - Mileage Certificates; tosclerk@vermontel.net
Cc: pwdept@vermontel.net; toszoning@vermontel.net; dpwjeff@vermontel.net
Subject: RE: SPRINGFIELD - 2025 Mileage Certificate attached
Date: Monday, February 24, 2025 2:00:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Thank you Jeff,

I will update the certificate on our end before signing and sending to you as follows:

Discontinued:

-0.04 mi CL4 TH-398; -0.09 mi CL4 TH-400; -0.11 mi CL4 TH-401; -0.03 mi CL4 TH-402

Best,

Pam

Pamela DeAndrea (she/her) | AOT GIS Professional III
Policy, Planning & Research Bureau – Mapping Section
Policy, Planning & Intermodal Development Division
Vermont Agency of Transportation
219 N. Main Street | Barre, VT 05641
802-793-7555 phone | pam.deandrea@vermont.gov
<http://vtrans.vermont.gov>



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Impacted Vermonters can find resources and referrals by visiting Vermont.Gov/Flood.

From: tosmanager@vermontel.net <tosmanager@vermontel.net>
Sent: Monday, February 24, 2025 10:18 AM
To: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>; DeAndrea, Pam <Pam.DeAndrea@vermont.gov>; tosclerk@vermontel.net
Cc: pwdept@vermontel.net; toszoning@vermontel.net; dpwjeff@vermontel.net
Subject: RE: SPRINGFIELD - 2025 Mileage Certificate attached

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

Pam,

Please see attached-

The .03 mile portion of TH 402 remains public and is 2 way.
The .12 mile portion of TH 404 that goes north from the intersection with TH 402 remains public, and is one way.
The .13 mile portion of TH 404 that goes south from the intersection with TH 402 remains public, and is 2 way.
The .17 mile portion of TH 405 remains public and is 2 way.

I hope that helps.

Jeff

From: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>
Sent: Tuesday, February 18, 2025 1:48 PM
To: DeAndrea, Pam <Pam.DeAndrea@vermont.gov>; AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>;
tosmanager <tosmanager@vermontel.net>; tosclerk@vermontel.net
Cc: pwdept@vermontel.net; toszoning@vermontel.net
Subject: RE: SPRINGFIELD - 2025 Mileage Certificate attached

Hi Jeff,

I have one more clarification. Did you really mean to discontinue the entirety of TH-402? The Class 3 portion is the only two way access to Stanley Rd (TH-404) per Google street view as shown here: [234 South St - Google Maps](#), with the other end one way with no access [201 South St - Google Maps](#). Is the TH-402 access to TH-404 (Stanley Rd) now private?

Thank you and please just confirm with me that this was discontinued by the Town as well.

Best,

Pam

Pamela DeAndrea (she/her) | AOT GIS Professional III
Policy, Planning & Research Bureau – Mapping Section
Policy, Planning & Intermodal Development Division
Vermont Agency of Transportation
219 N. Main Street | Barre, VT 05641
[802-793-7555 phone](tel:802-793-7555) | pam.deandrea@vermont.gov
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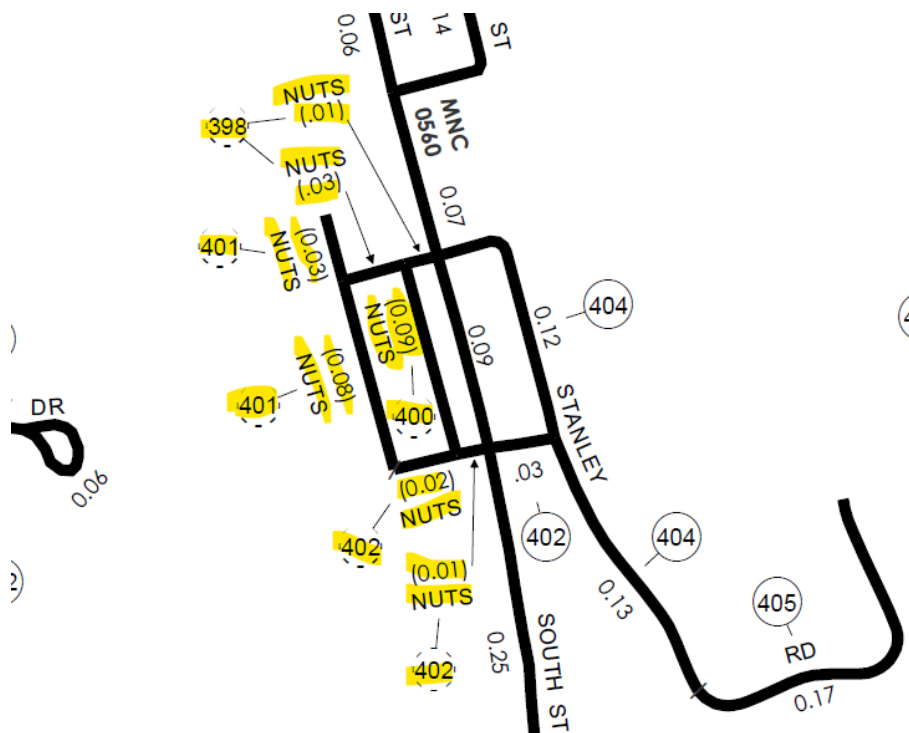
Impacted Vermonters can find resources and referrals by visiting Vermont.Gov/Flood.

From: DeAndrea, Pam <Pam.DeAndrea@vermont.gov>
Sent: Tuesday, February 18, 2025 1:34 PM
To: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>; tosmanager <tosmanager@vermontel.net>;
tosclerk@vermontel.net
Cc: pwdept@vermontel.net; toszoning@vermontel.net
Subject: RE: SPRINGFIELD - 2025 Mileage Certificate attached

Hello again Jeff,

I noticed that most of the discontinued roads on the 2025 Mileage Certificate were already designated as NUTs, or Not Up to Class 3 Standards (see 1st image below). The mileage changes for the discontinued roads that were NUTs should be recorded under the Class 4 record on the form, not Class 3. When roads are designated as NUTs the mileage is removed from Class 3 and added to Class 4. TH-398, TH-400, TH-401 and 0.03 miles of TH-402 are designated as NUTs. I can update the description for "Discontinued" on the certificate and the mileage changes in Part 1 as shown in the 2nd and 3rd images below before we sign the certificate on our end and send back to you. I just want to be sure the Town understands the mileage that is changing.

The Class 3 mileage change will be **-0.03 for CL3 TH-402** and the Class 4 mileage change will be **-0.27 mi for TH-398, TH-400, TH-401, and CL4 TH-402**.



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

CL³ TH-398 at 0.04mi. CL³ TH-400 at 0.09mi. CL³ TH-401 at 0.11mi. CL³ TH-402 at 0.06mi. 0.03 mi
CL⁴ TH-402 0.03 mi (CL⁴ were all NUTs)

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

March 1, 2025, 10:43 AM

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

<i>Town Highways</i>	<i>Previous Mileage</i>	<i>Added Mileage</i>	<i>Subtracted Mileage</i>	<i>Total</i>	<i>Scenic Highways</i>
<i>Class 1</i>	2.879			2.879	0.000
<i>Class 2</i>	19.910	.08	-0.08	19.990 19.910	0.000
<i>Class 3</i>	100.60		.30 -0.03	100.30 100.57	0.000
<i>State Highway</i>	28.107			28.107	0.000
<i>Total</i>	151.496	.08	.30 -0.08	151.276 151.466	0.000
* <i>Class 1 Lane</i>	2.906			2.906	
* <i>Class 4</i>	2.53		-0.27	2.53 2.26	0.000
* <i>Legal Trail</i>	4.71			4.71	

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

We do still need the documentation as requested in the email below for the discontinuances.

Thank you,

Pam

Pamela DeAndrea (she/her) | AOT GIS Professional III
 Policy, Planning & Research Bureau – Mapping Section
 Policy, Planning & Intermodal Development Division
 Vermont Agency of Transportation
 219 N. Main Street | Barre, VT 05641
 802-793-7555 phone | pam.deandrea@vermont.gov
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Impacted Vermonters can find resources and referrals by visiting Vermont.Gov/Flood.

From: AOT - Mileage Certificates
Sent: Tuesday, February 11, 2025 11:37 AM
To: tosmanager@vermontel.net; AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>; tosclerk@vermontel.net
Cc: pwdept@vermontel.net; toszoning@vermontel.net
Subject: RE: SPRINGFIELD - 2025 Mileage Certificate attached

Thank you so much Jeff. I noticed a change was omitted from Part I. The addition and subtraction under New Highways, ends up being a balance of 0. See the two changes in Part II, #1 in image below. One change is a subtraction and the other an addition. I can update Part I before we sign it and send it back to you.

In terms of the discontinuances, we need more documentation from the Town in addition to the certificate to ensure the process was followed. For the future, the requirements are all outlined in statute here:

<https://legislature.vermont.gov/statutes/chapter/19/007>

Please send along the following so we can make the changes for the discontinuances:

- Notice of site visit and public hearing
- Notice to adjacent landowners
- Notice to Planning Commission
- Evidence of site visit
- Minutes from Public Hearing with selectboard decision of discontinuances to private roads
- Copies of any deeds relinquishing ownership to private landowner(s)

<i>Town Highways</i>	<i>Previous Mileage</i>	<i>Added Mileage</i>	<i>Subtracted Mileage</i>	<i>Total</i>	<i>Scenic Highways</i>
<i>Class 1</i>	2.879			2.879	0.000
<i>Class 2</i>	19.910	.08	0.08	19.990 19.91	0.000
<i>Class 3</i>	100.60		.30	100.30	0.000
<i>State Highway</i>	28.107			28.107	0.000
<i>Total</i>	151.496	.08	.30 0.38	151.273 151.196	0.000
* <i>Class 1 Lane</i>	2.906			2.906	
* <i>Class 4</i>	2.53			2.53	0.000
* <i>Legal Trail</i>	4.71			4.71	

* 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".
 -0.08 mi CL2 TH-6 (Giddings St) added approach to VT-10 (Project # 11b336) and remeasured
 +0.08 mi CL2 ramp TH-6 from VT-10

2. **DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).
 CL3 TH-398 at 0.04mi. CL3 TH-400 at 0.09mi. CL3 TH-401 at 0.11mi. CL3 TH-402 at 0.06mi

Thank you,

Pam

Pamela DeAndrea (she/her) | AOT GIS Professional III
 Policy, Planning & Research Bureau – Mapping Section
 Policy, Planning & Intermodal Development Division
 Vermont Agency of Transportation
 219 N. Main Street | Barre, VT 05641
 802-793-7555 phone | pam.deandrea@vermont.gov
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Impacted Vermonters can find resources and referrals by visiting Vermont.Gov/Flood.

From: tosmanager@vermontel.net <tosmanager@vermontel.net>
Sent: Tuesday, February 11, 2025 9:32 AM
To: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>; tosclerk@vermontel.net
Cc: pwdept@vermontel.net; toszoning@vermontel.net
Subject: RE: SPRINGFIELD - 2025 Mileage Certificate attached

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

Good morning,

Attached, please find the signed mileage certificate for the Town of Springfield for 2025.

Please let me know if you need anything else.

Thank you.

Jeff Mobus
Town Manager

From: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>
Sent: Friday, January 3, 2025 7:07 PM
To: tosclerk@vermontel.net
Cc: [tosmanager](mailto:tosmanager@vermontel.net) <tosmanager@vermontel.net>; pwdept@vermontel.net; toszoning@vermontel.net
Subject: SPRINGFIELD - 2025 Mileage Certificate attached

Greetings from the VTrans Mapping Section,

Please find the 2025 Mileage Certificate for Springfield attached to this email.

This Certificate must be completed in order to determine your town's share of state aid for town highways for Fiscal Year 2026, and to ensure that your Town Highway Map remains current. Please note that 19 V.S.A. § 305(c) states that as of 2015, all class 1, 2, 3, and 4 town highways and trails shall appear on the town highway maps.

Any changes in mileage or highway classification, such as additions, alterations, or discontinuances made by your selectboard this past year should be entered on this certificate. If there are changes that occurred before this past year that are not shown on the Town Highway Map, please let us know so we can update the maps.

In filling out the Mileage Certificate, it is important to:

- >> Enter mileage and classification changes on PART I and PART II of the Certificate.
- >> Provide supporting documentation sufficient for the Mapping Section to:
 - Map the change
 - Verify the mileage
 - Demonstrate the change was made according to State statute by providing required documentation
- >> If you have no changes, you may simply check the box in PART II of the Certificate.
- >> The Town Clerk and Selectboard MUST sign PART III of the Certificate.

A Mileage Certificate 'How To' video:
<https://youtube/IQSTsmSYoL4>

Additional resources, including the Cert_Guidelines document and Cert_DocumentationChecklist, are available from the Mileage Certificate page on our website:

<https://vtrans.vermont.gov/Maps/Publications/MileageCertificates>

Direct link(s) to the current Springfield Town Highway Map(s):

https://maps.vtrans.vermont.gov/Maps/TownMapSeries/Windsor_Co/SPRINGFIELD/SPRINGFIELD_MILEAGE_2022.pdf

https://maps.vtrans.vermont.gov/Maps/TownMapSeries/Windsor_Co/SPRINGFIELD/SPRINGFIELD_UC_MILEAGE_2022.pdf

https://maps.vtrans.vermont.gov/Maps/TownMapSeries/Windsor_Co/SPRINGFIELD/NSPRINGFIELD_UC_MILEAGE_2022.pdf

2016 - 2024 archived Mileage Certificates are available from the Mileage Certificate Lookup page of our website:

<https://vtrans.vermont.gov/planning/maps/mileage-certificates/lookup>

To effectively process all the mileage certificates in a timely manner and to assure the completion of the mileage summaries, it is important that towns submit the certificates on time.

Certificates must be postmarked on or before February 20, 2025.

Certificates that are postmarked after February 20, 2025 may not be processed.

After the Agency has approved and signed the certificate, we will send you a copy. Please contact us at

aot.mileagecertificates@vermont.gov if have any questions.

Please feel free to reach out to the Mileage Certificate Specialists (Kerry Alley and Pam DeAndrea) if you have any questions or need printed copies of the certificate.

Sincerely,

Kerry Alley

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

Hand-drawn map of a road network with nodes, edges, and weights. The map includes nodes labeled 398, 401, 400, 402, 404, and 405. Edges are labeled with road names (ST, MNC, NUTS, STANLEY, SOUTH ST, RD) and weights (0.06, 0.07, 0.09, 0.12, 0.13, 0.17, 0.25). Handwritten notes include "ONE WAY" and "2WAY" with arrows indicating traffic flow. A "DR" label is also present.

CL3 TH-398 at 0.04mi. CL3 TH-400 at 0.09mi. CL3 TH-401 at 0.11mi. CL3 TH-402 at 0.06mi 0.03 mi
CL4 TH-402 0.03 mi (CL4 were all NUTs)

From: [AOT - Mileage Certificates](#)
To: tosmanager@vermontel.net
Cc: tosmanagerasst@vermontel.net
Subject: FW: Question from Springfield
Date: Wednesday, October 4, 2023 3:22:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image005.png](#)

Hi Jeff,

I am reaching out to you again regarding the Town Highways in Springfield that really should be discontinued by the Town as we still have them mapped as NUTs on the Town Highway Map. I emailed you last year but I don't think we ever resolved this. Can you please look over the emails below and let me know where this stands?

Thank you,

Pam

Pamela DeAndrea (she/her) | AOT GIS Professional III
Policy, Planning & Research Bureau – Mapping Section
Policy, Planning & Intermodal Development Division
Vermont Agency of Transportation
219 N. Main Street | Barre, VT 05641
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From: DeAndrea, Pam <Pam.DeAndrea@vermont.gov>
Sent: Tuesday, November 15, 2022 12:50 PM
To: tosmanager@vermontel.net
Cc: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>
Subject: FW: Question from Springfield

Good afternoon Jeff,

I wanted to check in with you as we are going to be starting our Mileage Certificate process for 2023 soon and see if there has been any action on the roads in Springfield that we discussed back in January that are currently "Not up to Standard" (NUTS) as described in the email below (TH-398, TH-400, TH-401, and TH-402). I am also curious of other roads in Springfield that are designated as NUTS: TH-14, TH-334, TH-786, and TH-790.

Can you please let us know what the status is of all of these roads, either bringing them up to standards, reclassification or discontinuance?

Thank you so much,

Pam

Pamela DeAndrea (she/her) | AOT GIS Professional III, Mapping Section
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-793-7555 | pam.deandrea@vermont.gov



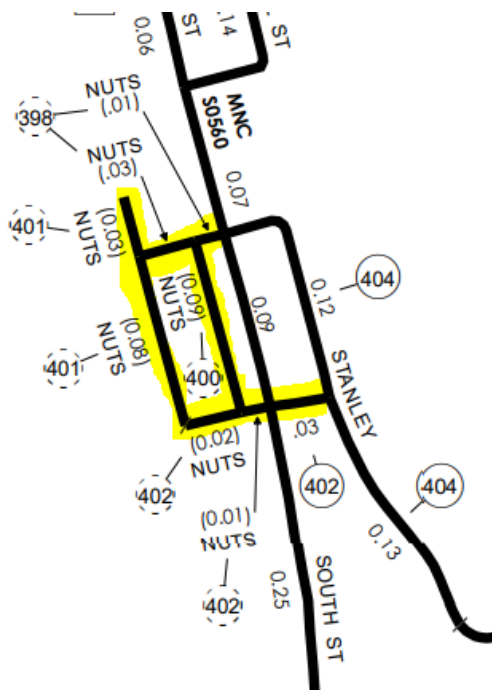
From: AOT - Mileage Certificates
Sent: Tuesday, January 25, 2022 10:52 AM
To: tosmanager@vermontel.net; AOT - Mileage Certificates
<AOT.MileageCertificates@vermont.gov>
Subject: RE: Question from Springfield

Hi Jeff,

Thank you for reaching out to us on this question. Most of the road segments for these roads are currently deemed "Not up to Standard" (NUTS) except for a portion of TH-402 0.03 miles long east of South St. (see image below of the most recent Town Highway map). Also, the official total AOT miles we have on the most recent Town Highway map for each road is as follows:

TH-398: 0.04 miles
TH-400: 0.09 miles
TH-401: 0.11 miles
TH-402: 0.06 miles

2020 Town Highway Map



From 1994 map:

	CL3	CL4
394	0.170	
396	0.090	
397	0.140	
398		(0.040)
400		(0.090)
401		(0.110)
402	0.030	(0.030)
404	0.250	
405	0.170	
406	0.100	
408	0.100	

From 2002 map:

	CL3	*CL3 functionally CL4
396	0.090	
397	0.140	
*398	0.000	(0.040)
*400	0.000	(0.090)
*401	0.000	(0.110)
*402	0.030	(0.030)
404	0.250	
405	0.170	
406	0.100	

Then in 2014 the functionally CL4 segments were determined NUTS. One question I have is if the 0.03 mile section of TH-402 east of South St. is still maintained by the Town. If so, this segment should not be discontinued. In 1994, we see that the roads were listed as CL4 and then the map in 2002 shows that they were CL3 but functioning as CL4. If the Town did not formerly discontinue these roads, you should follow that procedure now per state statute: <https://legislature.vermont.gov/statutes/title/19>. The discontinuance process is describe in the Handbook for Local Officials, also known as the Orange Book and can be found on Pages 13-3 and 13-4 at the following link -

<https://vtrans.vermont.gov/sites/aot/files/documents/TheOrangeBook.pdf>

In summary, this is the process:

Notice of the date and time for the site visit and public hearing for the discontinuance of the town highways:

- 30 day notice to persons owning or interested in lands through which the highways pass

- Providing notice to the planning commission

- Notice posted in the Town Clerk's Office

- Notice posted in a local newspaper of general circulation in the area not less than ten days before the time set for the hearing

- Notice to Commissioner of Forests, Parks and Recreation

- Examination of the premises – site visit

- Public Hearing and taking of testimony

- Selectboard action

- Recording of the findings and order of discontinuance in the Town Records

To fully follow this process, the change would then have to occur on next year's mileage certificate and not on the one for 2022. Please feel free to reach out with any questions regarding the discontinuance process or mapping in general.

Best,

Pam

Pamela DeAndrea (she/her) | AOT GIS Professional III, Mapping Section

Vermont Agency of Transportation

219 North Main Street | Barre, VT 05641

802-793-7555 | pam.deandrea@vermont.gov



From: tosmanager@vermontel.net <tosmanager@vermontel.net>

Sent: Monday, January 24, 2022 2:25 PM

To: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>

Subject: Question from Springfield

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

All,

Springfield is working on the Mileage Certificate, and we have a question. Decades ago, at least back in the 90's, there were TH 398, TH 400, TH 401, and TH 402 that went through a development that was demolished. The total distance for all 4 is 0.25miles. I'm attaching a copy showing where the town highways were back in the 90's. I haven't found any minutes for the action (yet). Can we add these to the Mileage Certificate without minutes? The roads are gone and it is just a field now.

Can you tell me how I can proceed?

Thank you.

Jeff Mobus
Town Manager
Springfield

DISCONTINUED:

TH 398 (Cheryl Dr.) 211' (0.03)

TH 400 – 435' (0.08)

TH 401 – 574' (0.10)

TH 402 – 225' (0.04)



Natural Resources Atlas

Vermont Agency of Natural Resources

vermont.gov



1: 2,639
January 5, 2022



LEGEND

- ☐ Parcels (standardized)
- Roads**
 - Interstate
 - US Highway; 1
 - State Highway
 - Town Highway (Class 1)
 - Town Highway (Class 2,3)
 - Town Highway (Class 4)
 - State Forest Trail
 - National Forest Trail
 - Legal Trail
 - Private Road/Driveway
 - Proposed Roads
- Stream/River**
 - Stream
 - Intermittent Stream
- ☐ Town Boundary

NOTES

Map created using ANR's Natural Resources Atlas

134.0 0 67.00 134.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Vermont Agency of Natural Resources

1" = 220 Ft. 1cm = 26 Meters

THIS MAP IS NOT TO BE USED FOR NAVIGATION

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.