District 2.4

CERTIFICATE OF HIGHWAY MILEAGE YEAR ENDING FEBRUARY 10, 2008

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2000 to. Vermont Agency of Transportation, Policy and Planning Division, One National Life Drive, Montpelier, VT 05633. Policy & Planning Division, One National Life Drive, Montpelier, VT 05633. Division in WINDSOR County

on an oath state that the mileage of highways, according to Title 19, V.S.A, Sec #305, added 1985, is as follows:

PART I - CHANGES_TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000				0.000
Class 1 Lane	0.000				
Class 2	14.180				0.000
Class 3	54.940				0.000
State Highway	31.046				0.000
Class 4	4.430				0.000
Legal Trail	0.000				
Total	100.166				0.000

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

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE. No changes in corporated,

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

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

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

Town Highway 66, Old Bow Road, Class IV to Class III, .71 miles

Town Highway 19, Upper Falls Road Ext., Class IV to Class III, .1 miles

Continued on back

May 8, 2008

5. Moulton

Actorna Vermann

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

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

PART III - SIGNATURES - PLEASE SIGN.		
Selectmen/Aldermen/Trustees Signatures: DanOS, The		
Avria I		
Jen Hum-		
T/C/V Clerk Signature: atticia & Danalts Date Filed: 1/17/2008		
Please sign ORIGINAL and return it for Transportation signature.		
AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.		

APPROVED:

Representative, Agency of Transportation

DATE:

Reclassifications

Town Highway 54, Roberts Road, Class IV to Class III, .1 miles Town Highway 32, Tarbell Hill Road, Class III to Class II, .9 miles



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

Telephone: 802-828-2109 Fax: 802-828-2334 Email: sara.moulton@state.vt.us

March 13, 2008

Chair, Selectboard Weathersfield, c/o Town Clerk PO Box 550 Ascutney, VT 05030-0550

Dear Town Clerk and Selectboard:

We have received your 2008 Certificate of Highway Mileage. We are unable to process it as submitted due to the lack of documentation to support the changes noted on the certificate.

New Highway - Drumlin Road

The town needs to supply documentation to show that it followed the process for this change as defined in *V.S.A. Title 19 Chapter 7 Laying Out, Discontinuing and Reclassifying Highways.* Specifically, the documentation needs to address the following questions.

- Was there a site visit?
- Were the abutting landowners notified?
- Was a notice posted in the office of the town clerk?
- Was the planning commission notified?
- Was a notice published in a local newspaper of general circulation in the area not less than ten days before the time set for the site visit?

The town needs to supply a copy of the minutes of the meetings at which the selectboard took action on these changes. We also need a Certificate of Completion and Opening for the new highway. Based on the Certificate of Highway Mileage that was submitted, we are unsure where this highway is located, how much mileage is to be added, or what the classification is. To facilitate the addition of this highway, please forward the documents generated during the laying out process, including a description, survey, and the documents referenced above. It is also helpful to receive a town highway map with the new highway sketched on it.

Reclassified/Remeasured - Class 4 to Class 3 - TH-19, TH-66

These reclassifications are problematic because these town highways do not have any Class 4 sections to them. It is unclear which sections of highway the town wants to reclassify. Based on the information in the VTrans geographic information system (GIS), these roads are classified as private. This may be a case where these highways fit into an ancient road situation, where they are being added to the map for the first time, but have been laid out town highways. If this is the case, please supply the appropriate documentation, similar to the laying out process referred to above in the New Highway - Drumlin Road section of this letter.

Agency of Transportation

Reclassified/Remeasured - Class 4 to Class 3 - TH-54

We don't have enough information to process this change. According to our records, the Class 4 section is 0.15 miles long, but the town noted that it wants to reclassify 0.10 miles. It is not clear which 0.10-mile section the town wants to reclassify. Also, the town needs to supply documentation that it followed the Laying Out, Discontinuing and Reclassifying process as outlined on the previous page.

In order to incorporate the above changes as part of this year's certificate process; we need to receive information in response to the above items by March 21, 2008.

Reclassified/Remeasured - Class 3 to Class 2 - TH-32 (Tarbell Hill Road)

Unfortunately, we are unable to accept the reclassification of TH-32 to Class 2. The process is different for reclassifying a town highway from Class 3 to Class 2, and involves a formal request to the District Transportation Administrator for the reclassification. The section of highway to be reclassified is reviewed and assessed against specific criteria, and accepted or denied by the Secretary of Transportation. The process is detailed in the VTrans Handbook for Local Officials, available at http://www.aot.state.vt.us/maint/orangebook.htm.

If you have any questions, please call me at 802-828-2109 or send e-mail to sara.moulton@state.vt.us

Thank you.

Sincerely,

Sara Moulton Mapping & GIS Specialist

Weathersfield Select Board Minutes October 20, 2005

Present:	Henry C. Cobb Daniel Boyer C. Peter Cole Norman John Arrison Patricia Daniels
Others Present:	Edith Stillson Julia Lloyd Wright, Eagle Times

Rick Butler

Debra Ostrom, SAPA

1. Call to Order by Chairperson: Mr. Cole called the meeting to order at 7:02 p.m. at Ascutney Volunteer Fire Department.

2. Public Hearing Town Highway 32: Mr. Cole opened the Public Hearing to consider the proposal to reclassify Tarbell Hill Road to a Class II Town Highway. Mr. Melen read the Notice of Public Hearing for the record. The notice was posted at Downers Four Corners Store, Ascutney Post Office, Perkinsville Post Office, Proctor Library and Martin Memorial Hall. It was also mailed to abutting property owners via return receipt certified mail.

Mr. Melen explained the difference in Class II and Class III highways. He went over the results of the traffic count. He mentioned there were six houses on the road in Weathersfield and vehicles on this road averaged 126 vehicles daily. Mr. Melen said he received calls from some property owners and there were not any objections however one questioned whether it would be paved.

Mr. Arrison made the motion to recess the hearing until 7:00 p.m. on November 3, 2005. Mr. Boyer seconded the motion. Mr. Cobb said that on the information provided there were numbers referenced, he asked Mr. Melen what the numbers meant. Mr. Melen said he is not completely sure, he is trying to figure it out. Mr. Cobb asked for a better explanation at the next meeting. Motion carried unanimously.

3. Comments from Citizens: None

4. Review minutes from Previous Meeting (s): Mr. Arrison made the motion to accept the minutes dated October 6, 2005. Mr. Cobb seconded the motion. Mr. Arrison asked to reword #13. Motion carried 3 - 2, Mr. Cole and Mrs. Daniels abstained.

5. Monthly Reports:

General Fund: Mr. Melen said Mr. Hier has negotiated a line of credit for \$220,000 with Chittenden Bank for the purchase of the fire truck. Mr. Boyer said the chassis is in and it has been inspected, there were a few things missing but they'll be put on and it will go to Valley Fire for the body. Mr. Arrison made the motion to

NOV 21 205

authorize the Town Treasurer to borrow a sum not to exceed \$220,000 from Chittenden Bank for the purchase of fire apparatus at an interest rate of 3.6%. Mr. Boyer seconded the motion, which passed without dissent.

Highway Fund: Mr. Melen said the Highway fund is on target. The only problems with the recent rain where some of Bowen Hill was washed out and there was a minor culvert problem at the intersection of Girdlot and Goulden Ridge Road. Mr. Melen said the recent work on Butterfield Hill Road held up ok.

Solid Waste Fund: Mr. Melen said the Solid Waste Fund is on target, we have received five payments so far for scrap metal. Mr. Cobb questioned if it was time to revisit not charging to dispose of metal. He is wondering if we would receive more value in reclaimed metal to balance out the loss of punches. Mr. Melen said he thinks it would have a negative impact on our financials but the consensus of the Board was to look at this again. Mr. Cobb also asked to see what it would take to keep track of punches collected for scrap metal disposal.

Cash Flow: Mr. Melen said we are ahead of last year and we have had substantial collections on delinquent taxes.

Weathersfield Fire Commission Report: Mr. Boyer went over the Fire Commission report. Mr. Arrison asked who was responsible for the Perkinsville hydrant maintenance. Mr. Melen said the Town is. Mr. Arrison asked about starting a dialogue for tire storage. Mr. Melen said the authority to control would be regulated through the Solid Waste.

6. Old Business:

A. Proctor Library Parking License: Mr. Melen said he has received a signed parking license for parking only.

B. Request for Crosswalk Maple Street and Quarry Road: Mr. Melen said the correspondence has been sent to the Superintendent of Schools.

C. Petition for Pole and Wire Location on Melody Lane: Mr. Melen said the original pole was laid out before it was a Town road therefore, it is not within the Right of Way. Mr. Arrison suggested sending a letter to CVPS asking them for a schedule of attaching to the pole along Route 131, Mr. Melen will send a letter. Mrs. Daniels made the motion to sign the approval for relocation of poles on Melody Lane as requested. Mr. Boyer seconded the motion, which passed without dissent.

D. Appoint Deputy Health Officer: Mr. Melen asked for this item to be tabled.

E. Southern Windsor/Windham County Solid Waste Management District: Mr. Melen explained the resolution Town of Westminister adopted. Mr. Arrison made the motion to take a position similar to that of Westminister and to direct the Town manager to write a letter expressing our view. Mrs. Daniels seconded the motion, which passed without dissent. The resolution will read as follows: The Town of Weathersfield urges the Southern Windsor/Windham Counties Solid Waste Management District to follow good and generally accepted governmental practice by conducting an open and competitive bid process for waste disposal services after 01 July 2007. Further, the District should not negotiate for the provision of solid waste disposal services outside of such a competitive bid process.

7. Polices and Ordinances:

A. Alcohol and Drug Testing Policy: Mr. Arrison made the motion to adopt the Alcohol and Drug Testing Policy as written. Mr. Cobb seconded the motion, which passed without dissent.

B. Personnel Rules and Regulations: Mr. Cobb made the motion to accept for signing the Group Insurance, Retirement System and Sick Leave Bank rules and regulations at the next meeting. Mr. Boyer seconded the motion, which passed without dissent.

C. Stop Sign Ordinance: There was discussion that not all roads are included in this ordinance, Mrs. Daniels said the information should be correct before signing. Mr. Boyer made the motion to table this until November 3, 2005. Mr. Cobb seconded the motion, which passed without dissent.

8. New Business:

A. VCDP – Sign Grant Agreement for SEV-RLF: Mr. Boyer made the motion to sign the grant agreement resolution by consortion participating grantee. Mrs. Daniels seconded the motion, which passed without dissent.

B. Water/Sewer Study Committee Representation: Mr. Melen said we are still waiting for a representative from the Planning Commission. He will talk to Mrs. Bearse about this.

C. VT Health Trust Prescription Program Changes: Mr. Melen explained the current prescription plan and the options of the new plans. He said the new plans would result in a 2 – 4% reduction in premium. Mr. Melen recommended going with Option 1. Mr. Cobb asked if he had talked with the Managers about the options. Mr. Melen said he has not been able to yet. Mrs. Daniels made the motion to go with the Town Mangers recommendation and go with Option #1 on the VT Health Trust Prescription Program; Mr. Boyer seconded the motion. Mr. Cobb said he would have liked to have employee participation and their opinions before making the decision. Motion carried unanimously.

9. Appointments: None.

10. Sign Treasurer's Warrants: Mr. Cobb made the motion to approve the Treasurer's Warrants as follows:

General Fund Payroll	\$11,040.58
General Fund Operating Expense	\$21,802.33
Highway Fund Payroll	\$11,748.74
Highway Fund Operating Expense	\$17,902.04
Solid Waste Management Fund Payroll	\$ 1,664.00
Solid Waste Management Fund Operating Expense	\$12,764.77
Daniels seconded the motion which carried unanimously	

Mrs. Daniels seconded the motion, which carried unanimously.

11. Next Meeting's Agenda Items: Public Hearing, Drop Inlets on Butterfield Hill, CVPS letter, Deputy Health Officer, Policies, Water/Sewer Committee, Award Loader Bid.

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Mr. Arrison made the motion to go into Executive Session for discussion on acquisition or sale of Real Estate which premature disclosure may be detrimental to the Town and/or Seller. Mr. Boyer seconded the motion, which passed without dissent.

The Select Board came out of executive session at 9:10 p.m. Mr. Boyer made the motion to adjourn. Mr. Cobb seconded the motion, which passed without dissent. The meeting was adjourned at 9:12 p.m. on Thursday October 20, 2005.

Respectfully Submitted,

Lisa Sargent

Approved by the Weathersfield Select Board on November 3, 2005

DE. Daniel Bover Henry C. Cobb

Norman John Arrison

Patricia Daniels

OPARY

Weathersfield Select Board Minutes January 17, 2008

Present:

Henry C. Cobb Daniel Boyer Patricia Daniels Norman John Arrison

Others Present:

Larry Melen, Town Manager Lisa Sargent, Recording Secretary Edith Stillson Chief Spaulding Deb Ostrum, SAPA TV Julia Lloyd Wright, Eagle Times Jeff Locke Tammy Locke Wes Hazeltine, Road Superintendent Chief Brown

1. Call to Order by Chairperson: Mr. Cobb called the meeting of the Weathersfield Select Board to order at 7:02 p.m. at Martin Memorial Hall.

Mr. Melen noted the Upper Falls Road covered bridge should be open to traffic at the end of next week.

2. Review Minutes from Previous Meeting(s): Mr. Boyer made the motion to approve the minutes dated December 27, 2007, Mr. Arrison seconded the motion. Corrections were noted. Motion passed 3 – 0 with one abstention.

Mr. Arrison made the motion to approve the minutes dated January 3, 2008; Mrs. Daniels seconded the motion. Corrections were noted. Motion carried unanimously.

3. Comments from Citizens: Mr. Locke asked how the feasibility study at the Elementary School was coming. Mr. Cobb said we did not have any response from the first round of request for proposals so we are mailing them again (certified mail).

Chief Spaulding said Engine 2 is in the shop and the "damage" is greater than originally thought. He showed the Board a piece of steel that was corroded. He said there is also an electrical problem and possibly a transmission problem.

Chief Spaulding said he has looked at the warranty again and feels the body corrosion should be covered under the ten-year warranty that came with the truck. Mr. Cobb asked Mr. Melen to have town counsel review the warranty.

Mr. Hazeltine said someone could take the truck to Rockingham to have them take a read on the transmission.

Mr. Arrison made a motion authorizing to pay Dingy Machine a sum not to exceed \$1,000 for repair of the wiring on Engine 2, Mr. Boyer seconded the motion.

Chief Spaulding said there is a problem with one of the pumps leaking too, should they look at that at the same time. Mr. Cobb asked Chief Spaulding to come back to the Board next week with an estimate of repairs. **Motion carried unanimously.**

4. Fire Commission:

A. Emergency Dispatch Communications Services Agreement: Mr. Boyer said the Fire Commission is kind of waiting for the Repeater Association's decision. There was discussion on the fee Town of Hartford will charge us, there was a difference of opinions as to if it was on a per call basis. Mr. Cobb asked when we needed to sign the contract agreement. Mr. Melen said they would need sixty days to set up technology so this should be signed at one of the March meetings.

B. Vermont 2008 Rapid Response Plan: Mr. Melen said this is the annual notice and asked the Board to review it for accuracy.

Moved to #8

8. New Business

A. Police

Crime Reports, Law Enforcement Services (committee formation), Volunteers: Mr. Cobb said he had asked Mr. Melen to provide statistics on crime over the last few years. Chief Brown said Marty Morse has pulled Weathersfield Police statistics together but the State Police keep their own statistics. Mr. Cobb said looking at what has been provided the last three years have been pretty consistent – 2005 604 incidents, 2006 633 incidents and 2007 622 incidents. Mr. Cobb noted these are incidents not crime. Mr. Cobb said he thinks we need to go back 8 to 10 years and we need the same time frame from the State Police.

There was discussion about the meeting that the State Police attended and why they indicated that crime has increased substantially in Weathersfield. Chief Brown said that he thought the State Police were coming to meet with the Board because they no longer are going to provide coverage for Weathersfield due to their budget but it seemed like they were here to say there is too much crime and they don't have enough time to cover our town.

After discussion Mr. Boyer made the motion to set up the study committee to comprise of one Select Board member, one School Board member, one citizen, Chief Brown and two representatives from the State Police. Mr. Arrison seconded the motion, which passed without dissent.

Mr. Boyer made the motion to appoint Tom Heiser as the citizen representative to the police study committee. Mrs. Daniels seconded the motion, which passed without dissent.

Mr. Boyer made the motion that the police study committee should be chaired by the member of the Select Board that is on the committee. Mrs. Daniels seconded the motion, which passed without dissent.

Mr. Boyer made the motion to nominate Henry C. Cobb as the Select Board representative to the police study committee. Mr. Arrison seconded the motion which passed 3-0 with one abstention.

Mrs. Locke said she saw an article in the paper that indicated we were replacing a police cruiser and asked where the money was coming from. Mr. Cobb said one cruiser is unsafe and a replacement vehicle will be an article on the Warning. Mrs. Daniels said the newspaper article said it was for \$45,000, it is really for \$28,000.

Mr. Cobb told the Select Board at the first meeting of the Police Study Committee he would try and get a definition of the problem, a time line and review VIBRS. He asked Mr. Melen to schedule it for Tuesday, January 22, 2008.

Back to #5

5. Monthly Reports

A. Departments

Constable: Report submitted

Highway: Mr. Hazeltine said he talked with the grader sales representative from CAT, Jeff Slade, and told him he is concerned with getting the new grader delivered during mud season and the operator not having time to get used to the new controls. He was told, if needed, CAT would give us an older model to use in addition to the new one during mud season. He said the new grader should be in the end of February.

Mrs. Daniels asked the status of the 2003 truck, Mr. Hazeltine said it is back together.

Mr. Cobb asked how our sand was holding out, Mr. Hazeltine said we'll have to watch the next three weeks, we may need more.

Land Use: Report submitted

Police: Report submitted

Municipal Assessing Property Service, LLC: Report submitted. Mr. Melen said they asked to put the whole appraisal on the web site, he declined their proposal. Mr. Melen said this provides too much information but he said we would be mailing a notice to all citizens that show everyone's appraisal.

B. Financial

General Fund: Mr. Melen said we are in good shape, he said at this time the new budget shows an increase of .8%.

Highway Fund: Mr. Melen said this shows an extra expenditure for the grader. He said the new budget shows a 5.46% increase at this time basically due to fuel prices.

Solid Waste Fund: Mr. Melen said we are in good shape and the new budget shows an increase 1.25% at this time.

6. Highway

A. Murray Flats Bridge Replacement: Mr. Melen said Daniels Construction is going to give us a proposal and he is still trying to get a third one. (Miller Construction already gave one). Mr. Arrison recommended contacting BUR from Claremont. Mr. Cobb asked if he has heard any more on responsibility, Mr. Melen said no. Mr. Cobb asked if we could get the repairs done, Mr. Melen said yes but the question is how much reimbursement we will get.

B. Vermont Agency of Transportation

2008 Certificate of Highway Mileage: Mr. Arrison made the motion to sign the Certificate of Highway Mileage year ending February 10, 2008. Mrs. Daniels seconded the motion, which passed unanimously.

Class II Grant Reimbursement: Mr. Melen said we qualified for \$53,396.66 for Stoughton Pond Road. Mr. Arrison made the motion to sign the final claim for reimbursement for Class II roadway reimbursement. Mr. Boyer seconded the motion, which passed unanimously.

7. Old Business

A. Town Energy Audit, Peak Energy Solutions: Mr. Arrison recommended the Energy Coordinator, the Highway Superintendent, the Town Manager, the Martin Memorial Hall Trustee's and himself (as a Select Board member) meet to discuss the energy audit. Mr. Melen said there was some money in the budget to do some maintenance to the building.

B. Calendar Years 2007 – 2008 Priorities Schedule, Self-Evaluation: Mr. Cobb said our strategic plan is on our web site but he has not heard any comments about it. He said the self-evaluation should have been done a few months ago.

Mr. Boyer said the Fire Commission is working on the policy agreement between the town and fire departments. He said they are also working a five-year plan for equipment. Mr. Cobb asked what about ISO rating, Mr. Boyer said he talked to Mike (Thomas) and he was going to get him more information on this.

Mr. Cobb asked Mr. Melen how the personnel policy was coming. Mr. Melen said he has a model from VLCT and is about $\frac{1}{2}$ way through. Mr. Melen said he would start getting pieces to the Board to review.

Mr. Cobb asked about developing a standard operating procedure for the Police Department. Chief Brown said he is working on one with Mrs. Morse (and the Town of Norwich).

Mr. Cobb said he had great visions and thinks this was worth the effort. Mrs. Daniels said she thinks this is an excellent idea and we should continue with it.

8. Already discussed

9. Ordinances and Polices

A. Solid Waste Fee Assessment Policy: The consensus of the Board was to sign the policy, Mr. Melen will have it for the Board to sign at the next meeting.

10. Sign Treasurer's Warrants: Mr. Arrison made the motion to approve the Treasurer Warrants as follows:

General Fund Payroll	\$14,858.65
General Fund Operating Expense	\$23,236.94
Highway Fund Payroll	\$19,676.16
Highway Fund Operating Expense	\$27,634.69
Solid Waste Management Fund Payroll	\$ 3,278.63
Solid Waste Management Fund Operating Expense	\$ 2,505.34
Reserves	\$ 6,896.46

Library \$ Mrs. Daniels seconded the motion, which passed unanimously.

11. Next meeting's Agenda Items: Next meeting is a budget meeting and a report on AVFD Engine 2. Mr. Melen said we also have to meet on the Rockingham Area Land Trust Resolution. The next regular meeting we'll discuss Murray Flats, NIMS, personnel manual, rapid response plan and solid waste fee policy.

12. Executive Session: Mr. Arrison made the motion to go into Executive Session regarding litigation and personnel. Mr. Boyer seconded the motion, which passed without dissent.

13. Adjourn: Mr. Arrison made the motion to adjourn. Mr. Boyer seconded the motion, which passed without dissent. The Select Board meeting was adjourned at 10:07 p.m.

Respectfully Submitted,

360.05

Lisa Sargent

Appendix

		Name of chairpersons of various committees	
	Internet policy		
1 5		Procedure on utility easements	
		Ancient roads (continue working on)	
		Sign posting policy	
		Use of Perkinsville Elementary School	
		Capital asset inventory	
		No Parking Signs by Thomas residence	
		No Parking signs on Route 131 near exit 8 and Tenney Hill	
		Review and increase of land use fees	
		Martin Memorial Hall/Town Office Building (where one ends and the	
		other begins)	
	02/27/07	New Map for Town Report	
	03/08/07	Procedure for handling of complaints and citizen inquiries	
	05/03/07	Emergency communication	
	05/03/07	Radio Station designation for emergencies	
	08/16/07	large gathering permit	
	08/16/07	Welch – National Historic covered bridge grant	
	09/06/07	Annual SWMF – waive?	
	09/06/07	ROW for underground utilities	
	10/18/07	Economic Depreciation Factors from AMPTA	
	11/01/07	Designation of Emergency Shelter and Power Supply	
	12/06/07	Valley Fiber Service	

12/06/07Valley Fiber Service12/20/07Dispatch Contract

11-66 - Tronaled by The Torstate Paul Hagge - Enterstate tronation

TH-19 - old land the tween Cavandist and was the st.

My Front

Candendario en Ordors -500 Feet være taken \$

Canvosed in with larg Mulan - 3/25/2008



