

District 5
Certcode 0408-0

**CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2019**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2019 to:
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of HUNTINGTON in CHITTENDEN County
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,
added 1985, is as follows:

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

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000				0.000
Class 2	11.180			11.180	0.000
Class 3	32.78		-0.81	31.97	0.000
State Highway	0.000			-	0.000
Total	43.960			43.150	0.000
* Class 1 Lane	0.000			-	
* Class 4	2.07	0.81		2.88	0.000
* Legal Trail	0.00			-	

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

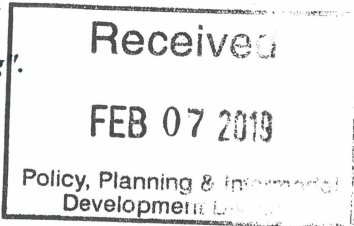
PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

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

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

3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).
0.06 miles CL3 TH-9 designated as Not Up to Standard (NUTS) pursuant to 19 VSA 305(A)
0.75 miles CL3 TH-26 designated as Not Up to Standard (NUTS) pursuant to 19 VSA 305(A)
(Please reference attached email correspondence.)

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:

[Handwritten signatures]

T/C/V Clerk Signature:

[Handwritten signature]

Date Filed:

January 5, 2019

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL:

Signed copy will be returned to T/C/V Clerk.

APPROVED:

[Handwritten signature]
Representative, Agency of Transportation

DATE:

4/18/2019

Vermont Statutes Annotated

19 V.S.A. § 305. Measurement and inspection

§ 305. Measurement and inspection

(a) After reasonable notice to the selectboard, a representative of the agency may measure and inspect the class 1, 2, and 3 town highways in each town to verify the accuracy of the records on file with the agency. Upon request, the selectboard or their designee shall be permitted to accompany the representative of the agency during the measurement and inspection. The agency shall notify the town when any highway, or portion of a highway, does not meet the standards for its assigned class. If the town fails, within one year, to restore the highway or portion of the highway to the accepted standard, or to reclassify, or to discontinue, or develop an acceptable schedule for restoring to the accepted standards, the agency for purposes of apportionment under section 306 of this title shall deduct the affected mileage from that assigned to the town for the particular class of the road in question.

(b) Annually, on or before February 10, the selectboard shall file with the town clerk a sworn statement of the description and measurements of all class 1, 2, 3, and 4 town highways and trails then in existence, including any special designation such as a throughway or scenic highway. When class 1, 2, 3, or 4 town highways, trails, or unidentified corridors are accepted, discontinued, or reclassified, a copy of the proceedings shall be filed in the town clerk's office and a copy shall be forwarded to the agency.

(c) All class 1, 2, 3, and 4 town highways and trails shall appear on the town highway maps by July 1, 2015.

(d) At least 45 days prior to first including a town highway or trail that is not clearly observable by physical evidence of its use as a highway or trail and that is legally established prior to February 10, 2006 in the sworn statement required under subsection (b) of this section, the legislative body of the municipality shall provide written notice and an opportunity to be heard at a duly warned meeting of the legislative body to persons owning lands through which a highway or trail passes or abuts.

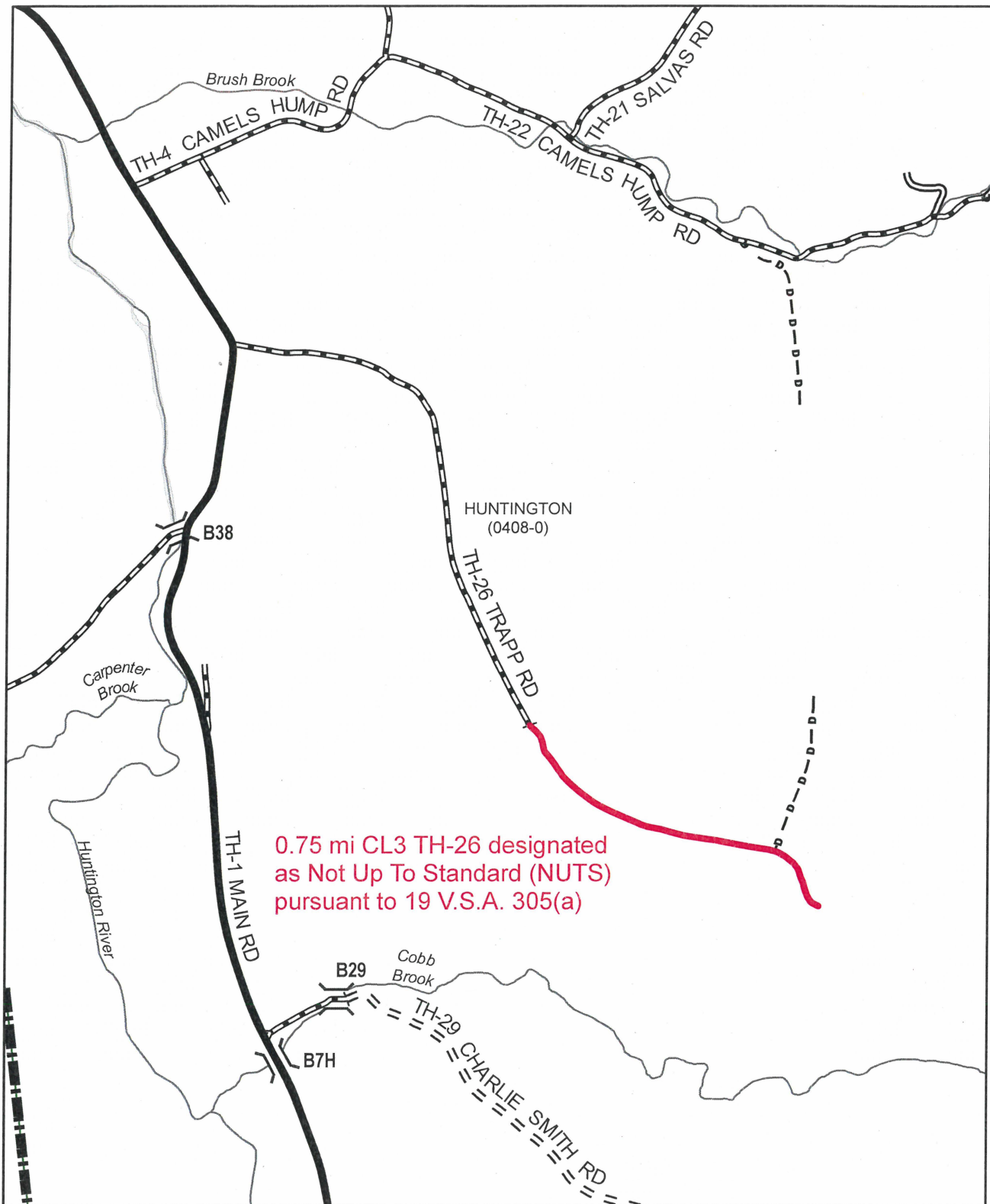
(e) The agency shall not accept any change in mileage until the records required to be filed in the town clerk's office by this section are received by the agency. A request by a municipality to the agency for a change in mileage shall include a description of the affected highway or trail, a copy of any surveys of the affected highway or trail, minutes of meetings at which the legislative body took action with respect to the changes, and a current town highway map with the requested deletions and additions sketched on it. A survey shall not be required for class 4 town highways that are legally established prior to February 10, 2006. All records filed with the agency are subject to verification in accordance with subsection (a) of this section.

(f) The selectboard of any town who are aggrieved by a finding of the agency concerning the measurement, description, or classification of a town highway may appeal to the transportation board by filing a notice of appeal with the executive secretary of the transportation board.

(g) The agency shall provide each town with a map of all of the highways in that town together with the mileage of each class 1, 2, 3, and 4 highway, as well as each trail, and such other information as the agency deems appropriate.

Excerpt of 19 V.S.A. § 305 - *Measurement and inspection* from Vermont Statutes Online located at – <https://legislature.vermont.gov/statutes/section/19/003/00305>

December 2018



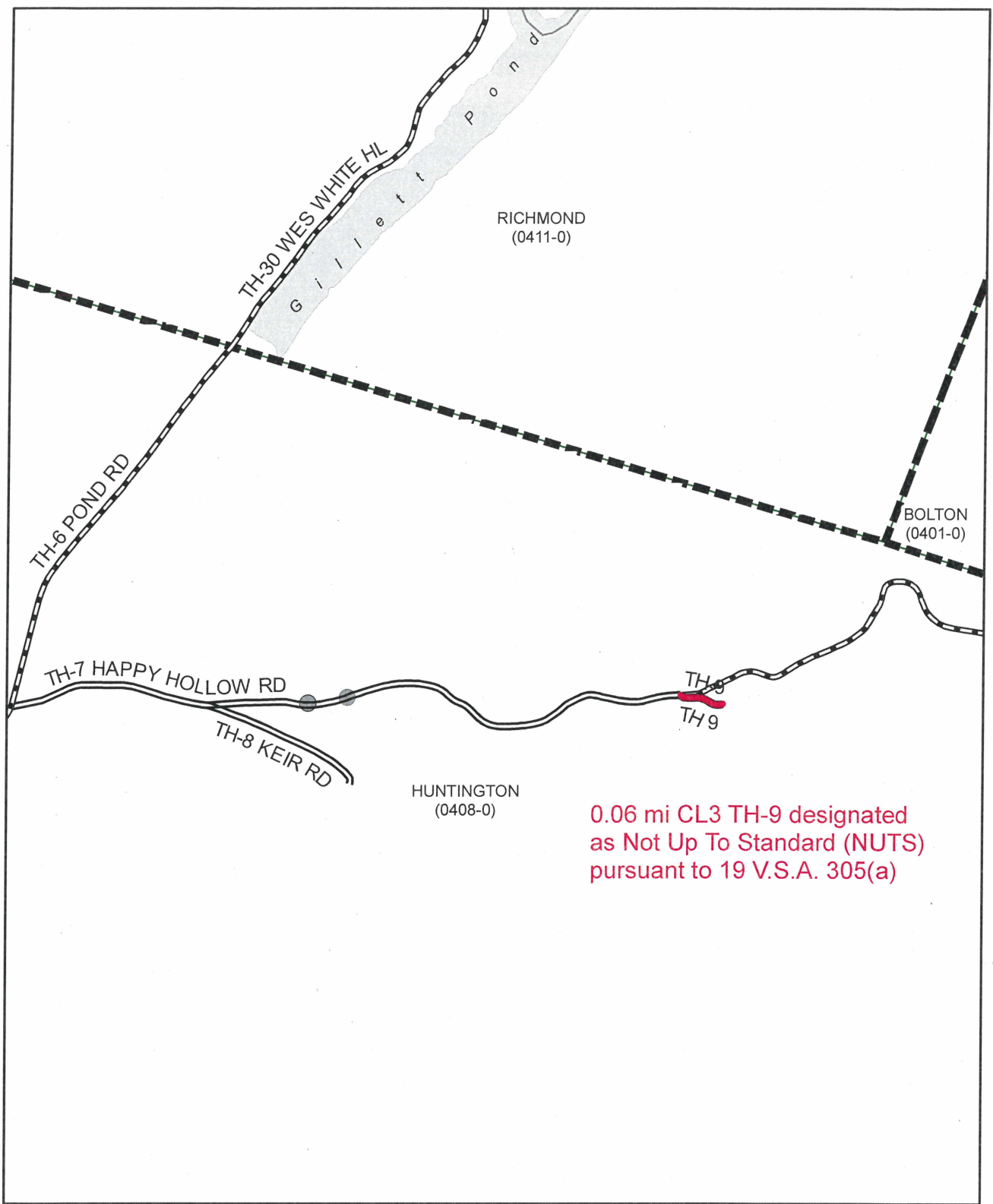
0.75 mi CL3 TH-26 designated as Not Up To Standard (NUTS) pursuant to 19 V.S.A. 305(a)

Mileage Certificate Changes 2019
HUNTINGTON

(0408-0)

Mapping Section
 Division of Policy and Planning
 Vermont Agency of Transportation -- March 29, 2019





0.06 mi CL3 TH-9 designated as Not Up To Standard (NUTS) pursuant to 19 V.S.A. 305(a)

Mileage Certificate Changes 2019
HUNTINGTON

(0408-0)

Mapping Section
 Division of Policy and Planning
 Vermont Agency of Transportation -- March 29, 2019



Barbara Elliott

From: Alley, Kerry <Kerry.Alley@vermont.gov>
Sent: Monday, February 04, 2019 2:26 PM
To: Barbara Elliott
Cc: Croft, Johnathan
Subject: RE: Request: Certificate of Highway Mileage Process Confirmation

Hi Barbara,

Any changes that occur after February 10, 2019 should be included with the 2020 Certificate of Highway Mileage, and any made on or before February 10th, can be included on the 2019 Certificate. I recommend that you allow us to designate the unmaintained class 3 highway sections as "Not Up To Standard" (NUTS) on the 2019 Certificate to avoid any confusion that the explanation you described below might generate. This will effectively remove the mileage from the class 3 mileage totals used to determine state aid this year, including the mileage instead with the class 4 mileage totals. This is not a formal reclassification and does not legally change the classification of these segments, but rather a mechanism to pull the funding and show the highways more as they are functioning.

This can be written in Part II #3 of the 2019 Certificate as:

0.06 mi CL3 TH-9 designated as Not Up To Standard (NUTS) pursuant to 19 V.S.A. 305(a)

0.75 mi CL3 TH-26 designated as Not Up To Standard (NUTS) pursuant to 19 V.S.A. 305(a)

TH-15 does not need to be included, as it is already designated NUTS in our records.

Let me know if you have any questions,

Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
1 National Life Dr | Montpelier, VT 05633
802-828-3666 | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>

From: Barbara Elliott <townhunt@gmavt.net>
Sent: Monday, February 4, 2019 1:17 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Cc: Croft, Johnathan <Johnathan.Croft@vermont.gov>; Barbara Elliott - Town Administrator <townhunt@gmavt.net>
Subject: Request: Certificate of Highway Mileage Process Confirmation

To: Kerry Alley, VTrans Mileage Certificate Specialist
From: Barbara Elliott, Huntington Town Administrator
Date: February 4, 2019
CC: Jonathan Croft, VTrans Mapping Section Chief

Hello Kerry,

As we spoke about on the telephone last month, the Town of Huntington has learned that the Town's belief for over twenty (20) years that TH #9, TH #15 and a portion of TH #26 are classified as Class 4 roads is not how they are currently

and formally listed with the State. To address this, the Town is preparing to initiate processes pursuant to 19 VSA § 701 et seq. to formally classify these roads, or portions of roadway, as Class 4. Formal resolution of the status of the 3 roads will not happen before the February 20, 2019 certificate filing deadline.

I want to confirm with you, before the Selectboard returns the 2019 Certificate of Highway Mileage documents, that my understanding of your recommendation for how the Town proceeds is correct.

My understanding from you is that you recommended Huntington file the 2019 mileage certificate without noting changes in the mileage calculations listed on the form provided by the State for Class 3 and Class 4 roads, and that instead, we submit the formal documentation per state statute for any changes to TH #9, TH #15 and TH #26, and correct the mileage calculations accordingly, with the filing of our 2020 certificate. Under Part II #3 on the 2019 form we will note that formal reclassification public hearings will be scheduled this year and that the Town is aware that the 0.06 mile length of TH #9, the 0.33 mile length of TH #15, and a 0.75 mile portion of TH #26, included in the Class 3 calculation, have not been being maintained by the Town as a Class 3 roadways, and therefore should not be eligible for state aid.

Thank you, in advance, for helping me ensure the Town follows the recommendations of your department.

Regards,
Barbara

Barbara JM Elliott, Town Administrator
4930 Main Road, Huntington, VT 05462
802.434.4779 | townhunt@qmavt.net

Alley, Kerry

From: Alley, Kerry
Sent: Wednesday, January 9, 2019 2:24 PM
To: Croft, Johnathan
Subject: FW: Question: Filing mileage certificate

Forgot to CC you on this...

I called Barbara after sending this email to deliver the same information verbally, and give her the chance to ask any questions. She plans on submitting the 2019 Cert without changes, along with the letter she described in her previous email.

Kerry

From: Alley, Kerry
Sent: Wednesday, January 9, 2019 2:06 PM
To: 'Barbara Elliott' <townhunt@gmavt.net>
Subject: RE: Question: Filing mileage certificate

Hi Barbara,

Having the 2018 Certificate returned to Huntington unsigned means that the change submitted on it was not processed by VTrans, and is not reflected in our records (mileage summaries and the Town Highway Map).

Because TH-15 is already listed in our data as "Not Up To Standard" (NUTS), a designation that means its mileage is currently included in the class 4 total, not the class 3 total. (Designation pursuant to 19 V.S.A 305(a) <https://legislature.vermont.gov/statutes/section/19/003/00305>)

Regarding TH-9 and TH-26, we could designate the unmaintained portions as NUTS this year (which would change the class 3 mileage total), but if Huntington intends to formally reclassify or discontinue any portion of them this year, it is easier for us to wait and process a single change on the 2020 Mileage Certificate. If Huntington had no intention of reclassifying or discontinuing these roads, then designating the unmaintained portions as NUTS on the 2019 Certificate would be more appropriate.

I do make a note whenever Municipalities mention expected changes, and might even reach out at a later time (if I haven't heard anything) to find out if any changes have occurred or if they are still expected. The changes you mentioned in your email (below) are on my radar, so don't worry about a more formal notification unless you want it for your records.

Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
1 National Life Dr | Montpelier, VT 05633
802-828-3666 | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>

From: Barbara Elliott <townhunt@gmavt.net>
Sent: Wednesday, January 9, 2019 12:07 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Cc: Croft, Johnathan <Johnathan.Croft@vermont.gov>; Barbara Elliott - Town Administrator <townhunt@gmavt.net>
Subject: RE: Question: Filing mileage certificate

Hi Kerry –

Can you clarify the following? If it's easier to address this on the phone, I'm at 802-434-4779.

1. What are the implications of our having had our 2018 Certificate returned unsigned?
2. I do not expect to have the proper documentation for the 3 roads in question before 2/20/2019.
 - a. TH9 – 0.06 miles (the full length) is not being maintained but is listed as Class 3
 - b. TH15 / Stagecoach Road – 0.33 miles (the full length) is not being maintained but is listed as Class 3
 - c. TH26 / Trapp Road – 1.85 miles is listed as Class 3, with 1.1 miles being maintained at Class 3 level and 0.75 miles not being maintained

We will submit the certificate noting no changes along with a note explaining that we are working on resolving the classification questions on them. However, since we—and you—know that we have 2 roads and one section of a third road that are formally classified as Class 3 but that have not been maintained since before 1996, we will note that along in a letter to accompany our returned form. Am I correct in assuming that none of these road segments will be included for purposes of calculating State Aid?

Thanks,
Barbara

Barbara JM Elliott, Town Administrator
4930 Main Road, Huntington, VT 05462
802.434.4779 | townhunt@gmavt.net

From: Alley, Kerry [<mailto:Kerry.Alley@vermont.gov>]
Sent: Wednesday, January 09, 2019 11:00 AM
To: Barbara Elliott
Cc: Croft, Johnathan
Subject: RE: Question: Filing mileage certificate

Hi Barbara,

When to submit a mileage change to us (on the 2019 Certificate or on a future certificate) depends on when you think you will have sufficient documentation to demonstrate that the change occurred by the process outlined in State Statutes.

If you are unable to include the changes on the 2019 Certificate, one option is to send us the documentation regarding those changes as soon as the change is finalized. I usually have the chance to review such documentation before we mail out the new Certificates, and could pre-load any approved changes onto the 2020 Certificate before sending it to you next January. Otherwise you could add any changes to the 2020 Certificate before returning it to us in February 2020.

If you do choose to include changes on the current (2019) Certificate, and I am able to review the documentation, find everything I need, and can process the change before finalizing the annual Mileage Reports (the review and processing extends into March), then the certificate will be signed by my supervisor, Johnathan Croft. On the other hand, if the change is submitted on the certificate and I am unable to process the change (due to incomplete documentation, unanswered questions, or running out of time to review late documentation as my deadlines approach), that is noted on

the certificate which is not signed by my supervisor. A copy is still returned to the town, generally with an explanatory letter clarifying why the certificate was not signed. That latter scenario is how I handled the Huntington 2018 Certificate.

I hope that clarifies our Mileage Certificate Process enough for you to decide the best way to proceed forward. If you have additional questions, please feel free to contact me!

Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
1 National Life Dr | Montpelier, VT 05633
802-828-3666 | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>

From: Barbara Elliott <townhunt@gmavt.net>
Sent: Wednesday, January 9, 2019 10:03 AM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Cc: Barbara Elliott - Town Administrator <townhunt@gmavt.net>
Subject: Question: Filing mileage certificate

Hello Kerry –

I am writing for clarification on how we should handle the filing of our mileage certificate this year. Since being notified of problems with Town Highway 9 after filing last year’s certificate the Town has discovered issues with two (2) additional roads. You alerted us to questions regarding Stagecoach Road (TH15) and we also discovered questions regarding Trapp Road (TH26).

We have researched the history of these 3 roads—which was somewhat delayed while we waited for the files impacted by the VTrans building fire to be accessible—and have also discussed these issues with our Town Attorney. All 3 of these roads were thought by the Town for at least the past 20 years to be Class 4 roads. Now that we have discovered they are not formally classified by the State as such, I believe the Selectboard will be giving public notice of their intent to formally classify them as Class 4 to match what the Town has thought them to be. Public hearings will be scheduled with the proper notification after which time the Selectboard will vote.

Our question is, how should we file our certificate of Highway mileage given that we are aware of these issues and are working to address them. We know that this will not be resolved by the deadline for filing our report.

Regards,
Barbara

Barbara JM Elliott, Town Administrator
4930 Main Road, Huntington, VT 05462
802.434.4779 | townhunt@gmavt.net

Alley, Kerry

From: Barbara Elliott <townhunt@gmavt.net>
Sent: Wednesday, October 24, 2018 8:52 AM
To: Alley, Kerry
Subject: RE: Name of Selectboard Chair?

Thanks Kerry. I think we are getting close to unscrambling the road classification discrepancies. Thanks for your help with this.

The Selectboard Chair is Dori Barton. Address is:
4930 Main Road
Huntington VT 05462

Regards,
Barbara

*Barbara JM Elliott, Town Administrator
4930 Main Road, Huntington, VT 05462
802.434.4779 | townhunt@gmavt.net*

From: Alley, Kerry [mailto:Kerry.Alley@vermont.gov]
Sent: Tuesday, October 23, 2018 6:28 PM
To: Barbara Elliott
Subject: Name of Selectboard Chair?

Hi Barbara,

I'm in the process of returning copies of the 2018 Certificates of Highway Mileage to Towns, and want to address Huntington's letter to the Selectboard Chair who doesn't seem to be listed on the Municipal Directory. Could you give me their name? It's just our general procedure to send out more personalized letters if we weren't able to process the changes submitted on the Certificate (hopefully removing the possibility of future confusion).

Thanks!
Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
1 National Life Dr | Montpelier, VT 05633
802-828-3666 | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>