

DISTRICT

CERTIFICATE OF HIGHWAY MILEAGE

Certcode 0917-0

YEAR ENDING FEBRUARY 10, 2024

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 **WILLIAMSTOWN** in **ORANGE** 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	0.000
Class 2	18.240			18.240	0.000
Class 3	52.19		.68	51.51	0.000
State Highway	17.635			17.635	0.000
Total	88.065			87.385	0.000
* Class 1 Lane	0.000			0	
* Class 4	10.97	.68		11.65	0.000
* Legal Trail	3.13			3.13	

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

DS
PO

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).

See attached 6/12/23 + 9/11/23 meeting minutes and Findings of Facts.

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

Mileage totals entered by P. DeAndrea, VTrans, 3/12/2024 per email with Jackie Higgins, Town of Williamstown, 3/12/2024

IF THERE ARE NO CHANGES IN MILEAGE: 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:

Date Filed:

Please sign ORIGINAL and return it for Transportation signature.

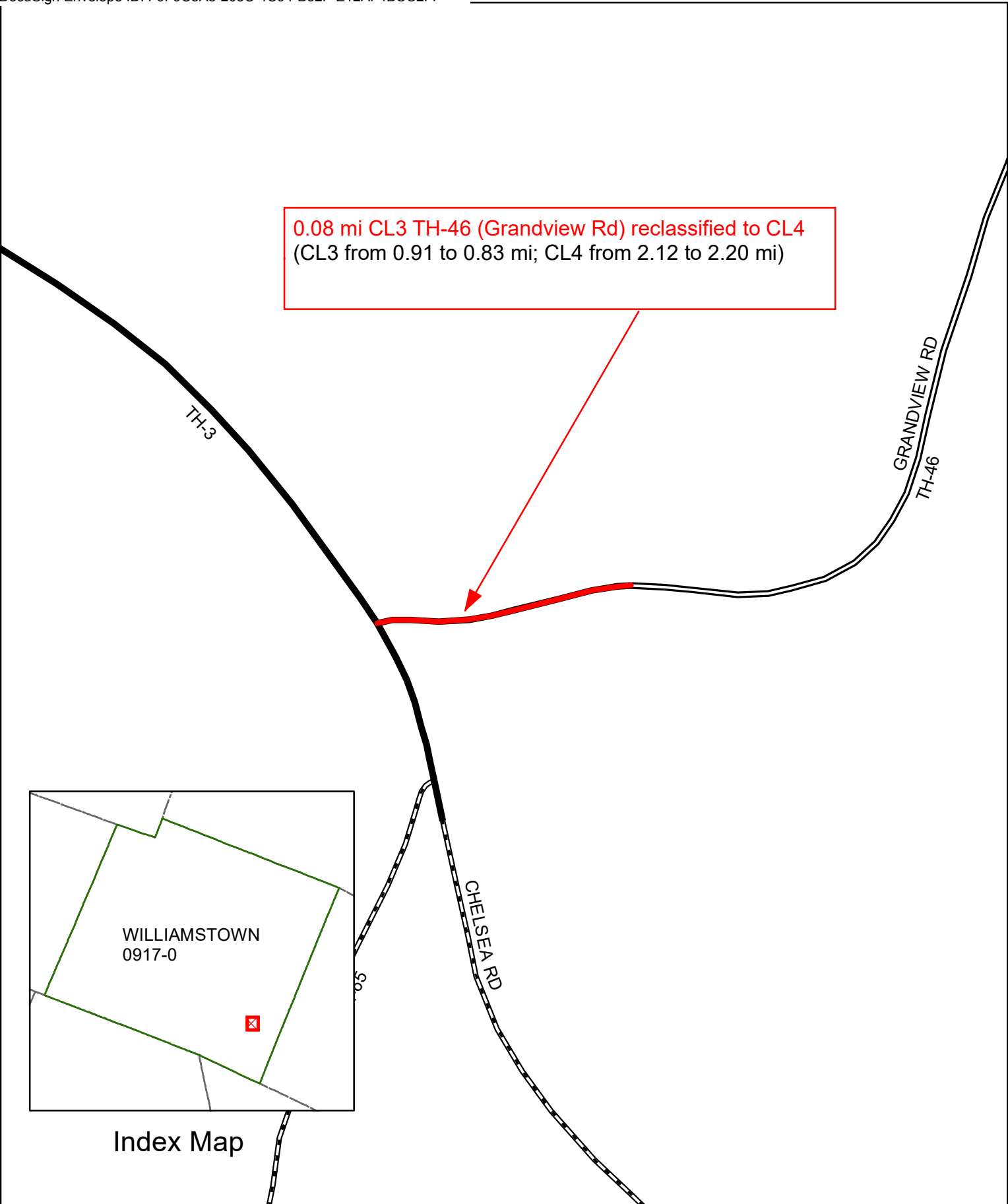
AGENCY OF TRANSPORTATION APPROVAL:

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

APPROVED:

Johnathan Croft
881F350F309C4C9...
Representative, Agency of Transportation

DATE: 3/14/2024

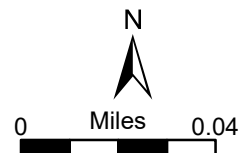


Mileage Certificate Changes 2024

WILLIAMSTOWN TH-46

(CTUA:0917-0)
(CERTCODE:0917-0)

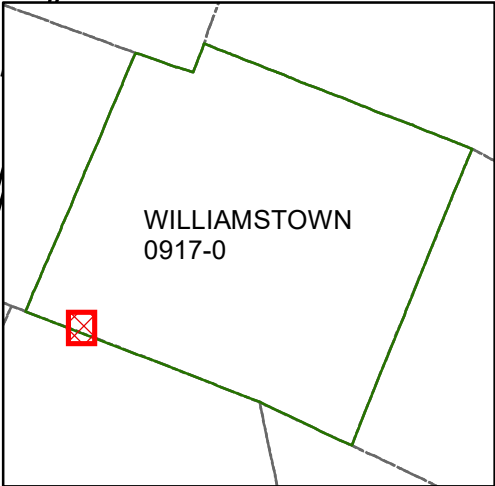
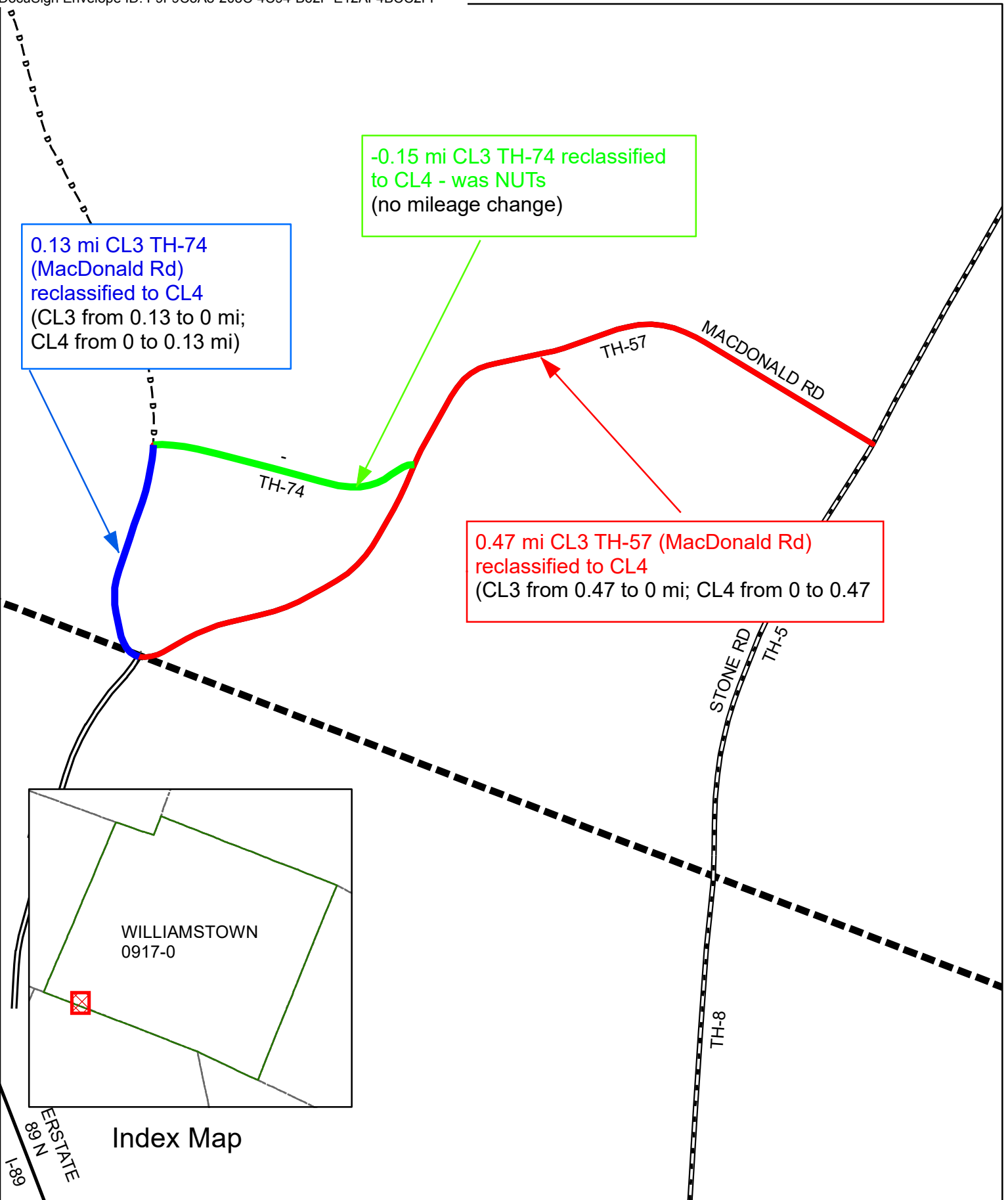
Mapping Section
Division of Policy and Planning
Vermont Agency of Transportation
-- March 11, 2024



-0.15 mi CL3 TH-74 reclassified to CL4 - was NUTs (no mileage change)

0.13 mi CL3 TH-74 (MacDonald Rd) reclassified to CL4 (CL3 from 0.13 to 0 mi; CL4 from 0 to 0.13 mi)

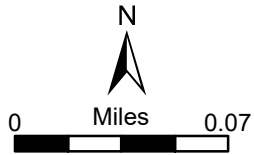
0.47 mi CL3 TH-57 (MacDonald Rd) reclassified to CL4 (CL3 from 0.47 to 0 mi; CL4 from 0 to 0.47)



Index Map

Mileage Certificate Changes 2024 WILLIAMSTOWN TH-57 and TH-74

(CTUA:0917-0)
(CERTCODE:0917-0)



From: [Jacqueline Higgins](#)
To: [DeAndrea, Pam](#)
Subject: RE: Williamstown 2024 Mileage Certificate
Date: Tuesday, March 12, 2024 8:59:14 AM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)

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

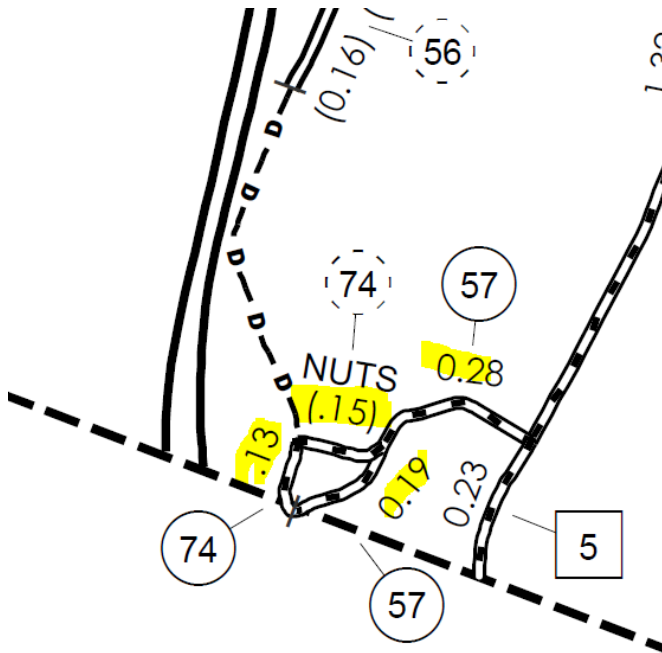
Yes that is correct.

Thank you.
Jackie

From: DeAndrea, Pam <Pam.DeAndrea@vermont.gov>
Sent: Tuesday, March 12, 2024 8:23 AM
To: Jacqueline Higgins <twnmgr@williamstownvt.org>
Subject: RE: Williamstown 2024 Mileage Certificate

Thank you so much Jackie,

Just to confirm, they reclassified from Class 4 to Class 3, TH-74 and TH-57 in their entirety as currently shown on the Town Highway map image below?



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
<http://vtrans.vermont.gov>



Help raise money for Vermonters impacted by flood damage and show your Vermont pride with *Vermont Strong and Tough Too* license plates and socks. [Click here to purchase your Vermont Strong gear](#) or visit DMV.Vermont.gov/VermontStrong23.

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

From: Jacqueline Higgins <twmgr@williamstownvt.org>
Sent: Monday, March 11, 2024 12:13 PM
To: DeAndrea, Pam <Pam.DeAndrea@vermont.gov>
Subject: RE: Williamstown 2024 Mileage Certificate

You don't often get email from twmgr@williamstownvt.org. [Learn why this is important](#)

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

The Williamstown Selectboard reclassified TH #57 from class 3 to class 4 and TH #74 from class 3 to class 4. The current AOT map show both roads as Class 3.

This Road has been a nightmare as we have had three hearings in the past three years to finally get it reclassified.

Thanks,
Jackie

From: DeAndrea, Pam <Pam.DeAndrea@vermont.gov>
Sent: Monday, March 11, 2024 10:33 AM
To: Jacqueline Higgins <twmgr@williamstownvt.org>; Barbara Graham <clerk@williamstownvt.org>
Cc: AOT - Mileage Certificates <AOT.MileageCertificates@vermont.gov>
Subject: Williamstown 2024 Mileage Certificate

Good morning Jackie and Barbare,

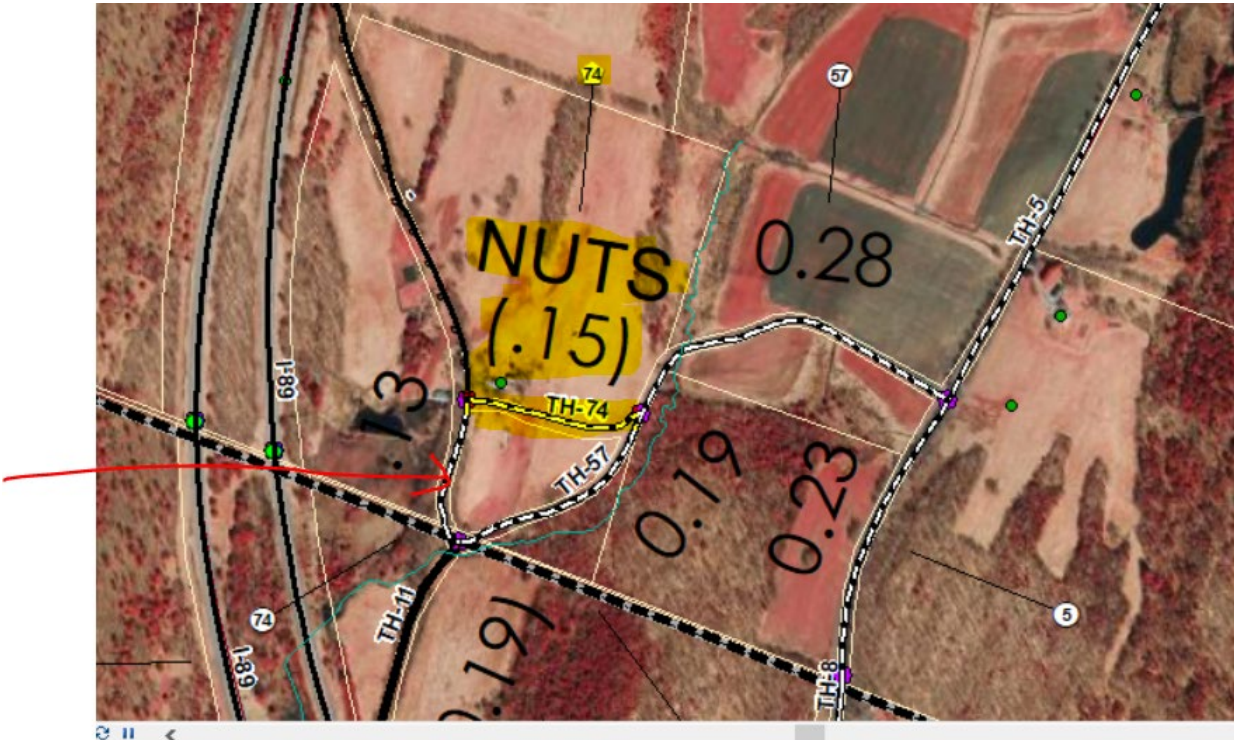
Thank you so much for the 2024 Mileage Certificate for Williamstown. I am working on the changes that you submitted but have a couple of questions/clarifications.

The description in the reclassification for MacDonald Road in the report you sent is only 0.50 miles, but the certificate notes a change of 0.68 miles. I am assuming that the certificate includes the Class 3 section of

0.13 miles (see red arrow in image below) since the total reported was 0.68 miles ($0.19 + 0.28 + 0.13 = 0.68$), but I need confirmation from the Town.

Did the Town want to include the 0.15-mile section of TH-74 (see yellow highlight in image below) in the reclassification? This 0.15-mile section is legally Class 3 Not up to Standards (NUTs) and is therefore being counted as Class 4. Since it is already being counted as Class 4, there is no mileage change but I can add a note on the certificate that this was NUTs. If this was not included in the reclassification, then the Town needs to go through the reclassification or discontinuance process for this section or bring it back up to Class 3 standards, which I don't think is the Town's intent.

Please confirm with me what is included in the reclassification for TH-57 and TH-74.



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](tel:802-793-7555) | pam.deandrea@vermont.gov
<http://vtrans.vermont.gov>



Help raise money for Vermonters impacted by flood damage and show your Vermont pride with

Town of Williamstown

Re: Reclassification of Clark Road, Hurlbert Road, Farnham Road, MacDonald Road, and Grandview Road (Chelsea Road end)

**Findings of Fact, Conclusions of Law
and Decision**

On April 17, 2023, the Williamstown Town Manager notified property owners of Clark Road, Hurlbert Road, Farnham Road, MacDonald Road, and Grandview Road that the Williamstown Selectboard would hold a site visit on June 12, 2023 at each of these roads to review the roads for possible reclassification from Class 3 to Class 4; and to notify property owners that a hearing on the reclassification of these roads would be held immediately following at the Williamstown Selectboard Meeting. The site visits and hearing were held as scheduled on June 12, 2023.

At the outset of the hearing, the chair of the selectboard explained that many of the roads in question do not have a proper dedicated turnaround for municipal vehicles, e.g. plow trucks. Because of this, it is not safe or practical for the Town to maintain them. In addition, these roads serve few residents at the expense of the entire town. These common issues are what prompted the reclassification discussion.

Farnham Road (TH 75)

At the hearing the selectboard heard from landowners with property on Farnham Road and discussed observations made at the site visit. Based on information provided, the selectboard found that the Town could maintain this road as a Class 3 road at minimal or no expense to the town, and in a safe manner, if the landowner at the end of the road agreed to deed a right of way for a turnaround to the Town and pay the cost of that deed. The landowner agreed. Based on this, the Selectboard concluded that the public good, necessity, and convenience of the inhabitants of Williamstown do not require the road to be reclassified. Farnham Road will remain Class 3, on the assumption that the Town will obtain a deeded turnaround. Chris Peloquin made the motion for Farnham Road to remain class 3 with the Deeded Right of Way to the town with the costs paid by the property owners. Clayton Woodworth second. So moved.

Hulbert Road (TH 89)

At the hearing the selectboard heard from landowners with property on Hulbert Road and discussed observations made at the site visit. Based on information provided, the selectboard found that there is already a deeded turnaround at the end of this road, which just needs to be made bigger. This would be done by obtaining an additional right of way deeded to the Town from Tim Thurston, who owns property at the end of the road. If this is done, the road can be maintained as Class 3 at minimal expense and in a safe manner. Based on this, the Selectboard concluded that the public good, necessity, and convenience of the inhabitants of Williamstown do not require the road to be reclassified. Hulbert Road will remain Class 3. Clayton made the motion approve this plan. Chris Peloquin second. So moved.

Grandview Road (TH 46)

At the hearing the selectboard heard from landowner Orville Lasell with property on Grandview Road and discussed observations made at the site visit. Based on information provided, the selectboard found that the 300-500 foot portion of this road which is Class 3 only serves one resident. Because residents living beyond that point on the Class 4 portion do their own plowing, the Town would need a deeded right of way from Mr. Lasell in order to safely plow the Class 3 portion of the road. Mr. Lasell said he was not willing to deed the town a right of way. Because the Town would not be able to safely plow without a proper turnaround, and because the Class 3 portion of the road serves only one residence at expense to the entire Town, the Selectboard concluded that the public good, necessity, and convenience of the inhabitants of Williamstown require those portions of Grandview Road that are now Class 3 be reclassified as Class 4. Motion made by Chris Peloquin and second by Chris Wade. So moved.

MacDonald Road (TH 57 and TH 74)


At the hearing the selectboard heard from landowner Mark MacDonald, who owns property on MacDonald Road, and discussed observations made at the site visit. Based on information provided, the selectboard found that the half-mile road serves only one residence, and that it would need to be significantly widened and improved, at great expense to the Town, to meet Class 3 standards. The selectboard also found that the road does not have a proper turnaround, and that municipal vehicles have been prevented from turning around at the end of the road due to obstructions, including fences and farm equipment, which has required them to back out of the half-mile road, which is not safe. Photographs of the obstructions were shown at the hearing. The Selectboard voted at the hearing to reclassify the Road from Class 3 to Class 4. Motion by Chris Peloquin and seconded by Chris Wade. So moved.

Following the hearing, the Town learned that it may not have given notice to all landowners abutting MacDonald Road in preparation for the site visit and hearing. Because of this, the Town has re-issued notice of a second site visit and hearing for MacDonald Road to take place on September 11, 2023. In the meantime, MacDonald Road shall remain Class 3.


Clark Road (TH 88)

At the hearing the selectboard heard from a landowner who owns property on Clark Road, and discussed observations made at the site visit. It was noted that part of the road is currently Class 3, and part is Class 4, and it may not be clear where the transition from Class 3 to Class 4 is. It was also noted that the existence of asphalt below the current gravel surface of the road could complicate maintenance. There is an area that could be used for a clear dedicated turnaround, provided landowners grant a deed to the Town and move a shed. The selectboard moved to table discussion of Clark Road in order to conduct another site visit.

Dated this 14 day of August, 2023 at Williamstown, Vermont



Larry Hebert



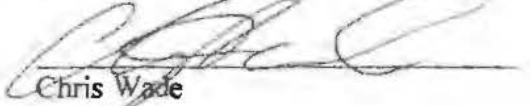
Clayton Woodworth



Chris Pélouquin



Scott McCarthy



Chris Wade

Appeal Rights

Persons interested in the highways that are the subjects of this decision may have appeal rights pursuant to V.R.C.P. 74 or 75, which require notice in writing within 30 days of the date of this decision, to the Orange Unit of the Civil Division of the Vermont Superior Court.

TOWN OF WILLIAMSTOWN
WILLIAMSTOWN SELECTBOARD MEETING
June 12, 2023 – PUBLIC SAFETY BUILDING

Present: Larry Hebert, Clayton Woodworth, Chris Wade, Scott McCarthy, Chris Peloquin

Town Manager, Jackie Higgins

Site Visit: Farnham Road, Hulbert Road, Grandview Road, McDonald Road & Clark Road at 6:00pm

Call to Order - Larry called the meeting to order at 7:47 pm

Set the Agenda: Larry made the amendments to the agenda to remove the Town Garage Status from the agenda and add Executive Session to discuss Contract Negotiations. Chris P. made the motion to approve the agenda amendments. Chris W. seconded. So moved.

Review of Open Public Comments

Selectboard Announcements:

Public Announcements:

Commissions/Committees/Trustees/Other Board Announcements: N/A

Approve Payroll Warrant and SB Warrants: Chris P. made the motion to approve Warrants SB22046, SB22047, SB22048, SB22049 and Payroll Warrant 5/21/2023 & 6/4/2023. Clayton seconded. So moved.

Selectboard Meeting Minutes: Chris P. made the motion to approve the Meeting Minutes from 5/8/2023 as written. Clayton seconded the motion. So moved.

Town Manager's Report: See attached. During the update and discussion on Falls Bridge paving, Chris P made the motion to approve the proposed paving plan presented by the Town Manager. Clayton seconded. So moved.

New Business:

Farnham Road: After discussion of the property owners providing the town with a Deeded Right of Way, Chris P. stated that the property owners would take on any legal costs. Chris P. made the motion for Farnham Road to remain class 3 with the Deeded Right of Way to the town with the costs paid by the property owners. Clayton seconded. So moved.

Hulbert Road: The town will look into an additional easement from Tim Thurston (Property owner) to combine with the pre-existing easement for the turn around. Clayton made the motion to approve this plan. Chris P. seconded. So moved.

Grandview Road: After discussion with the property owner, Chris P. asked Orville Lasell if he would deed a Right of Way to the town, he said no. Grandview was reclassified to Class 4. Motion made by Chris P. and seconded by Chris W. So moved.

McDonald Road: After discussion with property owner, McDonald was reclassified to Class 4 after confirming that in doing so no laws will be broken. Motion by Chris P. and seconded by Chris W. So moved.

Clark Road: Discussion tabled so the Selectboard members can do another site visit to better understand the current road status.

Recreation Board: Megan updated the Selectboard on the status of the Pavilion Project. The WRB provided suggestions on a plaque for the Pavilion, after discussion the board asked for the WRB to come back with an alternative without using Williamstown Recreation Board. The WRB plans to host a ribbon cutting as well as an Ice Cream Social for the town to celebrate the finished pavilion.

LEMP Annual Adoption: Chris P. made the motion to update the officers and approve the LEMP. Chris W. seconded. So moved.

Ambulance Billing Mutual Aid Coverage: After discussion among the Selectboard, they requested that Jackie look into Ambulance rates and coverage from Barre. Discussion tabled.

Health Officer: Chris P. made the motion to accept the letter of intention from Courtney Wade taking the position as Health Officer. Clayton seconded. So moved. Chris W. abstained from the vote.

Old Business:

Around the Table:

Executive Session: Selectboard members entered into Executive Session at 10:00pm and exited at 10:20pm with no action taken.

Adjourn: Motion to adjourn at 10:22pm by Chris P. and Chris W. seconded. So moved.

Respectfully Submitted,

Megan Keys



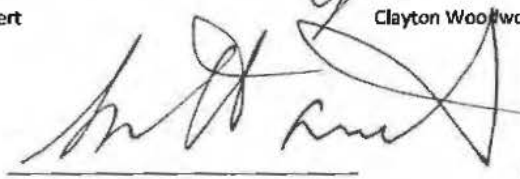
Larry Hebert



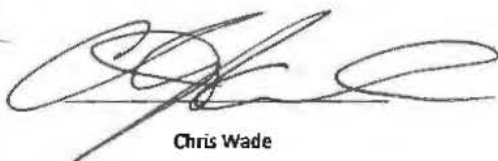
Clayton Woolworth



Chris Peloquin



Scott McCarthy



Chris Wade

Town of Williamstown

Re: Reclassification of MacDonald Road.

Findings of Fact, Conclusions of Law and Decision

On August 4, 2023, the Williamstown Town Manager notified property owners of MacDonald Road that the Williamstown Selectboard would hold a site visit on September 11, 2023 at MacDonald Road to review the road for possible reclassification from Class 3 to Class 4; and to notify property owners that a hearing on the reclassification of this road would be held immediately following at the Williamstown Selectboard Meeting. The site visit and hearing were held as scheduled on September 11, 2023.

Reclassification of MacDonald Road was addressed at a prior site visit and hearing on June 12, 2023. At the outset of the September 11, 2023 hearing, the chair of the Selectboard explained that the process of reclassifying MacDonald Road was being revisited due to a landowner not being properly notified for the June 12, 2023 site visit and hearing.

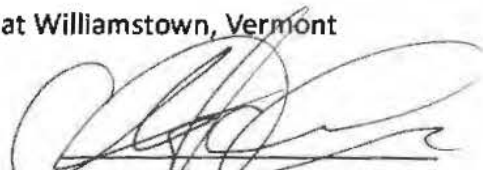
MacDonald Road (TH 57 and Th 74)

At the hearing the Selectboard heard from Mark MacDonald, who owns property on MacDonald Road, and his attorney Brook Dingledine; from the Town Road Foreman and the Town Manager / Road Commissioner; and from others. Based on information provided, the Selectboard found that the half-mile road serves only one residence, and that it would need to be significantly widened and improved, at great expense to the Town, to meet Class 3 standards. The Selectboard also found that the road does not have a proper turnaround, and the municipal vehicles have been prevented from turning around at the end of the road due to obstructions, including fences and farming equipment, which has required them to back out of the half-mile road, which is not safe. Selectboard member Chris Peloquin made the motion to reclassify MacDonald Road from a Class 3 to a Class 4 Highway. Scott McCarthy seconded the motion. The Selectboard unanimously voted to reclassify MacDonald Road from Class 3 to Class 4 Highway.

The Selectboard concludes that it is not in the public good, necessity or convenience to continue to maintain MacDonald as a Class 3 highway, and orders that MacDonald Road be reclassified from Class 3 to Class 4.

Dated this 20th day of September, 2023 at Williamstown, Vermont


Larry Hebert


Chris Wade



Scott McCarthy

Chris Peloquin

Clayton Woodworth

TOWN OF WILLIAMSTOWN

WILLIAMSTOWN SELECTBOARD SPECIAL MEETING

September 11, 2023 – TOWN HALL

Site Visit: MacDonald Road 6:00pm to 6:35pm

Present: Larry Hebert, Clayton Woodworth, Chris Wade, Scott McCarthy, Chris Peloquin

Town Manager, Jackie Higgins

Call to Order – Larry called the meeting to order at 7pm.

Set the Agenda: Chris P. made the motion to add the CVRPC Update and Drainage at Hoyt-Seaver Field to the agenda as well as the Orange County Sheriff's Contract to Old business. Chris W. seconded the motion. So moved.

Review of Open Public Comments

Selectboard Announcements: Chris P. mentioned the latest Rec Board event at the Middle-High School field since the Hoyt-Seaver Field being unavailable from flood damage.

Public Announcements: Rama Schneider questioned the repairs on Brush Hill Bridge. Larry Hebert spoke regarding the repairs to the bridge that took place in August.

Jackie Higgins made an announcement regarding the Haunted Forest to benefit the Food Shelf & Library, October 27th & 28th.

Approve SB Warrants: Chris P. made the motion to approve SB22062, SB22063, SB22064 & SB22065. Clayton seconded. So moved.

Approve SB Minutes and Payroll: Chris P. made the motion to approve Payroll 8/27/2023 & 9/10/2023. Scott seconded. So moved. Chris W. made the motion to approve SB Minutes 8/14/2023 & 8/21/2023. Scott seconded the motion, Chris P. abstained. So moved.

Town Manager's Report: See attached.

New Business:

Hearing for MacDonald Road Reclassification: After much heated discussion, Chris P. made the motion to reclassify from Class 3 to Class 4 Road. Clayton seconded the motion. Motion passed unanimously.

Clark Road Reclassification: Rob Farrell from Second Springs spoke regarding the reclassification. Rob requested the town either maintain it or abandon it all together. After some discussion, Scott suggested speaking to the other property owner on Clark Road regarding the matter. Discussion was tabled.

CV Fiber Update: Lucas Stubbs updated the town regarding the status of CV Fiber. They are currently working to update Calais, Middlesex, Worcester and East Montpelier. Williamstown is in the 3 year plan for having the CV Fiber installed and up and running. Chris P. said that the Town was in support and asked how we could help. Lucas said that they would need a 10 by 10 spot for the mechanical box.

CVRPC: Christian Meyer came to update on the opportunities that the CVRPC has to support the local planning commissions.

Liquor License – The Den: Chris P. made the motion to approve the 3 liquor licenses. Scott seconded. So moved.

Town of Williamstown
WILLIAMSTOWN SELECTBOARD MEETING

MONDAY, SEPTEMBER 11, 2023
6:00 P.M. SITE VISIT TO MCDONALD ROAD TH# 57 & TH #74
7:00 P.M.
PUBLIC SAFETY BUIDLING

MEMBERS:

CLAYTON WOODWORTH
CHRIS PELOQUIN
CHRIS WADE
SCOTT MCCARTHY
LARRY HEBERT

TOWN MANAGER – JACQUELINE HIGGINS

SELECTBOARD MEETING

CALL TO ORDER:

SET THE AGENDA:

REVIEW OF OPEN PUBLIC COMMENT:

SELECTBOARD ANNOUNCEMENTS:

PUBLIC ANNOUNCEMENTS:

COMMISSIONS/COMMITTEES/TRUSTEES/OTHER BOARD ANNOUNCEMENTS:

APPROVE WARRANTS: SB22062, SB22063, SB22064 & SB22065

PAYROLL 8/27/23 & 9/10/23

APPROVE SELECTBOARD MEETING MINUTES: 8/14/23 & 8/21/23

TOWN MANAGER'S REPORT

NEW BUSINESS:

HEARING FOR MCDONALD ROAD RECLASSIFICATION

CLARK ROAD RECLASSIFICATION

CV FIBER – LUCAS STUBBS

CVRPC – CHRISTIAN MYERS

LIQUOR LICENSE – THE DEN

OPEN MEETING LAWS AND WARRANT SIGNING

SOUTH HILL BID OPENING

911 TIFFANY DRIVE

HOYT SEAVER BALL FIELD DRAINAGE

OLD BUSINESS:

OCSD CONTRACT

AROUND THE TABLE:

EXECUTIVE SESSION – 1 V.S.A. SECTION 313 – CONTRACT NEGOTIATION

ADJOURN

WILLIAMSTOWN SELECTBOARD MEETING SIGN IN SHEET

DATE 9/11/23

Horace Duke, Jr.

Paula Saldy

Rodney Salter

Paula (C) Salter

David Wilder

Chris Dussan

RICH TURNER

Wendy Mc Cormack (The Dean)

Jeff Cochran (The Dean)

John Dastridge

Brocke Dinglecline