

District 9
Certcode 1019-0

**CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2020**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2020 to:
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section
219 N. Main Street, Barre, VT 05641.

We, the members of the legislative body of **WESTMORE** in **ORLEANS** 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	1.500			1.500	0.000
Class 3	24.80			24.80	0.000
State Highway	7.222			7.222	0.000
Total	33.522			33.522	0.000
* Class 1 Lane	0.000			-	
* Class 4	3.27			3.27	0.000
* Legal Trail	8.75			8.75	

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

S.M.

K.A.

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).
add .015 for Class 4 town highway
Old Cottage Lane.
4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

Received
FEB 24 2020
Policy, Planning & Intermodal
Development Division

Change not accepted,
additional information
required

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

PART III - SIGNATURES - PLEASE SIGN.

Selectmen/ Aldermen/ Trustees Signatures:

Miriam Simonds

David Shue

T/C/V Clerk Signature:

Melissa J. Gerardi

Date Filed:

2/19/2020

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

E-SIGNED by Johnathan Croft
on 2020-10-14 14:53:32 EDT

DATE: October 14, 2020



State of Vermont
Division of Policy, Planning and Intermodal Development
Mapping Section
219 North Main Street
Barre, VT 05641
<http://vtrans.vermont.gov/planning/maps>

Agency of Transportation

Telephone: 802-917-2621
Fax: 802-828-2334
Email: kerry.alley@vermont.gov

October 13, 2020

Peter Hyslop and William Perkins
Co-Chairs, Selectboard
Westmore, c/o Town Clerk
54 Hinton Hill Rd
Westmore, VT 05860

Dear Mr. Hyslop and Mr. Perkins,

Please find the enclosed copy of the 2020 Certificate of Highway Mileage for the Town of Westmore. We have placed the original certificate in the VTrans Mapping records, but we were unable to process the addition of class 4 mileage to Old Cottage Lane (TH-30). A review of our records suggests that the mileage correction for Old Cottage Ln might be more appropriately addressed by increasing the class 3 mileage rather than the class 4 mileage, as detailed below.

Based on documentation of the 2007 class 3 to class 4 partial reclassification, the class 3 portion of the highway ends at the turnaround near 492 Old Cottage Ln, and the class 4 portion ends at the row of mailboxes near 584 Old Cottage Ln. Our current mapped representation of the class 3 portion of this road corresponds to a measure of 0.50 mi. However, we currently map the class 3 portion as ending before the turnaround. It is possible that the class 3 portion is closer to 0.51 mi or 0.52 mi, depending whether the measurement extends to the near, middle, or far side of the turn-around area. If the class 3 measure requires an update in our records, that would affect how the class 4 portion is measured. The 1984 field inventory conducted by VTrans, accompanied by Mr. Gosnell of Westmore, obtained a measure of 0.58 mi for the public portion of Old Cottage Lane, which is consistent with adding 0.01 or 0.02 miles to the total public (combined class 3 and class 4) mileage. Please refer to the attached map that illustrates the above descriptions.

VTrans confirms highway measurements by field inventory, identifying clearly visible roadways and landmarks, and distances determined using our mapping software. It would be beneficial to meet with the Town and discuss this in more detail and measure the segments to get the proper mileage. Please let me know if this would be a possibility this fall, in advance to the upcoming mileage certificates.

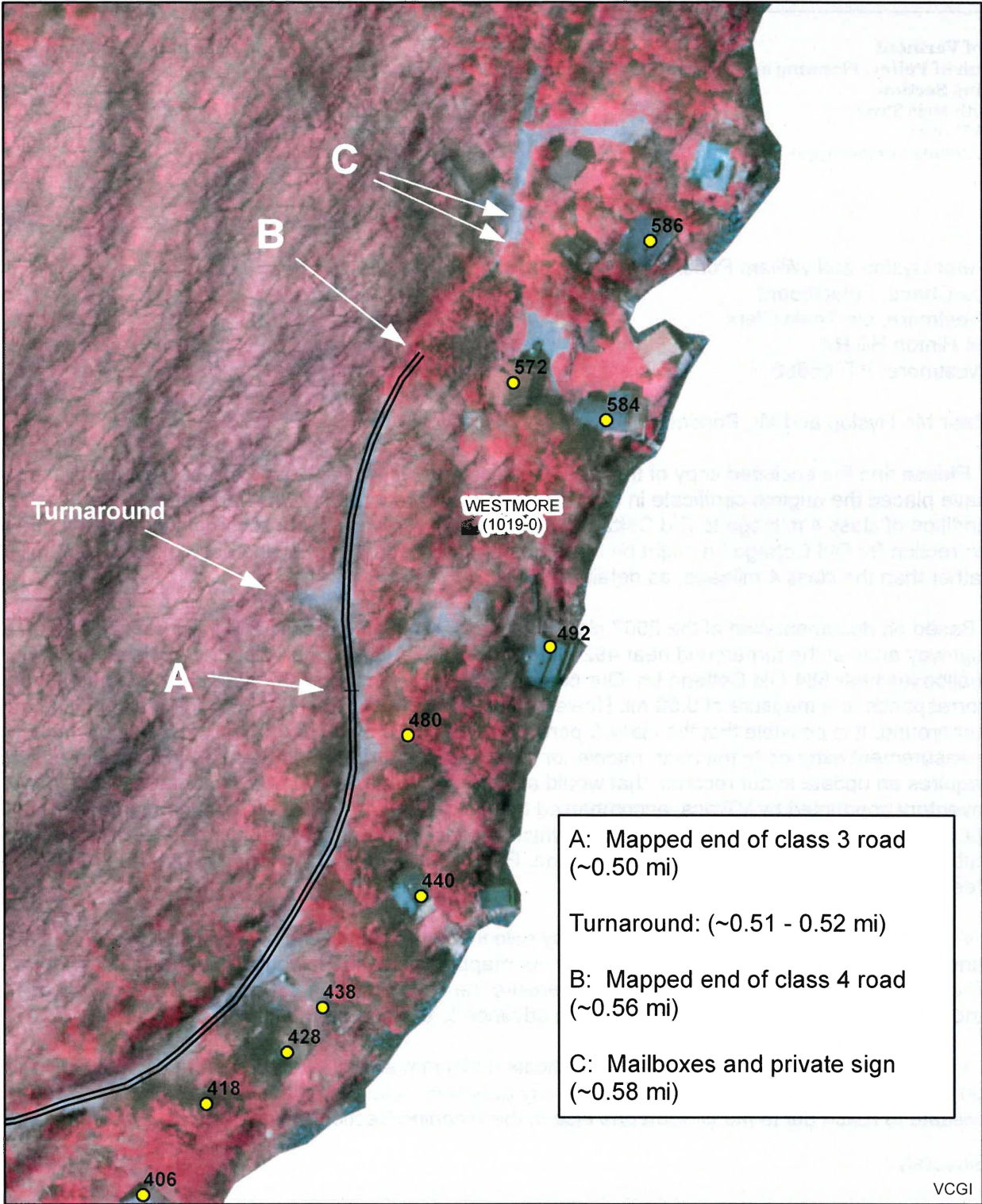
I can preload updates onto the 2021 Certificate if this matter is cleared up before we mail next year's certificates on January 1, 2021. If you have any questions regarding the information above, please don't hesitate to reach out to me or someone else in the Mapping Section.

Sincerely,

Kerry Alley
Mapping & GIS Specialist

Enclosures

cc: Kevin Gadapee, District Transportation Administrator
Jacqui DeMent, VTrans Planning Coordinator



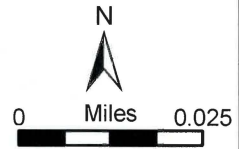
A: Mapped end of class 3 road (~0.50 mi)
 Turnaround: (~0.51 - 0.52 mi)
 B: Mapped end of class 4 road (~0.56 mi)
 C: Mailboxes and private sign (~0.58 mi)

VCGI

Old Cottage Lane (class 3 and class 4 portions)
WESTMORE

(CTUA: 1019-0)

Mapping Section
 Division of Policy and Planning
 Vermont Agency of Transportation -- October 14, 2020



Alley, Kerry

From: Alley, Kerry
Sent: Tuesday, May 12, 2020 2:59 PM
To: peter Hyslop
Subject: RE: TH30

Hi Pete,

Thank you for the details. I will take a closer look in the next few days to make sure that I can verify what I need to know, and will get back with you then.

I wasn't able to process this remeasurement with the 2020 Certificate, so eventually (late summer) the Selectboard will get a letter clarifying this. Considering our current communication, that letter will be mostly a formality to file with the 2020 Certificate to avoid potential future ambiguity about when our records were/weren't updated.

I'll be sure to keep this change on top of the pile, and see it through before the next Mileage Certificate season starts.

Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-917-2621 | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>
(NOTE: new phone number and address)

-----Original Message-----

From: peter Hyslop <petesroastbeef@att.net>
Sent: Tuesday, May 12, 2020 9:37 AM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Subject: TH30

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

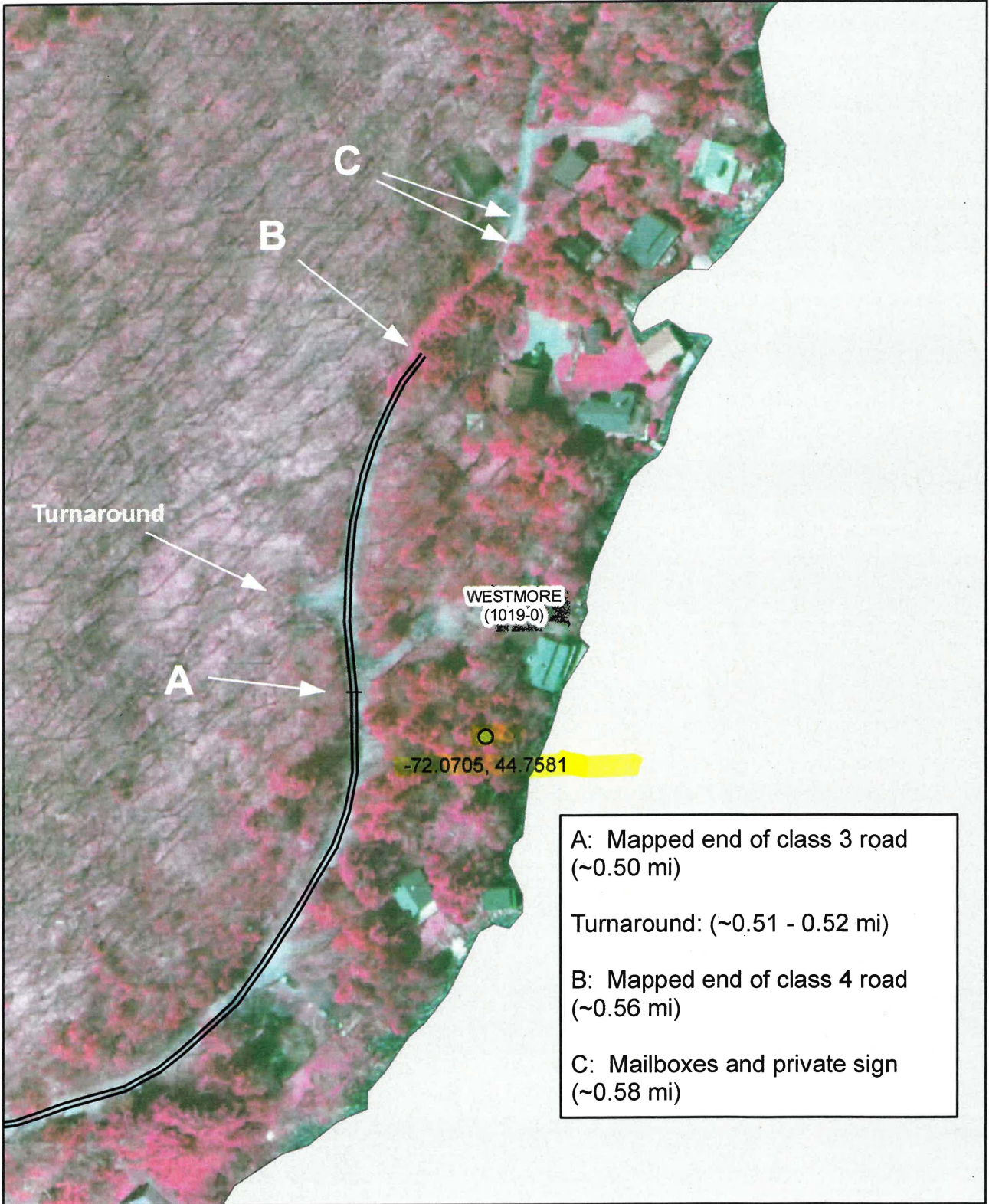
Hi

I was handed this to follow up on last night. When I did the remeasurement I also checked the class 3 section. That price measures accurate. The end of the class 3 is at a telephone pole bearing #1312 and is located at **lat:44.7581** And **long:-72.0705**..the end of the class 4 is marked with a survey stake on the north boundary of 572. This point is at lat: 44.7591 and long: -72.0703.

I hope this gives you what you need.

Thanks Pete Hyslop

Sent from my iPad



A: Mapped end of class 3 road (~0.50 mi)

Turnaround: (~0.51 - 0.52 mi)

B: Mapped end of class 4 road (~0.56 mi)

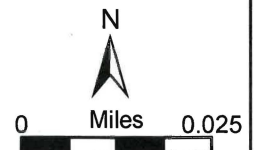
C: Mailboxes and private sign (~0.58 mi)

Old Cottage Lane (class 3 and class 4 portions)

WESTMORE

(CTUA: 1019-0)

Mapping Section
 Division of Policy and Planning
 Vermont Agency of Transportation -- October 25, 2020



Alley, Kerry

From: Alley, Kerry
Sent: Monday, April 6, 2020 6:44 PM
To: Melissa Zebrowski
Subject: RE: Certificate of Mileage
Attachments: Westmore_TH30_2020.pdf

Attached:Westmore_TH30_2020.pdf

Hello Missy,

I'm sorry to drag this out, but this remeasurement is more complicated (but only slightly) than I expected. Can you have someone describe for me exactly where the class 3 portion of Old Cottage Ln ends, and where the class 4 portion ends? Ideally the descriptions should reference drive ways with E911 address, or a distinctive turn-around area, a sharp bend, etc. I've attached a map of the end of Old Cottage Ln with addresses, color-infrared imagery (so roads stand out more than with standard color imagery), and contour shading that might help someone pinpoint these locations for me. Marking up the map in addition to describing the locations would also be helpful.

One important reason to really nail down these locations is because there is a possibility that the error is in the class 3 mileage instead of the class 4 mileage, and that could mean an increase in class 3 mileage. Either type of error could have caused Old Cottage Ln's total mileage to fall short of the expected landmarks.

Thanks again, and I apologize for dragging this out!

Kerry

Kerry Alley | GIS Professional III
Vermont Agency of Transportation
219 North Main Street | Barre, VT 05641
802-917-2621 | Kerry.Alley@vermont.gov
<http://vtrans.vermont.gov/planning/maps>
(NOTE: new phone number and address)

From: Melissa Zebrowski <clerk@westmoreonline.org>
Sent: Thursday, April 2, 2020 1:10 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Subject: Re: Certificate of Mileage

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

Okay, great. Thanks Kerry.

Melissa S. Zebrowski
Westmore Town Clerk/Treasurer
Phone: 802.525.3007
Fax: 802.525.1131

Please note that this email message, along with any response or reply, is considered a public record, and thus subject to disclosure under the VT Public Records Law (1 V.S.A. §§315-320)

On Thu, Apr 2, 2020 at 12:52 PM Alley, Kerry <Kerry.Alley@vermont.gov> wrote:

Thanks Missy!

That possibility hadn't occurred to me until I saw the meeting minutes that triggered some vague memories. I haven't started the mileage reports yet today, so I'll see what I can do today... Will keep you posted!

Kerry

From: Melissa Zebrowski <clerk@westmoreonline.org>
Sent: Thursday, April 2, 2020 12:04 PM
To: Alley, Kerry <Kerry.Alley@vermont.gov>; Peter Hyslop <petesroastbeef@att.net>
Subject: Fwd: Certificate of Mileage

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

Hi Kerry,

Please see the response from my selectboard member regarding the .15 of Old Cottage Lane. Apparently this was a measurement mistake.

Missy~

Melissa S. Zebrowski

Westmore Town Clerk/Treasurer
Phone: 802.525.3007

Fax: 802.525.1131

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----- Forwarded message -----

From: peter Hyslop <petesroastbeef@att.net>
Date: Thu, Apr 2, 2020 at 7:26 AM
Subject: Re: Certificate of Mileage
To: Melissa Zebrowski <clerk@westmoreonline.org>

This. Is the process to add a new road. We are just doing a correction due to a measurement mistake.

Sent from my iPad

On Apr 1, 2020, at 3:16 PM, Melissa Zebrowski <clerk@westmoreonline.org> wrote:

Hi All,

It appears that in order for us to add the .15 distance to Old Cottage Road for the Certificate of Mileage, more information is needed which I don't believe any of were aware of. Below is what Kerry Alley sent me today, I've also included in my email and highlighted in blue.. We have plenty of time to act on this as it now won't be changed until 2021. He is saying in addition the meeting minutes we also need a documentation demonstrating dedication to the Town and that usually is a Quit-claim deed. Also, we need a clear description of where the new road segment begins and ends. Thanks

Missy~

In order to help you ensure that your documentation is complete:

In addition to meeting minutes indicating that the Selectboard has accepted the road as a new class 4 town highway, we also need documentation demonstrating dedication to (or ownership by) the Town. This is usually a Quit-claim deed. If this road became public by some other mechanism, the documentation might be different (such as a survey of road to become public). In that case we would also need documentation of notice to abutting landowners.

Either way, we definitely need a clear enough description of where the new road segment begins and ends (at a driveway or property boundary, for example) especially since we will have to round the mileage written on the Certificate (0.015 mi) to the nearest 0.01 mi (so 0.01 or 0.02 mi) depending on the actual layout. All of this might already be clear in the documentation, but I thought it would be best to clarify now, just in case.

If you don't have access to the documents at this time, then just send them to me when you are able so that I can review them. In that case you would get a letter this summer indicating that the changes weren't processed with the 2020 Certificate. The letter would also probably explain that if I have all the documentation I need before January 1, 2021, I can preload the change onto next year's certificate for you.

Melissa S. Zebrowski

Westmore Town Clerk/Treasurer
Phone: 802.525.3007

Fax: 802.525.1131

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----- Forwarded message -----

From: **Alley, Kerry** <Kerry.Alley@vermont.gov>
Date: Wed, Apr 1, 2020 at 2:37 PM
Subject: RE: Certificate of Mileage
To: Zebrowski, Melissa <clerk@westmoreonline.org>

Hi Melissa,

Yes, we received the Mileage Certificate, but to my knowledge no other documentation came with it. Could you scan and email me the meeting minutes today? If so, I will see if I can process the change today, but I can't promise anything. Today is the last day I can make changes to our data before it is frozen to generate the annual mileage reports.

In order to help you ensure that your documentation is complete:

In addition to meeting minutes indicating that the Selectboard has accepted the road as a new class 4 town highway, we also need documentation demonstrating dedication to (or ownership by) the Town. This is usually a Quit-claim deed. If this road became public by some other mechanism, the documentation might be different (such as a survey of road to become public). In that case we would also need documentation of notice to abutting landowners.

Either way, we definitely need a clear enough description of where the new road segment begins and ends (at a driveway or property boundary, for example) especially since we will have to round the mileage written on the Certificate (0.015 mi) to the nearest 0.01 mi (so 0.01 or 0.02 mi) depending on the actual layout. All of this might already be clear in the documentation, but I thought it would be best to clarify now, just in case.

If you don't have access to the documents at this time, then just send them to me when you are able so that I can review them. In that case you would get a letter this summer indicating that the changes weren't processed with the 2020 Certificate. The letter would also probably explain that if I have all the documentation I need before January 1, 2021, I can preload the change onto next year's certificate for you.

Let me know if you have any questions!

Kerry

Kerry Alley | GIS Professional III

Vermont Agency of Transportation

219 North Main Street | Barre, VT 05641

802-917-2621 | Kerry.Alley@vermont.gov

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

(NOTE: new phone number and address)

From: Melissa Zebrowski <clerk@westmoreonline.org>

Sent: Wednesday, April 1, 2020 2:07 PM

To: Alley, Kerry <Kerry.Alley@vermont.gov>

Subject: Re: Certificate of Mileage

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

Hi Kerry,

I sent in what I believe was our Certificate of Mileage with our selectboards signatures along with the meeting minutes to support the change. Did you receive it? Thanks!

Melissa~

Melissa S. Zebrowski

Westmore Town Clerk/Treasurer
Phone: 802.525.3007

Fax: 802.525.1131

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On Fri, Mar 27, 2020 at 1:20 PM Alley, Kerry <Kerry.Alley@vermont.gov> wrote:

Hello Melissa,

Do you happen to know if any documentation, other than the 2020 Certificate of Highway Mileage, has been sent to us regarding the addition of 0.015 mi of class 4 on Old Cottage Ln?

We received the Certificate in February with the change written on it, but there was no documentation included with the Certificate. Even if you have sent us paper copies, would you be able to provide me with scans of any documentation you have related to that change? If was sent to us by regular mail, but not with the Certificate, it wouldn't have been scanned with the Certificate to be processed without us having access to our offices (due to COVID-19).

In order to process the change, we would need documentation of notice given, a hearing, a site visit, and Selectboard action, as detailed in Title 19 State Statutes. If you can't provide the documentation at this time, we can discuss what needs to be done to include this change on next year's Mileage Certificate.

Thank you very much,

Kerry

Kerry Alley | GIS Professional III

Vermont Agency of Transportation

219 North Main Street | Barre, VT 05641

802-917-2621 | Kerry.Alley@vermont.gov

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

(NOTE: new phone number and address)

From: Melissa Zebrowski <clerk@westmoreonline.org>
Sent: Monday, June 3, 2019 10:13 AM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Subject: Re: Certificate of Mileage

Great, thank you so much!

Melissa S. Zebrowski

Westmore Town Clerk/Treasurer
Phone: 802.525.3007

Fax: 802.525.1131

On Mon, Jun 3, 2019 at 9:28 AM Alley, Kerry <Kerry.Alley@vermont.gov> wrote:

Hi Melissa,

You should receive the Certificate in the mail today, as I sent it out towards the end of last week. Let me know if you don't receive it!

Kerry

From: Melissa Zebrowski <clerk@westmoreonline.org>
Sent: Monday, June 3, 2019 9:27 AM
To: Alley, Kerry <Kerry.Alley@vermont.gov>
Subject: Re: Certificate of Mileage

Thank you Kerry. I just want an official copy for my binder in the vault. Thank you!

Melissa~

Melissa S. Zebrowski

Westmore Town Clerk/Treasurer
Phone: 802.525.3007

Fax: 802.525.1131

On Thu, May 16, 2019 at 10:32 AM Alley, Kerry <Kerry.Alley@vermont.gov> wrote:

Hello Missy,

We do have your mileage certificate. Normally we send copies of certificates submitted with changes back to Towns along with Town Highway Maps reflecting those changes, but Westmore is in a doubly unique situation this year. We produced a 2019 Westmore map before receiving and processing the mileage certificate, which is why you've received one but not the other. A 2019 map was generated because of the minor correction to how LT-4 is shown (without a mileage change), but we were unable to include the change submitted on the 2019 Certificate (as per email conversations with Chris Evans earlier this month).

We haven't yet sent out copies of any unsigned Mileage Certificates to towns (certificates with submitted changes that could not be processed, but hope to finish up that part of the process in the next week. If you have need of a copy before that, or want clarification on anything I've written above, please let me know!

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: Pope, Eric <Eric.Pope@vermont.gov>
Sent: Thursday, May 16, 2019 10:02 AM
To: Melissa Zebrowski <clerk@westmoreonline.org>
Cc: Alley, Kerry <Kerry.Alley@vermont.gov>
Subject: RE: Certificate of Mileage

Hi Missy,

I was not able to find it in our system, I have copied Kerry Allen, one of the mileage cert specialists, hopefully she will be able to help you out.

Kerry, the town of Westmore is looking for their signed copy of the 2019 Mileage Certificate. Thanks very much.

Eric Pope

State of Vermont-Agency of Transportation

District 9

4611 US RTE 5

Newport, VT 05855

(802)334-4440

(802)487-4194

eric.pope@vermont.com



From: Melissa Zebrowski <clerk@westmoreonline.org>

Sent: Wednesday, May 15, 2019 3:09 PM

To: Pope, Eric <Eric.Pope@vermont.gov>

Subject: Re: Certificate of Mileage

Great. Thanks Eric.

Sent from my iPhone

On May 15, 2019, at 2:43 PM, Pope, Eric <Eric.Pope@vermont.gov> wrote:

Hi Missy,

I should be able to track one down for you, I'm done for the day, but I'll look into it in the morning and be in touch.

Eric

Get [Outlook for iOS](#)

From: Melissa Zebrowski <clerk@westmoreonline.org>
Sent: Wednesday, May 15, 2019 2:40:29 PM
To: Pope, Eric
Subject: Certificate of Mileage

Hi Eric,

I don't seem to have the signed copy of the 2019 certificate of mileage. Is there anyway you can get me a copy? Thanks!

Missy~

Melissa S. Zebrowski

Westmore Town Clerk/Treasurer
Phone: 802.525.3007

Fax: 802.525.1131