

State of Vermont  
Policy & Planning Division-Mapping Unit  
1 National Life Drive, Drawer 33  
Montpelier, VT 05633-5001  
<http://www.aot.state.vt.us>

*Agency of Transportation*

Telephone: 802-828-2600  
Fax: 802-828-2334

July 7, 2008

Chair, Selectboard  
Guilford, c/o Town Clerk  
236 School St  
Guilford, VT 05301

TO: TOWN CLERK and SELECTBOARD

As part of the Ancient Roads legislation, municipalities have the option of mass discontinuing their town highways that are not included on their town highway map by February 10, 2010.

The Mapping Unit has formalized documentation for a mass discontinuance with the creation of a document similar to the Certificate of Highway Mileage. This new document, the Certificate of Mass Discontinuance of Town Highways, provides a check list of the items required by Vermont Statutes Annotated, Title 19, Section 305(h). This document has been enclosed.

If a municipality decides to avail itself of the mass discontinuance provisions in Section 305(h), we request the Town fill out this document and return the original to VTrans, and file a copy with the Town Clerk. Please note that the decision to mass discontinue town highways as provided by V.S.A. Title 19, Section 305(h) is optional.

Feel free to contact me with any questions or comments regarding the Mass Discontinuance Certificate or the process. I can be reached via telephone at (802) 828-2600 or via email at [johnathan.croft@state.vt.us](mailto:johnathan.croft@state.vt.us).

Sincerely,



Johnathan Croft  
AOT GIS Database Administrator

Enc



**CERTIFICATE OF MASS DISCONTINUANCE OF TOWN HIGHWAYS**

YEAR ENDING FEBRUARY 10, 2009

District **2**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2009 to:  
Vermont Agency of Transportation, Policy and Planning Division, One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of **GUILFORD** in **WINDHAM** County

on an oath state that the mass discontinuance of highways not on the official town highway map was performed according to Vermont Statutes Annotated, Title 19, Section 305(h), as follows:

**CHECKLIST**

The public informational hearing was warned in two public locations in town plus the town clerk's office 30 days prior to the hearing.  Yes (copy of warning attached)

The warning and a transmittal memo were mailed return receipt requested more than 30 days before the informational hearing to each of the following:

- the municipal planning commission  Yes (copy attached)  Not Applicable
- the conservation commission in the municipality  Yes (copy attached)  Not Applicable
- the legislative body of each abutting municipality  Yes (copy attached)
- the regional planning commission  Yes (copy attached)
- the commissioner of forest, parks and recreation  Yes (copy attached)

The public informational hearing was held on the following date. \_\_\_\_\_

The action was taken at a warned meeting.  Yes (copy of warning attached)

**Effective date of Mass Discontinuance of town highways not on the official town highway map (include a copy of the meeting minutes).** \_\_\_\_\_

**SIGNATURES - PLEASE SIGN.**

Selectboard Members/  
Aldermen/ Trustees Signatures: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

T/C/V Clerk Signature: \_\_\_\_\_ Date Filed: \_\_\_\_\_

Please sign ORIGINAL and return it for Transportation signature.

**AGENCY OF TRANSPORTATION  
ACKNOWLEDGEMENT OF RECEIPT OF MASS DISCONTINUANCE**

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

RECORDED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
Representative, Agency of Transportation