

# The Town of Windham Selectboard

5976 Windham Hill Road  
Windham, VT 05359

January 6, 2020

The Town of Townshend Selectboard  
PO Box 223  
2006 Route 30  
Townshend, VT 05353-0223

Dear colleagues,

We would like to respectfully communicate reports we have received from numerous drivers that travel up and down Windham Hill Road regularly – specifically regarding the last 1-1/2 miles to Route 30.

The reports involve serious icing conditions caused by water spilling out of the ditches and onto/across the roadway and numerous significant potholes/deteriorated asphalt areas.

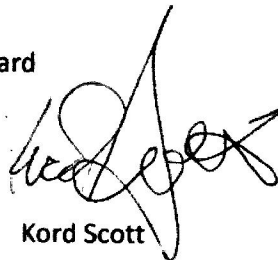
We understand how challenging this section of road is to maintain and do not want to make it more difficult, but also wanted to make sure you were aware that there is a significant amount of driver safety concern.

Sincerely,

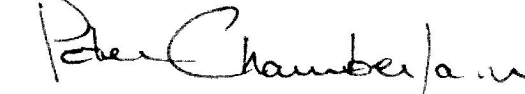
The Windham Selectboard



Maureen Bell



Kord Scott



Peter Chamberlain

OM & I

2018	26,395.37	
2019 add	<u>5,216.00</u>	
	bal	31,611.37
2018 ex corr	<u>-5,946.82</u>	switched from restoration to OM&I
2019 ex	bal 25,664.55	
	-9,881.07	
	bal	15,783.48

GM&I

2018	83,950.63	Questions:
2019 ex	-715.64	We need an estimate for what we want to do regarding a lean to and painting of the garage/shed.
	bal	83,234.99

What additional Expenses will be for the fuel containment beyond the "Pig"

Meeting House

Normally the Meeting House expense is part of Appropriations. Once we take ownership we should probably have a separate category for it. Thank will require account and class information such as:

- Maint. Expenses
  - Building
  - Mechanical Equipment
  - Lawn Service
  - Snow Removal
  - Cleaning Services
- Utilities
  - Heat
  - Light
  - Telephone
  - Fiber Optics
- Insurance
  - Liability
  - Property

Cash Review

Interest/Penalty	2011	2012	2013	2014	2015	2016	2017	2018	2019**	Total	Notes
Bond Logging	31.92	27.54	26.10	19.39	20.62	20.45	32.99	22.04	11.17	212.22	
CD	27.71	37.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65.07	
Del Taxes Int	13,189.92	5,384.14	4,960.34	10,706.51	10,579.06	11,513.52	6,416.06	10,124.26	3,853.01	76,726.82	
Del Tax Pen	4,542.68	2,405.64	1,975.42	2,981.96	3,311.69	2,879.45	3,020.86	3,130.81	1,496.32	25,744.83	
General Fund	1,152.41	640.31	621.89	1,044.46	839.60	1,401.40	1,853.77	2,487.09	1,101.37	11,142.30	
Housing Rehab	138.68	122.56	233.45	164.40	116.71	116.06	339.95	468.28	69.28	1,769.37	
Restricted Fund	0.00	0.00	0.00	47.19	514.23	413.88	459.17	639.80	657.84	2,732.11	
Veteran's	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.39	1.01	3.40	
WW Defense	0.00	0.00	1.11	2.61	2.40	1.67	0.02	0.01	0.00	7.82	
	19,083.32	8,617.55	7,818.31	14,966.52	15,384.31	16,346.43	12,122.82	16,874.68	7,190.00	118,403.94	

\*\* Dec. not included

Funds In Designated

Audit	9,000.00
Bridges	30,894.91
Garage M&I	83,234.99
Lister's Reapp	18,105.50
Nemrc	2,000.00
Office M&I	26,126.87
Restoration	10,085.08
Retreatment	5,188.30
Road Machinery	60,000.00
Windham Weather	5,718.93
	118,403.94

Need to transfer '19 exp to  
9612.57 GF

Ask Energy Committee

Projects	Estimated Cost
New 550	125,000.00
121 Culvert Need	350,000.00
Harrington Road	115,000.00
Painting & Insulation TO	15,000.00
Painting & Lean-to	?
Fuel Storage	?
Meeting House	?
	Less grants of 235,000.00

PETER

PROPOSED  
2020

\$ 300

300

COLLABORATIVE

	2-018	ACTUAL	UNDER/over	2019
73 Social Services	100	100	0	100
74 Gerda's Equine Rescue	300	300	0	300
75 Grace Cottage Foundation	50	50	0	50
76 Green Up Vermont	250	250	0	250
77 Health Care & Rehab of VT & NH	500	500	0	300
78 LGS Ed Foundation	250	250	0	250
79 Londonderry Food Shelf	1,500	1,500	0	1,500
80 Londonderry Volunteer Rescue Squad	300	300	0	300
81 Meals On Wheels Program	500	500	0	750
82 Mountain Valley Medical Clinic	500	500	0	500
83 Neighborhood Connections	150	150	0	0
84 Retired & Senior Volunteer Program	300	300	0	0
85 Senior Solutions	325	325	0	250
86 Southeastern Vermont Community	250	250	0	100
87 Townshend Community Food Shelf	100	100	0	860
88 Vermont Rural Fire Protection (2015 A)	860	860	0	250
89 Visiting Nurse of VT & NH	250	250	0	200
90 West River Community Project	350	350	0	450
91 Windham County Humane Society	450	450	0	
92 Women's Freedom Center	7,285	7,285	0	6,985
93 Social Services Total	7,285	7,285	0	7,285

6,910

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

Agency of Transportation

Telephone: 802-622-1289  
Email: [Kerry.Alley@vermont.gov](mailto:Kerry.Alley@vermont.gov)

Chair, Selectboard  
Windham, c/o Town Clerk  
5976 Windham Hill Rd  
Windham, VT 05359

January 2020

TO: TOWN / CITY / VILLAGE CLERK AND SELECTBOARD / ALDERMEN / TRUSTEES

Enclosed is your 2020 **Certificate of Highway Mileage**. This Certificate must be completed in order to determine your town's share of state aid for town highways for Fiscal Year 2021, and to ensure that your Town Highway Map remains current. Please note there will be no additional opportunities to submit town highway changes before the 2020 statutory deadline for mapping all Class 1, 2, 3 and 4 Town Highways and Legal Trails, as specified in 19 V.S.A. § 305(c).

Changes in mileage or highway classification, including any additions, alterations, or discontinuances made by your selectboard this past year, should be entered on this certificate. If there are changes that occurred before this past year that we have not shown on the Town Highway Map, please let us know so we can update our maps.

In filling out the Mileage Certificate, it is important to:

- >> Enter mileage and classification changes on PART I and PART II of the Certificate.
- >> Provide supporting documentation sufficient for the Mapping Section to:
  - Map the change
  - Verify the mileage
  - Demonstrate the change was made according to State statute
- >> If you have no changes, you may simply check the box in PART II of the Certificate.
- >> Always sign Part III - Town Clerk, Selectmen, etc.

Please refer to the enclosed instructions, checklist, and guidelines as needed. We have also included a reduced size copy of your current Town Highway Map and a Certificate of Completion and Opening should you need it to document new town roads. Additional information and copies of these enclosures can be found at: <https://vtrans.vermont.gov/planning/maps/mileage-certificates>.

To effectively process all the mileage certificates in a timely manner and to assure the completion of the mileage summaries, it is important that towns submit the certificates on time. **Certificates must be postmarked on or before February 20, 2020. Certificates that are postmarked after February 20, 2020 may not be processed.**

After the Agency has approved and signed the certificate, we will send you a copy. Please contact me if you have any questions.

Sincerely,

*Kerry Alley*

Kerry Alley  
Mileage Certificate Specialist

Enclosures



## 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 2019

District 2  
Certcode 1323-0

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

Town of Windham VT

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 WINDHAM in WINDHAM 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	9.200				0.000
Class 3	22.79				0.000
State Highway	0.356				0.000
<b>Total</b>	<b>32.346</b>				<b>0.000</b>
* Class 1 Lane	0.000				
* Class 4	2.78				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).
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:

T/C/V Clerk Signature:

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:

Representative, Agency of Transportation

DATE: