Select Board Members
_x_ Liz Scharf, Chair
_x_ Zara Vincent, Vice Chair
_x_ Stacey Skadberg
_x_ Larry Rooney
_x_ Paul Cerminara

Middlesex Select Board Meeting
5:00 PM
Tuesday August 18, 2026
Middlesex Town Hall and via Zoom*
5 Church Street
Middlesex, Vermont 05602

Meeting Minutes

Attending: Carol Maloney, Mark Harris, Dorinda Crowell, Matt Rkiouak, Adrienne Magida, Diane Chapin, Rob Halpert, Ben Abair, Brendan Lareau

5:00PM

- Call to order and welcome guests
- Approve minutes of the July 31, 2026, special emergency meeting

Motion to approve minutes of July 31, 2026 special emergency meeting of select board: Zara Vincent moved to approve, Larry Rooney seconded, motion approved

- Approve the minutes of the August 4, 2026, regular select board meeting

Motion to approve minutes of August 4, 2026 regular select board meeting: Zara Vincent moved, Liz Scharf seconded, motion approved, Larry Rooney and Paul Cerminara abstained

- Approve minutes of the special select board meeting of August 10, 2026

Motion to approve minutes of special select board meeting on August 10, 2026: Zara Vincent moved, Larry Rooney seconded, motion approved

- Approve minutes of the special select board meeting of August 12, 2026

Motion to approve minutes of special select board meeting on August 12, 2026: Zara Vincent moved, Liz Scharf seconded, motion approved, Larry Rooney abstained

- Approve agenda for August 18, 2026, and considering any amendments to the agenda
    - Liz Scharf proposed amendment – before going into executive session, wants to move into exec session, under 1VSA sect. 313(3) re: evaluation of public officer or employee
        - Purpose is to bring together board re: hire

Motion to approve agenda for regular select board meeting on August 18, 2026, with amendments: Zara Vincent moved, Larry Rooney seconded, motion approved

5:05

- **Budget Committee Report** – Mark Harris reported on budget committee's lessons learned and opportunities for improvement in the annual budgeting process
    - Held regular July meeting – focused on what the committee could do better in budget process
    - One factor brought up was clearer delineation of roles between select board and committee
        - Budget committee owns capital budget
        - On operating budget side, it's a bit less clear who is responsible for what
        - Should budget committee have more responsibility on operating side? For example, committee members could meet with heads of departments ahead of time
        - If treasurer gave the committee a template they could take that on
        - From capital side, planning is separate and can happen early
            - Feedback asked them to start building the budget earlier
            - Advantage would be figuring out ordinary expenses
            - Drawback is there would be limited budget-to-actuals to use as a guide
        - Committee will get some traction in publicizing budget information as soon as Sept.
            - People felt surprised by budget this past year
        - Aging population in Middlesex; older residents are asking about increasing costs
        - Budget structure was discussed
            - Believes more important is what's changed

- Started talking and framing the discussion in terms of how many cents the increase will mean
- Would like to get monthly actuals to review
  - It's been hit or miss
  - Would be good to see trends and operationally what's been going on
- Comments by select board support the summary Mark presented
- Liz Scharf mentioned that there is no control over school portion
  - Believes it would behoove board to understand implication of town wide reappraisal which will impact education taxes
  - People are asking what the new appraisal will mean; need to communicate to town residents about what this might mean
  - Need to add additional communication to the budget committee's role
- Mark met with Shelley Desjardin about the reappraisal back in March
  - Realized there is going to be a subset of homeowners who will be disproportionally impacted by the reappraisal
  - Need to get that word out to those homeowners ASAP
  - Need to separate reappraisal impact from capital expenditure impact
- Dorinda Crowell said the appraisal may impact FY'28 – but more likely FY'29
- Will have the impact of that change in next fiscal year
  - Liz reported that the listers are currently doing the reappraisals
- Need to check when reappraisal will be completed so the committee and select board know which budget year it will impact *(UPDATE TO MINUTES: Per Listers, The reappraisal is expected to be completed before April 1, 2027. Therefore, the updated assessed values will be reflected in the 2027-2028 property tax bills.)*
-
- Paul Cerminara mentioned that there is better continuity among and between committees
  - There is cross membership which is improving communication
  - The more open dialogue and good information help create a better budget
  - Trying to start earlier may not benefit the process – things come up later
- Zara Vincent added that town administrator will help all the committees improve their communication and share information; likes the three foci:
  - Communication
  - Beginning with committees
  - Community involvement
- Mark Harris said they might have public meeting as soon as October
  - Can assess impact on public and look for grants
- Select board thanked Mark and the committee for their work

5:21

- **Highway report and FEMA roadwork update** Updates on FEMA from Zara Vincent; update on box culvert stonework repair schedule per ANR directives
  - Bimonthly Road Report – 8/5/2026-8/18/2026 – written report from Eric Metivier
    - Equipment
      - Kenworth- Running no issues
      - International – waiting for parts
      - Freightliner – Running no issues currently
      - Grader – Had John Deere do a 4000-hr. service
      - Changed all the oils and took samples to have tested
      - Adjusted the valves and recalibrated the transmission (this helps make sure the warranty is not voided and having the oil sampled can let us know if there are any issues before there is a catastrophic breakdown)
      - Excavator – Running no issues
    - Road Work/Issues
      - Old Brook Rd – Waiting on design/Permits (core drilling completed 2/5/26)
        - Fitzgerald is squeezing this project in so the town can get something out to bid
      - Lower Sunny Brook Rd is on track to have the box culverts completed we will just need to have the guard rails installed
        - Paul said the company selected has been working efficiently and homeowners are pleased
        - Things are going well with this work
        - No bad news from ANR
      - Norton Road will start next Monday 8/24 and expect to have the road closed on 8/25 while they install the culvert. The rest will be done using traffic control

        - Will start next Tuesday
    - Winter sand is being hauled in (Barretts Trucking is using it as filler work so some days we have more truck than others)
        - Sand is coming from NE
    - Grading this week
    - Doing FEMA close out work
    - Working on replacing missing signs throughout the town (still in process as weather and workload allows)
- FEMA update by Zara Vincent
    - Zara said there's nothing new to report
    - Finished McCullough Road
    - Project close out for 4810 (2024) – estimates completed
    - On track and state reps are making sure town is getting all the money its owed

5:29

- **Update on box culvert stonework repair schedule per ANR directives**
    - Paul Cerminara reached out to Rachel at ANR but has not yet heard back.
    - Wants a meeting with her and Eric Metivier to drive around to see how violations might have self-corrected
    - Wants to get final word form Rachel about things he can take off the list
    - Will need to know what permits are needed
    - Then will go to Dirt Tech
    - Paul will reach out to Rachel again as there is an Oct. 1st deadline
    - Liz Scharf believes there are some culverts that absolutely need stone added

5:31

- **Fire department update – Brendan Lareau reported**
    - See attached report

5:32

- **Update on 2025 Emergency Watershed Program (EWP) four projects and next steps for Landowners/Town/RFPs; adopt the Landowner Agreement and Operations and Maintenance Plans – Liz Scharf reported**
    - Four projects
    - So far, four homeowners want to be in the program and they have time to back out
    - Two had to have tree removal before bat habitat moved in
    - Three are set with landowner agreement that requires landowners be responsible for 25% match; Adrienne Magida working on getting the 4th homeowner to sign agreement but they are on the fence.
    - Town can get a funding advance according to Lincoln at CVRPC
        - Before RFP goes out, CVRPC needs all four landowner agreements so construction firms can put together a realistic quote
        - Homeowners can decide to pull out; work could save homes from falling in the river
    - Once final signature is obtained, town can work with CVRPC to get RFP out
        - Adrienne Magida will reach out to get signature of final homeowner so the process can move forward
    - Liz reported this is different than 2024 process when it was a 100% paid for; town was not responsible for managing the 25% match as it was waived that year.
    - Landowner needs to inspect the work each year, and there are other responsibilities for the landowner as a part of the Landowner agreement
    - Paul asked if the design phase will delay work for this year
        - Adrienne Magida said this would be done in August; CVRPC will do the bulk of the work
        - Zara Vincent said state is aware that Brook Rd. is a problem; CVRPC is putting together a forum to discuss it
    - Liz read aloud the highlights of the landowner agreement which had been previously sent to all board members in advance of the meeting.
    - Landowner Agreement and Operations and Maintenance Agreement attached

Motion to approve landowner agreement and operations and maintenance agreement for Emergency Watershed Protection; Zara Vincent moved to approve, Paul Cerminara seconded, motion approved

5:45

- **Discuss next steps for outstanding invoices from NE Engineering for box culvert drawings completed in 2025 for box culvert installations still under corrective action by ANR**
  - Cheryl Grandfield sent copy of the invoice from NE Engineering to the select board
  - Totaled about $55,000 for two line items
  - Owner of company reached out to Liz and said invoices were outstanding
  - Liz expressed conundrum – there was no contract signed for this work and was done by a member of road committee who offered to do these drawings
    - There was no understanding there would be a financial cost
  - Liz heard about culverts from ANR about work and engineering – they would not accept designs from the same firm in the future
  - Liz reached out to the engineering firm to talk about the invoice
    - The Engineer from the firm reached out to Eric Metivier to sign a contract after the work was done and Liz advised he not sign the contract
  - Liz noted that the Town attorney advised that if work is done that is not under contract, but the work was acceptable and the Town benefited from that work, then there is an obligation to pay
  - Stacey asked if town accepted work without paying for it; What work has benefitted the town and what is fair value of that work?
    - To disregard the work exposes the town if there was a material benefit to the town
    - Even if there's no contract the town can be obligated to pay
    - If the drawings were accurate and useful, the town may be obligated
  - Liz said she doesn't know how to read the drawings; are they accurate?
    - If an engineer does the drawing and the contractor doing the work finds the way it's designed isn't operational, what is the remedy?
  - Paul said the design is always a 2-D plan – can't know what is unknown
    - Would like to meet with ANR to talk about applicability of the drawings
    - That would help determine what portion is worth reimbursing
    - Has a hard time with a volunteer offering work and then using that opportunity to bill for work
  - Liz said additional work detailed on the invoice, such as meetings and walk-throughs that never occurred, would not be paid for
  - Zara said the engineer held up the town in the process as the town waited for the drawings
  - Stacey suggested next steps:
    - The invoices should be available to the public
    - They are lump sum amounts and it would be reasonable to ask for a detailed invoice
    - Liz thought there was another version with additional details – she will look for that
  - Zara asked if these should be available to the public?
    - Stacey said yes, it should be an amendment to this meeting's minutes
  - Dorinda asked if the invoice impacted Brook Rd work
    - Answer from select board was yes it has
  - Matt Rkiouak asked select board to keep in mind that there should be language in contracts about resolving disputes
  - Paul Cerminara asked for summary of next steps
    - Locate more itemized breakdown of invoice *(UPDATE, this has been located and passed along to the board)*
    - Pull all permits to see what designs were attached to them
    - Paul and Zara will put together time line and email communications
      - Look at time lines for projects the work was related to
      - Related to 5 culverts still reviewed by ANR
        - Drawings went to Rachel at ANR

5:58

- **Town clerk's update on progress of land records recording and debrief of primary election day – Brigid Browning reported**
  - Day book is current
  - Cashiering good through 6/19/2026; digitizing (scanning) good through 5/18/2026
  - Indexing good up to the May 18th (previously it was April 27)
  - Changes to schedule with election done and pre-work for fall election not happening just yet, Brigid thinks she can become "current" before the end of the month.
  - Amy Cavanagh was gone for 2 weeks and is now back; her 8 hour/week work is dedicated land recording
  - Brigid asked the board to consider a grant opportunity from a personal donor who would like to pay for one more day a week for Amy – funds would be a check from Middlesex Community Fund to the town to pay for that work

- Elections went well
  - Volunteers made it work
  - Low point late in the evening when early entry had to go to the state
  - Sean at Sec. of State asked for meeting with Town before Nov. election to make sure there is a plan in place for late night work
  - Feeding Absentee Ballots in the tabulator the night before went late
  - Need to recruit people who have been through recording process; she will work harder to recruit experienced people for November elections
  - Brigid mapped out errors from this election and changes needed for November
- Zara Vincent said a resident, Steve Martin, came to see her and he went to town clerk and said deadline was not met for filing of land record
  - Zara asked Brigid if she made her husband a Select Board assistant (sic-meant TC Asst) and Brigid said no, when Steve Martin came by and met him, he was there voting not helping.
  - Zara advised town clerk that she has been told that if person is individually harmed by land records not being filed in a timely manner, the TC could be personally liable.
- Kevin Thompson said he is upset that it took so long to get votes recorded with Sec. of State (SOS)
  - Every election was called before Middlesex votes were recorded
  - Town clerk could have gotten more help from SOS
  - He said the town clerk failed the town
- Dorinda Crowell said she contested town clerk's statement that no one who has helped with elections in the past was available to help late in the evening on Aug. 11th
  - She was available and would have helped through the process
  - She has put that information in for past town clerks
  - She warned about time needed for absentee ballots
- Matt Rkiouak has had many conversations with townspeople
  - People have said help is offered and they're taken up, and they're having an unpleasant experience
  - Now have had an election with problems
  - Town has more staff in town office than ever before
  - What he's hearing is town clerk is not getting the job done
- Liz Scharf said she or staff can get in touch with Vermont's Town Clerk Association (sic, Vermont Municipal Clerks' and Treasurer's Association)
  - They can help get training
  - When there is so much concern about voting integrity, it is town's duty to make sure town is doing everything it can to ensure that elections are safe and that votes are being counted
  - Cannot have a repeat of what happened in November
  - Feels strongly this could be a devastating mark on town that elections didn't go well
  - Providing preliminary counts didn't happen; that gives Liz great concern
  - Another concern is absentee ballots; she didn't understand the process used by the TC for recording and sending them out
    - The checklist used on voting day should have included information about the people who have received absentee ballots and returned them
    - Has to be a better process for elections
- Dorinda Crowell said there is an official process, and the information needs to be entered into the Vermont election system within three days of receiving a request and mailing out a ballot. This did not happen.
  - Need to instill trust in election process
- Stacey Skadberg shared some comments
  - Clerk does not answer to the select board
  - Select board is a catch-all of complaints that continue to accumulate
  - Appreciates time that went into looking at why votes weren't submitted on time
  - Has a hard time reconciling 20 page work flow document when there's a several month back log in title indexing
  - Don't know impact of this backlog
  - There are more hours dedicated to town office than ever before
  - Most of the issues seem to be the result of poor planning
  - The law requires certain things and staying on top of absentee ballots is one of them
  - She expressed concern that she heard that the TC left to go home in the middle of the day the day after the election before the votes were submitted to the SOS.
  - Stacey received questions about why Middlesex was the only town without its votes submitted
  - Stacey called Sec. of State to ask about it

        - SOS came to town to help
    - Frustrated at where the town is at with this and nothing has changed since last conversation
        - The town made town clerk a full-time position
    - As a voter, she is frustrated that this is happening
- Kevin Thompson expressed another concern
    - When he was in the office Wed afternoon there were copies of write in ballots just sitting in a pile. He said that ballots cannot be copied until 22 months after an election. Dorinda said that those copies could theoretically have been read by the tabulator.
- Matt has heard from other town clerks that for a town clerk to get the house in order with recordings – there is a month of work that needs to be done by an experienced town clerk.
    - Terrified that a town administrator is being hired into this environment
- Liz said one of the reasons for town administrator position is to take on non-statutory work
    - Is a reminder that the town clerk job represents the town; they have a lot of work that requires executive functions, organizational skills, time management skills, a lot of systems need to be in place
        - That's why the town meeting warning included moving the Town Clerk and Treasurer positions to appointed instead of elected. This would allow people who do not live in the town to be hired for the position– both were voted down
        - The boss of elected officials is the townspeople, not the select board.
    - The situation has been very challenging
- Larry asked Brigid Browning if she would like a chance to speak. Brigid responded:
    - As a business professional she volunteered to run for a clerk
    - Based on her skill set she had good a chance as anyone and put her name in the hat
    - It's been five months of a lot of learning
    - If you polled people who have been in the office, (dropping off checks, getting dog licenses) she would say there are more people pleased with what she can provide them than not.
    - Spoke with number of people about having additional support
    - Identified where she could benefit from support – she has opened up avenues of additional support to get 8 more hours for the Asst TC to answer phones in the morning so that she and Cheryl can have chunks of time to do other work
    - The office is quite busy (per Cheryl's report).
    - She works on the weekends, and it's tiring. She worked 55 hours but only charged the town 40. She had a volunteer helping her.
    - The more familiar with the job and recognize where she's falling down, she'll be more prepared to do job as town clerk.
- Zara Vincent shared an idea
    - Maybe Brigid Browning could work fewer hours and an assistant could do more hours
    - Zara mapped out some hour shifting that allowed Brigid to still have benefits
    - Brigid expressed concern that an additional person would need more training
- Matt Rkiouak said he is concerned about adding more staffing or more money
- Liz Scharf is not comfortable with donation through the MCF and other select board members agreed they didn't support this
- Dorinda Crowell asked what about select board calling a special election; would have to be a special town meeting to vote on this
- Stacey Skadberg sees a lot of the issues for making a strong case to present to town to reconsider their vote on making town clerk position hired or appointed
- Liz said if the warning for the position to become appointed had passed at Town meeting last March, the Select Board would likely have "appointed" Brigid as the town clerk, and she would no longer have been an "elected" official. The three year term for the TC would no longer apply for an appointed position.

6:31

- **Treasurer's Update – Liz read report aloud**
    - See attached report

Motion to approve annual financial plan for town highways for fiscal year 2027 as presented by Cheryl Grandfield, which includes $1,227,076.95 town budget, report breaks out estimated income for class 3 and 4 roads; $1,100,000 approximately from state, Zara Vincent moved, Paul Cerminara seconded, motion approved

6:33

- **Update re: town administrator hiring**
    - No action taken

- Executive session will be held following open meeting portion to discuss financial details of hiring

6:35

- **Discuss performance of select board chair regarding unilateral communications, interactions with committees, and third parties, and adherence to board decisions and governance expectations**
  - Stacey Skadberg asked for this agenda item; she wants an opportunity for board to reflect on open meeting law and other concerns
    - Been instances when chair has tried to make things happen and talked with people outside of select board meetings
    - Big concern is that chair has information she doesn't share with whole board; then board is tasked with making decisions and doesn't have all the information
    - Board works well together
    - Wants chair to stop trying to fix things on her own; wants full board to be involved in issues
    - Need to clarify roles of vice chair and chair with new town administrator coming on board
    - Liz Scharf has put so many hours into the work since Sarah Merriman left the town clerk position
    - Town administrator should help alleviate conversations to prepare agenda; is optimistic this will help reduce work load and protect the board
  - Liz Scharf responded that she has not broken the open meeting law
    - Has talked with one or more people
    - Is very busy and doesn't always take time to let people know about everything
    - Agrees that TA will be helpful; will alleviate a lot of work
    - Appreciates and agrees with comments; wants as much transparency as possible
  - Stacey Skadberg said board doesn't have to keep operating as past boards have
    - Select board members should all be able to hold each other accountable
  - Paul Cerminara said information is coming in very fast
    - He tries to help with what he knows from his profession
    - Even with good intentions those actions can be considered as not inclusive
  - Larry Rooney thinks email process is good
    - Asked if it's possible to get package of information a few days ahead of time so he could be familiar with information before the meetings
  - Zara Vincent added she would like to add an agenda item that summarizes actions that are going to be taken
    - It's been a tough year for the board; it's a great board; respect each other
    - She looks forward to TA helping them
  - Liz Scharf appreciates the feedback
  - Matt Rkiouak said as a town resident likes when a meeting is warned and then a discussion follows before a vote is taken
    - Would like to see a measured pace
    - Information and then a discussion in a way that is consistent and measured

6:47

- **S. Bear Swamp Rd. culvert and 5-year plan**
  - There are two culverts in question on South Bear Swamp class 4 section. The culvert before the Kline/Lund driveways, and then the larger culvert after the Kline/Lund driveways that is not used by residents who live on SB to get to their homes (after all the homes)
  - 5-year plan: Every culvert that is closed, urgent, critical, or poor has been put on a spreadsheet
    - There are about 140 town culverts that need to be fixed on the 5-year plan
  - Zara gave background about the 5-year culvert replacement plan: Road committee worked with planning commission to win a grant through CVRPC for hazard mitigation
    - Sent out people to see every culvert in town to rate
    - Keith from CVRPC priced out all culverts that are needing work
    - Based on use of each road and other factors he put together a five year plan
    - Attachment to these minutes is all the results of that work
  - Smaller culvert on S. Bear Swamp Road before the Kline/Lund driveways is on the plan for year 5 –(year 2031). 2027 calendar year is Year 1
  - Paul Cerminara said action plan has been created for the big culvert after the homes.
    - Will install two jersey barriers – long concrete barriers – will be installed at culvert crossing – will help with deterioration of the road; concerns about safety
    - Will bolster the sides
    - Culvert will need replacement at some point but no houses are past that point on the road

        - Will need hydraulic study and will need multiple permits – a lengthy and expensive process with watershed
            - On a class 4 through road and not top priority/
    - Liz Scharf said part of class 4 road policy includes culverts, and this was clarified to say "conveyance of stormwater"
        - Could be an opportunity to turn that section of the class 4 past the houses into a trail
        - People use it for walking, hiking, horseback riding
        - Maybe select board considers this after a public hearing and after the new Class 4 policy
    - Eric Metivier put up safety signs at the first, smaller culvert
        - He will look at it again to see if there's a quick remedy
    - Diane Chapin lives on S. Bear Swamp
        - Diane asked about turning a portion of the road to a trail
        - Liz Scharf responded that a public hearing would be needed and before a decision is made
        - A "Trail" is still owned by a town and could be upgraded to a different class at a future date
        - Diane asked that residents be notified if that would be considered. Yes, through a public hearing process
        - Has heard comments about it not being a through road; she sees a lot of vehicles passing by her house and going through
        - Diane asked: Has town ever reclassified a trail to a Class 4 or 3?
            - Answer by board was, not to their knowledge
    - Zara Vincent mentioned that, related to declassifying the non-home section of S. Bear Swamp Road to a trail, some have said they wanted to keep Jeeps and other off-road vehicles from going through
    - Dorinda Crowell asked about funding for culverts being purchased; when is that happening?
        - Budget committee should be working with Eric Metivier to plan purchases and plan the impact on 2028 budget
            - Budget committee could also meet with road committee
            - Paul said road committee will discuss at next meeting

6:55

- **S. Bear Swamp Class 4 Special Hearing from June 23, 2026 report of findings and the order**
    - Liz explained that the public hearing on June 23 was initiated by select board – not by petition
        - Select board voted to hold a public meeting to upgrade 0.3 mile section of class 4 section of S. Bear Swamp Rd.
        - Board met on June 23 on site and then a special hearing was held
        - At end there was no motion made by the board
        - Agreed there would be a report within 60 days
    - Rob Halpert attended to share report
        - When the board reclassifies it needs a written report
        - Statute is unclear if written report is needed if there is no reclassification
        - Written order is in place in case board decides in the future to reclassify the road
        - Rob said if there are second thought about the draft report those changes can be made until Friday – procedure is once it's approved it needs to be recorded in town records by Friday
        - Rob read the report, which is attached
    - Liz asked for comments following the reading of the report
        - No comments or questions were shared
        - Liz asked if opinions had changed
            - The response from board members was no

Motion to approve the report as submitted, and order as shared, by Rob Halpert; Larry Rooney moved, Paul Cerminara seconded, motion approved

7:23

- **Pursuant to 1 VSA, Sect. 313(3) and 1 VSA, Sec 313 3E re: executive sessions**
    - Rob Halpert added to the discussion: If a decision is made to hire tonight, it needs to be made in public
        - Compensation and other details can be discussed in executive sessions
        - Liz acknowledged that she mentioned in the beginning of the meeting that there would have to be a public meeting where the new hire was announced.

Zara Vincent moved, Larry Rooney seconded, motion approved to move into executive session(s)

9:00 p.m.: Zara moved and Larry seconded to move out of ES with no action and adjourn select board meeting.

Attachments:

- Treasurer's report
- Town Clerk's report
- Fire Department and Fast Squad monthly report
- Five-year culvert work plan as of August 2026
- EWP Landowner Agreements and cost sharing agreement
- Attorney report and order from June special hearing re: S. Bear Swamp Rd reclassification

THE ABOVE MINUTES OF AUGUST 18TH, 2026 MIDDLESEX SELECT BOARD MEETING WERE APPROVED BY THE SELECT BOARD ON SEPTEMBER 1ST, 2026.

_____
LIZ SCHARF, CHAIR

_____
ZARA VINCENT, VICE CHAIR

_____
LAWRENCE ROONEY

_____
PAUL CERMINARA

_____
STACEY SKADBERG

Submitted by: Carol Maloney

Bimonthly Road Report

8/5/2026-8/18/2026

Equipment

Kenworth- Running no issues

International- Picking up today

Freightliner-Running no issues currently

Grader- Had John Deere do a 4000-hr. service. They changed all the oils and took samples to have tested. Adjusted the valves and recalibrated the transmission (this helps make sure the warranty is not voided and having the oil sampled can let us know if there are any issues before there is a catastrophic breakdown)

Excavator- Running no issues.

Road Work/Issues

Old Brook Rd- Waiting on design/Permits (core drilling completed 2/5/26)

Lower Sunny Brook Rd is on track to have the Box Culverts completed we will just need to have the guard rails installed.

Norton Road will start next Monday 8/24 and expect to have the road closed on 8/25 while they install the culvert. The rest will be done using traffic control

Winter sand is being hauled in (Barretts Trucking is using it as filler work so some days we have more truck than others)

Grading this week

FEMA close out work

Working on replacing missing signs throughout the town (sill in process as weather and workload allows)

8/18 FD SB Meeting Notes

Total calls this year 65
Calls during this period: 9
Mutual Aid out: 0
Mutual Aid in: 0
Max members respond: 7
Min members respond: 5
Avg members respond: 3

E-1 out 8 times
E-6 out 1 times
T-1 out 2 times
R-1 out 5 time
Tk-14 out 0 times
POV out 8 times

Fire calls-
7/21-Tree on fire @ 4 Government Hill
7/21- Re kindle of same Tree on fire @ 4 government hill
8/8- Tree on Powerlines on Route 2
8/9- Tree across the road requiring removal.
8/9- for a MV accident reported by a crash detection service
8/10- Car vs Deer on 89 southbound
8/13- 2 car MV Accident in a work zone on 89 south
8/13- 2 car MV accident on 89 south with a smoking vehicle
8/14- Fire alarm activation with no visible smoke or fire.

FAST Sq:
13 total for the reporting period
9 medical only calls

Training: Live search and rescue training / Emt Trauma,airway and bleeding refresher

Repairs: None

Purchases: None

Notes:

LANDOWNER AGREEMENT
EMERGENCY WATERSHED
PROTECTION Middlesex, VT

SITE:_____

I.Purpose

This document confirms landowner support for the implementation of Natural Resources Conservation Service (NRCS) project DSR 5042- 008-_____, for streambank protection AND/OR debris removal at _____. The Landowner agrees to pay the Town of Middlesex an amount equal to twenty-five percent (25%) of the final construction cost of the Project. For purposes of this Agreement, "final construction cost" means the amount actually payable by the Town to the Contractor for construction of the Project, including approved change orders. The Landowner acknowledges that the final construction cost may be more or less than the estimated construction cost and that the Landowner's obligation is based on the final construction cost, not the estimate, unless the Town and Landowner agree otherwise in writing.

Before the Town authorizes construction to begin, the Landowner shall pay the Town a deposit equal to twenty-five percent (25%) of the estimated construction cost, based on the bid accepted by the Town. The deposit shall be due within thirty (30) days after the Town awards the construction contract, unless the Town establishes a later due date in writing. This deposit shall be applied to the Landowner's final cost-share obligation.

After completion of the Project and determination of the final construction cost, the Town shall provide the Landowner with a written accounting showing the final construction cost, the Landowner's 25% share, the amount previously paid by the Landowner, and any remaining balance due or refund owed.

If the Landowner's deposit is less than 25% of the final construction cost, the Landowner shall pay the remaining balance to the Town within thirty (30) days after receipt of the Town's accounting. If the Landowner's deposit exceeds 25% of the final construction cost, the Town shall refund the excess to the Landowner within thirty (30) days after final payment to the Contractor or final project closeout, whichever occurs later.

The Town shall have no obligation to award the construction contract, issue a notice to proceed, or authorize construction on the Landowner's property until the Landowner has paid the required deposit and signed all agreements, permissions, and access documents required by the Town.

II. Project Implementation

The Town of Middlesex will select a Construction contractor to implement this project during the fall of 2026, pending contractor availability. Construction oversight services will be provided by the Natural Resources Conservation Service. Design Drawings have been provided for your review and approval. The Engineer may be available upon request to discuss plans for final design.

III. Landowner Agreement

The Landowner of _____ has reviewed the Design Drawings for NRCS project DSR 5042-008-____ and authorizes the Town of Middlesex, its contractor, NRCS, CVRPC (Central Vermont Regional Planning Commission), and their authorized representatives to enter the property as necessary to implement the Project. The Landowner agrees to pay the Landowner cost share described above and to comply with the Operation and Maintenance Agreement attached to or incorporated into this Agreement.

Signature: _____ Date: _____

Signature: _____ Date: _____

OPERATION AND MAINTENANCE
AGREEMENT
EMERGENCY WATERSHED PROTECTION
Middlesex, VT

SITE:_____

I. Operation

The Landowner at _____ is responsible for the operation and maintenance (O&M) for this project. Operation includes the administration, management, and performing of non-maintenance actions needed to keep a completed practice safe and functioning as planned for the life span of the practice.

II. Maintenance

The Landowner shall be responsible for promptly performing or have performed maintenance determined by the Town of Middlesex, the State of Vermont, or the Natural Resources Conservation Service (NRCS). The Landowner shall not make any in-stream changes that may require permitting before contacting the State's River Management Engineer. Maintenance includes performance of work and providing the materials to prevent the deterioration of practices and/or repair damage to, or replacement of, the practice if one or more of its components fail. This includes both routine and recurring needs in a timely manner. Damages to completed practices caused by normal deterioration, drought, flooding caused by rainfall in excess of design rainfall, or vandalism are considered to be maintenance. Maintenance may include replacing displaced rocks, re-chinking, removing gravel and debris, filling undercut areas, repair of eroded banks, and vegetative treatment.

It is anticipated that the following items of maintenance, repair, or replacement will be needed during the effective life of the practice.

Vegetation

a. Reshape as necessary and either reseed or resod, and fertilize areas of poor stand, including those areas damaged by erosion, freezing, or drought.
b. Fertilize vegetation as required to maintain a vigorous stand.
c. Mow grass at regular intervals to maintain optimum cover.

d. Spray or cut undesirable brush. Maintain desired brush. Cuttings for propagation on other sites are allowed with NRCS prior approval.

Structures

a. Remove and properly dispose of logs, trees and debris impacting flows.
b. Maintain diversions. Reshape areas to eliminate depressions and rills caused by concentrated runoff.
c. Repair structures; streambanks; reshape and repair rock basins and rock flumes as needed, to keep functional. Add rock as needed.

III. Inspection

As part of the Operation and Maintenance duties, the Landowner is responsible for making the necessary inspections. If a problem is encountered, the Landowner is encouraged to contact the Town of Middlesex representative to assist in developing a solution. Any such contact or guidance shall not transfer responsibility for inspection, maintenance, repair, permitting, or compliance from the Landowner to the Town. The Landowner shall not make any changes to, or within proximity of, the practice that will alter the original designed function without prior approval of the Town and NRCS. The Landowner shall notify the Town of any work to be done in a timely manner.

Inspections shall be performed on an annual basis before May 15 and also after major storm events. Inspection shall include but is not limited to:

Condition of the rock:

a. check all rocks for accelerated weathering and displacement including chinking

Condition of the channel bed and banks:

a. streambed scour at the toe rock or erosion of adjacent banks
b. failure of adjacent structures
c. gravel or debris build-up in the vicinity of the practice
d. soil settlement or ground cracks in the vicinity of the practice
e. presence of burrows due to animals
f. damage due to vandalism, vehicles, livestock, etc.

Condition of the vegetation:

a. health/vigor of vegetation used as/in conjunction with the practice
b. bio-engineering/planting techniques during the establishment period

If it is determined during the inspection that the items above could affect the functioning of the site, corrective action and repairs will be made immediately in order to reduce the possibility of further damage and/or failure. A written report will be made of the identified problem and a follow-up report will be provided when all corrective action has been accomplished.

IV. Land Rights

Landowners must have or obtain land rights adequate for carrying out their O&M responsibilities.

V. No Town Responsibility for Operation, Inspection, Maintenance, or Repair

The Landowner acknowledges and agrees that, after completion of the Project, the Town of Middlesex shall have no responsibility to operate, inspect, maintain, repair, replace, or reconstruct the Project or any portion of the completed Project, except to the extent the Town expressly agrees in writing.

All responsibility for operation, inspection, maintenance, repair, replacement, and correction of damage to the completed Project shall rest with the Landowner, including responsibility for annual inspections, inspections after major storm events, routine maintenance, emergency maintenance, debris removal, vegetation management, replacement or resetting of stone, repair of erosion or undercutting, and any other work necessary to keep the Project safe and functioning as designed.

Any communication, inspection, recommendation, technical assistance, or other involvement by the Town, NRCS, the State of Vermont, CVRPC, or their representatives shall not create a duty by the Town to inspect, maintain, repair, replace, or reconstruct the Project, and shall not relieve the Landowner of the responsibilities stated in this Agreement.

The Landowner shall be responsible for obtaining any permits or approvals required for maintenance or repair work and shall not perform in-stream work or other regulated work without first obtaining all required approvals. The Landowner shall indemnify and hold harmless the Town of Middlesex from costs, claims, damages, penalties, or losses arising from the Landowner's failure to inspect, maintain, repair, or operate the Project as required by this Agreement, except to the extent caused by the Town's own negligence or willful misconduct.

VI. Landowner O&M Acknowledgement

The Landowner acknowledges that the Town is entering into this Agreement in reliance on the Landowner's assumption of the operation and maintenance responsibilities described above, and the Landowner agrees to indemnify and hold the Town harmless from costs, claims, or losses arising from the Landowner's failure to perform those responsibilities, except to the extent caused by the Town's own negligence or willful misconduct.

Signature: _____ Date: _____

Signature: _____ Date: _____

Town of Middlesex, VT
FEMA PROJECTS
Labor and Expense Summary

LABOR

		Project Manager	Engineer	Construction Representative		Subtotal Labor Fee	Percent Complete	Fee Due as of 11/7/2025
Task 1 Initial scoping and site visits								
1.0 Kickoff meeting		8				1440	100%	1440
Task 2 Preliminary Design DirtTech Sites (5)								
2.1 Site visits		4				720	100%	720
2.2 Prepare plans			30			3000	100%	3000
2.3 Prepare/submit permit applications		10				1800	100%	1800
Task 2 TOPO / Base Mapping 10 Sites								
2.1 Field survey			20			2000	100%	2000
2.2 Prepare base map			30			3000	100%	3000
Task 4 Final Design 10 Box Culverts								
4.0 Prepare final plans and specs		64	128			24320	75%	18240
4.1Bid Docs (4)		24	48			9120	25%	2280
4.2 Final Estimate		20	40			7600	25%	1900
Task 5 Final Design Old Brook Road								
5.0 Alternatives analysis		8	24			3840	100%	3840
5.1 Prepare final plans and specs		12	32			5360	100%	5360
5.2 Bid Docs (4)		6				1080	100%	1080
5.3 Final Estimate		6	6			1680	100%	1680
Task 6 Permit Assistance								
3.0 Prepare/submit/manage permit applications								
VTDEC Stream Alteration		20				3600	100%	3600
USACE		20				3600	0%	0
Task 7 Contract Plans, Bidding & Award (4)						0		0
7.1 Contract Plans		12				2160	25%	540
7.2 Construction Bid Package		12				2160	25%	540
7.3 Bid Process		64				11520	25%	2880
Task 8 Construction Services						0		0
8.1 Construction project administration		64				11520	0%	0
8.2 On-site representative				64		6400	0%	0
		354	358	64		105920		53900
		$180.00	$100.00	$100.00				
		$63,720.00	$35,800.00	$6,400.00				
					$105,920.00			51%

EXPENSES

Travel (15 trips)	miles	X		$1,170.00

SUB CONSULTANT $-

Adjust $(90.00)

TOTAL DESIGN FEE $107,000.00

New England Consulting Engineers

CENTER RD	2.5	44.33349	-72.6312	Steel Corrugated	15	15	40	Poor	Unknown rust		Drainage	1	18	HDPE		$ 1,077.60
CENTER RD	2.15	44.32602	-72.6423	Concrete Sectional	18	18	32	Poor		Ephemeral stream	Drainage	1	24	HDPE		$ 1,426.88
EAST HILL RD	3.3	44.32397	-72.6257	Aluminum Corrugated	18	18	40	Poor	Outlet squished		Drainage	1	24	HDPE		$ 1,783.60
MOLLY SUPPLE HILL RD	2.4	44.33368	-72.6208	Aluminum Corrugated	18	18	60	Poor	Inlet and outlet highly warped		Drainage	1	24	HDPE		$ 2,675.40
CENTER RD	2.16	44.32496	-72.6449	Steel Corrugated	15	15	45	Closed			Drainage	1	18	HDPE		$ 1,212.30
MOLLY SUPPLE HILL RD	2.2a	44.33165	-72.6235	Steel Corrugated	24	24	45	Urgent			Drainage	1	24	HDPE		$ 2,006.55
CENTER RD	2.35a	44.30065	-72.6779	Plastic Corrugated	24	24	60	Critical	Header has fallen		Drainage	1	Header reset/cleaning	0		$ -
CENTER RD	2.35b	44.30049	-72.6762	Plastic Corrugated	24	24	60	Urgent			Drainage	1	24	HDPE		$ 2,675.40
EAST HILL RD	0019	44.28351	-72.5951	Steel Corrugated	15	15	35	Poor	Slight rust		Driveway	1	18	ADS		$ 861.70
EAST HILL RD	0025	44.31256	-72.6208	Plastic Corrugated	12	12	40	Poor	Top exposed		Driveway	1	18	ADS		$ 984.80

EAST HILL RD	1126	44.31247	-72.6206	Steel Corrugated	12	12	40	Poor	Moderate rust		Drainage	1	18	ADS		$ 984.80
CENTER RD	0091	44.30155	-72.6638	Plastic Corrugated	18	18	25	Urgent			Driveway	1	18	ADS		$ 615.50
CENTER RD	0112	44.32063	-72.658	Steel Corrugated	15	15	25	Poor	Heavy rust		Driveway	1	18	ADS		$ 615.50
CENTER RD	0144	44.32269	-72.6496	Steel Corrugated	15	15	30	Critical	Extreme rust, outlet bent		Driveway	1	18	ADS		$ 738.60
CENTER RD	0148	44.32474	-72.6455	Steel Corrugated	15	15	15	Poor			Driveway	1	18	ADS		$ 890.10
ZDON RD	1220	44.32786	-72.6579	Steel Corrugated	12	12	50	Closed			Driveway	1	15	ADS		$ 1,231.00
CENTER RD	1222	44.3215	-72.6539	Steel Corrugated	18	18	15	Poor	Inlet heavily, warped; outlet somewhat broken		Driveway	1	18	ADS		$ 369.30
EAST HILL RD	1244	44.32099	-72.6258	Steel Corrugated	12	12	30	Poor	Heavy rust; outlet bottom rusted through		Driveway	1	18	ADS		$ 738.60

CULVER HILL RD	18.7	44.32387	-72.59	Aluminum Corrugated	15	15	35	Critical			Drainage	1	18	HDPE		$ 942.90
SHADY RILL RD	14.25	44.33161	-72.5789	Steel Corrugated	24	24	50	Poor	Bottom rusted out		Drainage	2	30	HDPE		$ 3,535.50
CULVER HILL RD	18.10	44.32702	-72.5924	Steel Corrugated	15	15	30	Poor	Slight rust		Not Yet Det	2	18	HDPE		$ 808.20
CULVER HILL RD	18.9	44.3258	-72.5915	Steel Corrugated	15	15	30	Closed			Drainage	2	18	HDPE		$ 808.20
MOLLY SUPPLE HILL RD	2.9	44.34088	-72.6116	Steel Corrugated	15	15	35	Poor	Heavy rust		Drainage	2	18	HDPE		$ 942.90
STORY RD	4.3	44.35558	-72.6085	Aluminum Corrugated	15	15	35	Critical	Outlet squash, and broken		Drainage	2	18	HDPE		$ 942.90
SHADY RILL RD	14.13	44.34437	-72.5894	Steel Corrugated	15	15	60	Critical	Moderate rust		Drainage	2	18	HDPE		$ 1,616.40
MCCULLOUGH HILL RD	36.18	44.30826	-72.6366	Plastic Corrugated	24	24	36	Poor			Drainage	2	Needs outlet work	Heavy erosion at outlet needs stone work	Heavy erosion at outlet needs stone work	$ -
SHADY RILL RD	14.23	44.3335	-72.5797	Steel Corrugated	24	24	50	Poor	Heavy rust, bottom gone		Drainage	2	30	HDPE		$ 3,535.50

MCCULLOUGH HILL RD	36.8	44.29986	-72.6515	Plastic Corrugated	24	24	50	Poor			Drainage	2	Needs outlet work	Heavy erosion at outlet needs stone work	Heavy erosion at outlet needs stone work	$ -
SHADY RILL RD	14.15	44.3435	-72.5886	Steel Corrugated	24	24	45	Closed			Drainage	2	24	HDPE		$ 2,006.55
MCCULLOUGH HILL RD	36.3	44.29909	-72.6635	Aluminum Corrugated	18	18	30	Critical	Unknown rust		Drainage	2	24	HDPE		$ 1,337.70
CULVER HILL RD	18.12	44.32848	-72.5937	Steel Corrugated	15	15	30	Closed			Drainage	2	18	HDPE		$ 808.20
SHADY RILL RD	14.1	44.34278	-72.6111	Steel Corrugated	15	15	40	Critical	Bottom gone, heavy rust		Drainage	2	18	HDPE		$ 1,077.60
SHADY RILL RD	14.9	44.34938	-72.5966	Plastic Corrugated	24	24	65	Urgent			Drainage	2	Drop inlet needs cleaned and possibly rebuilt		Drop inlet needs cleaned and possibly rebuilt	$ -
MACEY RD	8.20	44.36179	-72.6034	Aluminum Corrugated	15	15	38	Critical			Drainage	2	18	HDPE		$ 1,023.72

CULVER HILL RD	18.1	44.31289	-72.5799	Steel Corrugated	15	15	40	Critical	beggining to rust		Drainage	2	18	HDPE		$ 1,077.60
MCCULLOUGH HILL RD	36.16	44.30595	-72.6397	Aluminum Corrugated	15	15	32	Poor			Drainage	2	18	HDPE	Currently buried/removed	$ 862.08
CULVER HILL RD	18.11	44.32785	-72.5931	Steel Corrugated	15	15	30	Critical	Moderate rust		Drainage	2	18	HDPE		$ 808.20
MCCULLOUGH HILL RD	36.1	44.29967	-72.6682	Steel Corrugated	18	18	32	Poor	Beginning to Rust		Drainage	2	24	HDPE		$ 1,426.88
MCCULLOUGH HILL RD	36.2	44.29951	-72.6659	Steel Corrugated	18	18	30	Poor	Moderate Rust	Intermittent stream output	Drainage	2	24	HDPE		$ 1,337.70
SHADY RILL RD	14.14	44.34418	-72.5888	Unknown	15	15	70	Urgent			Drainage	2	18	HDPE		$ 1,885.80
SHADY RILL RD	14.21	44.3355	-72.5812	Steel Corrugated	18	18	45	Closed			Drainage	2	24	HDPE		$ 2,006.55
SHADY RILL RD	14.9a	44.34815	-72.5946	Unknown	18	18	55	Urgent			Drainage	2	24	HDPE		$ 2,452.45
SHADY RILL RD	14.17a	44.34228	-72.5881	Steel Corrugated	18	18	55	Poor	Heavy rust		Drainage	2	24	HDPE		$ 2,452.45
SHADY RILL RD	14.17b	44.34108	-72.5864	Steel Corrugated	15	15	36	Poor	Moderate rust	Outputs to stream	Drainage	2	24	HDPE		$ 1,605.24

SHADY RILL RD	1180	44.34485	-72.5901	Plastic Corrugated	12	12	21	Poor	Inlet somewhat broken		Driveway	2	15	ADS		$ 347.34
SHADY RILL RD	0123	44.34788	-72.608	Unknown	15	15	15	Critical			Driveway	2	18	ADS		$ 369.30
SHADY RILL RD	0124	44.34667	-72.6087	Steel Corrugated	15	15	30	Poor	Heavy rust. Outlet bottom broken		Driveway	2	18	ADS		$ 738.60
MCCULLOUGH HILL RD	0168	44.30009	-72.6503	Plastic Corrugated	15	15	30	Closed			Driveway	2	18	ADS		$ 738.60
BROOK RD	2.1	44.32409	-72.6333	Aluminum Corrugated	15	15	30	Critical	Outputs to stream		Drainage	3	Needs stone work/cleaning			$ -
BROOK RD	2.8	44.32606	-72.6324	Steel Corrugated	15	15	40	Critical	beginning to rust, outlet bottom, slightly broken		Drainage	3	18	HDPE		$ 1,077.60
BROOK RD	2.26	44.30832	-72.6487	Aluminum Corrugated	15	15	32	Poor			Drainage	3	18	HDPE		$ 862.08
LOWER BARNETT HILL RD	37.4	44.27932	-72.6372	Steel Corrugated	18	18	32	Poor	Heavy rust		Drainage	3	24	HDPE		$ 1,426.88

LOWER BARNETT HILL RD	0013	44.27996	-72.6372	Steel Corrugated	12	12	30	Poor	Outlet broken; moderate rust		Drainage	3	18	ADS		$ 738.60
MACEY RD	8.3	44.34718	-72.59	Steel Corrugated	10	10	32	Closed	Outlet bottom gone		Drainage	3	18	HDPE		$ 862.08
MACEY RD	8.22	44.36398	-72.6039	Aluminum Corrugated	15	15	36	Poor	Outlet crushed		Drainage	3	18	HDPE		$ 969.84
MOLLY SUPPLE HILL RD	1211	44.33914	-72.6132	Steel Corrugated	15	15	30	Poor	Moderate rust		Driveway	3	18	ADS		$ 738.60
MOLLY SUPPLE HILL RD	0131	44.34134	-72.6114	Steel Corrugated	15	15	25	Poor	Heavy rust		Driveway	3	15	ADS		$ 413.50
MOLLY SUPPLE HILL RD	0133	44.34109	-72.6115	Steel Corrugated	12	12	25	Poor	Heavy rust		Driveway	3	18	ADS		$ 615.50
MOLLY SUPPLE HILL RD	0134	44.33948	-72.6127	Steel Corrugated	15	15	30	Poor	Heavy rust		Drainage	3	18	ADS		$ 738.60
MOLLY SUPPLE HILL RD	0135	44.33931	-72.6129	Steel Corrugated	15	15	18	Poor	Heavy rust		Driveway	3	18	ADS		$ 443.16

N BEAR SWAMP RD	7.5	44.36557	-72.6236	Aluminum Corrugated	15	15	22	Poor	Inlet broken eroded dangerously close to surface of road		Drainage	3	18	HDPE	may need t	$ 592.68
NELLIE CHASE RD	6.12	44.36971	-72.6159	Steel Corrugated	15	15	32	Critical			Drainage	3	18	HDPE	may be bur	$ 862.08
NELLIE CHASE RD	6.3	44.36036	-72.6143	Steel Corrugated	18	18	20	Critical			Drainage	3	18	HDPE		$ 538.80
NORTON RD	10.4	44.34474	-72.5627	Aluminum Corrugated	15	15	30	Poor	Inlet, heavily dented, and warped		Drainage	3	18	HDPE		$ 808.20
NORTON RD	10.2	44.34848	-72.5599	Steel Corrugated	15	15	40	Poor	Heavy rust; header collapsed on inlet		Drainage	3	18	HDPE		$ 1,077.60
NOTCH RD	33.9	44.31712	-72.681	Steel Corrugated	24	24	45	Poor	Small amount of rust	Appears to be 15" running into 24" under road?	Drainage	3	24	HDPE	Currently 1	$ 2,006.55

NOTCH RD	33.4	44.31369	-72.6726	Steel Corrugated	18	18	35	Poor	Heavy rust; outlet bottom rusted through	Intermittent stream	Drainage	3	24	HDPE		$ 1,560.65
NOTCH RD	1193	44.31019	-72.6611	Steel Corrugated	12	12	4	Poor			Driveway	3	15	ADS		$ 66.16
NOTCH RD	0099	44.31674	-72.6799	Steel Corrugated	15	15	30	Critical	Heavy rust		Driveway	3	18	ADS		$ 738.60
PORTAL RD	27.12	44.29985	-72.5893	Steel Corrugated	72	72	90	Poor	Moderate rust	Stream passage	Drainage	3	H & H will determine size			?????
PORTAL RD	27.5	44.29108	-72.5927	Unknown	15	15	30	Closed			Drainage	3	18	HDPE		$ 808.20
UPPER SUNNYBROOK RD	39.5	44.28544	-72.6078	Aluminum Corrugated	15	15	35	Closed			Drainage	3	18	HDPE		$ 942.90
UPPER SUNNYBROOK RD	1115	44.28235	-72.6081	Steel Corrugated	12	12	30	Closed			Drainage	3	15	ADS		$ 496.20
WEST HILL RD	0064	44.36449	-72.6087	Plastic Corrugated	10	10	25	Critical			Driveway	3	15	ADS		$ 413.50
WEST HILL RD	1164	44.36413	-72.6089	Plastic Corrugated	15	15	25	Poor			Driveway	3	18	ADS		$ 615.50

WOOD RD	9.9	44.35568	-72.5798	Aluminum Corrugated	15	15	32	Poor			Drainage	3	18	HDPE		$ 862.08
WOOD RD	9.11	44.35974	-72.5802	Steel Corrugated	30	30	30	Poor	Bottom rusted out	Stream	Drainage	3	Based on H &H ~60		60 from US	$ 6,810.00
WOOD RD	9.8	44.35233	-72.5832	Steel Corrugated	15	15	40	Poor			Drainage	3	18	HDPE		$ 1,077.60
PORTAL RD	27.13	44.30152	-72.5864	Aluminum Corrugated	15	15	40	Closed			Drainage	4	18	HDPE	Unable to l	$ 1,077.60
BROOK RD	2.29	44.30297	-72.6529	Steel Corrugated	18	18	50	Poor	Moderate rust	Output to stream	Drainage	4	24	HDPE		$ 2,229.50
BROOK RD	2.7	44.32747	-72.6318	Plastic Corrugated	24	24	50	Critical		Stream output	Drainage	4	May be able to cut off and add stone for splash pool			$ -
BROOK RD	2.27	44.30596	-72.6505	Steel Corrugated	18	18	32	Poor			Drainage	4	24	HDPE		$ 1,426.88
E BEAR SWAMP RD	14.8	44.35708	-72.6294	Steel Corrugated	18	18	40	Poor	Mild rust		Drainage	4	18	HDPE		$ 1,077.60

PORTAL RD	27.11	44.29891	-72.5897	Steel Corrugated	18	18	40	Poor	Moderate rust, inlet torn. Outlet created hole under it and part broke off		Drainage	4	24	HDPE		$ 1,783.60
PORTAL RD	27.14	44.30199	-72.5857	Steel Corrugated	15	15	30	Closed			Drainage	4	18	HDPE	Unable to f	$ 808.20
NOTCH RD	33.13	44.31965	-72.6873	Plastic Corrugated	18	18	40	Closed			Drainage	4	24	HDPE		$ 1,783.60
E BEAR SWAMP RD	14.6	44.35588	-72.6217	Steel Corrugated	15	15	30	Critical			Drainage	4	18	HDPE		$ 808.20
NELLIE CHASE RD	6.16	44.37212	-72.6159	Steel Corrugated	15	15	40	Poor	heavy with holes		Drainage	4	18	HDPE		$ 1,077.60
FRENCH RD	17.2	44.34055	-72.6005	Steel Corrugated	18	18	30	Poor	Bottom rusted out		Drainage	4	24	HDPE		$ 1,337.70
E BEAR SWAMP RD	14.4	44.3528	-72.6159	Steel Corrugated	15	15	35	Poor	beginning to rust		Drainage	4	18	HDPE		$ 942.90
S BEAR SWAMP RD	14.7	44.34172	-72.6467	Concrete Sectional	20	20	26	Poor	Heavy rust		Drainage	4	24	HDPE		$ 1,159.34

PORTAL RD	27.6	44.29385	-72.5925	Steel Corrugated	18	18	40	Closed			Drainage	4	24	HDPE	Unable to f	$ 1,783.60
LOWER SUNNYBROOK RD	39.1	44.27935	-72.6176	Steel Corrugated	15	15	40	Closed			Drainage	4	18	HDPE	May have been removed or buried. Needs reassessed if is necessary.	$ 1,077.60
BOLDUC RD	25.2	44.31286	-72.5939	Plastic Corrugated	24	24	70	Poor			Drainage	4	needs cleaned out		needs clea	$ -
FRENCH RD	17.1	44.34038	-72.5993	Steel Corrugated	18	18	40	Poor	Bottom rusted out		Drainage	4	24	HDPE		$ 1,783.60
S BEAR SWAMP RD	14.9a	44.34465	-72.6483	Aluminum Corrugated	15	15	36	Closed			Drainage	4	18	HDPE		$ 969.84
BROOK RD	2.14a	44.31832	-72.6368	Steel Corrugated	18	18	40	Poor	Holes in bottom	Ephemeral stream	Drainage	4	24	HDPE		$ 1,783.60
NELLIE CHASE RD	6.9a	44.36871	-72.6164	Steel Corrugated	15	15	30	Poor	Bottom rusted		Drainage	4	18	HDPE		$ 808.20

BOLDUC RD	1123	44.30189	-72.6021	Steel Corrugated	12	12	30	Poor	Outlet very broken; heavy rust		Driveway	4	15	ADS		$ 496.20
BOLDUC RD	1124	44.30715	-72.6008	Unknown	12	12	25	Critical			Driveway	4	18	ADS		$ 615.50
BOLDUC RD	1129	44.30671	-72.5823	Steel Corrugated	12	12	30	Poor	Very heavy, rust; inlet and outlet both jagged from rust		Driveway	4	18	ADS		$ 738.60
WOOD RD	0052	44.352	-72.5834	Steel Corrugated	15	15	30	Poor	Moderate rust		Driveway	4	18	ADS		$ 738.60
WOOD RD	0055	44.34681	-72.588	Steel Corrugated	12	12	30	Poor	Heavy rust has caused bottom to break		Driveway	4	18	ADS		$ 738.60
MACEY RD	1155	44.3542	-72.5977	Steel Corrugated	12	12	30	Closed			Driveway	4	18	ADS		$ 738.60
NELLIE CHASE RD	1170	44.36358	-72.6155	Steel Corrugated	15	15	48	Poor			Driveway	4	18	ADS		$ 1,181.76
S BEAR SWAMP RD	0157	44.33731	-72.6395	Plastic Corrugated	15	15	30	Critical			Driveway	4	?	?	May be able	$ -

S BEAR SWAMP RD	1239	44.34016	-72.6431	Mixed	12	12	18	Poor	Outlet, broken and heavily rusted		Driveway	4	15	ADS		$ 297.72
DAVY RD	38.1	44.28923	-72.6086	Steel Corrugated	15	15	36	Closed			Drainage	5	18	HDPE		$ 969.84
DANIELS FARM RD	21.1	44.34014	-72.6508	Concrete Sectional	36	36	25	Poor		Stream passage	Drainage	5	H & H needed w/ HEC-RAS	?		$ -
THREE MILE BRIDGE RD	1.5	44.26102	-72.6175	Steel Corrugated	18	18	50	Poor	Heavy rust		Drainage	5	18	HDPE		$ 1,347.00
N BEAR SWAMP RD	7.4	44.36142	-72.6214	Steel Corrugated	15	15	40	Urgent			Drainage	5	18	HDPE		$ 1,077.60
TANGLETOWN RD	25.2	44.31346	-72.5952	Steel Corrugated	15	15	30	Poor	Heavy rust		Drainage	5	18	ADS		$ 738.60
BROOK RD	2.5	44.32915	-72.632	Steel Corrugated	24	24	40	Poor	Small rust		Drainage	5	24	HDPE		$ 1,783.60

GOVERNMENT HILL RD	17.5	44.34218	-72.5938	Steel Corrugated	18	18	40	Closed			Drainage	5	18	HDPE	May have been removed or buried. Needs reassessed if is necessary.	$ 1,077.60
DAVY RD	38.2	44.28912	-72.609	Steel Corrugated	15	15	40	Poor	Beginning to rust		Drainage	5	18	HDPE		$ 1,077.60
DAVY RD	38.5	44.29002	-72.6155	Steel Corrugated	15	15	22	Closed	unkown rust		Drainage	5	18	HDPE		$ 592.68
STORY RD	4.2	44.35485	-72.6077	Steel Corrugated	15	15	40	Poor	heavy rust with holes		Drainage	5	24	HDPE		$ 1,783.60
OLD BROOK RD	45.3	44.29587	-72.6696	Steel Corrugated	18	18	32	Poor	Bottom rusted out		Drainage	5	24	HDPE		$ 1,426.88
OLD BROOK RD	45.4	44.29537	-72.6696	Steel Corrugated	18	18	32	Critical	Bottom rusted out		Drainage	5	24	HDPE		$ 1,426.88
STORY RD	1175	44.35647	-72.6095	Plastic Corrugated	15	15	30	Poor				5	18	ADS		$ 738.60
STORY RD	1177	44.35398	-72.607	Plastic Corrugated	15	15	30	Poor			Drainage	5	H & H needed >60	HDPE	USGS reco	$ 6,810.00

S BEAR SWAMP RD	0113	44.3542	-72.641	Steel Corrugated	24	24	25	Poor	Moderate rust. Outlet squished	Stream runs through	Drainage	5	H & H needed >60	?		$ -
E BEAR SWAMP RD	0114	44.36479	-72.6378	Steel Corrugated	18	18	30	Poor	Heavy rust, holes		Driveway	5	18	ADS		$ 738.60
E BEAR SWAMP RD	0118	44.35672	-72.6275	Steel Corrugated	15	15	30	Poor	Moderate rust		Drainage	5	18	ADS		$ 738.60
BLACK BEAR HL	0142	44.33144	-72.6205	Unknown	15	15	30	Urgent			Driveway	5	18	ADS		$ 738.60
WINDLEA DR	1223	44.32327	-72.6516	Plastic Corrugated	12	12	40	Critical			Driveway	5	15	ADS		$ 661.60
DANIELS FARM RD	1241	44.3413	-72.6487	Other	18	18	30	Poor			Driveway	5	24	HDPE		$ 1,337.70
BROOK RD	0161	44.32258	-72.6338	Plastic Corrugated	15	15	25	Poor			Driveway	5	18	ADS		$ 615.50
BROOK RD	1302	44.3174	-72.6381	Plastic Corrugated	12	12	30	Poor			Driveway	5	15	ADS		$ 496.20

Town of Middlesex

2026 Road Improvement Plan



14.12 Shady Rill Rd

With assistance from the Town Roads Committee and in coordination with the Town Staff

Drafted by

Keith Cubbon



Central Vermont Regional Planning Commission

The idea behind this project was to develop a report addressing Middlesex's infrastructure needs and to develop a 5-year implementation plan.

Project deliverables would be a final report outlining a plan for updating culverts based on access and resiliency and a 5-year plan for overall roadway improvement in line with Middlesex roadway usage and goals and to manage drainage to alleviate mud season conditions. Ideally this will cause an increase in resiliency, cost effectiveness, and availability for a variety of uses of the road infrastructure in the town of Middlesex. Ideally causing fewer culvert failures and road washouts and a decrease in mud season road conditions.

During the reconstruction of town roads in the 2023 event 71 culverts were replaced through the FEMA process. With an additional 47 in the 2024 flood event. Many of these were upsized during this process to increase the town's stormwater management capacity. The town took over driveway culverts within the town road right of ways to alleviate maintenance issues of these culverts and prevent the town resources being impacted by private culverts failing and impacting town roads.

In the summer of 2025 interns for the Central Vermont Regional Planning Commission inventoried all roadway and driveway culverts within the town road right of way. This effort identified the location, condition, and sizes of these assets. This survey data is publicly available and can be found on the VT Culverts website. This data was then analyzed for quality control.

The process was to review all culverts with Overall Condition rankings of Urgent, Poor, Critical or Closed. They were then prioritized based on their location. This was done to maximize road crew time and prioritize replacement by road network connectivity for both users and emergency access the attached table was developed. Due to the recent flood events, we recommend utilizing a minimum culvert size for driveways and drainages of 18". Any culvert that is larger than 36" is recommended to have a Hydraulic and Hydrologic study completed to determine sizing. These larger culverts generally require at minimum a stream permit.

At the end of this report is a total list of all culverts inventoried by size and number.

Terms for culvert condition were preselected by the Vermont Association of Planning Development Agencies when the VTculverts application was developed. We utilized this application for this survey and available options for culvert condition are excellent, good, fair, poor, critical, urgent, closed, or unknown. The total counts of the ones needing attention in the short term are listed below.

Overall condition	Count of Overall condition
Closed	21
Critical	25
Poor	93
Urgent	9
Total	142

From discussions with the town road foreman and town staff the town can replace approximately 30 culverts in any given year. A full list of culverts and maps with estimated year of replacement is attached as Appendix A.

We prioritized the culverts list by emergency access to the town and to assisting accessing individuals as far as drainage in relation to mud season conditions. We reviewed the road network and developed the plan based off the trunk lines or main access points for most residents, then moving out to the tertiary roadways. In the first year Center, Molly Supple Hill and East Hill Roads where identified. This was also done to maximize the efficiency of the road crews' time and effort. This way being able to limit transit time especially for necessary excavators needed for replacement. This also limits the inconvenience to residents of a shorter period working on any given road rather than repeated closures due to replacements.

One point of warning in replacing culverts and adjusting grade of a culvert to prevent being perched, is to be aware that grade control may be necessary. This can be done with large stone or other material, and may be necessary to prevent a head cut formation within the drainage channel moving upstream and creating negative effects to the roadway and associated landowners on steeper slopes. Generally, grade control is possible by adding in large stone at minimum of 2 times the size of large stones found in the stream/drainage bed.



Ex. damaged culvert that was perched on Notch Rd.

Budget for Culverts

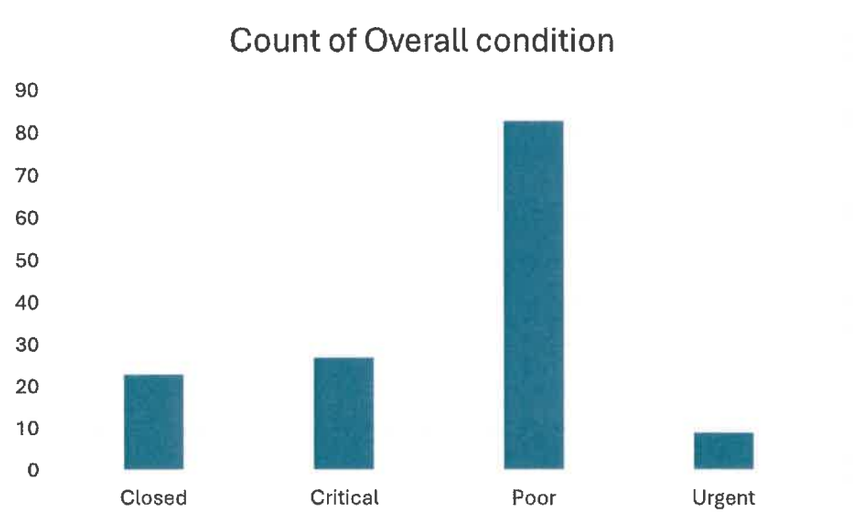
In the first year of the plan. We propose upgrading drainage culverts which run under the roadway with High Density Polyethylene (HDPE) culverts these are double wall culverts.

These are highly resistant to corrosion and abrasion these are estimated to last a minimum of 50 years when installed correctly. For driveway culverts we are recommending the usage of Advanced Drainage Systems (ADS) pipe which is a single wall HDPE product.

Year	Budget	Culverts replaced
1	$35,939.13	27
2	$36,552.16	26
3*	$29,163.74	29
4	$29,264.74	26
5*	$26,177.28	23
	$157,097.05*	

Addendum A- has culverts replaced by year, size, and type. Budget not adjusted for inflation.

A breakout of the yearly allocation of culverts for each year of the plan and what type of culvert is recommended for each. HDPE for drainage culverts and ADS for driveways to maximize savings to the town's residents. For awareness budget number are projects especially for larger projects as inflationary pressures have created a 60% increase in construction costs over the last 5 years.



For culverts deemed in need of replacement.

Funding to assist the town in culvert replacements

State of Vermont VTrans Better Roads Grant Program-Category D grants

Category D grants are for structure/culvert upgrade projects. These grants can be used to replace multiple small culverts or a larger structure. Maximum Grant award $60,000 requires a 20% local match that can be covered by using municipal labor, equipment, and materials. Applications are due annually, usually in the Fall. Better Roads | Agency of Transportation

Municipal Highway and Stormwater Mitigation Program-

Federal funding administered by the State-Can fund Bank Stabilization and culvert replacement/Resizing 80/20 cost share generally for projects greater than $200,000 due to federal requirements. Projects take ~3-5 years from application to completion. May be useful for larger culverts. Municipal Highway and Stormwater Mitigation Program | Agency of Transportation

Town Highway Structures Program

Projects may address maintenance or construction of bridges, culverts larger than 36" on class 2 roadways, and other structures.

State Funds maximum award $175,000 with 20% match. Applications in April town may qualify for reduced match to 10% based on this current plan work for up to 3 years.

Contact VTrans District 6 office for information.

Mud Season Road conditions

At the start of this process the intent was also to plan a budget for identified mud season road locations found within the town. Locations were identified in winter of 2024/2025 by the town road's committee. The list can be found at the end of this report in Addendum C. Many of these problem locations have seen improvement in the wake of the flooding and the installation of granite-based plant mix added to the roadways. This is a minor increase in cost to utilize this better material rather than shale-based plant mix but with conversely better results. The following are a series of examples for targeted based issues due to seeps, springs, and wetland areas for dealing with drainage of the subsurface waters that are not generally able to be dealt with by drainage culverts. Multiple documents have been shared with the town road crew staff on best management practices that we will briefly address in this document. Many studies from the Center for Dirt and Gravel Road Studies where used to develop the options available.

Subsurface Water

Roads often must cross wet areas and can intercept subsurface flows. The degree to which a road intercepts subsurface flow and subsequently redirects it varies from location to location. Wetlands, springs, and seeps can become problem areas if not addressed properly. Left untreated, perpetually wet conditions can expedite road degradation, which requires more frequent maintenance and often times creates hazardous driving conditions. Most subsurface water is clean, meaning free of sediment (unlike overland flow). Redirecting subsurface water away from the traveled way will dry the road surface and reduce erosion and maintenance costs.

It is important to identify the SOURCE of any water on the road.

This generally can be dealt with in one or a combination of ways available, and each location may use multiple measures. Those being underdrains, French drains, French mattresses,

geotextile installation, or permeable fills. These are all designed to remove subsurface water from the roadway. These methods are not designed for surface flow except for the permeable fill when installed with culverts.

Underdrains

An underdrain is a drainage system installed under a road or road ditch to collect and transport subsurface water. These buried conduits come in a variety of shapes and sizes and are usually wrapped in geotextile fabric, which allows water to enter the conduit while keeping sediment out. Underdrains can either be prefabricated or constructed.



This drain collects water from springs and seeps under the road ditch.Allowing the road to dry and preventing the seeps moisture from impacting the roadway. .

French Mattresses

A structure under a road consisting of clean coarse rock wrapped in geotextile fabric through which water can pass freely. French mattresses are used in extremely wet areas, such as wetlands, to support the roadbed while allowing unrestricted water movement



Example of Small mattresses installed to drain several springs or seeps that cross roadway.

Will reviewing some of the town roads in relation to mud season conditions we took photos of locations on East Hill road that were showing signs of washboarding. This is most often in association of spring seeps that were coming to the surface from under the roadbed. This shows areas that are in need of drainage installation practices the above example is an option we would recommend experimenting with..

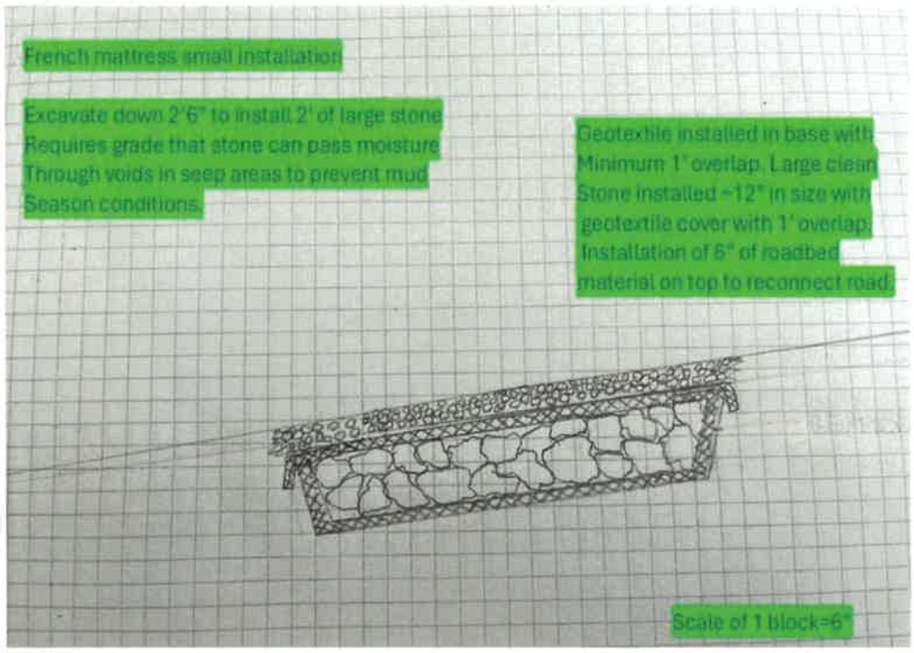


Next to 350 East Hill Rd.

The moisture once trapped with in the roadway creates ice formation. Due to the lack of drainage this creates the frost thaw cycle in the roadway which negatively impacts access and greatly slows the effective speeds of the roadway.

Drainage installation utilizing geotextiles for lining this area and type I stone clean fill with geotextile installed over and crushed granite type 1 fine on to cover to roadway depth.

We recommend documenting or marking these areas for work in the spring. Then returning when conditions improve and installing during the summer. This will take multiple years but will dryout segments of roadway with the intention of improvements building to a better roadway network and minimize costs to town budget on areas that slope will allow for installation.





Large mattress installation allows for wetlands adjacent flow locations

Permeable Fills

Install a permeable fill as part of the road to promote the passage of subsurface and surface flows with minimum flow concentration and maximum spreading across meadows and wetlands. The road fill is permeable because of its construction with relatively large, preferably angular, uniformly graded rock sandwiched between layers of geotextile fabric that preserves voids in the structure and promotes the uninterrupted ground water flow. The permeable fill is similar to the French mattress but differs in its ability to spread surface flows with culvert placement.



Example of Permeable fill with culverts spreads out areas of surface flow. Wetland area that roadway passes through.

Bridges

The town has 2 long bridge structures identified by the State of Vermont as Structure longer than 20 feet in length. These are inspected by VTrans bridge inspection staff on a every other year basis. Those being the Wood Road structure over the Martins Brook and the Old Brook Road Extension the Great Brook. Both of these structures are currently listed in Fair condition and with funding delays we would advise the community to set up a budget allocation for bridge maintenance and budget for match when these structures are replaced. The current structures would not meet the current requirements for capacity and permitting and would need to be significantly upsized. Expected costs in 2026 dollars for replacement would be over 1.5 million each for engineering, permitting and construction. We propose that the town sets up a $7500 budget allocation each year to address maintenance costs to preserve these structures as long as possible and allow for every 10 years to have a contractor with engineer on staff review and perform needed maintenance. Any short structures that end up needing replacement would be recommended for box culvert installation as these have reduced costs and maintenance.

Funding available

Better Roads-Category B-Category B grants are for structure/culvert upgrade projects. These grants can be used to replace multiple small culverts on ephemeral streams. Maximum grant award: $20,000 requires a 20% town match.

Grants in Aid- Can be used for ditching and possibly underdrain in ditches. Amounts vary based on a set of metrics developed under the Municipal Roads General Permit program. Town offers of funding and information can be found here: VTrans Grants in Aid Program | Agency of Transportation

Town Highway Class 2 Program
Projects shall include detailed work for preservation of class 2 town highways such as paving and gravel resurfacing. It can be used for gravel reconstruction based on identified needs. State Funds maximum award of $175,000 with a 30% match. Town may qualify for 20% match based on this study for up to 3 years. Applications are due in April. The local VTrans district prioritizes funds. Due to the work on this inventory and plan the town should qualify for a reduced match of 20% due to this planning work.
Contact VTrans District 6 office for more information

Town Highway Structures grants
Projects may address the maintenance (including actions to extend the life expectancy) and construction of bridges, culverts, and other structures including retaining walls. In general, the improvement must preserve the integrity of the eligible structure of Class 1, 2, or 3 town highways. Due to the work on this inventory and study the town should qualify for a reduced match of 10% for this funding. Maximum award is $175,000 and would be beneficial for at least year 3 and 5 for the culverts that are larger then 36" or for the replacement of the Daniel's Farm Road Bridge.

Process moving forward.
From site visits to the Center Road and East Hill Road locations listed in the addendum. Each of these locations would ideally have some level of plan developed for each segment. There is not a one size that fits all answer due to site issues of ledge, historic trees, or other issues. Ideally the town would concentrate as this plan has on the main throughfares and work outward. This will create the greatest benefit for the most residents and all for improved emergency vehicle access and shortened commute times during mud season conditions for the highest number of individuals.

Addendum A
Total Culverts by size found in Middlesex.

Total of Middlesex Culverts	
Culvert size	**Count**
10	2
12	51
15	242
18	189
20	10
24	143
25	2
30	23
35	1
36	26
40	1
42	1
44	1
46	1
48	13
54	1
56	1
60	6
62	1
72	9
78	1
84	1
96	1
102	1
120	1
144	2
Grand Total	731

Addendum B
Yearly break out of culverts by size and type.

Year 1	
HDPE	ADS
18"-8	18"-10
24"-6	
30"-2	
36"-1	

$35939.13

Year 2	
HDPE	ADS
18"-12	15"-1
24"-8	18"-3
30"-2	

$36552.16

Year 3	
HDPE	ADS
18"-13	15"-4
24"-3	18"-7

*$29163.74**

Year 4	
HDPE	ADS
18"-9	15"-2
24”-9	18”-6

$29,264.74

Year 5	
HDPE	ADS
18"-6	15"-3
24"-5	18"-7

*$26,177.28**

2-will be determined by H & H studies so current size is unknown

Addendum C

Areas Identified by town roads committee in Winter of 2024-2025 that need to be rebuilt from the ground up. Estimates from that effort. We recommend a more targeted approach utilizing the methods mentioned above to minimize costs to the community. And prioritize by connectivity of road network. Starting on trunk routes such as Center and East Hill Roads then moving out by connections to reach the most individuals.

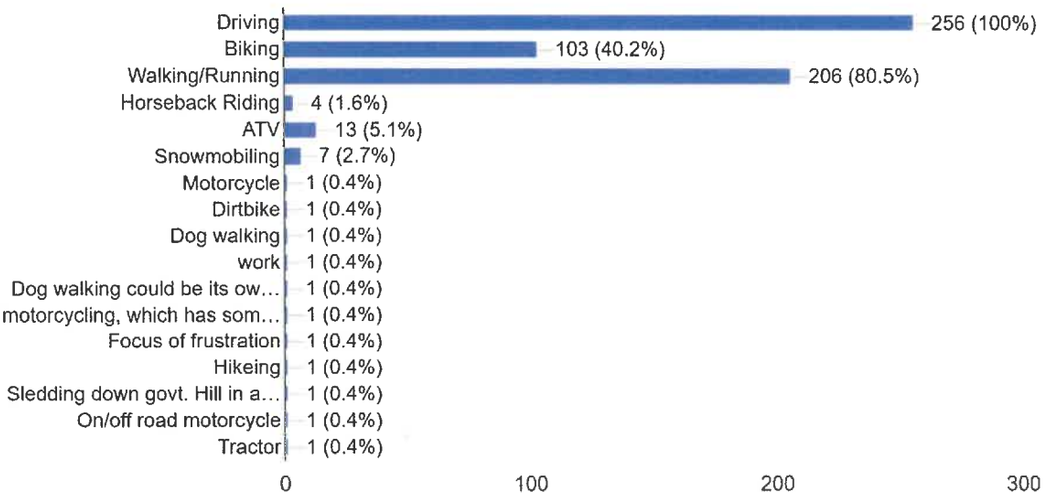
Road / Spots	Coordinates	Estimate
Center Road		
#367 Center Rd	44.307067 – 72.661417	$83,475
#501 Center Rd to Zdon	44.319379 – 72.659097	$350,595
#822 to Leland Farm Road	44.329933 – 72.63677	$167,050
Weeds Flats	44.333111 – 72.630519	$250,950
Brook Rd		
Northern first 600' of Brook Rd	44.332336 – 72,633083	$100,380
#430 Brook Rd to 600' South	44.308375 – 72.648729	$100,170
#587 to intersection w/ Center Rd.	44.302048 – 72.659804	$250,425
East Hill Rd		
#76 East Hill to 600' toward McCullough	44.323365 – 72.625719	$100,674
#273 East Hill south 600'	44.311806 – 72.620198	$100,980
Wrenwood Lane to SE 1,000'	44.305702 – 72.611025	$169,050
#454 East Hill to #467 East Hill	44.304131 – 72.607540	$68,040
Bolduc Road to #575	44.298322 – 72.604518	$171,030
#601 East Hill to #662 East Hill	44.293035 – 72.604582	$171,700

#758 East Hill to Portal Rd.	44.285967 – 72.598835	$103,260
Portal Road		
#293 - #241 - 1,000'	44.28779 – 72.59503	$172,900
#232 to #215 - 500'	44.29186 – 72.59303	$86,450
#190 to #182 - 400'	44.29490 – 72.59296	$69,160
#134 south towards Big Culvert -1000'	44.29835 – 72.59041	$172,900
#120 to #110 - 300'	44.29902 – 72.59000	$51,870
High Meadow Ln to #88 – 200'	44.30077 – 72.58790	$34,580
#14 to intersection of Bolduc – 600'	44.30517 – 72.58520	$103,740
Bolduc Rd		
#30 to Rt 12 – 600'	44.30690 – 72.58189	$69,160
Culver Hill Rd		
#468 to #456 – 400'	44.33813 – 72.59700	$103,740
French Rd		
#60 to #37 – 600'	44.34072 – 72.60626	$51,870
Story Road		
In Front of #24 – 300'	44.35272 – 72.60599	$51,870
#48 to #60 – 300'	44.35427 – 72.60678	$51,870
West Hill		
In Front of #640 – 500'	44.36344 – 72.61106	$86,450
Guilmette Rd toward Macey Rd – 500'	44.36982 – 72.60620	$86,450
		Total All Roads = $3,380,789

Addendum D-Survey Results Summary (all results shared with town)

How do you use the roads in Middlesex.

256 responses

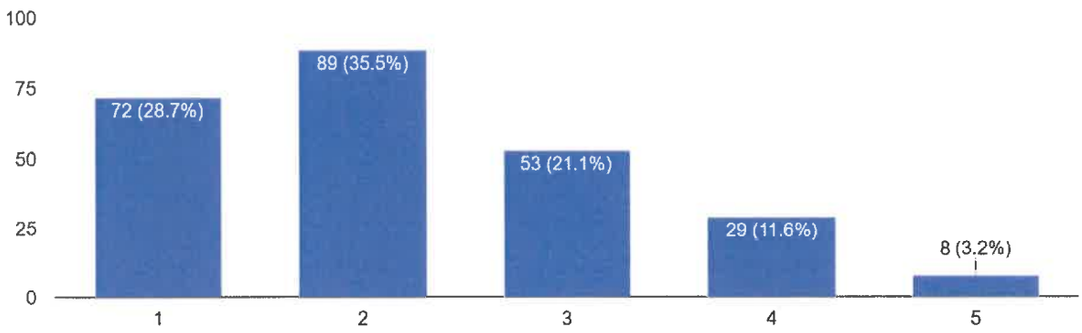


Maintenance

A. Grading

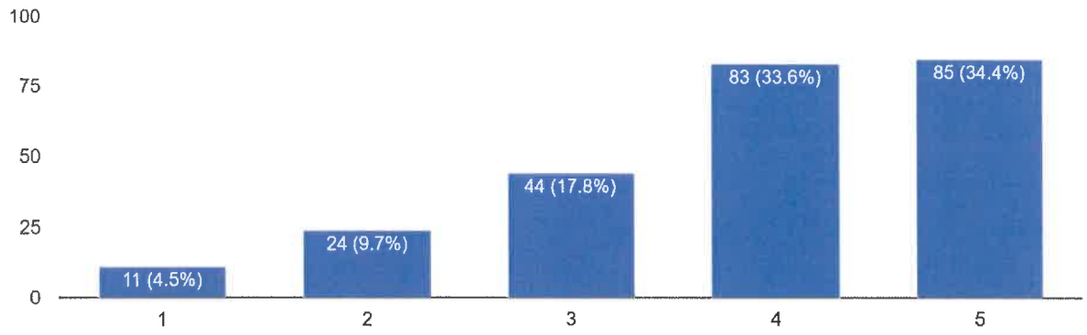
1. I think the frequency of grading is About Right – I understand sometimes I need to travel slower to avoid dings on my car from loose gravel or harming my car's suspension

251 responses



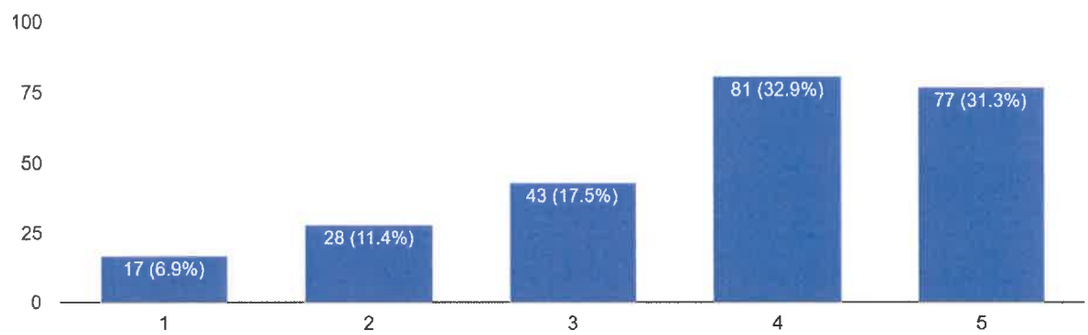
2. I think the frequency of grading is Too Frequent – It costs a lot to grade the road, and it is fine to travel more slowly on roads that have variable conditions to avoid damage or hazards

247 responses



3. I think the frequency of grading is Too seldom – I want the roads to be smoother more of the time. If grading was done twice as often, I think it...nance budget, and the taxes needed to achieve this.

246 responses



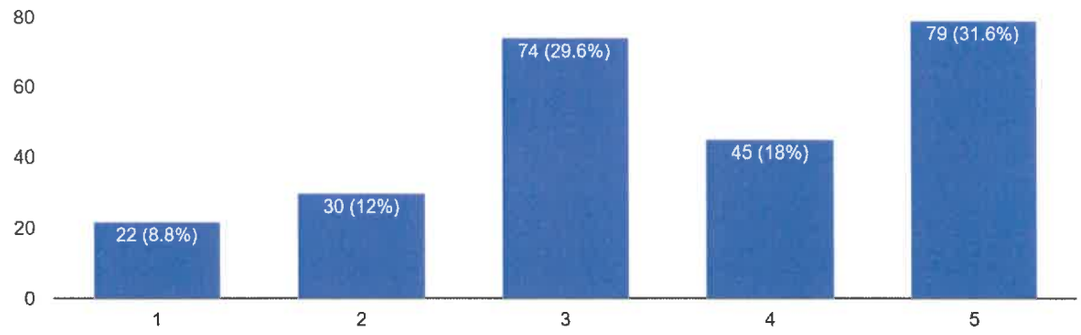
4. Comments

79 responses

B. Gravel

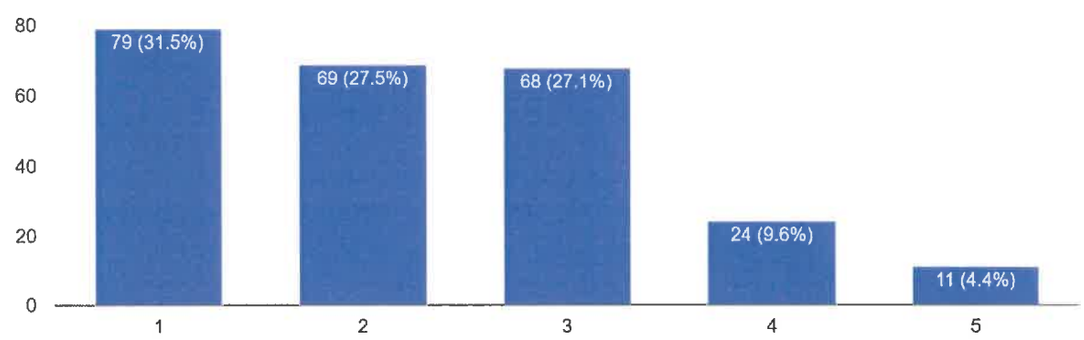
1. I would like the Town to explore using better quality gravel &/or road treatments to reduce dust and I think it would be worth paying up to twice the current cost of gravel to achieve this.

250 responses



2. I think what the Town is doing now is fine and the level of dust loose gravel we have on roads now is expected and fine.

251 responses



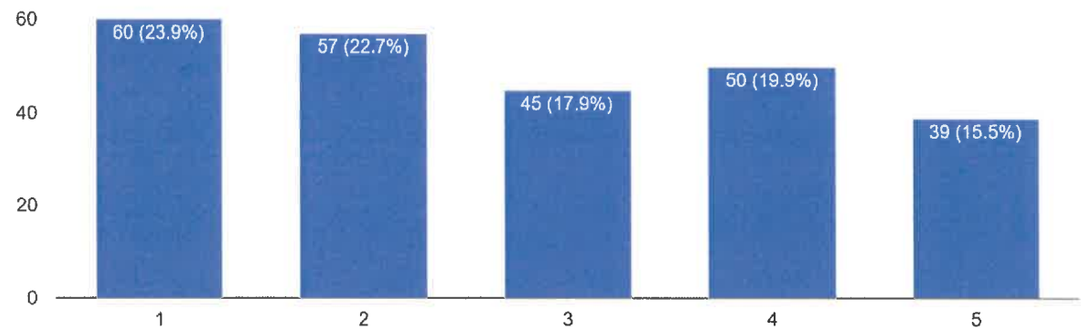
3. Comments

64 responses

Mud Season

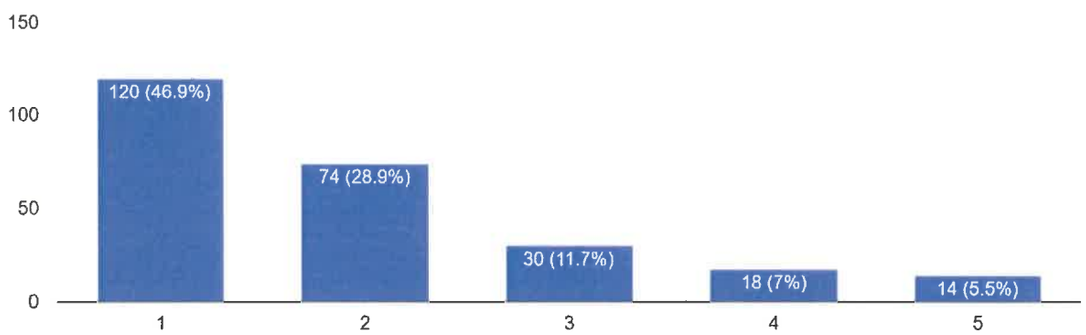
1. I am fine driving less and using only a pick-up truck, a four-wheel drive car or a neighbor's help to get where I am going.

251 responses



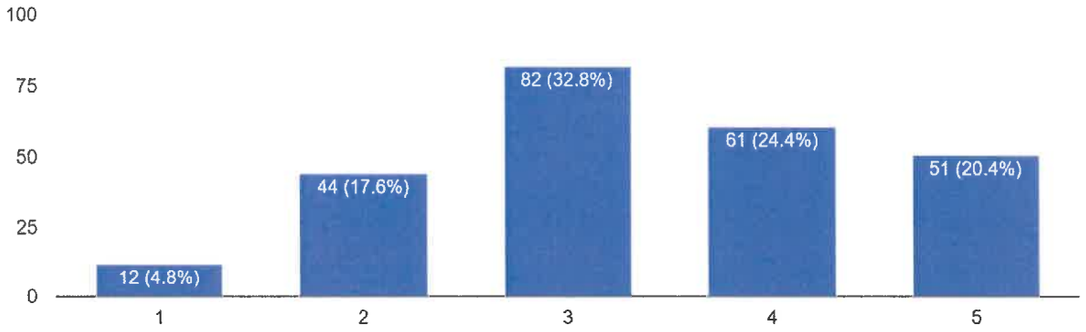
2. I am fine reducing my own travel but want to make sure emergency responders continue to have access using 4-wheel drive, ATVs or larger trucks during mud season.

256 responses



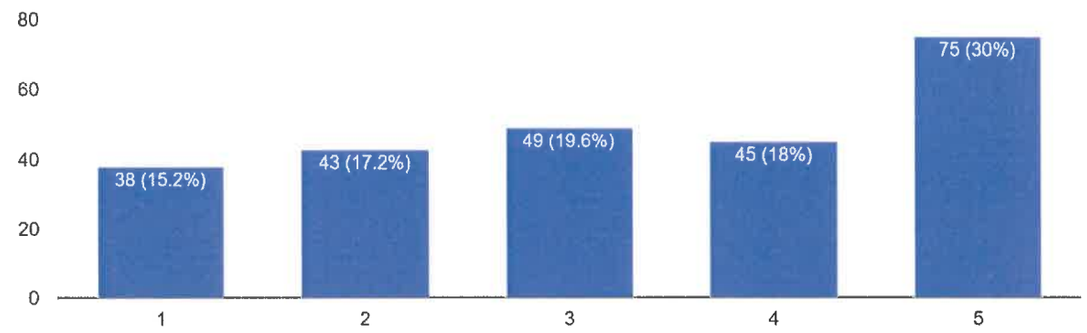
3. I would like to see the Town increase maintenance / scraping during mud season, even though this costs more and puts more stress on the roads.

250 responses



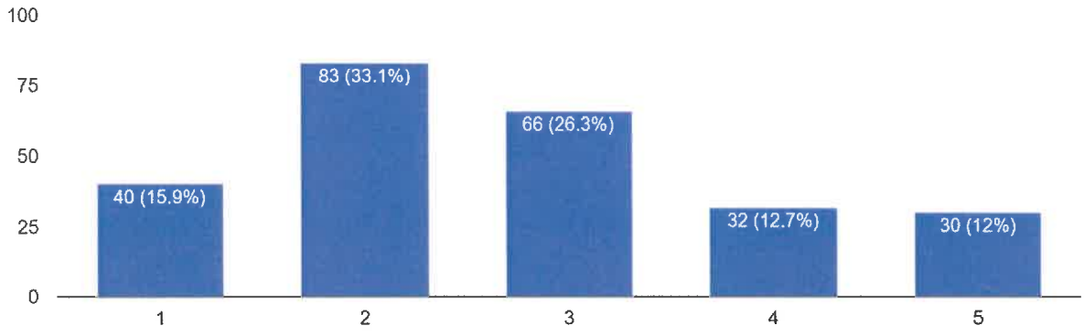
4. I am fine to park a car at the end of the road and walk for up to ½ mile to get to my house.

250 responses



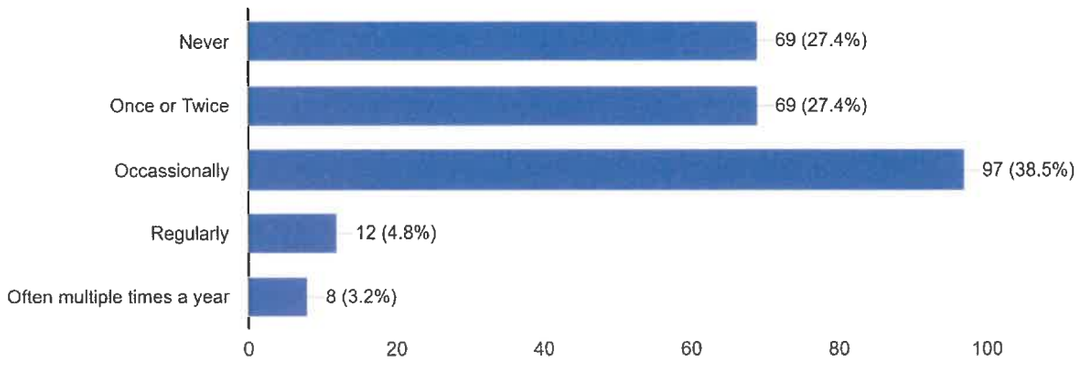
5. I think curtailing my travel for 1 to 3 weeks is all right but the Town should do more to improve the roadbeds, so travel is not curtailed more than 3 weeks per year.

251 responses



6. How many times has mud season road conditions kept you from getting where you need to go?

252 responses

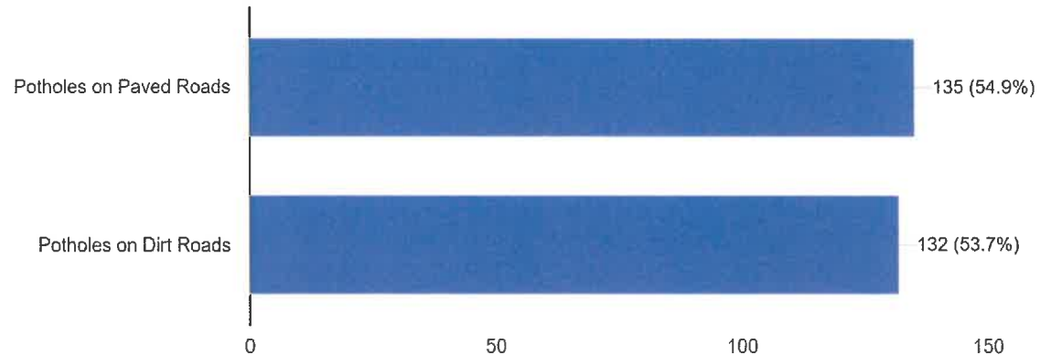


7. Comments

82 responses

D. Potholes: Potholes occur in both dirt and paved roads. Which seem to be more of a problem to you in your driving through Middlesex?

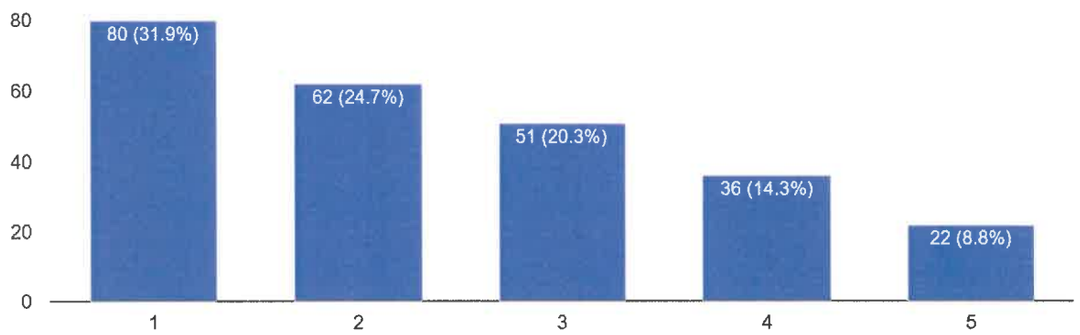
246 responses



Snowplowing

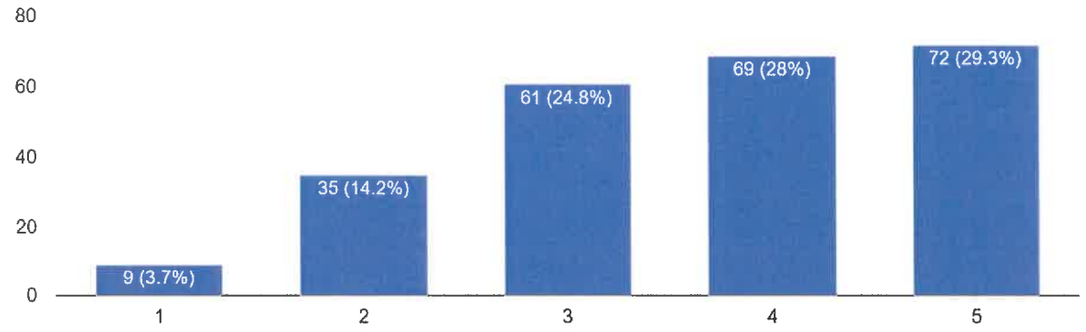
1. I don't think the Town needs to do more to manage snow and ice on roads. I have a flexible schedule, or I can drive less or I can rely on neighbors for help.

251 responses



2. I would like the Town to increase its snowplowing and sanding to ease travel on roadways during storms and believe a 20% budget and time increase would be justified to achieve this.

246 responses



3. If neither of the above is right, describe your expectations regarding snowplowing on Town roads.

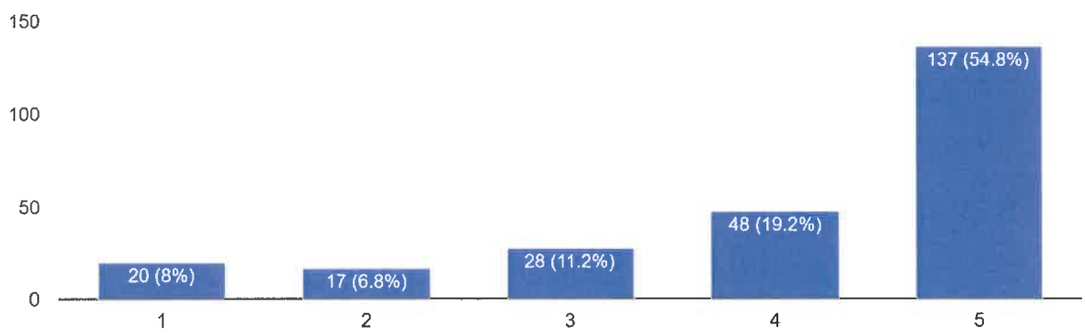
4. Comments

44 responses

Paving

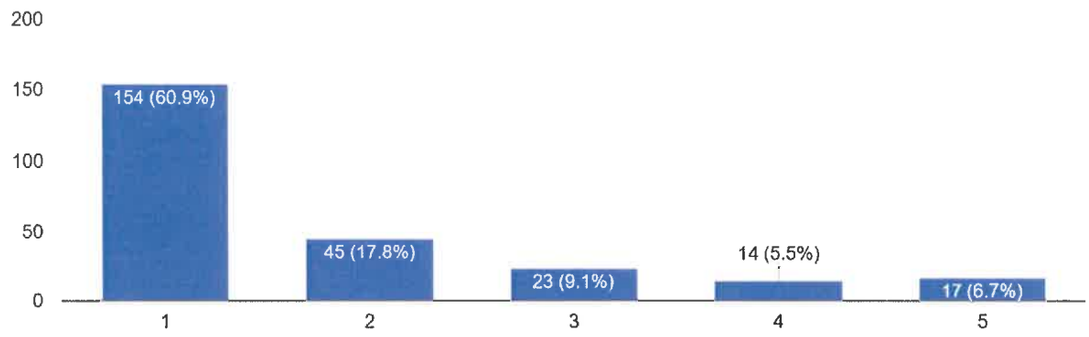
1. The Town should pave more roadways and rebuild the roadbeds on new and existing paved roads to reduce mud impacts and ease car travel. I think...improve and pave one mile each year is reasonable.

250 responses



2. I like the lower cost &/or rural character of dirt roads and don't want the Town to pave more roads.

253 responses



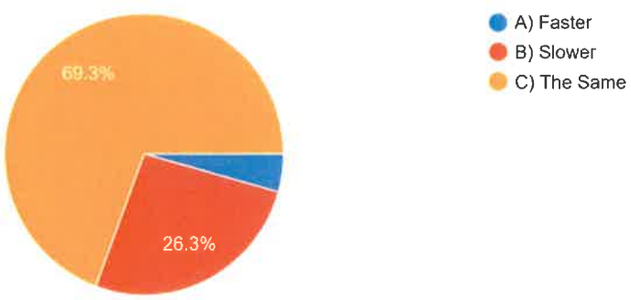
3. Comments

79 responses

Speed

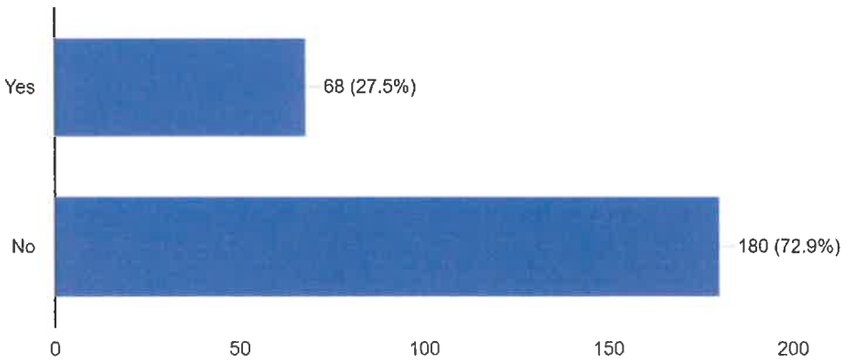
1. In general, do you think roads should be managed for speeds that are:

251 responses



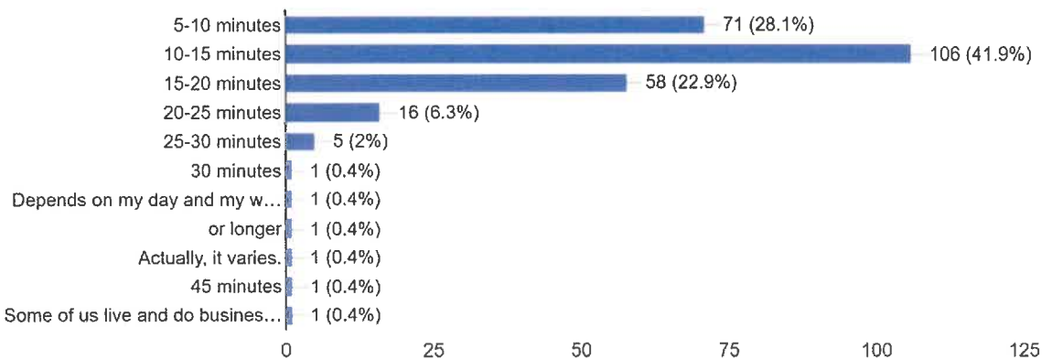
2. Should "main" roads (Center Rd; Molly Supple; Shady Rill; East Hill) be managed for higher speeds than other roads?

247 responses



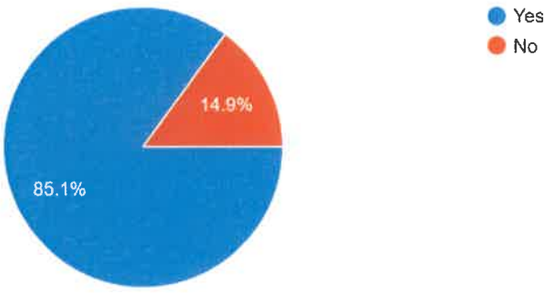
3. How long is your average trip on Middlesex roads?

253 responses



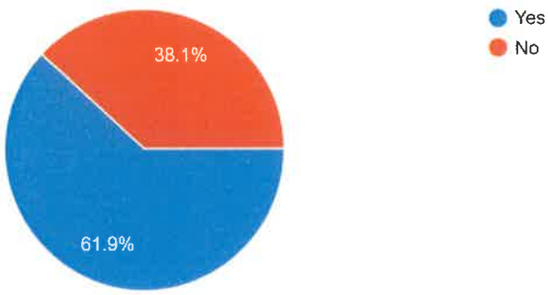
4. Would you be willing to take 5 minutes longer if doing so improved the road cost, safety, and maintenance?

248 responses



5. Would you like to see Middlesex design and maintain roads to reduce building and maintenance costs and accommodate slower travel speeds, by nar...in place, keeping tighter turns on roads in place?

239 responses



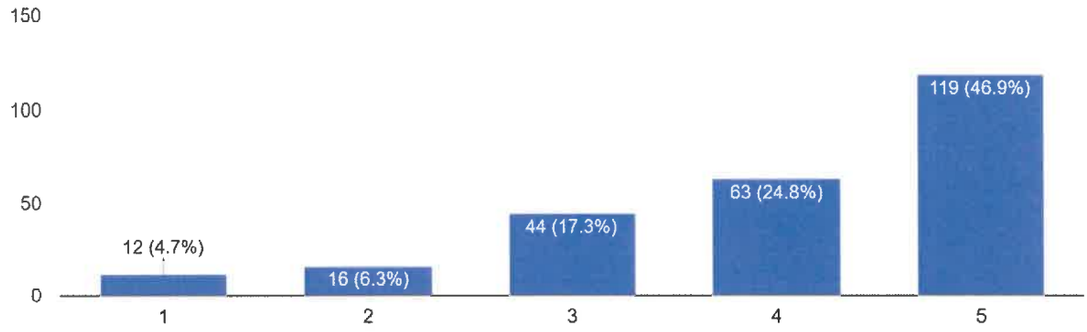
6. Other thoughts or comments on **road speed**

80 responses

Class 4 Roadways

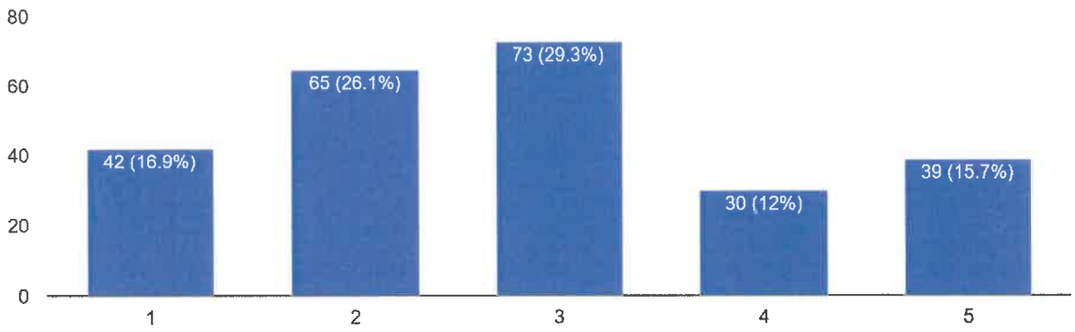
1. The Town should consider upgrading these roads to Class 3 standards over time to improve access for the residents who live there, and to incr...300 more in property taxes annually to achieve this

254 responses



2. Residents who live on Class 4 roads should decide and pay for any road upgrades. Once upgraded, the Town should take over maintenance o...ase property taxes on those parcels accordingly.

249 responses

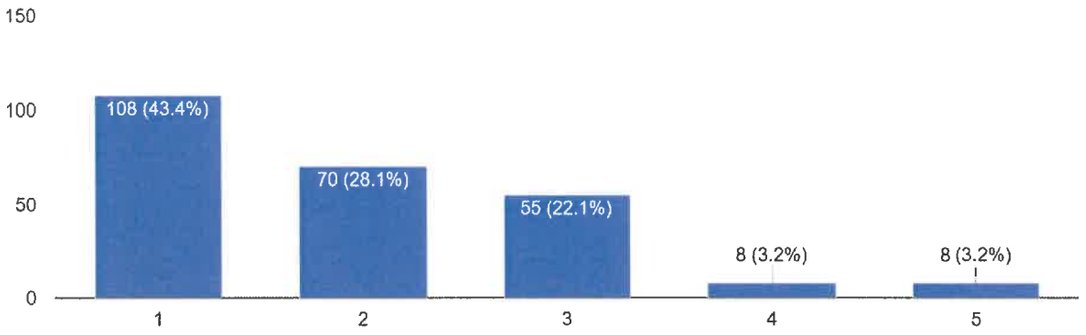


3. Other thoughts or comments

44 responses

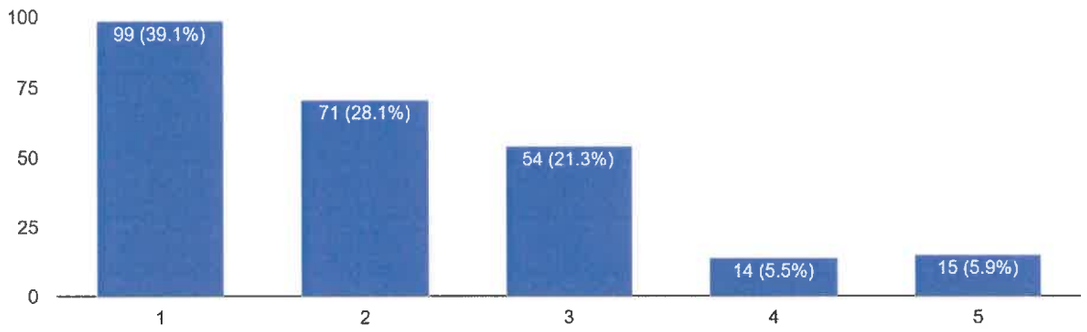
3. Since fewer people live on and use Class 4 roads, the added expense of improving them is not justified. They are, however, valuable recreationa...ep some areas of Middlesex more remote and quiet.

249 responses



4. Class 4 roads should be managed to accommodate only local traffic (not through traffic) and quiet, non-motorized uses (walking, biking, skiing, horseback riding).

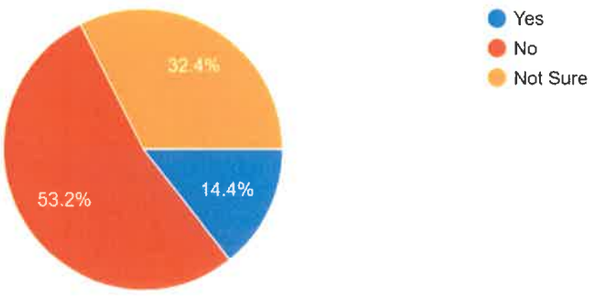
253 responses



Cost

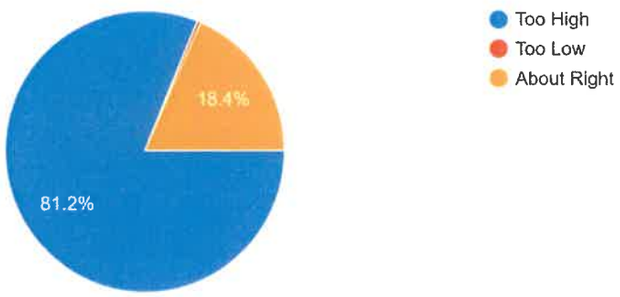
1. I think it would be reasonable to spend 30-40% more each year to improve overall maintenance and make progress on selective road upgrades.

250 responses



2. I think a 30-40% increase in cost is:

245 responses



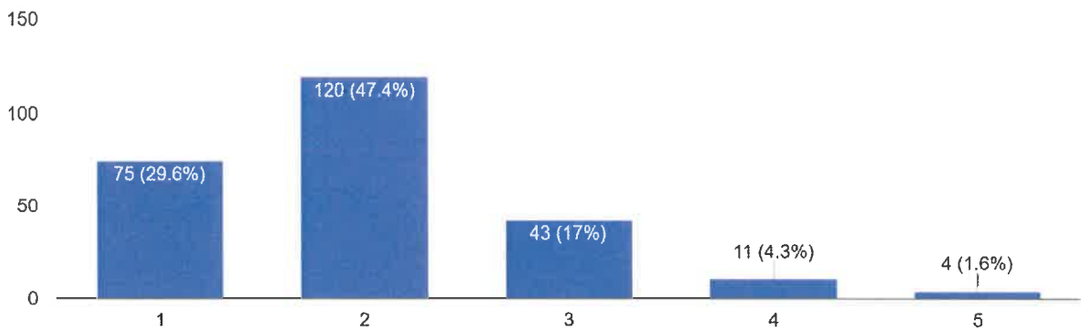
3. Comments

59 responses

Upgrades

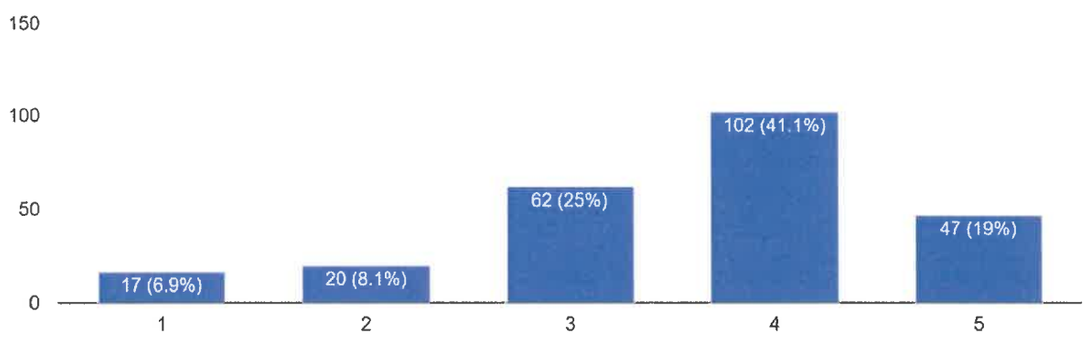
1. Money and time should be set aside each year to upgrade some of the worst road sections, so that in 5-10 years they can all be remedied.

253 responses



2. Middlesex should make only the repairs needed to keep roads maintained and passable but should not upgrade the roads.

248 responses



3. Other thoughts or comments

44 responses

TOWN OF MIDDLESEX

REPORT AND ORDER ON REQUEST FOR RECLASSIFICATION OF A PORTION OF SOUTH BEAR SWAMP ROAD (TOWN HIGHWAY #14)

On June 23, 2026, the Town of Middlesex Selectboard convened a site visit and hearing concerning the reclassification of a .3 mile, more or less, section of South Bear Swamp Road (Town Highway 14) from Class 4 to Class 3 status. The Selectboard initiated these proceedings on its own motion pursuant to 19 V.S.A. §708. Selectboard members participating in the hearing: Elizabeth Scharf, Chair (remote); Zara Vincent, Vice Chair, presiding; Paul Cerminara; Lawrence Rooney (remote) and Stacey Skadberg.

Public notice of the June 23 site visit and hearing was provided by certified mail to all persons owning or interested in lands abutting the .3 mile section of the road; by forwarding written notice of the site visit and hearing to the Town Planning Commission; by publishing the notice of site visit and hearing with the Times-Argus, a newspaper of general circulation in the area; and by posting the notice of site visit and hearing at the Town Clerk's office and on the Town's website.

The Selectboard hereby issues its Findings, Report and Order for recording with the Town Clerk:

FINDINGS

1. Based on requests from one or more residents of South Bear Swamp Road, a majority of the Selectboard, at a duly-warned special meeting held on May 9, 2026, voted to initiate statutory reclassification proceedings for the following portion of South Bear Swamp Road: an approximate 0.3 mile, +/- section of South Bear Swamp Road (Town Highway 14), from the termination of the Class 3 section of the highway to the last two residential driveways (Kline/Lund homes) located on that section of the highway.

2. On June 23, 2026, the Selectboard convened a site visit to examine the highway and thereafter convened a public hearing to consider the question of whether the public good, necessity and convenience of the inhabitants of the Town require the highway section to be reclassified from Class 4 to Class 3.

3. At the outset of the hearing, the Selectboard advised that certain irregularities in the manner of providing public notice of the site visit and hearing had occurred; notably, the publication of the public notice in the Times-Argus newspaper was delayed and did not appear in the newspaper until after the deadline of ten days preceding the

hearing. Upon hearing no objection to the notice irregularities, the Selectboard determined to move forward with the hearing.

4. The .3 mile section of South Bear Swamp Road is currently a Class 4 highway and there are five full-time residences along this section of the road. As a Class 4 highway, and in accordance with the Town's current Class 4 highway policy, the Town does not perform routine maintenance or winter plowing of this section of the road, or the remaining Class 4 section of Town Highway 14.

5. Based on testimony from three residents who reside on the .3 mile section of the road, portions of this section of the road are in poor condition. Due to a lack of regular maintenance and plowing, emergency and service vehicles have not always been able to travel along the road to provide necessary services to the residents, and vehicular access to and from the residents' homes is often challenging. Advantages of upgrade/reclassification include:

   --emergency/service vehicle access would be improved;

   --two/thirds of the upgrade cost could potentially be covered by a town resident, at no cost to the Town;

   --the upgrade would provide additional and improved access to Town trails;

   --safety, ease of travel and convenience of the residents would be enhanced

   --residents of this portion of South Bear Swamp Road would enjoy the same privileges and benefits as other taxpaying residents of the Town.

6. Other Town residents emphasized disadvantages of reclassification based primarily on financial concerns. Granting the reclassification would negatively affect the Town's already-stressed highway budget and could set in motion similar requests for reclassification of other Class 4 roads, placing an undue burden on Town finances such that the Town would not be able to financially sustain these upgrades and ongoing maintenance expenses.

7. Evidence also established that in considering reclassification requests involving proposed road upgrades, the Selectboard should consider adverse threats to wildlife and other environmental harm.

8. The Selectboard takes administrative/official notice of the provisions of the Town's Highway Ordinance ("the Ordinance"), adopted in May, 2003 and the Town's Class 4

Roads and Trails Policy ("the Policy"), adopted in March, 2003 and revised in June, 2016 and November, 2017. With respect to highway reclassification/upgrade requests, the Ordinance and Policy's respective provisions and guidelines are internally inconsistent and set forth standards and guidelines that may not be in harmony with Vermont statutory reclassification standards and requirements. Based on these concerns, the Selectboard has determined the need to review the Policy and Ordinance to ensure that the provisions are consistent with the provisions and requirements of current Vermont highway statutes; that the provisions of the Ordinance and Policy are not in conflict with each other and that both the Policy and Ordinance provide clear and consistent standards and guidance to aid applicants, petitioners and decision-making in highway reclassification proceedings. The Selectboard initiated this review effort prior to the June 23, 2026 hearing, but the process is in its initial stages and is not yet complete.

9. The Town's Planning Commission recommends that the Selectboard defer any highway reclassification decisions until the Selectboard revisits the Town's Class 4 maintenance and reclassification policies to ensure that reclassification decisions are sound and based on consistent and fair policies and standards.

10. The evidence establishes that a town resident has offered to fund, variously, up to one-third or two-thirds of the costs required to upgrade the road to Class 3 standards. However, no formal commitment or binding agreement on cost-sharing is in place, leaving the Town at risk of absorbing the entirety of the upgrade costs. It is also unclear whether Vermont statutes would allow the Selectboard to condition any reclassification order on obtaining reimbursement/payment of upgrade costs from one or more residents of the road in cases where no statutory petition is filed and the Selectboard is proceeding on its own motion.

11. At the conclusion of the hearing, the Vice Chair asked whether any Selectboard member would present a motion for reclassification of the .3 mile section of South Bear Swamp Road. No motion was offered.

REPORT/CONCLUSION

The evidence presented at the hearing, with particular regard to Findings 6 through 10 herein, does not establish that the public good, necessity and convenience of the inhabitants of the Town require reclassification of the .3 mile, more or less, section of South Bear Swamp Road.

ORDER

The Middlesex Selectboard declines to reclassify a .3 mile, more or less section of South Bear Swamp Road (Town Highway #4). This section of the highway shall remain Class 4.

SO ORDERED this 18th day of August, 2026.

TOWN OF MIDDLESEX SELECTBOARD

By:

Elizabeth Scharf, Chair

Zara Vincent, Vice Chair

Paul Cerminara

Lawrence Rooney

Stacey Skadberg