

Office of the Town Administrator  
Town of Hinesburg  
10632 Rte 116  
Hinesburg, VT 05461  
www.hinesburg.org  
jcolangelo@hinesburg.org  
802.482.2281x221

Mr. Jon Kaplan  
Bike & Pedestrian Program Manager  
Vermont Agency of Transportation  
1 National Life Drive  
Montpelier, VT 05633

August 22, 2012

Re: Town of Hinesburg 2012 Bicycle & Pedestrian Program Application for the Hinesburg Village North Sidewalk

Dear Mr. Kaplan:

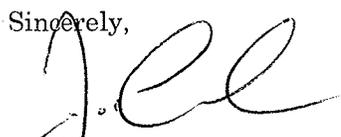
The Town of Hinesburg is honored to submit a well thought-out, community supported project for funding via VTRAN's 2012 Bicycle & Pedestrian Program. The Hinesburg Village North Sidewalk project, if funded, will provide the missing link to Hinesburg's sidewalk network and tie together over 5.6 miles of contiguous, paved walkways in Hinesburg. Specifically, the Hinesburg Village North Sidewalk project will provide a much needed safe travel-way along a high traffic section of Rte 116 and allow pedestrians to safely and efficiently walk from the Carpenter-Carse Library, Champlain Valley Union High School, and NRG Systems to Hinesburg's rapidly developing Village Center.

This project fits perfectly into the more holistic planning efforts Hinesburg has actively worked to achieve over the past few years. Currently, the Town is constructing a 7050' federally funded recreation path that will connect the library to the post office via CVU Road and Mechanicsville Road. The Hinesburg Village North Sidewalk would provide the final missing link for pedestrians along Route 116. It would connect the existing Commerce Street sidewalk to the new recreation path on CVU Road. This project would further objectives in the Hinesburg Town Plan that call for the creation of a truly walkable village growth area, and would specifically implement a critical pedestrian connection that has been shown on Hinesburg's Official Map since 2009. It will also provide a pedestrian connection from important community facilities (e.g., Town Library, CVU High School) to Hinesburg's Designated Village Center (latest designation by the VT Downtown Board in July 2011). The Hinesburg Village Steering Committee and Trails Committee have been charged by the Select Board to work on pedestrian connectivity, and both committees strongly support the proposed project.

While the Town of Hinesburg is fortunate to have community partners like WindNRG Partners and SB Collins, Inc. willing to fund the local cash match for this grant, Hinesburg is fully committed to funding, expanding, and maintaining its sidewalk network. The Town owns a sidewalk tractor for snow removal and hires a seasonal employee solely charged with the winter maintenance of all Town sidewalks. Also, the Town's approved capital budget includes \$19,500 in FY2013 specifically earmarked for sidewalk projects and includes funding into the future for the maintenance of current sidewalks and the construction of new sidewalks.

Thank you for taking the time to review our application and please do not hesitate to contact me with any questions or comments.

Sincerely,

  
Joe Colangelo,  
Town Administrator



Vermont Agency of Transportation

2012 Bicycle and Pedestrian Program Application

1. **Project Title:** Hinesburg Village North Sidewalk  
2. **Town Name(s):** Town of Hinesburg  
3. **Project Contact:**  
Name: Joe Colangelo, Town Administrator  
Mailing Address: 10632 Route 116  
Town & Zip Code: Hinesburg, Vermont 05461  
E-mail Address: jcolangelo@hinesburg.org  
**Phone#:** 802-482-2281 x 221      **Fax #:** 802-482-5404

**Approximate project length in feet:**

4. **RPC(s):**

5. **Project Description:** On one side of an 8 1/2 x 11 piece of paper, please give a brief description of the project. Present your project in a clear and concise fashion and include information relevant to project need and purpose. Explain the level of effort already completed on the project, and the anticipated benefits and public use of the project, people impacted and maintenance responsibility. **Be sure to indicate the primary facility type being applied for (e.g. sidewalk, shoulder, shared-use path).** If application is for a scoping study, provide as much relevant information as possible.

6. **Project Location:** On a separate sheet, include a map(s) of the project area. Color photos are useful but not required.

7. **Estimated Project Costs (for scoping, use PE and Admin lines only):**

<i>Preliminary Engineering(PE)</i>	<input type="text" value="\$80,000"/>
(Costs associated with scoping, engineering/design,survey,permitting,public input and coordination)	
<i>Right-of-Way (ROW)</i>	<input type="text" value="\$10,000"/>
(Includes cost of appraisal, land acquisition and associated legal fees.)	
<i>Construction</i>	<input type="text" value="\$385,000"/>
(Construction costs including reasonable contingency)	
<i>Construction Inspection</i>	<input type="text" value="\$39,000"/>
(Cost to provide oversight during construction)	
<i>Administration/Local Project Manager Costs</i>	<input type="text" value="\$51,000"/>
(Cost associated with municipal oversight of the project, estimated to a minimum of be 10% of total PE, ROW and Construction phases.)	

TOTAL COST (including 10% local share)

\$565,000

**8. List anticipated sources of local funding:**

SB Collins, Inc. – 20% of the 10% match required

WindNRG Partners, LLC – 80% of the 10% match required

**9. What other state or federal money have you applied for regarding this project?**

None

**10. Will you accept an award less than you applied for?**  Yes  No

(If you checked yes please document what part of the project you would accept partial funding for and be certain to breakout the costs associated with that part or segment. Attach additional pages if necessary.)

See attached estimate for phasing of project – Phase I – Commerce Street to Riggs Road, and Phase II – Riggs Road to CVU Road. This would not accomplish the overall connectivity the Town is looking for and would be more expensive.

**11. Letters of Support:** Please include letters of support from the legislative body of all municipalities and Regional Planning Commissions impacted by this project. If the municipality is the applicant, the letter(s) from the legislative body **must** acknowledge requirement for 10% local match and maintenance responsibility for facility after construction.)

Yes  No

**12. Did you hold a public meeting about this project within the last year?**

(Please enclose documentation of meeting warning and a meeting summary.)

Yes  No

**13. Feasibility Study or Equivalent Effort:** Please attach copies of the applicable report(s) and **all** supporting materials.

## 5. Project Description

The Town of Hinesburg is applying for a 2012 Bicycle & Pedestrian Program grant to fund the construction of the 3,100-foot long, five-foot wide Village Northeast Sidewalk more or less paralleling the east side of Route 116 located between Commerce St. and CVU Rd. in the Village Growth Center.

need and purpose: The purpose of this project is to provide a safe and attractive transportation route for pedestrians along a very busy, and often congested, stretch of VT Route 116 in the Village of Hinesburg that currently provides no accommodation for pedestrians or cyclists. The road lacks a shoulder and the pavement is crumbling. Cyclists will be accommodated by the construction of widened, paved shoulders as part of VTrans' planned repaving of Route 116 in 2013, but pedestrians will not. The proposed sidewalk will connect 3.7 miles of existing sidewalk and 1.3 miles of sidewalk currently under construction within Hinesburg's Village Growth Center, thereby vastly improving non-motorized transportation between important destinations within the Village. The need for interconnected sidewalks within the Village has been identified in Town planning documents starting as early as 2002.

level of effort completed: A great deal of planning and design work has already gone into this project. Twice in the past it appeared that the needed rights-of-way were obtainable so WindNRG Partners engaged engineers for design and permitting work. As a result, one impacted wetland has been delineated, the one needed bridge has been designed, the need for a town floodplain permit has been identified, and a preliminary Archeological Assessment has been completed, as have surveys for endangered species and hazardous wastes. Cost estimates, which have been appropriately revised upwards for this grant application, are in hand. Both WindNRG Partners and SB Collins are in the process of donating the necessary sidewalk easements to the Town and have committed to contributing the 10% match to the project.

The proposed sidewalk will connect with existing sidewalks along Commerce St. and 7,050 feet of sidewalk/path currently under construction along Mechanicsville and CVU Roads, thus completing a pedestrian loop in the heart of the Village of Hinesburg.

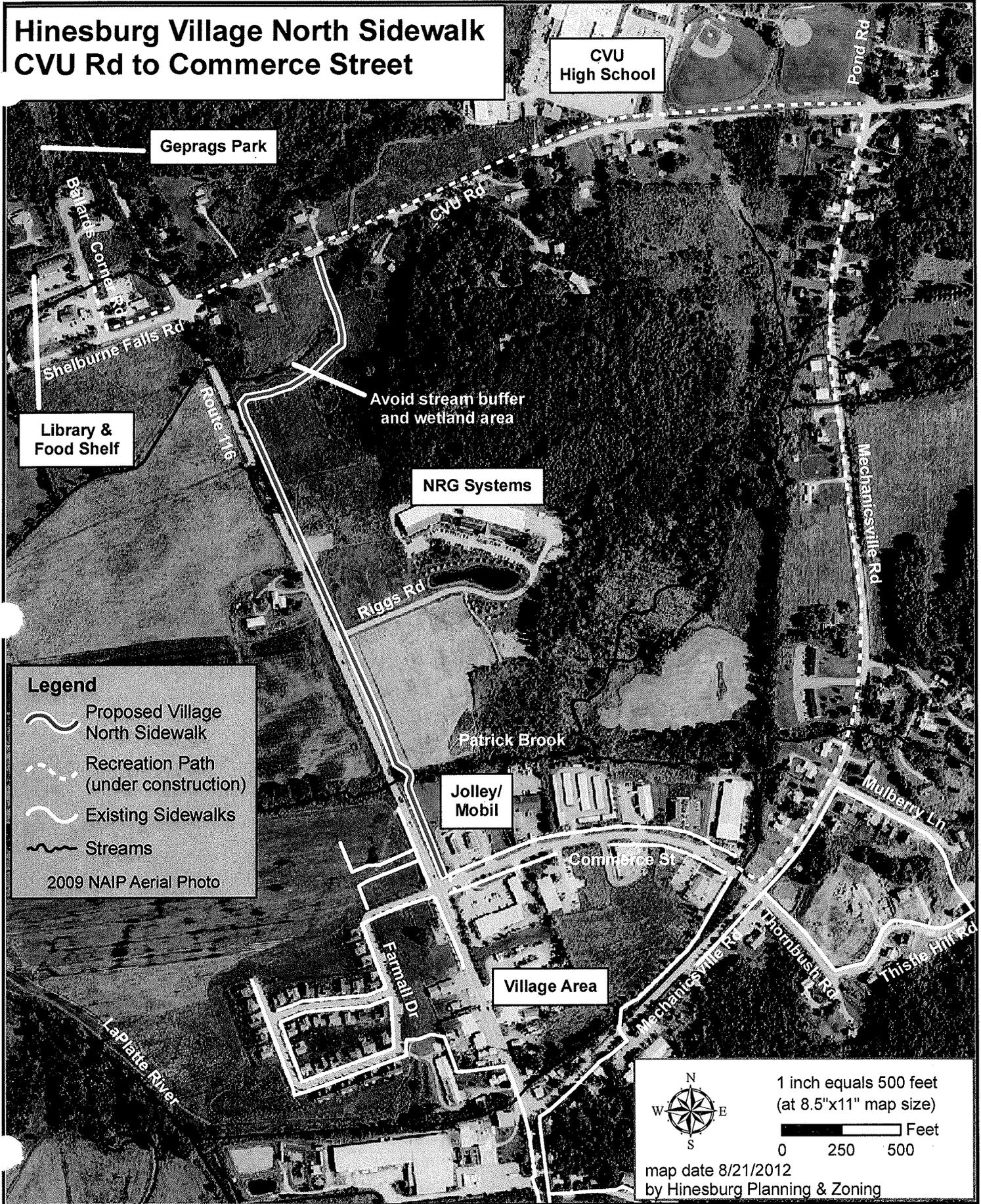
anticipated benefits and public use: Residents of Hinesburg will greatly benefit from the Village Northeast Sidewalk because it represents a key missing link in the "interconnected network of sidewalks, trails, bike paths, and greenways" envisioned in the 2011 Hinesburg Town Plan. The proposed sidewalk will help connect key destinations within the Village Growth Center including the Hinesburg Community School, Champlain Valley Union High School, the public library, town offices, senior housing, Food Shelf, farmers' market, many businesses, athletic fields, and parks. It will reduce traffic congestion on this busy stretch of Route 116 by providing a safe and attractive alternative to running errands in a vehicle. It will improve pedestrian access to CCTA and ACTR bus stops and to Hinesburg's Park & Ride lot.

people impacted: The people most impacted by the proposed sidewalk will be the residents of Hinesburg Village, particularly the elderly and the young. They will be able to accomplish many of their daily errands on foot instead of in a vehicle and will have a safe place to recreate, socialize, and walk a dog. Other Hinesburg residents will also benefit from the proposed sidewalk, as it is a vital link in the inter-connected network of sidewalks and trails that the town is creating.

maintenance responsibility: The Town of Hinesburg has agreed to accept maintenance responsibility for the proposed sidewalk including snowplowing and repaving when needed. Hinesburg owns and operates a dedicated sidewalk snowplow.



# Hinesburg Village North Sidewalk CVU Rd to Commerce Street



CVU High School

Geprags Park

Library & Food Shelf

NRG Systems

Jolley/Mobil

Village Area

Avoid stream buffer and wetland area

Bellevue Commons  
Shelburne Falls Rd

Route 116

Riggs Rd

Patrick Brook

Commerce St

Farnall Dr

Mechanicsville Rd

Thornbush Rd

Mulberry Ln

Thisle Hill Rd

LaPlatte River

Pond Rd

Mechanicsville Rd



## Village North Sidewalk

### Estimate

Engineering	\$50,000
Wetlands	\$5,000
Archeology	\$5,000
Surveying	\$10,000
permitting	\$10,000
ROW's	\$10,000
Construction	\$150,000
Erosion prevention	\$5,000
CVU Road crossing	\$5,000
Ledge removal	\$25,000
Cut and Fill	\$50,000
Signage	\$5,000
Stormwater	\$20,000
Bridge	\$75,000
Contingency	\$50,000
Construction Inspection	\$38,500
Administration	\$51,350
	<u>\$564,850</u>

### Sources of Funding

Vtrans	\$508,365
SB Collins, Inc.	\$11,297
WindNRG Partners, LLC	\$45,188
	<u>\$564,850</u>

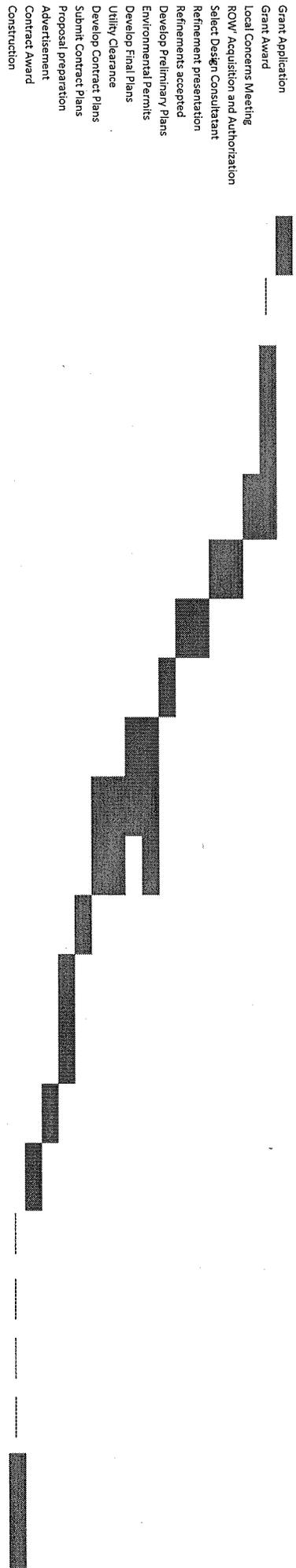
**Village North Sidewalk**

**Phased project Estimate**

<b>Phase I</b>	<b>Commerce St - Riggs Road</b>	<b>Phase II</b>	<b>Riggs Road to CVU Road</b>
Engineering	\$15,000	Engineering	\$40,000
wetlands	\$3,000	wetlands	\$3,000
permitting	\$5,000	permitting	\$5,000
surveying	\$3,000	surveying	\$7,000
archeology	\$1,000	archeology	\$4,000
erosion	\$3,000	erosion	\$3,000
ROW	\$10,000	ROW	\$5,000
stormwater	\$10,000	stormwater	\$15,000
signage	\$5,000	signage	\$5,000
Construction	\$51,000	Construction	\$105,000
bridge	\$75,000	CVU crossing	\$5,000
inspection	\$13,000	Ledge removal	\$25,000
contingency	\$20,000	Cut and Fill	\$50,000
administration	\$20,000	inspection	\$18,500
<b>Total Phase I</b>	<u><u>\$234,000</u></u>	contingency	\$40,000
		administration	<u>\$33,050</u>
		<b>Total Phase II</b>	<u><u>\$363,550</u></u>
 <b>Sources of Funding</b>		 <b>Sources of Funding</b>	
Vtrans	\$210,600	Vtrans	\$327,195
SB Collins	\$4,680	SB Collins	\$0
WindNRG Partners	<u>\$18,720</u>	WindNRG Partners	<u>\$36,355</u>
<b>Total Funding</b>	<u><u>\$234,000</u></u>	<b>Total Funding</b>	<u><u>\$363,550</u></u>

Village North Sidewalk

2012		Schedule												2013		2014					
August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May







CHITTENDEN COUNTY RPC  
*Communities Planning Together*

110 West Canal Street, Suite 202  
Winooski, VT 05404-2109  
802-846-4490  
www.ccrpcvt.org

August 15, 2012

Alex Weinhagen  
Director of Planning & Zoning  
10632 Route 116  
Hinesburg, VT 05461

Dear Alex:

This letter is in support of the Town of Hinesburg's application to the VTrans 2012 Bicycle Pedestrian Program requesting funding for design and construction of a sidewalk along the east side of VT RT 116 from Commerce Street north to CVU Road. This sidewalk will help complete a link in the Town's path system connecting the Village area to CVU High School and encourage more walking and biking to the school.

This project is supported by the following goals from the 2010 Chittenden County Metropolitan Transportation Plan. To:

**Goal 3** Create a transportation system that offers constantly improving safety, accessibility, flexibility, and comfort for everyone.

**Goal 5** Protect or enhance the region's built and natural environments.

**Goal 6** Create a transportation system that builds community, enhances neighborhood vitality, and minimizes noise, glare and vibration.

**Goal 9** Establish a transportation system that uses diverse sources of power and maximizes energy efficiency and conservation.

**Goal 10** Develop a transportation system that features a variety of travel modes and encourages the reduction of single-occupant vehicle use.

This project is also supported by the following from our 2008 Regional Pedestrian-Bicycle Plan:

**Goal 1:** Continue to Build and Enhance the Regional Network of Bicycle and Pedestrian Facilities.

Good luck in securing the funding to complete this project and thanks for the opportunity to support this grant request.

Sincerely,

A handwritten signature in cursive script that reads "Peter Keating".

Peter Keating  
Senior Transportation Planner

cc: Andrea Morgante, CCRPC Hinesburg Representative  
Martha Q. Keenan

August, 15 2012

Mr. Jon Kaplan, Bicycle & Pedestrian Program Manager  
Vermont Agency of Transportation  
1 National Life Drive  
Montpelier, VT 05633-5001

Dear Mr. Kaplan:

I am writing to express my enthusiastic support for the Town of Hinesburg's application to the VTrans Bicycle and Pedestrian Program. The funds will be used to create a sidewalk along Route 116 from Commerce St. to CVU Rd., completing a loop through Hinesburg village that connects major employers to village services and homes.

As Hinesburg's long-time Representative, I believe completion of this loop is essential to enhancing the livability of our community and to realizing the sustainable vision of our Town Plan. Not only will this loop relieve traffic on a heavily traveled stretch of road, it will also support the wellness of our residents, bolster economic vitality, and provide safe, carbon-free transportation for hundreds of residents, students, and commuters. I am grateful for the 10% local match that will be provided by SB Collins and WindNRGPartners, LLC.

This 0.6 mile stretch of Route 116, in the heart of the Village Growth Area, is in poor condition with no shoulders. With the VTrans plan for repaving this section of Route 116 in 2013, the new three foot paved shoulders will improve the safety for bicyclists, making this project complementary by providing for pedestrians a safe access to village stores, the library, public transit stops, and other essential services. For these reasons and more I hope you will and your committee will grant these resources to the Town of Hinesburg.

I appreciate your thoughtful review and consideration. If you have any questions, feel free to contact me at [BillLippert@gmavt.net](mailto:BillLippert@gmavt.net) or call at 802-734-0593.

Sincerely,



Rep. Bill Lippert

Hinesburg State Representative

*Wind NRG Partners, LLC.*

August 22, 2012

Mr. Joe Colangelo  
Hinesburg Town Administrator  
10632 Route 116  
Hinesburg, VT 05461

Dear Joe:

WindNRG Partners, LLC. is very excited about the application to the Bicycle & Pedestrian Program for a grant to fund a sidewalk from Commerce Street to CVU Road in Hinesburg. To make this a possibility for the Town, WindNRG Partners, LLC is willing to fund 80% of the required 10% match. With the commitment from SB Collins, this meets the 10% match without the Town having to provide any funding.

Best wishes for a successful application.

Sincerely,



Jan B. Blittersdorf  
WindNRG Partners, LLC



## Martha Q. Keenan

---

**From:** Carl Ruprecht [cruprecht@sbcjolley.com]  
**Sent:** Friday, July 20, 2012 8:05 AM  
**To:** Martha Q. Keenan  
**Subject:** RE: VTrans grant & Select Board

Good Morning,

Although I have not yet finalized the easement, I am willing to be a silent partner to this grant application you are proposing, assuming you will handle the details.

Thanks very much,  
Carl

---

**From:** Martha Q. Keenan [mailto:mgk@windnrg.com]  
**Sent:** Thursday, July 19, 2012 10:53 AM  
**To:** cruprecht@sbcjolley.com  
**Subject:** VTrans grant & Select Board  
**Importance:** High

Good morning Carl,

I have a spot on the Select Board agenda this coming Monday, July 23<sup>rd</sup> to request the Town apply for a Bike/Pedestrian path grant to take the sidewalk/path from Commerce Street to CVU Road.

I am hoping that you can confirm SB Collins agreement to take part in this through the easement and a portion of the match proportionate to your part of the path/sidewalk. With Federal Funds, there are more hoops to go through, and it makes the path more expensive. My belief is, that through the grant, SB Collins would end up with less expense than if they constructed the 6 foot path required by the DRB.

Please let me know your understanding and agreement for SB Collins.

Thank you,  
Martha Keenan

Martha Q. Keenan

The information contained herein is confidential. The information is intended only for the use of the individual or entity to whom it is addressed. If you are not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this transmission in error, please immediately notify us by telephone, and destroy the original message and any copies thereof in whatever medium stored. Thank you.

## Martha Q. Keenan

---

**From:** Carl Ruprecht [cruprecht@sbcjolley.com]  
**Sent:** Thursday, August 16, 2012 1:28 PM  
**To:** Martha Q. Keenan  
**Subject:** RE: commitment?!

Martha:

Sorry for the delay; my schedule is overloaded.

We are definitely interested in being part of this grant application, on a sub-applicant level. I'm counting on you to handle it, using our involvement the best way possible. Consider this email to be our letter of acceptance.

Thanks,  
Carl

---

**From:** Martha Q. Keenan [<mailto:mqk@windnrg.com>]  
**Sent:** Thursday, August 16, 2012 11:52 AM  
**To:** Carl Ruprecht  
**Subject:** commitment?!  
**Importance:** High

Hi Carl,

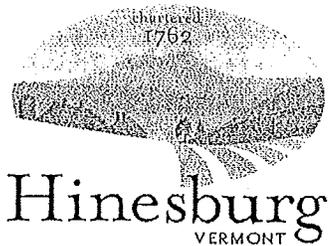
Hoping you can get back to me soon about your commitment to this grant application. I am putting it together Monday and Tuesday of next week.

Your help is critical. Please call me at 363-2384 should you like to discuss this.

Thank you,  
Martha

Martha Q. Keenan

The information contained herein is confidential. The information is intended only for the use of the individual or entity to whom it is addressed. If you are not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this transmission in error, please immediately notify us by telephone, and destroy the original message and any copies thereof in whatever medium stored. Thank you.



Office of the Town Administrator  
Town of Hinesburg  
10632 Rte 116  
Hinesburg, VT 05461  
www.hinesburg.org  
jeolangelo@hinesburg.org  
802.482.2281x221

## SELECTBOARD AGENDA

July 23, 2012

7pm

Hinesburg Town Hall

1. Call To Order 7:00pm
2. Open Item for Non Agenda Items 7:00pm
3. Discussion and Update from Chittenden County Transit Association (CCTA) Regarding Hinesburg's New Service and Other CCTA Issues 7:02pm
4. Review Animal Control prodedures with Chief Koss 7:15pm
5. Approve Contract for North Road Paving Project 7:20pm
6. Consider allocating funds for Lake Iroquois Association Excavation Work 7:25pm
7. Discuss Placement of Catch Basin at the Intersection of Rte 116 and Charlotte Road 7:40pm
8. Consider Approving Town Sponsored Sidewalk Grant Application with NRG 7:55pm
9. Consider Approving NEMRC Contract 8:05pm
10. Consider Authorizing Mobile Home Reappraisal Contract with NEMRC 8:10pm
11. Consider Appointing a new Town Lister 8:15pm
12. Consider Placement of Benches in the Village as Recommended by Village Steering Committee 8:20pm
13. Consider Adopting Paperless Selectboard Policy and Tablet Computer Purchasing Plan 8:35pm
14. Town Administrator's Report 8:45pm
15. Selectboard Forum 8:50pm
16. Sign Warrants 8:55pm
17. Approve Minutes 9:00pm
18. Adjourn 9:05pm

SELECTBOARD MEETING  
July 23, 2012

page 1 of 9

Attending the meeting; Mike Bissonette, Phil Pouech, Tom Ayer, Andrea Morgante, Joe Colangelo and attached list.

Mike B, as Vice Chair, called the meeting to order at 7:00 p.m.

CCTA Update

CCTA's new General Manager, Bill Watterson, was in attendance to introduce himself to the Selectboard and community. He also provided an update on the status of the Burlington – Hinesburg route.

The figures below are for the Hinesburg – Burlington route after three (3) months of service. It's typical for summer months to be a little light. Service started April 23.

<u>April</u>	<u>May</u>	<u>June</u>	<u>Total Ridership to the end of June</u>
289	1,059	912	2,260

Bill said the goal is to have 65 riders a day average by the end of the third year. He noted the need for a passenger shelter for those waiting for the bus. Two new 28 passenger busses will be coming thanks to the NRG matching funds.

Phil asked about Town funding. Joe noted there is \$35,000 allocated in this year's budget and the figure will increase slightly each year. Karla said there have been discussions regarding each towns share specifically around the ridership from Butler Farms and possible additional funding from So Burlington.

Review Animal Control procedures with Chief Koss

The Town is currently without an Animal Control Officer. Chief Koss recommends the Selectboard appoint Ed Waite as ACO. Ed is a good choice for this position. As stated in Koss's and Erb's memorandums to the Selectboard, Ed will need to receive a conditional use permit via the DRB in order to house pets/animals at his residence. Until that time Ed will use the garage at Mechanicsville and Rte 116 – a town owned piece of property. The Town will need to invest in some equipment and materials (two kennels, old blankets, bowls, etc.).

According to Alex, Ed will need to see the Planning Department about three (3) weeks prior to a meeting in order to get the proper information ready for approval by the DRB. Assuming there are no 'issues' with his request, he should be approved in a single meeting.

Phil asked to have a written job description.

Tom moved the Board vote to appoint Ed Waite to the position of Animal Control Officer. Second by Andrea and approved

Frank said he would have a written job description and contract for the next Selectboard meeting.

Phil moved the Board vote to authorize the Use of the old fire station at the intersection of Rte 116 and Mechanicsville Road as a temporary kennel and purchase the necessary pieces of equipment for that purpose not to exceed \$500.00. Second by Andrea and approved.

North Road Paving Bids

Per the FY2013 capital budget approved as Town Meeting, the Highway Department is preparing to pave 2.3 miles of North Road and possibly a small portion of Richmond Road (FY2014 section) depending on the price per ton. The Town of Hinesburg has been notified that it will receive a state grant to pay for 90% of the project. This grant funding was predicted as part of the revenue stream for FY2013. Bids are due to Mike Anthony 4pm Monday evening. Mike will open them and examine the bids prior to the meeting.

The Highway Department will close North Road the week of July 23 – 26 to change culverts in preparation for this paving work. The paving work will be completed by the end of September. We will have to close all or portions of North Road during the paving process, too.

Mike said the bids were \$73.70 from ST Paving; 72.76 from Pike and 69.20 from SD Ireland.

Tom moved the Board award the FY2013 North Road Paving Contract to SD Ireland at their bid price of \$69.20per ton. Second by Phil and approved.

Lake Iroquois Association Excavation Work

Highway Foreman Mike Anthony and Joe have been working with the Lake Iroquois Association on a stormwater abatement project to help mitigate sediment loss and erosion below Dynamite Hill on Lake Iroquois. The Town worked with the Association's engineer last summer when installing a 36" culvert so this mitigation project would not be compromised. Joe believes the Association received some monetary help from Williston (\$4,000) and Richmond (\$400); Mike offered to do some digging/excavating work for them as an in-kind donation from Hinesburg.

The 'digging' is to help build stone wall catch basins on Pond Road at the bottom of Shadow Ln. The problem is that it appears the Town does not have the right piece of equipment to do this work. We were hopeful the new excavator would be sufficient but it is just not the right machine for the job. Therefore, the project will have to be contracted out, if it is to be completed. Total cost of the contract will be around \$5,000. The total cost of the work being done on this project is around \$82,000. The project will be completed in phases.

Roger Crouse of the Association explained they received a grant for the engineering but applied again for the actual construction work and were denied.

Phil asked with Dynamite Hill being a private road and with the possibility of further development adding to the problem, would this problem be addressed by the DRB?

Andrea noted the Selectboard needs to be more diligent and make the DRB aware of these issues.

Andrea moved the Board vote to approve allocating up to \$5,000 to hire a contractor to do the excavating work for three (3) stone catch basins on Pond Road as part of a stormwater abatement project to help mitigate sediment loss into Lake Iroquois. Funding for this project will come from the highway department ditching fund. Second by Tom and approved.

Catch Basin and Stormwater Issues at the Intersection of 116 and Charlotte Road

George Dameron reported to the Board that the catch basin at the intersection of Rte 116 and Charlotte Road does not function properly. Rain water simply overshoots the catch basin sending stormwater running down Charlotte Road; this causes erosion on Mr. Dameron's property and eastward up the hill towards Rte 116 and unsafe driving conditions for those coming up to the intersection on Charlotte Road. In emails from 2009 the State acknowledges the catch basin is an issue. Specifically, in an August 20, 2009 e-mail from Dick Hoskins the State, under idea #3, stated that they could do the proper correction. However, in subsequent emails the State seems to tie in any improvement to the drainage system to the proposed sidewalk project on the west side of Rte 116. Of course, that sidewalk

project has been held up for a number of years due to disputes with some of the property owners on the route so if the State continues to put off this project until the sidewalk project is underway we could all be waiting for a long time. This is a problem now and should be addressed now.

There is also a catch-basin in front of Mr. Dameron's house along Charlotte Road that is quite a bit below grade. This is a safety concern more than anything and would definitely cause damage to an automobile if the driver swayed too close. It may be possible to put a grate closer to grade level but that solution could be mortal to the tree that abuts the catch basin.

Rob Bast shared some history regarding the culvert problem from his time as a Selectboard member. He states that clearly the State is the responsible party.

The Board agrees the State should take responsibility for the system and suggests this be tied into the culvert replacement that will be done in preparation for future paving of Rte 116.

Andrea moved the Board vote to send a letter to the State of Vermont, Agency of Transportation District 5, and request that the catch basin at the intersection of Rte 116 and Charlotte Road be replaced immediately so it can be installed for the Rte 116 re-paving project scheduled for 2013 to prevent storm water from shooting down Charlotte Road and to include in the letter coordinating replacement with the anticipated culvert replacements. Second by Tom and approved.

#### Consider Approving Town Sponsored Sidewalk Grant Application with NRG

WindNRG Partners, LLC requests the Hinesburg Select Board's authorization to submit a grant application to the 2012 VTrans Bicycle & Pedestrian Program on behalf of the Town of Hinesburg. The application would be to fund 90% of the costs of the design and construction of an asphalt, "shared-use" path more or less paralleling the east side of VT Route 116 from Commerce Street to CVU Road. See attached map.

WindNRG Partners will:

- deed the necessary 20-foot wide easement to the Town;
- donate the time and effort of Martha Keenan to write and submit the application,
- provide the balance of the required 10% cash match after the costs of the Jolley path portion are subtracted.

#### History

Vehicular traffic on Rte. 116 through the Village of Hinesburg has increased dramatically in recent years and will continue to increase as proposed residential and commercial development occurs. However, the stretch of Rte. 116 from Commerce Rd. to CVU Rd. makes no provision for pedestrians or cyclists: road shoulders are lacking and the pavement edge is uneven and fragmenting. Pedestrians and cyclists either avoid this section or run great risk of injury.

The need to accommodate pedestrians and cyclists was recognized at least as early as 2002 when the *Route 116 Hinesburg Village Corridor Study* recommended "improved pedestrian and bicycle facilities as well as traffic calming in order to provide alternatives to the automobile for residents to access local business and community facilities."

Accordingly, in 2002 when Howard Riggs applied for a subdivision permit, a 20-foot wide pedestrian/bicycle easement along Rte. 116 was required to be added to the final plat "to provide an alternative pedestrian/bicycle connection between Commerce Park and the CVU-Ballards Corner area." The final plat and deed noted that construction costs of future pedestrian or bicycle improvements were

to be borne by future lot owners improving the property. The Blittersdorfs purchased the land in 2003 and indicated their intention to construct a sidewalk or path along the entire distance from Commerce Rd. to CVU Rd. as soon as the Town secured the necessary path/sidewalk easement on the Jolley i. Dimart property. The Town will acquire this easement in the next few months as a condition of Jolley's Conditional Use Approval dated July 5, 2012.

The proposed 3,100 feet of new path will complete the pedestrian/cyclist loop that is now under construction along Mechanicsville Rd. and CVU Rd.

### Consistency with Town Plan

Construction of the proposed shared-use path is consistent with an objective of the *2011 Hinesburg Town Plan*: "to strive for safe and well-designed transportation systems including an interconnected network of sidewalks, trails, bike paths, and greenways." Goals for the Village Growth Area include changing the character of Route 116 to a "Main Street," creating and reinforcing "gateways" into the Village to give people a sense of arrival, and creating a truly "walkable" community by working toward safe and convenient pedestrian access to all portions of the Village. Specific recommendations include:

- plan for and install sidewalks on both sides of Route 116 through the Village area,
- ensure village sidewalks and paths are connected and linked to significant destinations outside the Village,
- redesign the main portion of Route 116 through the Village to make it safer, more pedestrian friendly, more efficient, and more attractive, and
- implement the provisions of the *2002 Route 116 Hinesburg Village Corridor Study*.

The Official Map for the Village Growth Area reinforces these ideas, identifying both a sidewalk and a trail running north-south along the east side of Rte. 116 between Commerce Street and CVU Road.

### Costs

Based on VTrans Report on Shared Use Path and Sidewalk Unit Costs updated 2010, the estimated budget for this project is \$800,000. VTrans will reimburse 90% of project costs. The required 10% non-federal match (\$80,000) will be paid by WindNRG Partners, LLC. and SB Collins, Inc.(Jolley) (in lieu of building the path on his property) and the Town must agree to maintain the path once it is constructed. This is the only cost to the Town.

### Feasibility and Rights-of-Way

Jon Kaplan, Manager of VTrans' Bike & Pedestrian program, has indicated that a formal feasibility study is not required prior to design and construction of this shared-use path because of the scoping, permitting, design, and budget work that WindNRG Partners, LLC has already completed. No additional permanent easements, beyond the WindNRG Partners, LLC and Jolley easements, are needed for this project.

### Grant criteria

This shared-path grant application will be very competitive because it meets the four stated emphases of 2012 VTrans Bike/Ped Program:

- addressing safety issues,
- connectivity to other bicycle and pedestrian facilities,
- location within a village center, and
- improving access to businesses, residences, and schools.

It has been many years since grants have been offered through the VT Bike/Ped program and it may be many more years before such an opportunity comes again. Hinesburg should seize this opportunity. With a timely go-ahead from the Select Board, and cooperation from Town staff, it will be possible meet the August 24, 2012 grant deadline.

Andrea noted that the drawings shown are conceptual and may change due to elevation requirements.

Phil asked about the possible impact on the path with the repaving of Rte 116. Martha said the State may pave a bike path which would change the type of path NRG would construct. Martha noted the Town's only responsibility will be plowing and maintenance of the completed path. Andrea supports the grant application and notes that if successful; when final engineering and costs are completed the Town will need to look at the details.

Tom moved the Board vote to authorize the Town of Hinesburg to submit a grant application for the 2012 Vermont Bike & Pedestrian Program. NRG will complete all necessary work to prepare the grant for submission and pay the 10% local matching funds if the project is funded. Second by Andrea and approved.

#### Consider Approving NEMRC Contract

Marie Gardner explained to the Board that the consulting firm the Town of Hinesburg has contracted with for assessment services, Automated Property Assessment Services (APAS, LLC) has merged with NEMRC and so the Town needs to sign a new contract with NEMRC for assessment services. All terms and charges remain the same. NEMRC is also the company that provides the Town accounting software and the CAMA software most listers use in Vermont. There will probably be some savings in efficiency in dealing with one company for accounting and listing services software needs.

Andrea moved the Board vote to Sign a Contract for Assessment Services with NEMRC for Assessment Services between July 2012 and June 30, 2013 at the Monthly Rate of \$1,625 and have the Town Administrator Sign the Contract on Behalf of the Town of Hinesburg. Second by Phil and approved.

#### Mobile Home Reappraisal

A year and a half ago the Lister's office requested to do a reappraisal on mobile homes in Hinesburg. This reappraisal seemed necessary because our Coefficient of Dispersion (COD) has been high in that category (mobile homes) and because the mobile homes were not appraised during the 2006 Town-wide reappraisal. The COD is a one of the criteria the triggers a reappraisal; the other trigger is the Common Level of Appraisal (CLA). The COD is a measure of the average deviation from market value of sold properties from the average town wide level of appraisal. If the COD is greater than 20% then a town-wide reappraisal is necessary. Currently, Hinesburg's COD is 9.10% but the mobile home portion of the COD is at 49.86%.

In 2006 the values of the mobile homes seemed to be in perfect alignment; so there was no reason to spend the time and effort on that task. Special note: the mobile homes in the mobile home parks only will be reappraised; not the 'parks' themselves.

Now it is 2012 and Marie recommends the Town go forward with this project. With the Board approval, the mobile homes will be visited around July 27<sup>th</sup>. The charge per parcel will be \$25 (opposed to \$40 during a full reappraisal). Each mobile home will be measured and inspected. The funds for this project will come from the reserve fund the Town receives from the State of Vermont specifically for reappraisals. Estimated total cost of the reappraisal will be around \$4,000.

## Facility Scoping

### Hinesburg Village North Sidewalk

#### 1) PURPOSE AND NEED OF PROJECT:

- a. The need to better accommodate pedestrians and cyclists along VT Route 116 within the Village of Hinesburg was recognized at least as early as 2002 when the *Route 116 Hinesburg Village Corridor Study* recommended “improved pedestrian and bicycle facilities as well as traffic calming in order to provide alternatives to the automobile for residents to access local business and community facilities.”
- b. Town Plan Map 13: “Trail Network Vision: Existing Routes and Gaps” identifies the lack of bicycle/pedestrian facilities along the stretch of Rte. 116 between Commerce Street and CVU Road as a major gap in the envisioned town-wide network.
- c. With the planned repaving of Route 116 in 2013 providing three-foot paved shoulders to accommodate bicyclists, a sidewalk will accommodate the need for pedestrians to safely connect with CVU High School, the Carpenter Carse Library, the local Food Shelf, etc.
- d. The Town of Hinesburg is currently completing a shared use/sidewalk from the Post Office on Commerce Street to the Town Library on Ballard Corner Road. This project will complete that loop, filling the third side of a triangle and allowing people to reach the Village Center, the Library, and CVU High School by foot or bicycle. It also creates a loop for those wishing a nice walk, run or bicycle all within the Village of Hinesburg.

#### 2) PROJECT AREA AND EXISTING CONDITIONS:

- a. The project area passes over two properties; that of SB Collins and WindNRG Partners, LLC.
- b. The Town will acquire the easement from SB Collins in the next few months as a condition of Jolley’s Conditional Use Approval dated July 5, 2012.
- c. WindNRG Partners, LLC has committed an easement over their property for a sidewalk.
- d. The sidewalk will follow Route 116 over the hill and then go east around a wet area and join CVU Road at an existing field cut with good sight lines along CVU Road. It was not feasible to continue along Route 116, as it would destroy a number of extremely old, and lovely oak trees and impose upon the storm water runoff at the corner of CVU Road and Route 116.
- e. There were no other possible paths for this sidewalk to take.

#### 3) RIGHT OF WAY

- a. Both impacted properties have agreed to ROW’s over their property.
- b. It does not impede upon the Route 116 ROW

#### 4) UTILITY IMPACTS

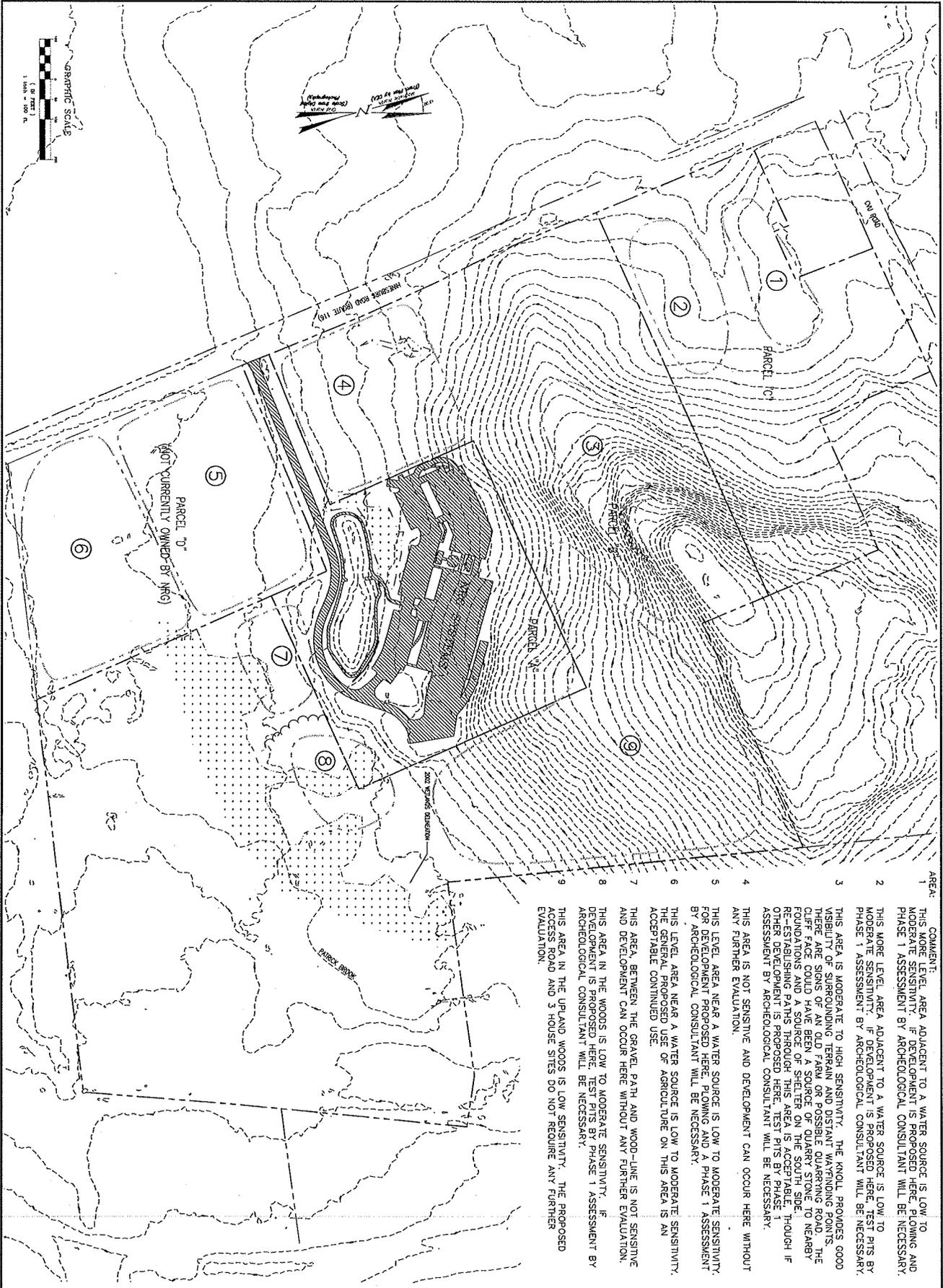
- a. No utilities impact the proposed sidewalk area.

#### 5) NATURAL AND CULTURAL RESOURCES

- a. There is one wetland crossing – a delineation is attached
- b. There is a bridge required to cross Patrick Brook – a design for a drop in bridge is attached
- c. There is a floodplain around Patrick Brook – permit required with the Town of Hinesburg
- d. A preliminary Archeological Assessment has been done
- e. There is no forest land, endangered species, flora/fauna or hazardous wastes that will impact this project

- f. It will edge agricultural lands, not impacting ability to cut/hay on the property
- g. There are no public lands
- 6) PRELIMINARY PROJECT COST ESTIMATE
  - a. \$565,000
- 7) MAINTENANCE
  - a. The Town of Hinesburg has agreed to maintain the facility upon completion
- 8) PUBLIC INVOLVEMENT
  - a. It is a part of the Town Plan, the development of which has involved a great deal of public input.
  - b. In public design charettes held by the Hinesburg Trails Committee in 2009, Hinesburg residents identified sidewalks linking key Village destinations as a high priority.
- 9) COMPATIBILITY WITH PLANNING EFFORTS
  - a. Construction of the proposed sidewalk is consistent with an objective of the *2011 Hinesburg Town Plan*: "to strive for safe and well-designed transportation systems including an interconnected network of sidewalks, trails, bike paths, and greenways."
  - b. Goals for the Village Growth Area include changing the character of Route 116 to a "Main Street," creating and reinforcing "gateways" into the Village to give people a sense of arrival, and creating a truly "walkable" community by working toward safe and convenient pedestrian access to all portions of the Village. Specific recommendations include:
    - 1. plan for and install sidewalks on both sides of Route 116 through the Village area,
    - 2. ensure village sidewalks and paths are connected and linked to significant destinations outside the Village,
    - 3. redesign the main portion of Route 116 through the Village to make it safer, more pedestrian friendly, more efficient, and more attractive, and
    - 4. implement the provisions of the *2002 Route 116 Hinesburg Village Corridor Study*.
  - c. The Official Map for the Village Growth Area reinforces these ideas, identifying both a sidewalk and a trail running north-south along the east side of Rte. 116 between Commerce Street and CVU Road.
- 10) Project timeline
  - a. Having the engineering work for the portion from Commerce Street to Riggs Road, wetlands delineation, and initial quotes for construction will help move this project along in a more rapid way.
  - b. Longest view is to complete within 24 months with the possibility of 12 – 18 months
- 11) VIABILITY
  - a. This project directly responds to the Town Plan, the Village Growth designs, and the Trail Committees view for the future. It connects vital portions of the Town with the Village Center.
  - b. The Select Board and the two affected landowners are in support of the project.





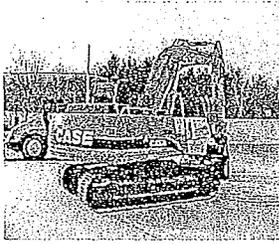
- AREA: COMMENT:
- 1 THIS MORE LEVEL AREA ADJACENT TO A WATER SOURCE IS LOW TO MODERATE SENSITIVITY. IF DEVELOPMENT IS PROPOSED HERE, PLOWING AND PHASE 1 ASSESSMENT BY ARCHEOLOGICAL CONSULTANT WILL BE NECESSARY.
  - 2 THIS MORE LEVEL AREA ADJACENT TO A WATER SOURCE IS LOW TO MODERATE SENSITIVITY. IF DEVELOPMENT IS PROPOSED HERE, TEST PITS BY PHASE 1 ASSESSMENT BY ARCHEOLOGICAL CONSULTANT WILL BE NECESSARY.
  - 3 THIS AREA IS MODERATE TO HIGH SENSITIVITY. THE KNOLL PROVIDES GOOD VISIBILITY OF SURROUNDING TERRAIN AND DISTANT WAYFINDING POINTS. THERE ARE SIGNS OF AN OLD FARM OR POSSIBLE QUARRYING ROAD. THE CLIFF FACE COULD HAVE BEEN A SOURCE OF QUARRY STONE. TO NEARBY FOUNDATIONS AND A SOURCE OF SHELTER ON THE SOUTH SIDE. RE-ESTABLISHING PATHS THROUGH THIS AREA IS ACCEPTABLE, THOUGH IF OTHER DEVELOPMENT IS PROPOSED HERE, TEST PITS BY PHASE 1 ASSESSMENT BY ARCHEOLOGICAL CONSULTANT WILL BE NECESSARY.
  - 4 THIS AREA IS NOT SENSITIVE AND DEVELOPMENT CAN OCCUR HERE WITHOUT ANY FURTHER EVALUATION.
  - 5 THIS LEVEL AREA NEAR A WATER SOURCE IS LOW TO MODERATE SENSITIVITY. FOR DEVELOPMENT PROPOSED HERE, PLOWING AND A PHASE 1 ASSESSMENT BY ARCHEOLOGICAL CONSULTANT WILL BE NECESSARY.
  - 6 THIS LEVEL AREA NEAR A WATER SOURCE IS LOW TO MODERATE SENSITIVITY. THE OPENED USE OF AGRICULTURE ON THIS AREA IS AN ACCEPTABLE CONTINUED USE.
  - 7 THIS AREA, BETWEEN THE GRAVEL PATH AND WOOD-LINE IS NOT SENSITIVE AND DEVELOPMENT CAN OCCUR HERE WITHOUT ANY FURTHER EVALUATION.
  - 8 THIS AREA IN THE WOODS IS LOW TO MODERATE SENSITIVITY. IF DEVELOPMENT IS PROPOSED HERE, TEST PITS BY PHASE 1 ASSESSMENT BY ARCHEOLOGICAL CONSULTANT WILL BE NECESSARY.
  - 9 THIS AREA IN THE UPLAND WOODS IS LOW SENSITIVITY. THE PROPOSED ACCESS ROAD AND 3 HOUSE SITES DO NOT REQUIRE ANY FURTHER EVALUATION.

<p style="font-size: 2em; font-weight: bold;">1</p>	<p>Sheet Title: <b>ARCHEOLOGY ASSESMENT SITE WALK</b></p> <p>Project Title: <b>NRG MASTER PLAN</b></p> <p style="text-align: center; font-size: 0.8em;">MINNESBURG, VERMONT</p>	<p>Client: <b>WILLIAM MACLAY ARCHITECTS &amp; PLANNERS</b></p> <p style="font-size: 0.8em;">4508 MAIN STREET WARRINGTON, VT 05675 (802) 486-4004</p>	<p style="font-size: 1.5em; font-weight: bold;">E</p> <p><b>ENGINEERING VENTURES INC</b></p> <p style="font-size: 0.8em;">208 Ryan Avenue Suite 21, Burlington, VT 05401 Tel: 802.263.6225 Fax: 802.263.6306 Engineering/Architecture</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="font-size: 0.8em;">Rev. No.</th> <th style="font-size: 0.8em;">Description</th> <th style="font-size: 0.8em;">Check</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Rev. No.	Description	Check									
Rev. No.	Description	Check														

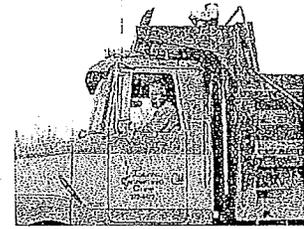
WETLANDS DELINEATION







ISLAND  
EXCAVATING  
CORP.  
P.O. Box 153  
Grand Isle, VT 05458



Tel (802) 372-4473  
Fax (802) 372-6604  
Email: TParizo@islandexcavatingcorp.com

EXCAVATION CONTRACT

Proposal Submitted To:

Dated: January 26, 2011

Ms. Martha Q. Keenan  
NRG Systems, Inc.  
P.O. Box 509  
Hinesburg, VT 05461

Re: Paved Path

We hereby propose to furnish the materials and perform the labor necessary for the completion of the project, as follows:

1)	Excavation for and construction of 6' wide by 870' long paved path; excavate topsoil; install mirafi fabric (8' wide); install 12" of plant mix stone for base (8' wide); use topsoil on site to taper edges of path to field; seed and mulch disturbed areas	\$ 18,920.00
2)	Allowance for precast 6' wide bridge piers (footing 8'x4'x1'; wall 6'x6'x1')	7,000.00
3)	Pavement, 6' wide by 870' in length, 2" thickness	<u>13,500.00</u>
	Total	<u>\$ 39,420.00</u>

Note: Bridge to be provided by others

All material is guaranteed to be as specified, and the above work to be performed in accordance with the architectural and/or engineered drawings and specifications (if available) submitted for above work and completed in a substantial workmanlike manner for the sums specified above with payments to be made as follows: **Within 15 days from date of invoice**

Island Excavating Corp. claims a lien on the land and improvements located at 110 Riggs Road, Hinesburg, Vermont in the amount of unpaid balances due under this Contract.

Any alteration, addition or deviation from the scope of the project as outlined above involving extra equipment time, labor time, or materials costs will become an extra charge over and above this Excavation Contract. If requested by owner(s), a change order will be prepared and signed. All agreements are contingent upon delays beyond our control. Workmen's Compensation and Public Liability Insurance to be taken out by Island Excavating Corp.

By acceptance of this Excavation Contract, the owner(s) agree that the quantities of material, equipment time and labor time outlined above are our best calculation of what will be required to complete the job within the scope of the project as outlined above. If less materials are used, or equipment and labor time is less than calculated, there will be no credit to the owner(s). If additional materials, equipment and

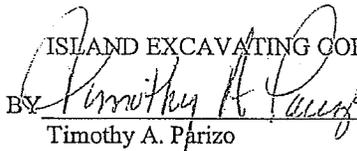
Martha Q. Keenan  
NRG Systems, Inc.  
Page 2  
January 26, 2011

Re: Paved Path

labor time are necessary to complete the project as outlined above, the owner(s) will not incur additional charges, unless there is an alteration, addition or deviation from the scope of the project as outlined above.

All accounts over 30 days will be charged a 1% per month finance charge.

This proposal may be withdrawn by us if not accepted within 30 days. If construction is not commenced until after May 1, 2011, this Contract may be adjusted for any increases in materials from suppliers.

ISLAND EXCAVATING CORP.  
BY   
Timothy A. Parizo

Acceptance of Excavation Contract

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature



JANUARY 24, 2011

**BUDGET PROPOSAL**

NRG SYSTEMS  
PEDESTRIAN PATH  
HINESBURG, VERMONT

**SCOPE OF WORK:** CONSTRUCT APPROXIMATELY 420 LF PEDESTRIAN PATH WITH 20 FT BRIDGE  
OVER PATRICK BROOK

**INCLUSIONS:**

*GENERAL-* \*ENGINEERING ALLOWANCE (\$4,000.00)  
\*MOBILIZATION/LAYOUT

*PATH-* \*STRIP TOPSOIL  
\*ROADWAY FABRIC  
\*GRAVEL SUBBASE (18 INCHES)  
\*ASPHALT PAVEMENT (3")  
\*MISC. DRAINAGE  
\*TOPSOIL/SEED/MULCH

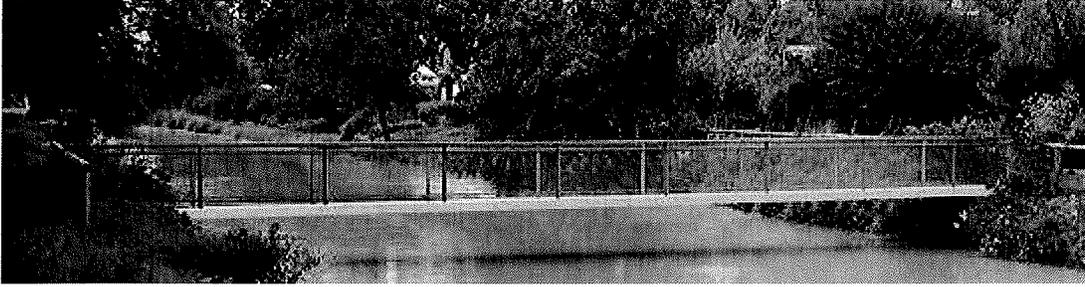
*BRIDGE-* \*EXCAVATION/DEWATERING  
\*CONCRETE ABUTMENTS  
\*BACKFILL STONE  
\*WOOD OR STEEL BRIDGE

BUDGET PRICE FOR THIS WORK IS \_\_\_\_\_ \$85,000.00

CONTINGENCY \_\_\_\_\_ \$12,000.00

TOTAL \_\_\_\_\_ \$97,000.00







# Kusser Graniteworks USA

# QUOTE

3109 E 4th Ave,  
t. 813-248-3428 f. 813.248.3671

Number K3201-B016-R01-C00

Date Aug 23, 2012

Sold To
<b>NRG Systems, Inc.</b> Martha Keenan 110 Riggs Road Hinesburg, Vermont 05461 United States of America  <b>Phone</b> (802) 482-2255 <b>Fax</b> (802) 482-2272

Ship To
<b>NRG Systems, Inc.</b> Martha Keenan Hinesburg, Vermont 05461 United States of America  <b>Phone</b> (802) 482-2255 <b>Fax</b> (802) 482-2272

## Prestressed Granite Bridge in Tittlinger Feinkorn (Granite) with Railings

Salesperson	Terms
Jason C	See Terms at bottom of Page

Line	Qty	Description	Item Price	Ext. Price
1	1	Pre-stressed Granite Bridge Design:  Approximately 20' x 8' Wide, 12" thick. Span length 18'  Including the necessary anchors for fixing a bridge railing on the side of the bridge.  Production Material: Tittlinger Feinkorn (Granite) Quarry: Höhenberg, Bavarian Forest Finish: Surface sand blasted, Sides honed Mass: 12.5 Tons		
2	40	Railing: (Allowance \$214/FT) May be subject to price change when railing style is determined. Approximately 40 feet.		

### Payment Terms

\$20,351.30	\$ Deposit Due with order
\$34,602.70	\$ Amount Due when Bridge is complete at the factory, accepted by digital video and prior to shipping
\$6,106.00	\$ Amount Due on Delivery

\* Estimated shipping allowance included in price.

SubTotal	\$50,560.00
Tax	\$0.00
* Shipping	\$10,500.00
<b>Total</b>	<b>\$61,060.00</b>



## Martha Q. Keenan

---

**From:** Kaplan, Jon [Jon.Kaplan@state.vt.us]  
**Sent:** Monday, August 13, 2012 1:46 PM  
**To:** Martha Q. Keenan  
**Cc:** Kaplan, Jon  
**Subject:** RE: complete streets question

The paving project is out of our Pavement Management program and Mike Fowler is the program manager. I just reviewed the preliminary plans and there are generally a minimum of 11 foot lanes and 3 foot wide shoulders for the whole project, with some variation in shoulder width around Silver St., Charlotte Rd. and Commerce St., mostly with wider shoulders. I'm not sure if Bike Lanes are necessary in this area. There are some design implications with the right turn only lanes if bike lanes are marked. As far as complete streets is concerned, the law requires us to consider the needs of bicyclists and with a 3 foot or greater shoulder being provided as part of a paving project, I would say that we considered and provided for bicyclists within the scope of the project. I think your plans for a sidewalk will be a good compliment to what the state paving project will be achieving.

\*\*\*\*\*

**Jon Kaplan, P.E.**  
**Bicycle and Pedestrian Program Manager**  
Local Transportation Facilities  
VT Agency of Transportation  
1 National Life Drive  
Montpelier, VT 05633-5001  
Ph: 802.828.0059  
Fax: 802.828.5712

VTrans Bicycle and Pedestrian Publications  
[Click Here](#)

VT Safe Routes to School Web site  
[www.SafeRoutesVT.org](http://www.SafeRoutesVT.org)

 Before printing this e-mail think if it is necessary. Think Green!

---

**From:** Martha Q. Keenan [<mailto:mqk@windnrg.com>]  
**Sent:** Tuesday, August 07, 2012 8:51 AM  
**To:** Kaplan, Jon  
**Cc:** Alex Weinhagen; [buddfamily@gmavt.net](mailto:buddfamily@gmavt.net)  
**Subject:** complete streets question

Good morning John,

I am working on the grant with the Town of Hinesburg. Next fall, the State is slated to repave Route 116 through Hinesburg. I am wondering if they will be including bike lanes for this section of road as a part of the complete streets program?

We would like to make the grant for a sidewalk, not a multi-use path but need to know if the State will be doing this work or not. If not, can you lead me to a contact person with whom I may discuss this issue with?

Thanks very much,  
Martha

## Martha Q. Keenan

---

**From:** Fowler, Mike [Mike.Fowler@state.vt.us]  
**Sent:** Wednesday, August 22, 2012 12:21 PM  
**To:** Martha Q. Keenan  
**Cc:** Locke, Kevin; Foisy, Marc; 'Little, John'  
**Subject:** RE: Route 116 paving project 2013

Hi Martha – Based on our review Monday afternoon I did confirm with our consultants that we will be calling for 3 foot shoulders in the area you cited below. Original field measurements showed this should be achievable at this location and we will do everything to ensure that is followed through during the construction of this project. Thanks and please let me know if you have any other questions or would like to discuss the overall project in further detail.

Michael J Fowler, PE  
Pavement Management Engineer  
VTrans - Highway Safety & Design  
Pavement Management Unit  
1 National Life Drive  
Montpelier, VT 05633-5001

Tel: (802) 828-0160  
Fax: (802) 828-5330

---

**From:** Martha Q. Keenan [<mailto:mqk@windnrg.com>]  
**Sent:** Wednesday, August 15, 2012 10:34 AM  
**To:** Fowler, Mike  
**Subject:** Route 116 paving project 2013

Good morning Mike,

Thank you very much for taking the time to speak with me yesterday. It is very exciting to know that Route 116 will be repaved next year.

From our conversation, it is my understanding that the State will be making eleven (11) foot lanes and paved three (3) foot shoulders. With the improvement to the shoulders (non-existent at this point from CVU Road to the Center of Hinesburg), bicyclists will be safely accommodated in their travel to and from the Town. With this improvement, it will make a sidewalk over this same portion complimentary to accommodate the pedestrians wishing to access CVU High School, Carpenter Carse Library, the food shelf and the center of Town.

When you travel to Starksboro next Monday, please check the shoulders along this portion of the route and confirm my understanding of our discussion.

I appreciate your help in this matter.

Best,

Martha Keenan

Martha Q. Keenan

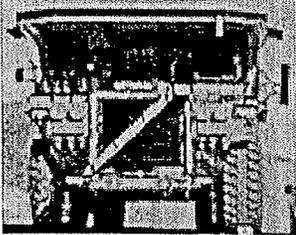
Martha Q. Keenan

---

**From:** Hosking, Dick [Dick.Hosking@state.vt.us]  
**Sent:** Wednesday, August 15, 2012 3:08 PM  
**To:** Martha Q. Keenan  
**Subject:** RE: Hinesburg Bike/Ped path grant application

As per our conversation this morning, the path/sidewalk will be outside the VT 116 ROW so VTrans District 5 has no objection to the facility. If construction will require the use of the VT 116 ROW, even if only temporary, the Town will need to apply for an 1111 Permit to allow construction vehicles to use the VT 116 ROW.

Richard Hosking, P.E.



District Project Manager  
PO Box 168  
Essex Junction, VT 05453  
802-654-1722  
802-655-6642 (fax)

---

**From:** Martha Q. Keenan [mailto:mqk@windnrg.com]  
**Sent:** Wednesday, August 15, 2012 12:03 PM  
**To:** Hosking, Dick  
**Subject:** Hinesburg Bike/Ped path grant application

Hello Dick,

Thank you for taking the time to speak with me. Attached is the map done by Alex, Director of Planning for Hinesburg; and our letter with a description of the project sent to the Select Board for approval to apply for this grant. The only change is from a shared use path to a sidewalk.

It will run parallel to Route 116 going North on the East side of Route 116 from Commerce Street to CVU Road, joining the new path being constructed there.

It is my understanding from our conversation that this will not impinge on the State ROW.

I appreciate your response letting me know that we have notified the VTrans District.

Yours,  
Martha

Martha Q. Keenan

---

The information contained herein is confidential. The information is intended only for the use of the individual or entity to whom it is addressed. If you are not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this transmission in error, please immediately notify us by telephone, and destroy the original message and any copies thereof in whatever medium stored. Thank you.



## 2012 VTrans Bicycle and Pedestrian Program Evaluation Criteria

### 1. Will the project address a community identified pedestrian or bicyclist priority?

Yes. The proposed Village North Sidewalk will address an alternative transportation priority that was recognized at least as early as 2002 when the *Route 116 Hinesburg Village Corridor Study* recommended “improved pedestrian and bicycle facilities as well as traffic calming in order to provide alternatives to the automobile for residents to access local business and community facilities.”

One of the priority objectives of the *2011 Hinesburg Town Plan* is “to strive for safe and well-designed transportation systems including an interconnected network of sidewalks, trails, bike paths, and greenways.” Town Plan Map 13: “Trail Network Vision: Existing Routes and Gaps” identifies the lack of bicycle/pedestrian facilities along the stretch of Rte. 116 between Commerce Street and CVU Road as a major gap in the envisioned town-wide network.

Town Plan goals for the Village Growth Area include changing the character of Route 116 to a “Main Street,” creating and reinforcing “gateways” into the Village to give people a sense of arrival, and creating a truly “walkable” community by working toward safe and convenient pedestrian access to all portions of the Village. Specific recommendations include:

- plan for and install sidewalks on both sides of Route 116 through the Village area,
- ensure village sidewalks and paths are connected and linked to significant destinations outside the Village,
- redesign the main portion of Route 116 through the Village to make it safer, more pedestrian friendly, more efficient, and more attractive, and
- implement the provisions of the *2002 Route 116 Hinesburg Village Corridor Study*.

The *Hinesburg Official Map* for the Village Growth Area, adopted by the Select Board in May of 2009, reinforces these ideas, identifying the need for both a sidewalk and a trail running north-south along the east side of Rte. 116 between Commerce Street and CVU Road.

The *Chittenden County Regional Planning Commission’s 2008 Update to the Regional Bicycle-Pedestrian Plan* identifies all of VT Rte. 116, including the portion through the Village, as a “Common Route Not Designated = Commonly used for on-road bicycle travel, but may not have adequate shoulder or be signed for bicycle travel.”

### 2. Will the project contribute to an integrated system linking community activity centers, residential neighborhoods, schools, employment sites and other bicycle and/or pedestrian facilities, to encourage pedestrian travel?

Yes. The overall vision for trails in Hinesburg, “Hinesburg Area Recreation Trails” as described in the 2011 Town Plan, can be pictured as a wagon wheel: the hub consists of the sidewalks of the village; the rim is comprised of trails and unpaved roads circumnavigating the perimeter of

the town (e.g. existing trails within Hinesburg's two town forests); and the spokes are comprised of shared use paths, road shoulders, and unpaved roads radiating from the village to provide access to the more rural parts of town (please see Town Plan Map 13, attached). The vision for this town-wide network of trails was developed largely through public input sessions hosted by the Hinesburg Trails Committee in the fall of 2009, in which participants were asked to identify important trip origins and destinations in town.

Central to this vision is completing the sidewalks within the Village Growth Area. The proposed sidewalk will encourage pedestrian travel by helping to complete a safe and pleasant route between important destinations identified by town residents including: the Hinesburg Community School (and playing fields and playground), Champlain Valley Union High School (and athletic fields), senior housing, Lantman's Market (and playing field), Town Offices (and playing fields), community library (where CVU's GED program and many other community programs meet), the Food Shelf, the farmers' market, and most of Hinesburg businesses. In addition, there is a planned pedestrian connection between the sidewalk at the intersection of CVU Road and Route 116 to Geprag's Park thereby making this park much more accessible on foot than it is now.

Hinesburg Village currently has 3.6 miles of sidewalk. Another 1.3 miles of shared path/sidewalk is currently under construction in the Village along Mechanicsville and CVU Rds. The proposed sidewalk project will fill the gap between sidewalks built in the past and those currently under construction and will complete the Village sidewalk loop comprised of the Commerce Street, Mechanicsville Road, CVU Road, and Route 116 sidewalks.

**3. Will the project address a safety concern and provide a secure, bicycle or pedestrian friendly environment?**

Yes. Currently, pedestrians and cyclists traveling between CVU Rd. and Commerce St. have only crumbling pavement (no shoulder) that they must share with vehicles, with a steep drop off to the side.

It is our understanding that VTrans' planned repaving of Route 116 in Hinesburg in 2013, in accordance with its Complete Streets policy, will provide improved three foot shoulders which will provide a safe avenue for cyclists. This will be a huge improvement for non-motorized transportation in Hinesburg but will not address the needs of pedestrians. The sidewalk proposed here will provide a safe, friendly pedestrian environment by separating pedestrians from vehicles and bicycles in the heart of the Village and will greatly improve non-vehicular access to the many destinations mentioned above.

**4. Will the project leverage funding from a variety of sources?**

Yes. The Town has secured a commitment such that once a VTrans grant has been awarded and permits are in hand, SB Collins, with a business located at the corner of Commerce and VT Rte. 116, will contribute approximately 20% of the 10% match to the project. WindNRG

Partners, LLC will contribute 80% of the 10% match to the project. This amounts to a 10 % project match. Please see commitments.

**5. Will the project provide enhanced connectivity to public transit and multi-modal facilities?**

Yes. As of 2012 buses from Chittenden County Transportation Agency and Addison County Transit Resources serve Hinesburg, providing connections to Burlington, South Burlington, Starksboro, Bristol, and Middlebury (see attached maps). The buses, which carry bike racks, make stops in the Village on Rte. 116 at the Hinesburg Town Offices, NRG, and Kinney Drugs. The proposed path will facilitate access to the bus stop from residences and will allow those disembarking from the buses to easily get to homes and places of employment (e.g. NRG, Merchant's Bank, the community library, etc.) without using an automobile.

**6. Is the application complete and clearly written?**

Yes!

**7. Is the project budget reasonable? Is there a likelihood the project will be constructed based on the readiness demonstrated?**

Yes. No additional ROWs, beyond those donated to the Town by Jolley (SB Collins) and WindNRG Partners, are needed for this project. No utilities need to be relocated. Engineering costs and designs have been developed. Readiness is demonstrated by designs and cost estimates for the portion of sidewalk from Commerce Street to Riggs Road. The Town of Hinesburg is eager to complete the Village sidewalk loop comprised of the Commerce Street, Mechanicsville Road, CVU Road, and Route 116 sidewalks.

**8. Is the project located within a Designated Downtown recognized by the VT Dept. of Economic, Housing, & Community Development?**

No, however, the project is located entirely with Hinesburg's Village Growth Area, which was designated in 2009.



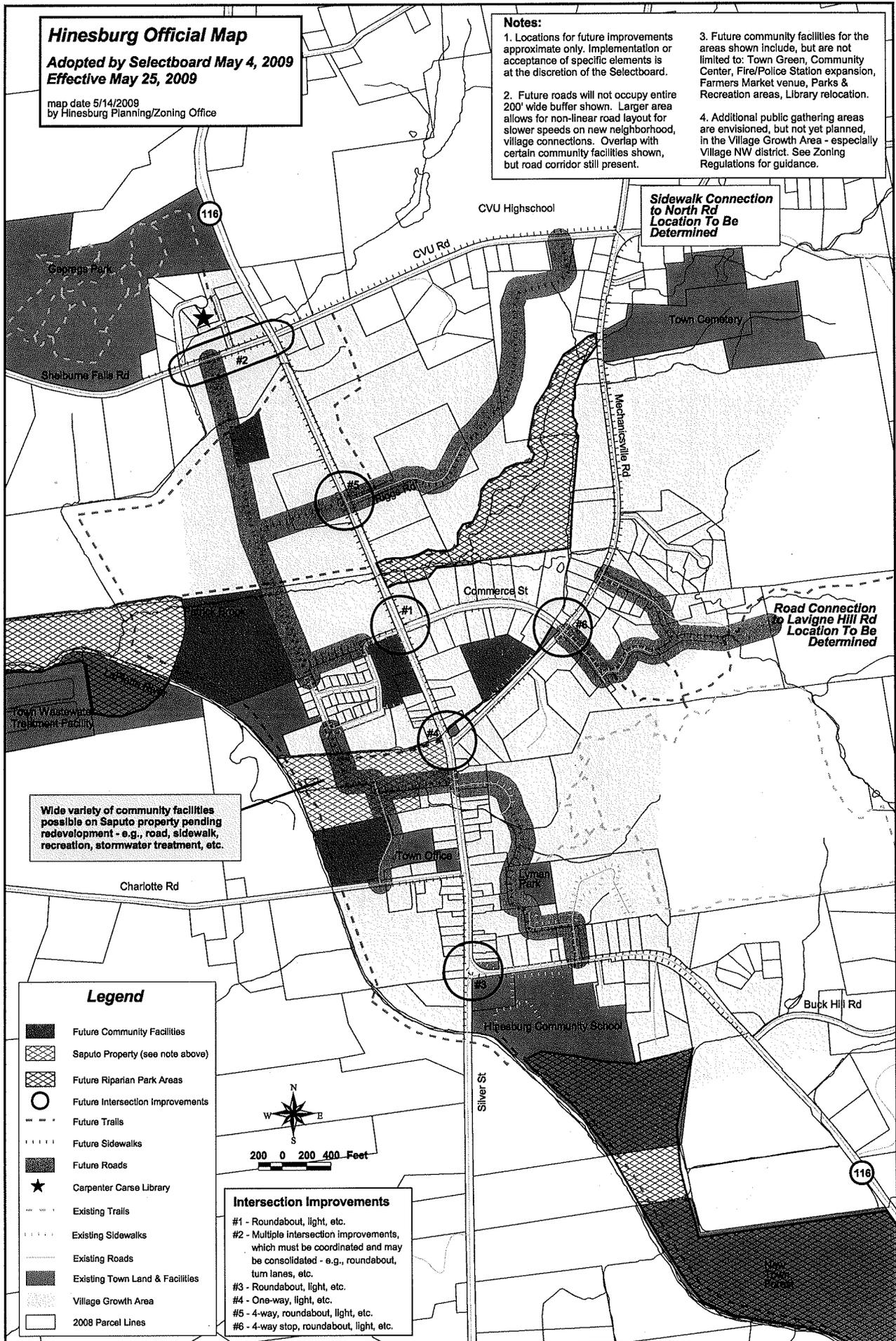
# Hinesburg Official Map

Adopted by Selectboard May 4, 2009  
Effective May 25, 2009

map date 5/14/2009  
by Hinesburg Planning/Zoning Office

### Notes:

1. Locations for future improvements approximate only. Implementation or acceptance of specific elements is at the discretion of the Selectboard.
2. Future roads will not occupy entire 200' wide buffer shown. Larger area allows for non-linear road layout for slower speeds on new neighborhood, village connections. Overlap with certain community facilities shown, but road corridor still present.
3. Future community facilities for the areas shown include, but are not limited to: Town Green, Community Center, Fire/Police Station expansion, Farmers Market venue, Parks & Recreation areas, Library relocation.
4. Additional public gathering areas are envisioned, but not yet planned, in the Village Growth Area - especially Village NW district. See Zoning Regulations for guidance.



**Sidewalk Connection to North Rd Location To Be Determined**

**Road Connection to Lavigne Hill Rd Location To Be Determined**

Wide variety of community facilities possible on Saputo property pending redevelopment - e.g., road, sidewalk, recreation, stormwater treatment, etc.

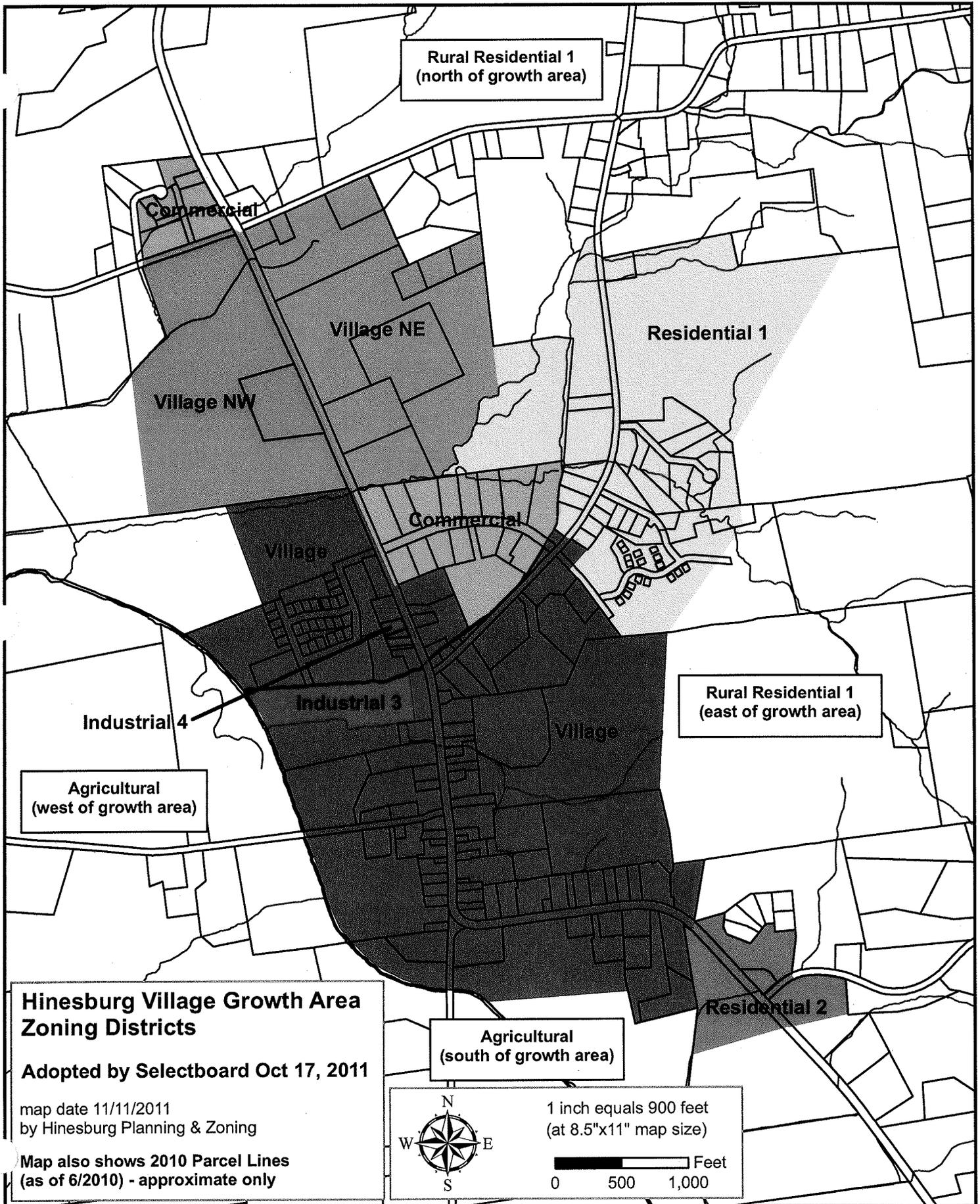
### Legend

- Future Community Facilities
- Saputo Property (see note above)
- Future Riparian Park Areas
- Future Intersection Improvements
- Future Trails
- Future Sidewalks
- Future Roads
- Carpenter Carse Library
- Existing Trails
- Existing Sidewalks
- Existing Roads
- Existing Town Land & Facilities
- Village Growth Area
- 2008 Parcel Lines

### Intersection Improvements

- #1 - Roundabout, light, etc.
- #2 - Multiple intersection improvements, which must be coordinated and may be consolidated - e.g., roundabout, turn lanes, etc.
- #3 - Roundabout, light, etc.
- #4 - One-way, light, etc.
- #5 - 4-way, roundabout, light, etc.
- #6 - 4-way stop, roundabout, light, etc.





**Hinesburg Village Growth Area  
Zoning Districts**

**Adopted by Selectboard Oct 17, 2011**

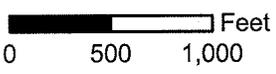
map date 11/11/2011  
by Hinesburg Planning & Zoning

Map also shows 2010 Parcel Lines  
(as of 6/2010) - approximate only

**Agricultural  
(south of growth area)**



1 inch equals 900 feet  
(at 8.5"x11" map size)

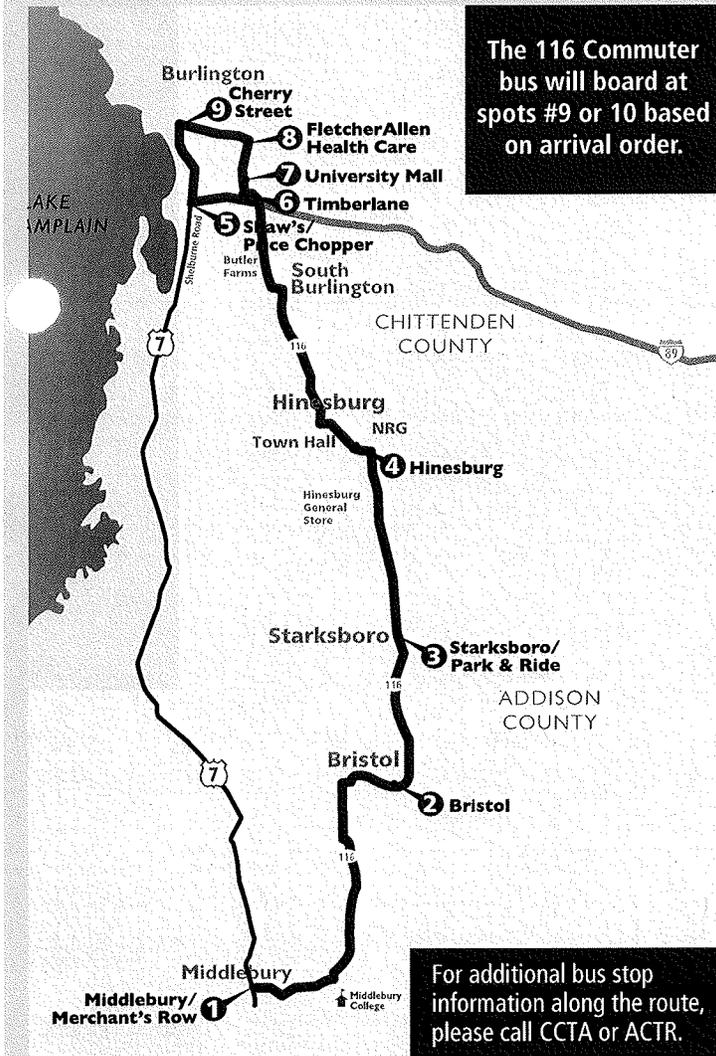
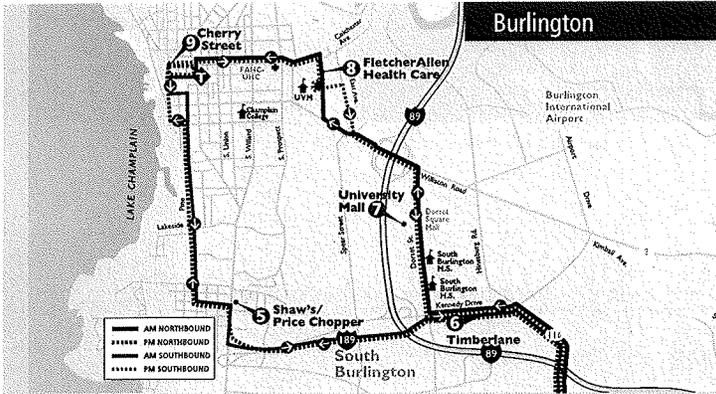




# The 116 Commuter

OPERATES WEEKDAYS ONLY

ROUTE NUMBER  
**46**



## MONDAY-FRIDAY NORTHBOUND

Middlebury / Merchant's Row <b>1</b>	Bristol ** <b>2</b>	Starksboro Town Hall / Park & Ride <b>3</b>	Hinesburg <b>4</b>	Opposite Timberlane <b>6</b>	Shaw's <b>5</b>	University Mall <b>7</b>	Fletcher Allen Health Care <b>8</b>	Cherry Street <b>9</b>
6:10	6:35	6:47	7:00 W	7:20	—	R	7:35	7:45
AM —	—	—	7:45 *	8:05	—	R	8:20	8:30
PM 3:40	4:05	4:17	4:30 W	4:50	4:55	—	—	5:15
—	—	—	5:35 *	5:53	5:58	—	—	6:15

## MONDAY-FRIDAY SOUTHBOUND

Cherry Street <b>9</b>	Price Chopper <b>5</b>	Fletcher Allen Health Care <b>8</b>	University Mall <b>7</b>	Timberlane <b>6</b>	Hinesburg <b>4</b>	Starksboro Town Hall / Park & Ride <b>3</b>	Bristol ** <b>2</b>	Middlebury / Merchant's Row <b>1</b>
7:00	7:08	—	—	7:13	7:40 *	—	—	—
AM 7:45	7:53	—	—	7:58	8:25 T	8:38	8:50	9:15
PM 4:50	—	4:57	5:07	5:12	5:32 *	—	—	—
5:15	—	5:22	5:32	5:37	5:55 T	6:08	6:20	6:45

\* Bus pulls into Hinesburg Town Hall Park & Ride via Charlotte Road.

\*\* For Bristol stop location, contact ACTR at 802-388-1946.

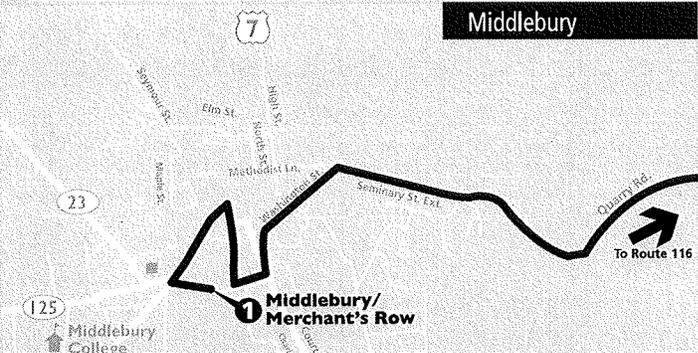
T Bus stops along Route 116 and does not pull in to the Town Hall Park & Ride.

W Bus stops at Waitsfield Telecom. Commuter parking is not available at Waitsfield Telecom. Please park across the street at the Town Hall Park & Ride.

R This bus will stop by on-board request.

Commuter parking available:  
Hinesburg Town Hall  
Starksboro Town Hall

Shaded trips operated by ACTR.





# Map 13: Trail Network Vision: Existing Routes and Gaps Town of Hinesburg

This is a vision map. It should not be confused with planned/future community facilities shown on the Hinesburg Official Map. See section 5.4 of the Town Plan for more information.

## Legend

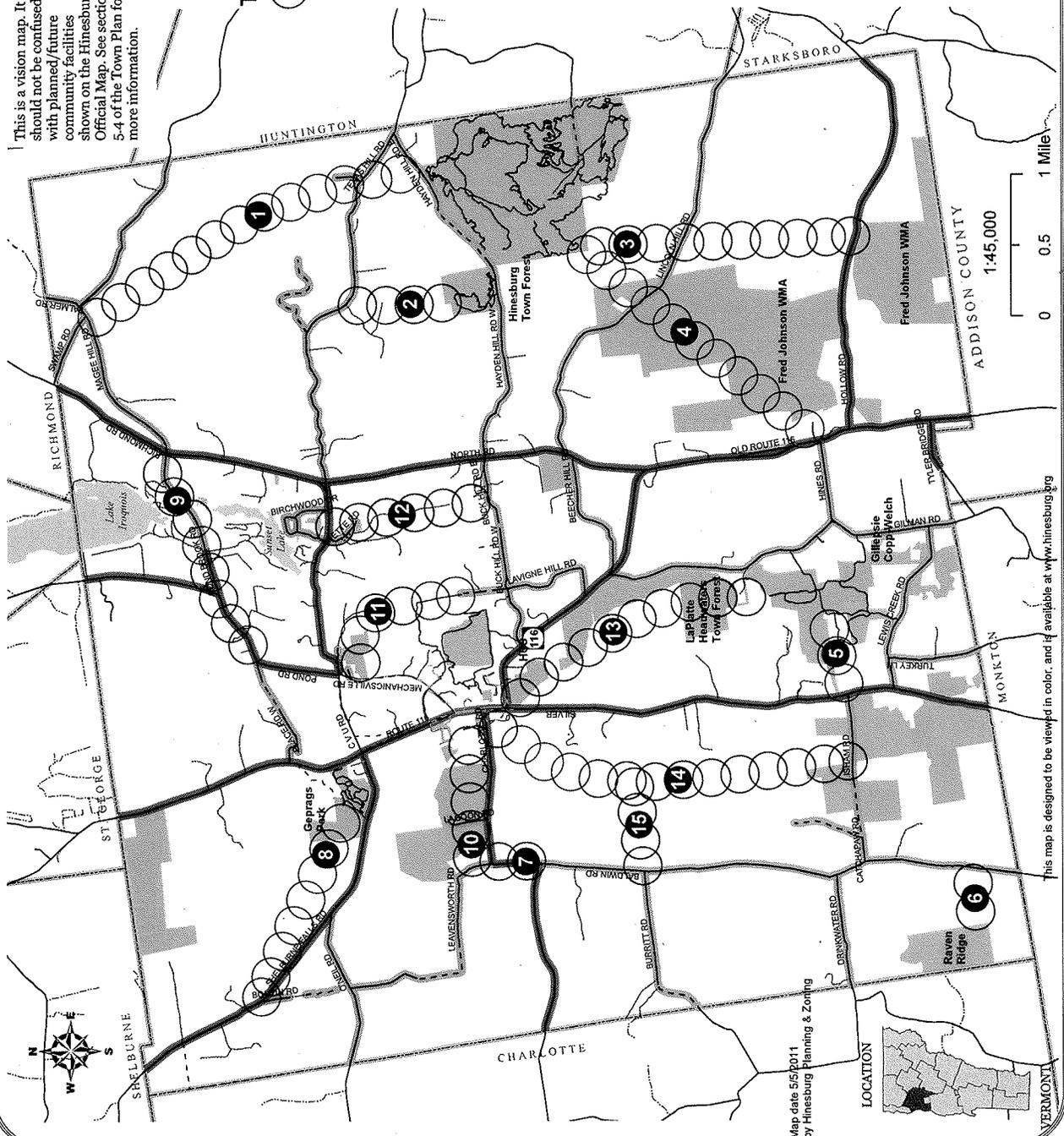
- | Trails & Sidewalks |                           | Roads |                             |
|--------------------|---------------------------|-------|-----------------------------|
|                    | Priority Trail Gaps       |       | Needed Road                 |
|                    | Existing Public Trails    |       | Shoulder Improvements       |
|                    | Public Ped/Bike Easements |       | Existing Unpaved Public Rds |
|                    | Existing Sidewalks        |       | Public Roads                |
|                    | Proposed Sidewalks        |       | Class 4 Town Rds            |
|                    |                           |       | Private Roads               |

## Public & Conserved Lands

- State & Town Owned Land
- Private Conserved Lands

### Priority Trail Gaps:

1. Hinesburg Town Forest - Hayden Hill Rd East - Texas Hill Rd - potentially Sleepy Hollow Trails - Magee Hill Rd/Swamp Rd intersection.
2. Hinesburg Town Forest - Texas Hill Rd.
3. Hinesburg Town Forest - Lincoln Hill Rd - Hollow Rd - Fred Johnson WMA.
4. Hinesburg Town Forest - Lincoln Hill Rd - Fred Johnson WMA - Hines Rd.
5. Copp-Welch - Isham Rd.
6. Baldwin Rd. - Raven Ridge Preserve.
7. Baldwin Rd. - Leavensworth Rd. 14.
8. Boutin OR O'Neil Rd. - Geprag Park.
9. Place Rd. E - Pond Brook Rd. - Richmond Rd.
10. Village - Leavensworth Rd.
11. Mechanicsville Rd. - cemetery - Red Pine Rd. - Lavigne Hill Rd.
12. Richmond Rd. - Buck Hill Rd.
13. Hinesburg Community School - LaPlatte Headwaters Town Forest.
14. Isham Rd. - existing private trails? - Charlotte Rd.
15. Burrill Rd. - north of wetland -



Map date 5/5/2011  
by Hinesburg Planning & Zoning

This map is designed to be viewed in color, and is available at [www.hinesburg.org](http://www.hinesburg.org)

H:\township\gen\figs\map13\_trail\_vision\_050511.mxd



August 17, 2012

Joe Colangelo  
Town Administrator  
10632 Route 116  
Hinesburg, VT 05461

Dear Joe,

This letter is in support of the Town of Hinesburg's application to the VTrans 2012 Bicycle Pedestrian Program requesting funding for design and construction of a sidewalk along the east side of VT Route 116 from Commerce Street north to CVU Road. This sidewalk will help complete a link in the Town's path system connecting the Village area to CVU High School, the Carpenter Carse Library and the Town Food Shelf.

The need to better accommodate pedestrians and cyclists along VT Route 116 within the Village of Hinesburg was recognized at least as early as 2002 when the *Route 116 Hinesburg Village Corridor Study* recommended "improved pedestrian and bicycle facilities as well as traffic calming in order to provide alternatives to the automobile for residents to access local business and community facilities."

Construction of the proposed sidewalk is consistent with an objective of the *2011 Hinesburg Town Plan*: "to strive for safe and well-designed transportation systems including an interconnected network of sidewalks, trails, bike paths, and greenways." Goals for the Village Growth Area include changing the character of Route 116 to a "Main Street," creating and reinforcing "gateways" into the Village to give people a sense of arrival, and creating a truly "walkable" community by working toward safe and convenient pedestrian access to all portions of the Village. Specific recommendations include:

- plan for and install sidewalks on both sides of Route 116 through the Village area,
- ensure village sidewalks and paths are connected and linked to significant destinations outside the Village,
- redesign the main portion of Route 116 through the Village to make it safer, more pedestrian friendly, more efficient, and more attractive, and
- implement the provisions of the *2002 Route 116 Hinesburg Village Corridor Study*.

Good luck in securing the funding to complete this project.

Sincerely,

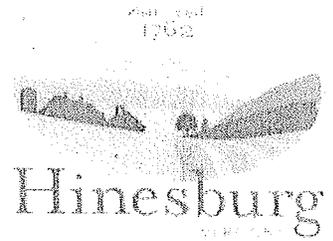
---

Dona Walker, Chair  
Hinesburg Village Steering Committee



## HINESBURG COMMUNITY POLICE

Post Office Box 1  
Hinesburg, Vermont 05461  
802-482-3397 (Phone)  
802-482-3448(Fax)  
hinesburgpd@gmavt.net



*Frank Koss, Chief of Police*

August 17, 2012

Joe Colangelo  
Town Administrator  
10632 Route 116  
Hinesburg, VT 05461

Dear Joe,

This letter is in support of the Town of Hinesburg's application to the VTrans 2012 Bicycle Pedestrian Program requesting funding for design and construction of a sidewalk along the east side of VT Route 116 from Commerce Street north to CVU Road. This sidewalk will help complete a link in the Town's path system connecting the Village area to CVU High School, the Carpenter Carse Library and the Town Food Shelf.

Route 116 has a lot of commuter and truck traffic, creating a safety concern for those desiring to walk or bicycle to and from the Town Center and Town Public facilities. The creation of a sidewalk will enable our Townspeople to safely travel to all of our facilities without the need to drive.

It is my belief this sidewalk will be a positive addition to the Town Hinesburg.

Please contact me personally if there are any questions or anything further assistance that I can provide.

Sincerely,

FRANK KOSS, Chief  
Hinesburg Community Police



hinesburg area recreation trails

10 August 2012

Mr. Jon Kaplan, Bicycle & Pedestrian Program Manager  
VT Agency of Transportation  
1 National Life Drive  
Montpelier, VT 05633-5001

Dear Jon:

In 2007 the Hinesburg Select Board created the Hinesburg Trails Committee, charging it with creating and maintaining an interconnected network of sidewalks, paths, and unpaved roads for recreational and non-motorized transportation uses. Accordingly, the Committee is thrilled with the prospect of a sidewalk along Route 116 from Commerce Street to CVU Road. The unmet needs of pedestrians and cyclists along this stretch of Route 116 has been well documented in Hinesburg's 2011 Town Plan, the Official Map for Hinesburg's Village Growth Area, and a 2002 Route 116 Hinesburg Village Scoping Study.

This stretch of Route 116 is in the heart of the Village Growth Area. It is in poor condition, with no shoulders. Vehicular traffic is heavy, particularly during the morning and evening commuting peaks, and is projected to get even heavier as various proposed residential and commercial developments in the Village are completed and add their traffic to the mix. Pedestrians and cyclists avoid this stretch of Route 116 or take their lives in their hands to travel say, from the elementary school to the library, or from Lantman's grocery store to NRG, or from our new CCTA and ACTR bus stops to the Food Shelf.

The proposed approximately 0.6 miles of sidewalk (along with improved shoulders in 2013) will complete a pedestrian/cyclist loop that is emerging now that construction has begun on the path along Mechanicsville and CVU Roads. It will be an important pedestrian connection both within the Village and between the north and south sections of town, increasing safety and reducing vehicle trips. It will improve access to two major recreational trail networks in the Village at Geprag's Park and at the Russell Family Farm.

When completed, this new sidewalk will come under the purview of the Trails Committee. We look forward to this and are eager to manage and maintain the sidewalk with the assistance of Town staff.

The Hinesburg Trails Committee is wholeheartedly in support of this grant application to the VTrans Bicycle and Pedestrian Program.

Respectfully submitted

Lenore F. Budd  
for the Hinesburg Trails Committee

