

TOWN OF HYDE PARK, VERMONT ROAD AND BRIDGE STANDARDS

The Town of Hyde Park hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of all town roads and bridges.

The standards listed here are considered minimum and apply to construction projects and repair and maintenance activities. The standards include management practices and are designed to: ensure the safety of the traveling public, minimize damage to road infrastructure during flood events, and enhance water quality protections by minimizing sediment delivery to surface waters and/or wetlands.

The Selectboard reserves the right to modify the standards for a particular project or repair or maintenance activities where, because of unique physical circumstances or conditions, there is no possibility that the project or activities can be completed in strict conformance with these provisions. Any modifications to the standards must be done in a manner that serves the underlying intent of the management practice, be it public safety, flood hazard avoidance, or water quality protection. Fiscal reasons are not a basis for modification of the standards. Questions about modifications to the standards should be directed to the VTrans District Office.

The Town will comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects. Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimums of these standards. If any federal and/or state funding is involved in a project, the VTrans district office must be notified prior to any field changes taking place that would alter the original scope of work.

Roadways

- All new or substantially reconstructed gravel roads shall have at least a 12-inches thick processed gravel sub-base, with an additional 3 inches (minimum) top course of crushed gravel.
- All new or substantially reconstructed paved roads shall have at least 15 inches thick processed gravel sub-base.
- All roadways shall be graded so water does not remain on the road surface. For roadways that are not super-elevated, this generally means a 2% to 4% (1/4" – 1/2" per ft) crown for gravel roads and a 1% to 2% (1/8" – 1/4" per ft) crown for paved roads to promote sheeting of water.
- Proper grading techniques for gravel roadways must be used to avoid creating a ridge or berm between the crown and the ditch.
- Any berm along the roadway shoulder that prevents the proper sheeting of water must be removed.
- The town may replace or repair existing structures in undeclared disasters to its prior condition if the replacement or repair costs less than 50% of the cost that would be required to meet these standards. Documentation shall be kept on file for each such repair or replacement. See FEMA "50% Rule" for additional guidance.

Ditches and Slopes

Soil exposed during ditch and slope construction, repair or maintenance must be treated immediately following the operation and temporary erosion prevention and sediment control practices must be installed and maintained during construction activities and until the ditch or slope is permanently stabilized.

The following are minimum erosion control measures. Careful attention must be given to areas vulnerable to erosion and immediately adjacent or discharging to surface waters and/or roadway drainage facilities:

- Removal of any public shade tree requires prior review of the Town Tree Warden. The Town Highway Road Foreman may order the removal of public shade trees that are impacting sight distances or are a hazard to the travelling public.
- Seed and mulch all ditches with grades less than 5% when undertaking projects or repairs or maintenance activities that result in exposed soil. Vegetation must be established and monitored. If vegetation is not established within 10 days of placement, install biodegradable non-welded matting with seed.
- Stone line all new or reconstructed ditches or whenever soils are disturbed by maintenance activities with grades equal to and greater than 5%; alternatively, install stone check dams. The check dams must meet criteria outlined in the "Standards and Specifications for Check Dams, from the Vermont Standards and Specifications for Erosion Prevention and Sediment Control. Specifically, dams must be placed so that the crest of the downstream check dam is at the same elevation as the base of the upstream dam.
- Create parabolic (wide "U" shaped) ditches when constructing new or substantially reconstructing ditches, rather than narrow "V" shaped ditches wherever lateral space allows. Ditches with gradual side slopes (maximum of 1:2, vertical to horizontal ratio) and a wide bottom (at least 2 feet) are preferred. Use biodegradable, non-welded matting to stabilize side-slopes where slopes are greater than 1:2; apply seed and mulch to any raw or exposed side-slope if slopes are less than 1:2.
- All ditches must be turned out to avoid direct outlet into surface waters. There must be adequate outlet protection at the end of the turnout, either a structural (rock) or vegetative filtering area.
- If in the best professional engineering judgment of the VTrans Operations Division, there is a cost effective ditch treatment that will meet the intent of the management practices described above, but represents a departure from these standards, the municipality may implement the more cost effective ditch treatment alternative with the professional recommendation submitted in written form by VTrans prior to the municipality executing the work.
- When constructing new or substantially reconstructing side slopes, use appropriately sized stone armament on slopes that are 1:1½ or greater. If perennial streams are affected by the toe of slope the project must conform to the statewide Stream Alteration standards.

Culverts and Bridges

- Replacement of existing culverts and any new culvert must have a minimum culvert diameter of 18 inches.
- Replacement of existing bridges and culverts and any new bridges and culverts must be designed in accordance with the VTrans Hydraulics Manual, and, in the case of perennial streams, conform to the statewide Stream Alteration standards.
- All new driveway culverts must have a minimum diameter of 15 inches, or as directed by the town.
- When installing or replacing culverts, use appropriate techniques such as headwalls and wingwalls, where there is erosion or undermining or where it is expected to occur.
- Install a splash pad or plunge pool at the outlet of new or repaired drainage culverts where there is erosion or where erosion may occur. Splash pads and plunge pools are not appropriate for use in streams supporting aquatic life.

Guardrails

When roadway, culvert, bridge, or retaining wall construction or reconstruction projects result in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, a roadside barrier such as guardrail must be installed. For example, roads with a 25 MPH speed limit and a shoulder with a slope of 1 on 4 or flatter and at least 9 feet in width will generally not require installation of guardrail. Each location should include a review of the most current version of the AASHTO Roadside Design Guide which will govern the analysis of the hazard and the subsequent treatment of that hazard

Access Management

As authorized under 19 V.S.A. Section 1111, the following activities require the approval of the Selectboard after submission of a complete application, including any required fees.

- All proposed drive accesses and development roads where they intersect a town highway.
- Any change in the use in land development served by an existing private roadway or driveway,
- Any change in the private road or drive design where it intersects a town highway, including any changes within 25-feet outside of the edge of the town highway right-of-way,
- Any increase in the volume of traffic or change in type of vehicles entering the town highway, and
- Any work within the town highway right-of-way not previously approved by the Selectboard, excepting utility work for electric poles and wires, but including underground cables or pipes, water or wastewater system infrastructure, including stormwater system components; not owned or controlled by the Town of Hyde Park.

State Design Standards

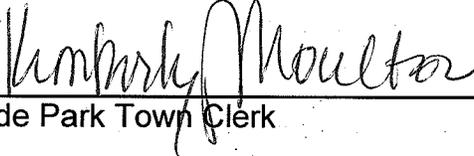
All new town highways, including major reconstruction of existing town highways or roadways which are being reviewed for acceptance as a town highway, shall comply with or exceed the minimum VTrans A-76 Standards for Town & Development Roads and B-71 Standards for Residential and Commercial Drives; and shall also comply with the VTrans Access Management Program Guidelines for other design standards and specifications. The Selectboard may consider modifications to these Standards. Applicants before the Hyde Park Development Review Board shall meet with the Selectboard prior to beginning the public hearing process for projects that propose to offer roadways or other infrastructure to the municipality.

Training

Town highway maintenance crews must collectively attend a minimum total of 6 hours of training per year on best road management practices. The town must keep documentation of their attendance for a period of three years.

Adopted by the Selectboard of the Town of Hyde Park, State of Vermont on this 13th day of November, 2014 and effective immediately.

**Received for filing in the Land Records on Date Signed by Town Clerk.
Signature certifies that adoption occurred at a regular Hyde Park
Selectboard meeting held on 11/13/2014.**



Hyde Park Town Clerk



Date Received

an \$8,000 increase in FU2016 even after NEMS has cut back on overtime and supervisory positions. Transport fee revenue accounts for almost \$200,000 of operational revenues resulting in \$25.85 per capita for NEMS service. Other ambulance services are at \$50 per capita or dissolving and merging with other agencies. Mike Paradis agreed that transfers do result in the NEMS ambulance being out of service, however for anticipated extended periods, Newport will send an ambulance to the NEMS area to cover. Mike Paradis stated that they are only paid when they transport, not for responding and assisting on scene. Mike noted that transport revenue remains a significant revenue source to reduce the cost to town taxpayers. Scott stated that NEMS was created 12 years ago and they are just now at the same level of operational costs as 12 years ago, about \$225,000 per year. Scott reminded everyone that state actions are pushing costs to the property tax, even if the state seems to say they want to reduce the local property tax impact. Bev Potter stated that a recent NEMS call resulted in an hour delay due to NEMS responding to a mutual aid request from Morristown. Scott explained that he was aware of the increasing service to Morristown which does appear to be more than what should be expected under mutual aid. Scott will continue to research that issue as well as response times. Mike Paradis stated that he will review the call out protocol to make sure the time used to find a crew is as efficient as possible, especially when the first tone does not produce a responder. Sheriff Marcoux said they will follow whatever call out protocol NEMS requests.

LCSD – Sheriff Roger Marcoux presented the FY2016 communication budget with a 2.6% increase and the patrol budget with a 2.86% increase. Roger reported that the new detective is producing good results and closing pending cases. Roger explained that the directed patrols resonate with the residents and they will be able to keep directed patrols within the existing patrol contract services. The Hyde Park patrol budget is increased by \$9,276 for a total town share of \$343,212 of the total LCSD patrol budget of \$938,311. Roger expressed concern for the continuing turnover of deputies to other towns, partly based on the 20-year retirement in other area police departments versus the 30-year minimum for retirement in the Sheriff's Department. Roger felt that going to 20-years would not work the best for LCSD since he feels it takes time to learn the needs of the community. The LCSD communications net budget (after Barre Town and Franklin County revenues) is \$854,367 with Hyde Park's share being \$69,975 (about 8.19% of the total net cost). Roger noted that the Davis Hill Tower is now up and the nearby Manosh Tower was taken down per the PSB Certificate of Public Good. The CPG for the Harvey Tower on Route 100 is now approved to serve North Hyde Park.

5. **Hazard Mitigation Plan Draft** – Rob Moore from Lamoille County Planning Commission provided an overview of the Hazard Mitigation Plan and the drafting process. Rob explained that the town may be able to increase its state grant share if it adopted four plans/policies: Hazard Mitigation Plan, Local Emergency Operations Plan, the 2013 State Road and Bridge Standards and the NFIP flood bylaws. Rob will be seeking comments in the near future to work towards Plan adoption in about six months.
6. **FY2016 Budget Presentations – HIGHWAY** – Ron presented the 3-year highway budget noting the increases in winter salt and no other significant line increases. Ron noted that the capital budget amount for new trucks was reduced by \$40,000 in the current budget to help with reducing the tax rate increase, and the board will need to consider whether to leave the current level or refund to the needed level of about \$100,000 in FY2016. Regarding the increase in the cost of winter salt and potential limited winter season supply, the Board would like to see the highway crew do what they got to do and we'll see how salt supply requirements and supply work out, but not to significantly reduce what residents have expected for winter maintenance from prior years.
7. **Town Road Policy - 2013 State Road and Bridge Standards.** Motion by RB to adopt the 2014 Town Road Policy which incorporates the 2013 State Road and Bridge Standards. Seconded by RA.
Discussion: Ron noted that this is one of the four documents Rob Moore spoke of earlier tonight.
Voting: 4 in favor, 0 against, motion passed.
8. **Town Culvert Replacement Policy – Motion by RB to adopt the Driveway Culvert Policy. Seconded by PC.** Discussion: Ron noted that the one change requested in October has been made regarding paved driveways and other homeowner improvements that the town will not replace during a culvert replacement project. Voting: 4 in favor, 0 against, motion passed.
9. **Town Animal Control Ordinance** – The Board agreed to send the current draft to the Selectboards of Wolcott and Johnson for comment. Ron expects comments back in 60 days or so.