

TOWN OF  
EAST MONTPELIER, VERMONT  
SELECTBOARD

Amy Willis (2020 – 2021)  
Jon Jewett (2020 – 2022)

Judith Dillon (2020 – 2021)  
Carl Etnier (2019 – 2022)

Chair, Seth Gardner (2018 – 2021)

December 7, 2020

Shauna Clifford  
VTrans D7 Project Manager  
1068 US Rte. 5, Suite 2  
St. Johnsbury, VT 05819

Re: Town of East Montpelier Amendment Request for Grant Agreement #BC1853  
FY2018 VTrans Structures Grant for TH 3, Center Road

Dear Ms. Clifford:

The Town of East Montpelier is seeking a second amendment to its FY2018 VTrans structures grant for an engineering study to facilitate the functional replacement of the historic, but undersized, stone culvert carrying Mallory Brook under Center Road. The original award (\$10,800) was based on the grant application project estimate of \$12,000. The award was amended to \$36,000 and extended by twelve months last year due to the complexity of the proposed culvert relocation project coupled with the myriad regulatory hoops involved. The town respectfully requests that the term of the grant be extended by another six months, through June 30, 2021.

Various divisions within VTrans, other state agencies, and the US Army Corps of Engineers have been involved in this effort to design an effective way to increase the hydraulic capacity of whatever structure ends up carrying the brook's flow under the road, maintain the integrity of the stream and wetlands despite shifting the stream bed location, and protect the historic structure, all within a relatively narrow channel. Although the town, its consultants and the agencies involved have been working diligently throughout the past year, delays attributable to the COVID-19 pandemic slowed plan finalization and review to the point that the design has just now received general acceptance from the regulatory agencies. The necessary permit applications and right-of-way easements are currently under development. We expect to have these final pieces of the puzzle in place by late Spring 2020.

The town believes it is managing the project responsibly and the time delays were essentially unavoidable. Thank you for your consideration of our request for an amendment.

Sincerely,

C. Bruce Johnson  
East Montpelier Town Administrator



# VERMONT

## AGENCY OF TRANSPORTATION

### Municipal Highway Grant Amendment Application

MUNICIPALITY: Town of East Montpelier

MUNICIPAL ADDRESS: P. O. Box 157, East Montpelier, VT 05651

MUNICIPAL CONTACT (name): C. Bruce Johnson

Phone: 802-223-3313

E-Mail: manager@eastmontpeliervt.org

ACCOUNTING SYSTEM: Automated ☒ Manual ☐ Combination ☐

DUNS #: 108873704

Grantee FY End Month (mm format): 06

Grant Contract No. BC1853

Grant EA No. THS70018-304

Change No. 02

Original Grant Amount Awarded: \$ 10,800.00

Grant Term Extension Request: YES ☒ NO ☐

Increase Maximum Amount: YES ☐ NO ☒ New project Estimate:

Scope of Work Change: YES ☐ NO ☒

#### Described Reason for ALL Requested Changes:

The town, its consultants and various regulatory agencies including the VTTrans, ANR, US Army Corps of Engineers and Historic Preservation have worked diligently to develop a design that effectively increases the hydraulic capacity within a narrow channel without compromising environmental and cultural resources. Delays attributable to the COVID-19 pandemic slowed plan finalization and review to the point that the design has just now received general acceptance from the regulatory agencies, necessitating the need for a time extension to complete permitting (new end date of June 30, 2021).

Do you have an accounting system that will allow you too completely and accurately track the receipt and disbursements of funds related to the award? YES ☒ NO ☐

If your staff is required to track their time associated with the award, does the municipality have a system in place that will account for 100% of each employee's time? YES ☒ NO ☐

Has the municipality had one or more audit findings in your last single audit regarding program non-compliance? YES ☐ NO ☒

Has the municipality had one or more audit findings in your last single audit regarding significant internal control deficiency? YES ☐ NO ☒

#### MUNICIPALITY

Signature: \_\_\_\_\_ Name (print): C Bruce Johnson  
Title: Town Administrator Date: December 7, 2020

#### District Comments:

District 7 supports this time extension amendment. In order to minimize impact to all of the significant environmental resources within the project area, the town's engineer has had to redesign multiple times. ANR Wetlands, Army Corp of Engineer, Historic Preservation and ANR River Management permitting is currently being done but has prolonged the engineering being completed by 12/31/2020.

Recommended for Approval: \_\_\_\_\_  
Authorized District Representative: \_\_\_\_\_ 7 District Date