

State of Vermont
District Maintenance and Fleet Division
Maintenance District 6
2178 Airport Rd
Berlin, VT 05641
www.vtrans.vermont.gov

Agency of Transportation

[phone] (802) 241-0172

[ttd] (800) 253-0191

February 1, 2026

RE: FY 2027 Town Highway Grants / Bridge Inspections / Annual Town Financial Plan and Meeting / Town Road and Bridge Standards Certification of Compliance / Class 2 Centerline Line Pavement Marking Letter

Please note that the information in this packet is time sensitive!

Dear Town Official(s):

Town Highway Grant Programs

It is anticipated that the Town Highway grant program will resume this year, so applications are now being accepted. Attached is the FY 2027 Municipal Highway Grant Application. This form is to be used to apply for **both** the Town Highway Structures Grant program and the Town Highway Class 2 Roadway Grant program; a separate application needs to be submitted for each project. **Town highway grants applications are due back to District 6 no later than April 15, 2026.** They may be mailed or sent via e-mail to michelle.redmond@vermont.gov. Grant awards will be made based on several factors, including, but not limited to, whether the town has received recent grants, the completeness of the submittal, and the overall condition of the existing structure(s) or roadway that the town is requesting the grant for. Other factors being equal, applications submitted by the April 15 due date will receive higher priority.

Town Bridge Inspections

REMINDER.... the town's bridge inspection reports can be found using the VTransparency website. The link is as follows: <https://vtransparency.vermont.gov/>. There will then be two selections for accessing bridge inspections – one where a search can be done by town and the other through a map.

TA 60 Annual Town Financial Plan

In accordance with Title 19 VSA Section 306(j), municipalities must complete a TA 60 Annual Financial Plan (a blank one is enclosed). The town is reminded that to qualify for any of the Agency's grant-related programs, a copy of the town's **current** Annual Financial Plan must be on file at the District 6 office. Districts will meet with **town officials** of each municipality within **60 days** of Town Meeting; this meeting can be held in person, virtually or over the phone. Typically, meetings are used to review the Annual Town Financial Plan, get status reports on any grant program projects previously approved or recently submitted, and review the town's plan for the maintenance and construction of town highways for the ensuing year. The town can either elect to fill the TA 60 out and submit with any town highway grant applications or wait for our annual meeting to review and complete together. **To set up a time for the annual meeting, please call Chris Cyr at (802) 249-3761.**

Town Road and Bridge Standards – Certification of Compliance for Town Road and Bridge Standards

The 2019 State-approved town road and bridge standards template was rolled out in June of 2019. The adoption of this template enables towns to be eligible for higher ERAF share and the 10% “incentive” for the Town Highway Structures and Class 2 Roadway grant programs – most towns within District 6 did adopt the 2019 standards; if a town has questions about this, please feel free to reach out.

Each year towns must certify that they have road and bridge standards and that they follow them. This is an annual requirement regardless of which standards a town has adopted. Included is the annual Certification of Compliance. This needs to be signed and submitted back to the district.

Class 1 and Class 2 Centerline Pavement Marking Letter

As in previous years, VTrans will be painting centerline on Class 1 and Class 2 highways. Towns should utilize the email on the attached letter with their schedule for repairing and retreatment of these town highways.

Town Contact Information

Lastly, please fill out the Town Contact Information Sheet so that we can keep our information current. It can be emailed to michelle.redmond@vermont.gov or sent via USPS.

If you have questions regarding any of the above information, please do not hesitate to call me at (802) 291-3938. Thank you!

Sincerely,

Signed by:

Michelle Redmond

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Michelle Redmond

District Project Manager

Enclosures:

FY 2027 Municipal Highway Grant Application

TA60 Annual Town Financial Plan

Certification of Compliance for Town Road and Bridge Standards/Network Inventory

Class 2 Centerline Pavement Marking Letter

Town Contact Information Sheet