



**VTrans Fall 2022 Transportation Alternatives (TA) Grant Application**

Thoroughly read the ***Vermont Transportation Alternatives Fall 2022 Application Guide*** before you begin your application. It includes important program information and step-by-step instructions. Pay particular attention to the application process requirements. **Applications are due in hand or by e-mail by December 14, 2022.** Please e-mail the completed application to: [Scott.robertson@vermont.gov](mailto:Scott.robertson@vermont.gov)

Tri-Town Trails Scoping Study  
(Project Name/Title)

802-459-3333 Ext. 13  
(Phone)

Michael W. Ramsey Jr.  
(Municipality contact person responsible for the management of this project)

Manager@proctorvermont.com  
(e-mail address)

Town of Proctor  
(Town)

\$ 40,000  
Amount of **Federal Funds requested** (no more than 80% of the project cost estimate).

05765  
(Zip Code)

\$10,000  
Amount of Local Match. Example:  
Federal Award = \$300,000 (80% of total)  
Local Match = \$75,000 (20% of total)  
Total Project Cost = \$375,000 (100% of the total)

45 Main St., Proctor, VT 05765  
(Mailing Address)

County: Rutland

Town/Village/City: Proctor, Pittsford, West Rutland

Specific location, street, or road: N/A

Regional Planning Commission: RRPC

If a linear project, what is the length in feet? N/A

Is the project on or intersecting to a State maintained highway? Yes  No

- *Note: If yes, be sure to include documentation that you have notified the VTrans District Transportation Administrator of the intent to apply for TA funding and have provided them with a brief (one paragraph) description of the proposed project.*

Project type being applied for:  **Scoping**  **Design/Construction**

The municipality understands that a typical construction project utilizing Transportation Alternatives Program funds will take roughly three years (min.) in the Design and ROW phases prior to going to construction (as pointed out in the TA Program Application Guide)? Yes  No

Does this project have a previously completed scoping or feasibility study? Yes  No

**Note:**

Attach a map(s) of the project area and clearly show the limits of the project as well as surrounding benefits from the proposed improvement. If the project is within or adjacent to a designated downtown, village or growth center, clearly indicate the relationship of the proposed project to the boundary of the designated area. Color photos of the area are also recommended.

**Fiscal Information:**

Accounting System Automated  Manual  Combination

SAM Unique Identifier # L4B6YJV8P9V5

Fiscal Year End Month June

**Property Ownership:**

If the proposed project is on private property that will need to be acquired by the Municipality through purchase, easement, or eminent domain (includes temporary construction rights) in accordance with the "Uniform Act", then the municipality is committed to exercising its right of **eminent domain** to acquire the rights to construct the project if necessary. Yes  No

**Funding:**

Does this project already have existing funding? If so, please describe. Yes  No

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

- If yes, please indicate whether local funds will be used to make up the shortfall, or if the project scope will be reduced. If the project scope is to be reduced, describe what part of the project (please be specific) you would accept partial funding for.

**A support letter from the governing body of the applicant municipality or organization** and an acknowledgement and source of the local match and commitment to future maintenance responsibility for construction projects is required (must be dated within 1 year of the application). Is a letter of support attached?

Yes  No

**Regional Planning Commission Letter of Support:**

In order to apply, the project must have a letter of support from the regional planning commission. Is a letter of support attached?

Yes  No

**Application Scoring Criteria:**

- 1. Please give a brief description of the project (be sure to indicate the primary facility type being applied for and be concise). (10 points max.)**

The project will provide a scoping study examining the feasibility of developing an off-road/on-road walking/biking trail loop connecting the towns of Pittsford, Proctor and West Rutland. The scoping study will examine primarily potential trail/path routes, best practices of trail management, spur routes to connect to village centers, as well as providing a regional co-operative framework for future trail/path building efforts.

- 2. What is the feasibility of this project? Feasibility (or Scoping) study applications will not be scored on this criterion. Also, please describe the extent of project development completed to date. (10 points max.)**

N/A

- 3. Does this project address a need identified in a local or regional planning document? If so, please describe. (5 points max.)**

Yes. Proctor's Town Plan has identified the planning and construction of bicycle/pedestrian facilities as a key goal and is committed to promoting active transportation for both health and economic development. This will also help Proctor achieve its goal of continuing to develop active transportation connections to neighboring communities, as well as its goal to conserve and develop recreational resources. Pittsford's Town Plan has identified their recreational trail network as a key asset and has committed to continuing to develop a network of multi-use paths for both transportation and recreation. West Rutland's town plan also identifies the development of bicycle/pedestrian facilities as a goal. All of these align with the 2018 Rutland Regional Plan, which lists the following goals:

- To attract a more skilled workforce – promote cultural and recreational opportunities.
- Improve transportation options to help foster good public health and attract new residents.
- Support recreation infrastructure projects that are designed for multiple types of users.
- Support connectivity between trails throughout the Region.
- Fund communities' planning and implementation of bike/pedestrian facilities.
- Develop transportation alternatives projects that advance multi-modal transportation options.

- 4. Does this project benefit a State Designated Center per the link below (i.e., downtowns, villages, or neighborhood growth centers recognized by the Vermont Department of Economic, Housing and Community Development)? (10 Points Max.)**

<http://maps.vermont.gov/ACCD/PlanningAtlas/index.html?viewer=PlanningAtlas>

Potentially. It is the hope of Proctor, Pittsford, and West Rutland that the trails connect as close as possible to their respective designated Village Centers. Where this is not feasible, existing/planned transportation connections to Village Centers will be utilized as much as possible. Investigating this will be a component of the scoping study.

- 5. Provide a project cost estimate below (project costs below include both federal dollars and local dollars). Projects will be scored based on whether the cost appears realistic for the size and scope of the project. For scoping studies, use PE and Local Project Management lines only.**

**Note:** If you are applying for additional funds for an existing project, show the amount being requested for this grant in the PE, ROW, Construction, Construction Engineering, and Municipal Project Management rows below. Also, be clear regarding total project cost and other funding amounts and sources in the additional funding comments box below. (10 points max.)

Preliminary Engineering (PE) <i>(Engineering, Surveying, Permitting)</i>	\$ 45,000
Right-of-way / Acquisition (ROW) <i>(appraisals, land acquisition and legal fees)</i>	\$ 0
Construction <i>(construction costs with reasonable contingency)</i>	\$ 0
Construction Engineering <i>(cost to provide inspection during construction)</i>	\$ 0
Municipal Project Management Costs <i>(minimum of 10% of total PE, ROW and Construction Phases).</i>	\$ 5,000
<b>Total Project Cost</b>	<b>\$ 50,000</b>

**Addition Funding Comments: (ex. Total and additional funding for existing projects)**

**6. Select the eligibility category below (A, B, C or D) that best fits your project and answer the corresponding questions for that category (choose only one category). 10 bonus points will be awarded to projects that are primarily Bicycle or Pedestrian facilities.**

**A. Bicycle and Pedestrian Facilities (includes Safe Routes for Non-Drivers and Conversion of abandoned railroad corridors.**

**(i) Will the project contribute to a system of pedestrian and/or bicycle facilities? (10 points max.)**

This scoping study will continue to build on decades of dedicated transportation planning work around bicycle/pedestrian facilities, and the study will seek to ensure as much connectivity as possible with existing facilities. Proctor is already connected to Rutland City's Pine Hill Park trail network via the Carriage Trail, and it is intended that this study will sketch out a path to connect to as many other trails as possible. The study will ensure as much network connectivity as possible with existing transportation facilities (especially West Rutland's growing network of on-street bike lanes) with the hopes of allowing residents to bike or walk directly from their front door to the Tri-Town loop safely and comfortably.

**(ii) Will the project provide access to likely generators of pedestrian and/or bicyclist activity? (10 points max.)**

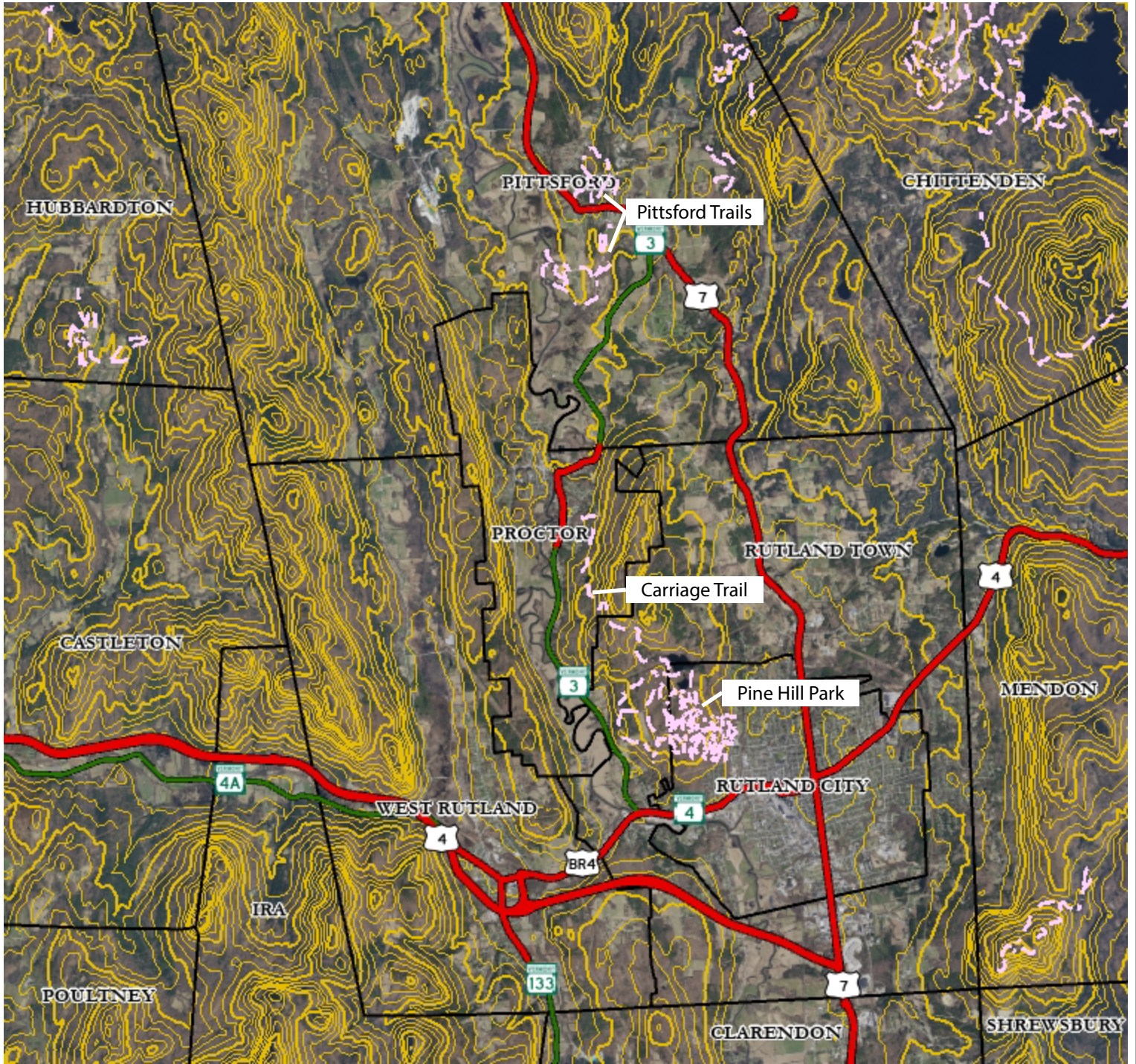
Pittsford, Proctor, and West Rutland all have compact traditional mixed-use village centers which are inherently walkable and bikeable. The scoping study will investigate connecting these trails as close as possible to these generators of bicycle and pedestrian traffic. Though each town is internally walkable and bikeable, they lack dedicated safe

inter-municipal facilities, which limits the usefulness of active transportation for regional travel. Pine Hill Park is also a huge generator of mountain biking and hiking/walking activity owing to it being the most accessible trail network for Rutland City, the population center of the county. This study will investigate connecting a potential tri-town trails network to Pine Hill Park via the Carriage Trail.

**(iii) Will the project address a known, documented safety concern? (10 points max.)**

The proposed scoping study indirectly addresses known safety concerns along VT-3, which is the main north-south route connecting Pittsford, Proctor and West Rutland. As noted in the Proctor Town Plan “The flat, scenic nature of Route 3 with its wide shoulders as it parallels the Otter Creek also makes it a popular bicycle route.” While the road does have a wide shoulder, it is not separated from the roadway which has a 50 MPH speed limit and sees annual average daily traffic of 3200. While this does not discourage experienced cyclists, it is not inviting for all users, especially young children. This project will address this by investigating the feasibility of creating a parallel north-south bicycle and pedestrian corridor which will be completely separated from traffic and far more comfortable for cyclists and pedestrians.



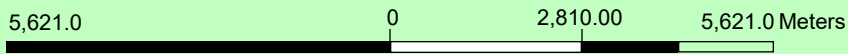


- LEGEND**
- Trails (E911)
  - Roads**
  - Interstate
  - US Highway; 1
  - State Highway
  - Town Highway (Class 1)
  - Town Highway (Class 2,3)
  - Town Highway (Class 4)

**NOTES**

Map created using ANR GIS mapping technology.

1: 110,649  
December 14, 2022





# Town of Proctor



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45 Main Street  
Proctor, VT 05765

Phone: 802-459-3333  
Fax: 802-459-2356

Scott Robertson  
Vermont Agency of Transportation  
Barre City Place, 219 North Main St. Barre, VT 05641

**RE: Support for TAP Application Submittal**

Dear Mr. Robertson,

In partnership with the Town of West Rutland and the Town of Pittsford, the Town of Proctor supports an SFY23 Transportation Alternative Program grant application to fund the study of a bike/pedestrian loop. As reflected in the Selectboard Meeting minutes from November 28, 2022, the town is committed to a local match of \$10,000 that is shared equally among the three partnering localities. The Town of Proctor also assumes the role of lead applicant.

The goal of the feasibility study is to produce the framework for a connecting trail system, and an outline of how this asset will impact our combined social, environmental, and economic needs. Through robust stakeholder involvement, Proctor will work with our neighboring towns to create a holistic plan which supports the success of any future design, implementation, and monitoring.

We are grateful for this opportunity to collaborate with our neighboring towns, and are equally excited to show off what Rutland County has to offer.

With Gratitude,

A handwritten signature in black ink, appearing to read "Michael Ramsey". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Michael Ramsey  
Town Manager  
Town of Proctor



**Town of West Rutland**

35 Marble St. West Rutland, VT 05777 (802) 438-2263, fax 438-5133

December 12, 2022

**Scott Robertson  
Vermont Agency of Transportation  
Barre City Place  
219 North Main Street  
Barre, VT 05641**

Dear Mr. Roberston,

On behalf of the Town of West Rutland Selectboard, please accept this letter of support for our application with the Towns of Pittsford and Proctor for a \$50,000 scoping study with the Transportation Alternatives Grant Program. The Tri Town Bike Loop will study how to utilize on road and shared-use paths to connect the village centers of Pittsford, Proctor and West Rutland to create a safe and accessible recreational and tourism asset for the area.

This grant represents an opportunity for three towns to work together to enhance the bicycle and pedestrian connectivity in the Rutland Region. Together, with the support of the towns of Pittsford and Proctor, we have allocated the 1/3 of the 20% or \$10,000 match for the scoping study.

We are excited to support a multi-town collaboration to continue to make the Rutland region a wonderful and safe place to travel, live, work and play. Thank you for this funding opportunity.

Sincerely,

Mary Ann Goulette,  
Town of West Rutland





# Town of Pittsford

*"The Sunshine Village"*

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Municipal Office  
P.O. Box 10, 426 Plains Road  
Pittsford, VT 05763-0010

Office 802-483-6500  
Fax 802-483-6612  
[www.pittsfordvermont.com](http://www.pittsfordvermont.com)

Town of Proctor  
45 Main Street  
Proctor, Vermont 05765  
Attn: Town Manager

December 9, 2022

Dear Proctor Town Manager & Proctor Select Board,

Please accept this letter with reference to your anticipated Tri-Town Biking Trails Grant program. Per our Select Board meeting decision of December 7, 2022, the Town of Pittsford does agree to participate with this planning initiative, should the Town of West Rutland also agree to participate. This agreement includes sharing the cost of the associated Planning Grant Match (\$10,000) equaling no more than 1/3 of the Grant matching fee in the amount of \$3,333.33.

Should the Town of West Rutland not agree to participate in the Biking Trails Planning Grant program, the Town of Pittsford will then withdraw its' agreement to participate in this Grant Program and any associated share of costs.

We are hopeful for West Rutland participation and look forward to working with both the Town of West Rutland and the Town of Proctor on this great joint town program. It is very nice to have several communities join together for the betterment and enjoyment of all citizens in this tri-town area.

Thank you,

Brenda Fox-Howard, Town Manager

Cc: Select Board



RUTLAND REGIONAL PLANNING COMMISSION

**December 13, 2022**

**Scott Robertson**  
**Vermont Agency of Transportation**  
**Barre City Place, 219 North Main St. Barre, VT 05641**

**RE: Letter of Support for Tri-Town Trails Scoping Study**

Dear Mr. Robertson,

The Rutland Regional Planning Commission (RRPC) is pleased to offer its support for the Tri-Town Trails scoping study application to the VTrans Transportation Alternatives Program Grant.

The RRPC is excited to support the Towns of Proctor, Pittsford and West Rutland and recognizes the value of dedicated active transportation facilities for physical activity, economic development, and personal mobility. The COVID-19 pandemic has been especially taxing on our rural region, and it is important now, more than ever, to support active transportation infrastructure that improves quality of life for those in the Rutland Region and allows them to get where they need to go safely.

The proposed scoping study not only supports the planning goals of Proctor, Pittsford and West Rutland but also supports health and wellness, economic, and transportation goals of the 2018 Rutland Regional Plan. The RRPC fully supports the combined dedication of these towns to planning and urges VTrans to fund this planning effort.

The RRPC fully supports these towns and strongly encourages VTrans to fund the Tri-Town Trails scoping study. Thank you for your consideration as well as supporting our community partners.

Thank You,

Ethan Pepin  
Transportation Planner

The Opera House | 67 Merchants Row | Rutland, Vermont  
P.O. Box 430 | Rutland, Vermont 05702  
RutlandRPC.org | (802) 775-0871

**COOPERATIVE PLANNING IN THE REGION**