



# FY17 Vermont Better Roads Grant Application

Please complete this page ONCE and return with your Grant Category Application(s)

Town/Organization: Town of Bethel, VT Contact Person(s): Keith O. Arlund

Address: 134 South Main Street

Email: betheltownmgr@comcast.net Phone: (802) 234 - 9340

DUNS #: 42450890 Fiscal Year End Month (MM): 6

Accounting System:  Automated  Manual  Combination

Please use the suggested documentation checklist below to ensure that all of the relevant items regarding your application have been included.

- Grant application cover sheet (Only submit one)
- Grant application form (One per category/project)
- Itemized Cost estimate for labor, equipment, and materials (see enclosed Cost Estimate Worksheet). If applicable, please break down funding by source (i.e. different grant sources)
- Project Location Map (please show location of affected water)
- Sketch of proposed erosion control measures or other management practices, including distances in feet
  - Also show approximate location of town/other right-of-way and/or property lines
- Photo(s) of the project area
- Letters of Support (RPC, VTTrans District Technical Staff, ANR Rivers and Streams Engineers, etc.)
- If Category C River/Road Conflict or Category D River/Stream Structure or Culvert, you must attach ANR/ACOE consultation



# Vermont Better Roads Grant Program Application

## CATEGORY A: ROAD INVENTORY AND CAPITAL BUDGET PLANNING PROJECT

Town/Organization: Town of Bethel

Project Name: Gravel Roads Inventory and Capital Plan

Inventory Type:  Town wide       Watershed (please list): \_\_\_\_\_

Describe how the grant funds will be spent and attach a project budget:

The Town received a 2015 BBR CAT A grant to inventory their paved roads and complete a capital plan. The Town is applying for 2016 BBR CAT A grant to complete the inventory on gravel roads along with a capital plan. The inventory will identify and also prioritize water quality issues on gravel roads causing constant maintenance for the Town and depositing sediment into waterways.

How do you plan to meet the required 20% match on this grant?:

\$1440.00 will be in kind match from the Road Foreman's time. The remaining \$267.00 will come out of the Highway General Fund.

Requested Grant Amount (\$8,000 max): \$ 4,600.00

Estimated Total Project Cost (including 20% local match): \$ 5,865.00

Estimated Completion Date: 12/31/2016

Please check this box if you would like to contract your project through your RPC

**REQUIRED ATTACHMENTS:** a) Project budget      b) Appropriate supporting documents.

By signing this application I certify that all the information provided is accurate to the best of my knowledge. We will comply with all the requirements of the grant including making our books available for audit if required.

**SIGNATURE OF APPLICANT: (Must be Town Administrator/Manager or Select Board Chair)**

Name: 

Title: Town Mgr

**Cost Estimate Worksheet**

Town and Road Name: Town of Bethel

Project Name: Gravel Road Inventory + Capital

Labor	Rate	# Hours	Total (Rate x Hours)
Robert Hyde, Road Foreman* in kind match	\$40/hr	36	\$1440.00
Dave Antone* Municipal Public Works Consulting	\$65/hr	65	\$4225.00

Labor Total \$5665.00

Equipment	Rate	# Hours	Total (Rate x Hours)

Equipment Total

Materials	Rate	Amount	Total (Rate x Amount)

Materials Total

Miscellaneous	Rate	Amount	Total (Rate x Hours)
Consultant expenses (vehicle, postage, report printing)		\$200.00	\$200.00

Miscellaneous Total

Grand Total \$5865.00

Match \$1173.00



March 29, 2016

Mr. Keith Arlund  
Town of Bethel  
134 South Main Street  
Bethel, VT 05032

Dear Keith,

I am pleased to provide a letter of support for the Town of Bethel's application submission for a Category A Better Back Roads grant to complete road inventory and capital planning for gravel roads (last year you completed RSMS inventory and capital planning for paved roads). Our region supports assisting towns on compliance with the new Clean Water Act and towards the Municipal General Roads Permit.

Please contact me if you have any questions.

Sincerely,



Rita Seto, AICP  
Senior Planner

128 King Farm Rd.  
Woodstock, VT 05091  
**802-457-3188**  
**trorc.org**

William B. Emmons, III, Chair  
Peter G. Gregory, AICP, Executive Director

David Antone  
[Roadtech005@gmail.com](mailto:Roadtech005@gmail.com)

Municipal Public Works Consulting, LLC



45 Pleasant St., Essex Jct., VT 05452

MEMO:

To: The Town of Bethel

From: Municipal Public Works Consulting

**Subject:** Project Estimate/Details

Project Details:

Municipal Public Works Consulting will perform a Category-A Road & Culvert Inventory that conforms to the current criteria required by the Better Roads Grant Program. The grant purpose is to identify road and ditch erosion projects that relate to water quality. The Consultant will then propose solutions, provide project details/estimates and prioritize projects in a Capital Plan format. This Road Inventory will not include Paved Roads. Paved Roads were recently inventoried by the Town of Bethel. This inventory-proposal is being submitted for all of the town's Gravel Roads only.

Project Examples:

- Correction of Road Surface and Ditch Erosion problems
- Eliminating erosion problems at culvert inverts and outflows
- Providing vegetation to reduce probable erosion
- Stabilizing embankments and ditches
- Replacing drainage structures to eliminate or substantially diminish erosion problems
- Upsizing drainage structures to improve flood resilience

Above listed, are some of the most common examples of projects. There are other site specific examples that are not listed above.

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Project data acquisition and reporting process:

- The Consultant will use the VT Agency of Natural Resources (Erosion Risk) Mapping data as one resource to identify high priority locations in the Bethel Road network.
- After map reviews, the Consultant will confer with the Bethel Highway Department to note any current concerns that may influence project identification and prioritization.
- The consultant will perform multiple field surveys to record potential project details and photos.
- Findings will be reviewed with the Bethel Highway Department before creating a draft report.
- The consultant will provide a draft report and an opportunity to meet with administration/staff for review and questions.
- A final report will be prepared and delivered as two printed copies accompanied by an emailed copy. An additional printed report can be requested for no additional charge.
- Any errors or omissions will be corrected without charge.

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Report Contents:

- A listing of all town roads and a statement of whether they are grant eligible or not eligible.
- Non-eligible roads will briefly state the reason for this conclusion
- Eligible roads listed will state the reason roads are deemed eligible. Not all eligible roads will have current projects. But future projects can be added and the town can reference the eligibility status declared in the inventory.
- Projects discovered in field surveys and discussions with the town staff will be put into a formal list of project areas.
- All project areas will be listed in a Capital Plan and prioritized using BBR program criteria.
- Each project is presented individually with photos, proposed solutions, and project estimates



David Antone  
[Roadtech005@gmail.com](mailto:Roadtech005@gmail.com)

- In addition to identifying projects, the consultant will also comment on the current road maintenance procedures, road maintenance materials, and, may make suggestions for possible improvements.

**Work Cost and performance:**

This project will be performed to the satisfaction of the Town of Bethel and the Better Roads program. The consultant is obligated to meet program requirements in performing this inventory.

Lump Sum Cost:

The work will be performed for a lump sum of:

**(\$4,225.00)- Or- (Four Thousand Two Hundred Twenty Five dollars)**

**Work Performance:**

Work will be performed over a period of time that will maximize the opportunity to acquire the best knowledge and project photo information. Some work will be best performed after erosion events. The consultant will provide a schedule for completing work.

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**Reference Material:**

The project assessments and ratings provided in reports are developed using the Vermont Better Backroads Road Erosion Assessment Manual as a primary reference.

Project solutions are developed incorporating the Best Practices recommended in the Vermont Better Backroads Manual. Some updates are provided by the consultant as approved by the program.

**Consultant:**

I have, as a private consultant, been performing or assisting with Better Backroads grants for several years. In that time, the program has seen changes in process and funding and may see more in the future. During this time, I have maintained a close vigil on program changes and have enjoyed a good working relationship with the program and my clients. Prior to becoming a private consultant, I worked with Vermont Towns in my position as Executive Director of the Vermont Local Roads Program. If you have questions at any time feel free to call me. I will be happy to answer your questions. **You should be able to attach my estimate in answer to the application question of how funds will be spent and what is the project budget.**

Thank you so much!

David Antone  
Municipal Public Works Consulting  
802-355-8215