

STATE OF VERMONT GENERAL RECORD SCHEDULE

Issued to: All Agencies

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Vermont State Archives and Records Administration

Vermont Office of the Secretary of State

GENERAL RECORD SCHEDULES: INFRASTRUCTURE

- Authority:** A custodian of public records shall not destroy, give away, sell, discard, or damage any record or records in his or her charge, unless specifically authorized by law or under a record schedule approved by the state archivist pursuant to subdivision 117(a)(5) of Title 3. (1 V.S.A. § 317a)
- Scope:** This general record schedule applies to any agency, board, department, commission, committee, branch, instrumentality, or authority of the state or any agency, board, committee, department, branch, instrumentality, commission, or authority of any political subdivision of the state that produces or acquires the records listed on this record schedule in the course of public agency business. Record means any written or recorded information, regardless of physical form or characteristics, and includes electronic or digital records and data. (1 V.S.A. § 317)
- Use:** State agencies MUST have a Notice of Adoption (VSARA-11) acknowledged by the Vermont State Archivist and on file with the Vermont State Archives and Records Administration (VSARA) prior to using any general record schedule. Use of a General Record Schedule (GRS) to destroy records without proper notification is not permitted. In addition, internal policies must be established to assure that the requirements outlined in any GRS are being applied across the agency. General Record Schedule (GRS) numbers shall be cited in all internal policies to demonstrate compliance with 1 V.S.A. § 317a. Local public agencies do not have to submit a Notice of Adoption; however, internal policies should clearly cite any general schedules that have been adopted and associated GRS numbers. If a GRS does not meet an agency's legal or administrative needs, the agency should continue to use any applicable disposition orders that have been issued for its records or seek agency specific record schedules through VSARA's Targeted Assistance Program (TAP).
- Exemptions:** It is the policy of Title 1, Chapter 5, Subchapter 3 of Vermont Statutes Annotated to provide for free and open examination of records consistent with Chapter 1, Article 6 of the Vermont Constitution. All people, however, have a right to privacy in their personal and economic pursuits, which ought to be protected unless specific information is needed to review the action of a governmental officer. Some records listed this record schedule may be exempt from public inspection and copying for this reason. Security measures to protect records and information from unauthorized access, use, and disclosure are necessary if the records are exempt pursuant to 1 V.S.A. §§ 315-320. Please see Appendix B for Access Requirements and Appendix E for related legal references regarding exemptions from public inspection and copying.
- Retention:** This schedule reflects the retention and disposition requirements for the following records regardless of their media, format, or mode of transmission. Duplicate records within the same agency that are used for specific legal, fiscal, or administrative purposes may be either retained using the retention requirement listed in this schedule or in accordance to an internal policy. Any copies of records made only for convenience of reference or informational purposes may be discarded when no longer needed unless otherwise directed through an internal policy. Duplicates or copies of records shall not be retained longer than the original records.

STATE OF VERMONT GENERAL RECORD SCHEDULE

GRS-1601.1119: Infrastructure Construction Records

Classification: Infrastructure (Constructing)

GRS-1601.1119: This schedule is reserved for recorded evidence of activities and transactions that relate to or affect, in a specific manner, the construction of public and private buildings, roads, and public works, including public and private buildings; State and municipal highways and roads; bridges; sidewalks and other traffic enhancements; culverts; private roads; public and private utility construction, State and municipal public works, cemeteries, and public parks and fields. For records related to the planning or development of infrastructure, respectively use GRS-1601.1067 (Infrastructure Planning Records) or GRS-1601.1153 (Infrastructure Development Records).

Retention: With the exception of legal notices and registers, retain records related to the construction of infrastructure for a minimum of six (6) years after the life of the asset ends or any right or interest therein is relinquished to an entity other than a Vermont public agency, whichever comes first, and then destroy unless the infrastructure itself is considered major or significant. For major or significant infrastructure, confirm records also meet the criteria of major or significant in “Vermont Archival Records” and retain permanently.

Registers or systems that provide for the systematic and regular recording of infrastructure construction activities shall be retained until the register is superseded and then appraised by the Vermont State Archives and Records Administration for continuing value.

All other records shall be retained as specified in this schedule with the exception of transitory records. Transitory records created or received as part of the infrastructure construction process may be weeded as appropriate in accordance with GRS-1000.1000 (Transitory Records).

Public Access: Review

MINIMUM RECORDKEEPING REQUIREMENTS for Infrastructure Construction Records (see APPENDIX E for related legal references)

Record Category/Type	Applicability/Use:	Appraised Value:	Minimum Retention/Disposition:
GRS-1601.1119.133 Decisions Public Access: <i>Review</i>	Use for written evidence of final decisions, including engineer and project manager approvals, acceptances and changes. Includes substantive correspondence and relevant supporting material. For contract related records, use GRS-1000.1126 (Contract Files).	Conditional Archival	RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm
GRS-1601.1119.32 Declarations Public Access: <i>Review</i>	Use for official statements that certify a condition has been met related to the construction of infrastructure.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm

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GRS-1601.1119.60	Use for written or recorded evidence of field or site visits. Includes field books and relevant supporting materials.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends
Notes			PLUS: 6 Year(s)
Public Access: <i>Review</i>			THEN: Confirm
GRS-1601.1119.50	Use for formal announcements, notifications, or warnings that are required by law. Includes notices of public hearing dates and road closures.	Temporary (Administrative)	RETAIN UNTIL: Completed/Closed
Notices, Legal			PLUS: 1 Year(s)
Public Access: <i>Review</i>			THEN: Destroy (General)
GRS-1601.1119.68	Use for final drawings, diagrams, or maps showing the structure or arrangement of infrastructure. Includes as built plans, shop drawings and reviews, and significant supporting material.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends
Plans (drawings)			PLUS: 6 Year(s)
Public Access: <i>Review</i>			THEN: Confirm
GRS-1601.1119.69	Use for plans of procedure, showing the sequence of items or operations and the time allotted for each. Includes schedules.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends
Plans (reports)			PLUS: 6 Year(s)
Public Access: <i>Review</i>			THEN: Confirm
GRS-1601.1119.81	Use for registers, databases, and similar systems that provide for the systematic and regular recording of construction activities.	Conditional Archival	RETAIN UNTIL: Superseded
Registers			PLUS: 0 Year(s)
Public Access: <i>Review</i>			THEN: Confirm
GRS-1601.1119.144	Use for reports related to the constructing of infrastructure. Includes closeout documents, inspection reports, operation manuals, detail reports, wage rate reports, and similar types of reports.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends
Reports			PLUS: 6 Year(s)
Public Access: <i>Review</i>			THEN: Confirm
GRS-1601.1119.36	Use for supplemental and supporting documents pertinent to an infrastructure's construction that are not otherwise specified in this schedule.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends
Supporting material			PLUS: 6 Year(s)
Public Access: <i>Review</i>			THEN: Confirm

GRS-1601.1119 was approved by the Vermont State Archivist on 10/11/2016.

STATE OF VERMONT GENERAL RECORD SCHEDULE

GRS-1601.1153: Infrastructure Development Records

Classification: Infrastructure (Developing)

GRS-1601.1153: This schedule is reserved for recorded evidence of activities and transactions that relate to or affect, in a specific manner, the development of public and private buildings, roads, and public works, including public and private buildings; State and municipal highways and roads; bridges; sidewalks and other traffic enhancements; culverts; private roads; public and private utility construction, State and municipal public works, cemeteries, and public parks and fields. For records related to the planning or construction of infrastructure, respectively use GRS-1601.1067 (Infrastructure Planning Records) or GRS-1601.1119 (Infrastructure Constructing Records).

Retention: With the exception of agreements, authorizations, legal notices, and registers, retain records related to the development of infrastructure for a minimum of six (6) years after the life of the asset ends or any right or interest therein is relinquished to an entity other than a Vermont public agency, whichever comes first, and then destroy unless the infrastructure itself is considered major or significant. For major or significant infrastructure, confirm records also meet the criteria of major or significant in "Vermont Archival Records" and retain permanently.

Registers or systems that provide for the systematic and regular recording of infrastructure development activities shall be retained until the register is superseded and then appraised by the Vermont State Archives and Records Administration for continuing value.

All other records shall be retained as specified in this schedule with the exception of transitory records. Transitory records created or received as part of the infrastructure development process may be weeded as appropriate in accordance with GRS-1000.1000 (Transitory Records).

For infrastructure not constructed, retain any related records until the time frame for authorizing construction has expired and then destroy when no longer needed for legal or administrative purposes. If the developed infrastructure is considered major or significant, confirm records also meet the criteria of major or significant in "Vermont Archival Records" and retain permanently.

Public Access: Review

MINIMUM RECORDKEEPING REQUIREMENTS for Infrastructure Development Records (see APPENDIX E for related legal references)

Record Category/Type	Applicability/Use:	Appraised Value:	Minimum Retention/Disposition:
GRS-1601.1153.5 Agreements Public Access: <i>Review</i>	Use for formal written agreements, such as interagency agreements and memorandums of understanding, outlining the terms, conditions and responsibilities for developing infrastructure. Includes amendments and related supporting material.	Temporary (Legal)	RETAIN UNTIL: Expired PLUS: 6 Year(s) THEN: Destroy (General)
GRS-1601.1153.141 Authorizations Public Access: <i>Review</i>	Use for instruments, such as authorizations to proceed, and similar permissions granted to an agency or project related to the development of infrastructure. Includes permits received and significant supporting material.	Temporary (Legal)	RETAIN UNTIL: Expired PLUS: 6 Year(s) THEN: Destroy (General)

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<p>GRS-1601.1153.133 Decisions Public Access: <i>Review</i></p>	<p>Use for all written approvals and disapprovals related to the development of infrastructure. Includes final orders, substantive correspondence and relevant supporting material.</p>	<p>Conditional Archival</p>	<p>RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm</p>
<p>GRS-1601.1153.32 Declarations Public Access: <i>Review</i></p>	<p>Use for official statements that certify a condition has been met related to the development of infrastructure. Includes certificate of need and certificate of public good.</p>	<p>Conditional Archival</p>	<p>RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm</p>
<p>GRS-1601.1153.50 Notices, Legal Public Access: <i>Review</i></p>	<p>Use for formal announcements, notifications or warnings that are required by law.</p>	<p>Temporary (Legal)</p>	<p>RETAIN UNTIL: Completed/Closed PLUS: 1 Year(s) THEN: Destroy (General)</p>
<p>GRS-1601.1153.68 Plans (drawings) Public Access: <i>Review</i></p>	<p>Use for final conceptual drawings and diagrams showing the structure or arrangement of infrastructure to be constructed. Includes maps.</p>	<p>Conditional Archival</p>	<p>RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm</p>
<p>GRS-1601.1153.69 Plans (reports) Public Access: <i>Review</i></p>	<p>Use for written plans or proposals related to the development of infrastructure. Includes specifications and estimates.</p>	<p>Conditional Archival</p>	<p>RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm</p>
<p>GRS-1601.1153.81 Registers Public Access: <i>Review</i></p>	<p>Use for registers, databases and similar systems that provide for the systematic and regular recording of infrastructure development.</p>	<p>Conditional Archival</p>	<p>RETAIN UNTIL: Superseded PLUS: 0 Year(s) THEN: Confirm</p>
<p>GRS-1601.1153.144 Reports Public Access: <i>Review</i></p>	<p>Use for reports related to the development of infrastructure. Includes performance and expenditure reports.</p>	<p>Conditional Archival</p>	<p>RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm</p>
<p>GRS-1601.1153.116 Studies Public Access: <i>Review</i></p>	<p>Use for studies related to the development of infrastructure plans. Includes relevant supporting material.</p>	<p>Conditional Archival</p>	<p>RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm</p>

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GRS-1601.1153.36

Supporting material

Public Access: *Review*

Use for supplemental and supporting documents pertinent to infrastructure development not otherwise specified in this schedule. Includes public comments, schedules, and meeting transcripts.

Conditional Archival

RETAIN UNTIL: Life of Asset Ends

PLUS: 6 Year(s)

THEN: Confirm

GRS-1601.1153 was approved by the Vermont State Archivist on 10/11/2016.

STATE OF VERMONT GENERAL RECORD SCHEDULE

GRS-1601.1067: Infrastructure Planning Records

Classification: Infrastructure (Planning)

GRS-1601.1067: This schedule is reserved for recorded evidence of activities and transactions that relate to or affect, in a specific manner, the initial planning of public and private buildings, roads, and public works, including public and private buildings; State and municipal highways and roads; bridges; sidewalks and other traffic enhancements; culverts; private roads; public and private utility construction, State and municipal public works, cemeteries, and public parks and fields. For records related to the development or construction of infrastructure, respectively use GRS-1601.1153 (Infrastructure Development Records) or GRS-1601.1119 (Infrastructure Constructing Records).

Retention: Retain records related to the planning of infrastructure for a minimum of six (6) years after the life of the asset ends or any right or interest therein is relinquished to an entity other than a Vermont public agency, whichever comes first, and then destroy unless the infrastructure itself is considered major or significant. For major or significant infrastructure, confirm records also meet the criteria of major or significant in “Vermont Archival Records” and retain permanently.

Transitory records created or received as part of the infrastructure development process may be weeded as appropriate in accordance with GRS-1000.1000 (Transitory Records).

For infrastructure not further developed, retain any related records until the time frame for authorizing development has expired and then destroy when no longer needed for legal or administrative purposes. If the planned infrastructure is considered major or significant, confirm records also meet the criteria of major or significant in “Vermont Archival Records” and retain permanently.

Public Access: Review

MINIMUM RECORDKEEPING REQUIREMENTS for Infrastructure Planning Records (see APPENDIX E for related legal references)

Record Category/Type	Applicability/Use:	Appraised Value:	Minimum Retention/Disposition:
GRS-1601.1067.8 Applications Public Access: <i>Review</i>	Use for applications received in consideration of infrastructure planning. Includes certificates and other formal statements of qualifications or significant supporting material submitted as part of an application. Incomplete or denied applications may be destroyed when no longer administratively needed.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm
GRS-1601.1067.133 Decisions Public Access: <i>Review</i>	Use for all written approvals or disapprovals, including any selection justifications or explanations. Includes substantive correspondence and relevant supporting materials.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm

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GRS-1601.1067.69	Use for final submitted written plans or proposals related to initial planning of infrastructure. Includes significant supporting material created or required as part of municipal, regional, or statewide plans.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm
Plans (reports)			
Public Access: <i>Review</i>			
GRS-1601.1067.116	Use for studies related to the planning of infrastructure.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm
Studies			
Public Access: <i>Review</i>			
GRS-1601.1067.36	Use for supplemental and supporting documents pertinent to infrastructure's initial planning not otherwise specified in this schedule.	Conditional Archival	RETAIN UNTIL: Life of Asset Ends PLUS: 6 Year(s) THEN: Confirm
Supporting material			
Public Access: <i>Review</i>			

GRS-1601.1067 was approved by the Vermont State Archivist on 10/11/2016.

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Appendix A: Appraisal Values

An appraisal value establishes the usefulness or importance of a record after its original purpose has passed. The value of a record also dictates how it must be disposed after retention requirements are met (also see "Retention Requirements"). The appraisal values below represent categories of values that may be assigned to records following the record appraisal process. See "Vermont Archival Records" in the Archives and Records Management Handbook for conditions a record must meet to be appraised as "archival."

Appraisal Value	Description	Usage
Conditional Archival	Records may have archival value.	Assigned to records that meet the conditions of a "Vermont Archival Record" under special conditions.
Permanent (Archival)	Records have archival value.	Assigned to records that meet the conditions of a "Vermont Archival Record" and are therefore permanent (archival) records.
Temporary (Administrative)	Records have temporary administrative value.	Assigned to records that do not meet the conditions of a "Vermont Archival Record" but are needed for administrative reasons.
Temporary (Legal)	Records have temporary legal value.	Assigned to records that do not meet the conditions of a "Vermont Archival Record" but have legal requirements governing their retention.
Unappraised	Default value for records that have not been appraised.	Assigned to records that have not been appraised and do not yet have retention or disposition requirements.

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Appendix B: Public Access Requirements

A public access requirement is the availability of a record for public use and inspection pursuant to 1 V.S.A. §§ 315-320. Unless exempt from public inspection and copying pursuant to 1 V.S.A. § 317, records are expected to be promptly produced for public inspection upon request. Public agencies shall follow the procedure outlined in 1 V.S.A. § 318. The access requirements below represent actions agencies must take based on specific laws associated with the accessibility of their records. With general record schedules, the default requirement is always REVIEW unless it is clear that certain records or information within a record are exempt from public use and inspection pursuant to 1 V.S.A. § 317. Agencies using general record schedules should defer to their internal policies for specific access requirements.

Access	Description	Usage
Exempt	Records shall not be provided for free and open examination pursuant to 1 V.S.A. §§ 315-320.	Assigned to records that are wholly exempt from public use and inspection pursuant to 1 V.S.A. § 317.
General	Records may be provided for free and open examination pursuant to 1 V.S.A. §§ 315-320.	Assigned to records that are not exempt from public inspection and copying pursuant to 1 V.S.A. § 317.
Redact	Records contain specific information that shall not be provided for free and open examination pursuant to 1 V.S.A. §§ 315-320.	Assigned to records that contain specific information that is exempt from public inspection and copying pursuant to 1 V.S.A. § 317 and require exempt information to be redacted from the records prior to public use, inspection and/or copying.
Review	Records may be provided for free and open examination pursuant to 1 V.S.A. §§ 315-320 but not always. Default value for general schedules, which require agencies to establish internal policies.	Assigned to records that are generally not exempt from public inspection and copying pursuant to 1 V.S.A. § 317 but, in limited circumstances, may be exempt. Internal review and/or policy is required.

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Appendix C: Retention Requirements

A retention requirement is the length of time a record must be retained by an agency before it may be destroyed or transferred to the State Archives or an agency archives (also see "Disposition Requirements"). The retention requirements below represent events or triggers that cause records to move from an active to inactive state. An "event" is tied to a specific time requirement: i.e. Retain Until "Calendar Year Ends" PLUS 3 Years.

Retention	Description	Usage
Audit Complete	Retain until an audit or verification is complete.	Assigned to records that are actively used or needed until the information contained therein has been audited or verified.
Calendar Year Ends	Retain until the end of the calendar year.	Assigned to records that are actively used or needed until the end of the calendar year.
Completed/Closed	Retain until the activity or process supported by the record is completed.	Assigned to records that are actively used or needed until the activity is formally completed, closed, or finalized (includes appeals).
Expired	Retain until the conditions or requirements supported by the record are satisfied and no further action is needed.	Assigned to records that are actively used or needed until the conditions or requirements are satisfied and complete.
Fiscal Year Ends	Retain until the end of the fiscal year.	Assigned to records that are actively used or needed until the end of the fiscal year.
Life of Asset Ends	Retain for the life of the person, structure, object, organization, etc. that is the subject of the record.	Assigned to records that are actively used or needed for the life of person, structure, object, organization, etc.
Obsolete	Retain until the record is no longer needed and is valueless.	Assigned to records that have limited administrative value and may be purged when they no longer have any administrative value. Agency must develop internal policy that states when records no longer have administrative value.
Superseded	Retain until the record is superseded, updated, or revised.	Assigned to records that will be superseded, updated, or revised.

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Appendix D: Disposition Requirements

A disposition requirement is how an agency must dispose of a record from its legal custody once retention requirements have been met. Disposition is based on the record's appraisal value. If the record has been appraised as non-archival it will be destroyed after retention requirements are met. If appraised as archival the record will be transferred to the State Archives or agency archives for permanent preservation and access. The disposition requirements below represent actions that an agency must take once a record has met its retention requirements.

Disposition	Description	Usage
Archives	Retain permanently. These records are eligible for transfer to the State Archives or agency archives.	Assigned to records that have been appraised as having archival value and are therefore permanent records.
Confirm	Confirm disposition with the Vermont State Archives and Records Administration after retention requirement has been met.	Assigned to records that are maintained in a centralized database or information system or are appraised as conditional archival.
Destroy (General)	Destroy by recycling or deleting the record.	Assigned to records that have been appraised as non-archival and are not exempt from public access. Agency discretion advised for general record schedules.
Destroy (Shred)	Destroy by shredding (includes electronic shredding).	Assigned to records that have been appraised as non-archival and are exempt from public access or contain sensitive information.
Unappraised	Default value for records that have not been appraised.	Assigned to records that have not been appraised and do not yet have retention or disposition requirements.
Weed	Separate records that meet the conditions of a "Vermont Archival Record" from those that do not (temporary).	Assigned to records that have been appraised as conditional archival. Upon weeding the temporary records from the archival records, transfer archival records to Archives and destroy temporary records.

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Appendix E: Legal References

GRS-1601.1119: Infrastructure Construction Records		<i>Review for Exemption?</i>
1 V.S.A. § 315	Statement of policy [related to free and open examination of records]	Yes
1 V.S.A. § 316	Access to public records and documents	No
1 V.S.A. § 317	Definitions; public agency; public records and documents	Yes
1 V.S.A. § 317a	Disposition of public records	No
1 V.S.A. § 318	Procedure [related to producing records for inspection]	No
1 V.S.A. § 319	Enforcement [related to the denial of a request for public records]	No
1 V.S.A. § 320	Penalties [related to court orders for the production of any public agency records]	No
10 V.S.A. § 1422	Definitions [related to protection of navigable waters and shorelands]	No
10 V.S.A. § 1685	Public water system capacity	No
10 V.S.A. § 303	Definitions [related to Vermont housing and conservation trust fund]	No
10 V.S.A. § 444	Responsibilities of the agency of natural resources	No
10 V.S.A. § 490	Types and arrangement of signs [related to tourist information services]	No
10 V.S.A. § 6522	Public service board review of proposals for new storage facilities for spent nuclear fuel	No
11 V.S.A. § 1701	Definitions [related to business rapid response to declared state disasters]	No
12 030 CVR 003	Water supply rule [related to department of environmental conservation]	No
12 030 CVR 019	Stormwater management rule for stormwater-impaired waters	No
12 V.S.A. § 511	Civil action [related to limitation of time for commencement of actions]	No
18 CFR 388.113	Accessing critical energy infrastructure information	No
18 V.S.A. § 9434	Certificate of need; general rules [related to health care administration]	No

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19 V.S.A. § 10	Duties [related to state highway law]	No
19 V.S.A. § 10c	Statement of policy; highways and bridges	No
19 V.S.A. § 10e	Statement of policy; railroads	No
19 V.S.A. § 11b	Town highway revolving fund	No
19 V.S.A. § 12b	Joint transportation oversight committee [related to state highway law]	No
19 V.S.A. § 1510	Local authorization [related to federal aid for highways]	No
19 V.S.A. § 309	Highway work by state for towns	No
19 V.S.A. § 311	Class 1 and 2 highways; pavement markings	No
19 V.S.A. § 43	State highway closures	No
19 V.S.A. § 507	Cattle-passes	No
2 CFR 200	Uniform administrative requirements, cost principles, and audit requirements for federal awards	No
20 V.S.A. § 2730	Definitions [related to fire safety division]	No
22 V.S.A. § 701	Definitions [related to historic preservation]	No
23 CFR 420	Planning and research program administration [related to highways]	No
23 CFR 630	Preconstruction procedures [related to engineering and traffic operations]	No
23 CFR 635	Construction and maintenance [related to engineering and traffic operations]	No
23 CFR 646	Railroads [related to engineering and traffic operations]	No
23 CFR 650	Bridges, structures and hydraulics	No
23 U.S.C. § 130	Railway-highway crossings	No
24 V.S.A. § 4773	Loan priorities [related to special environmental revolving fund]	No
29 V.S.A. § 152	Duties of the commissioner [related to buildings and general services]	No

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29 V.S.A. § 154	Preservation of state house and historic state buildings	No
29 V.S.A. § 155	Historic property stabilization and rehabilitation special fund	No
29 V.S.A. § 157	Facilities condition analysis	No
29 V.S.A. § 160a	Facilities operations internal service fund	No
29 V.S.A. § 161	Requirements on state construction projects	No
29 V.S.A. § 165	Space allocation, inventory, and use; leasing property; commissioner's preapproval required	No
29 V.S.A. § 168	State resource management; revolving fund	No
29 V.S.A. § 183	Review of plans [related to public works and property]	No
3 V.S.A. § 2807	Lands and facilities trust fund	No
3 V.S.A. § 2873	Department of environmental conservation	No
30 V.S.A. § 248	New gas and electric purchases, investments, and facilities; certificate of public good	No
33 CFR 115	Bridge locations and clearances; administrative procedures	No
40 U.S.C. § 3145	Regulations governing contractors and subcontractors [related to wage rate requirements]	No
42 U.S.C. § 5195c	Critical infrastructures protection	No
5 V.S.A. § 3566	Highway crossing railroad	No
5 V.S.A. § 696	Payment [related to state aid to municipalities generally]	No

GRS-1601.1153: Infrastructure Development Records

Review for Exemption?

1 V.S.A. § 315	Statement of policy [related to free and open examination of records]	Yes
1 V.S.A. § 316	Access to public records and documents	No
1 V.S.A. § 317	Definitions; public agency; public records and documents	Yes
1 V.S.A. § 317a	Disposition of public records	No

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1 V.S.A. § 318	Procedure [related to producing records for inspection]	No
1 V.S.A. § 319	Enforcement [related to the denial of a request for public records]	No
1 V.S.A. § 320	Penalties [related to court orders for the production of any public agency records]	No
10 V.S.A. § 1264	Stormwater management	No
10 V.S.A. § 1422	Definitions [related to protection of navigable waters and shorelands]	No
10 V.S.A. § 1591	Planning [related to engineering planning advances]	No
10 V.S.A. § 1685	Public water system capacity	No
10 V.S.A. § 280e	State infrastructure bank program	No
10 V.S.A. § 303	Definitions [related to Vermont housing and conservation trust fund]	No
10 V.S.A. § 444	Responsibilities of the agency of natural resources	No
10 V.S.A. § 6091	Renewals and nonuse [related to state land use and development plans]	No
10 V.S.A. § 6102	Definitions [related to state land use and development plans]	No
10 V.S.A. § 6606	Hazardous waste certification	No
10 V.S.A. § 6606a	Certificate of need [related to waste management]	No
11 V.S.A. § 1701	Definitions [related to business rapid response to declared state disasters]	No
12 030 CVR 003	Water supply rule [related to department of environmental conservation]	No
12 V.S.A. § 511	Civil action [related to limitation of time for commencement of actions]	No
14 CFR 150	Airport noise compatability planning	No
14 CFR 161	Notice and approval of airport noise and access restrictions	No
18 CFR 388.113	Accessing critical energy infrastructure information	No
18 V.S.A. § 5573	Construction requirements [related to community mausoleums and columbariums]	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

18 V.S.A. § 9434	Certificate of need; general rules [related to health care administration]	No
18 V.S.A. § 9443	Expiration of certificates of need	No
19 V.S.A. § 10	Duties [related to state highway law]	No
19 V.S.A. § 10b	Statement of policy; general [related to state highway law]	No
19 V.S.A. § 10c	Statement of policy; highways and bridges	No
19 V.S.A. § 10e	Statement of policy; railroads	No
19 V.S.A. § 10f	Statement of policy; public transportation	No
19 V.S.A. § 10g	Annual report; transportation program; advancements, cancellations, and delays	No
19 V.S.A. § 10h	Adjustments to existing projects; suspension of overruns; cooperative interstate agreement	No
19 V.S.A. § 10i	Transportation planning process	No
19 V.S.A. § 10l	Agency cooperation with regional planning commissions [related to highways]	No
19 V.S.A. § 1510	Local authorization [related to federal aid for highways]	No
19 V.S.A. § 1703	Authority to establish limited access facilities	No
19 V.S.A. § 306	Appropriation; state aid for town highways	No
19 V.S.A. § 309	Highway work by state for towns	No
19 V.S.A. § 507	Cattle-passes	No
19 V.S.A. § 903	Agreements for planting [related to highways]	No
19 V.S.A. § 905	Construction of sidewalks, bicycle paths, and footpaths	No
19 V.S.A. § 923	Quasi-judicial process [related to repairs, maintenance and improvements of highways]	No
2 CFR 200	Uniform administrative requirements, cost principles, and audit requirements for federal awards	No
20 V.S.A. § 2730	Definitions [related to fire safety division]	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

20 V.S.A. § 2732	Historic variance appeals board; variances; exemptions	No
20 V.S.A. § 2901	Access board [related to accessibility standards for public buildings and parking]	No
20 V.S.A. § 543	Location; plan of construction; contracts [related to board of armory commissioners]	No
22 V.S.A. § 701	Definitions [related to historic preservation]	No
23 CFR 420	Planning and research program administration [related to highways]	No
23 CFR 450	Planning assistance and standards	No
23 CFR 630	Preconstruction procedures [related to engineering and traffic operations]	No
23 CFR 635	Construction and maintenance [related to engineering and traffic operations]	No
23 CFR 646	Railroads [related to engineering and traffic operations]	No
23 CFR 650	Bridges, structures and hydraulics	No
23 CFR 710	Right-of-way and real estate [related to highways]	No
23 U.S.C. § 106	Project approval and oversight [related to Federal-aid highways]	No
23 U.S.C. § 109	Standards [related to Federal-aid highways]	No
23 U.S.C. § 128	Public hearings [related to Federal-aid highways]	No
23 U.S.C. § 130	Railway-highway crossings	No
23 U.S.C. § 402	Highway safety programs	No
24 V.S.A. § 2793c	Designation of growth centers	No
24 V.S.A. § 4773	Loan priorities [related to special environmental revolving fund]	No
24 V.S.A. § 5083	Declaration of policy [related to public transportation]	No
24 V.S.A. § 5104	Purpose and powers [related to mass transit authorities]	No
29 V.S.A. § 152	Duties of the commissioner [related to buildings and general services]	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

29 V.S.A. § 154	Preservation of state house and historic state buildings	No
29 V.S.A. § 155	Historic property stabilization and rehabilitation special fund	No
29 V.S.A. § 157	Facilities condition analysis	No
29 V.S.A. § 160a	Facilities operations internal service fund	No
29 V.S.A. § 161	Requirements on state construction projects	No
29 V.S.A. § 165	Space allocation, inventory, and use; leasing property; commissioner's preapproval required	No
29 V.S.A. § 168	State resource management; revolving fund	No
29 V.S.A. § 181	Purpose [related to capital complex commission]	No
29 V.S.A. § 183	Review of plans [related to public works and property]	No
29 V.S.A. § 42	Definitions [related to public works and property]	No
3 V.S.A. § 2807	Lands and facilities trust fund	No
3 V.S.A. § 2873	Department of environmental conservation	No
3 V.S.A. § 4020	State agency planning and coordination	No
30 V.S.A. § 112	Findings; dams; assessment of damages; jury trial	No
30 V.S.A. § 248a	Certificate of public good for multiple telecommunications facilities	No
30 V.S.A. § 53	Commercial building energy standards	No
30 V.S.A. § 8093	Notification [related to access for the installation and maintenance of communications facilities]	No
32 V.S.A. § 310	Form of annual capital budget and long-range capital program plan	No
33 CFR 115	Bridge locations and clearances; administrative procedures	No
42 U.S.C. § 5195c	Critical infrastructures protection	No
49 CFR 237	Bridge safety standards	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

49 CFR 37	Transportation services for individuals with disabilities	No
49 U.S.C. § 5304	Statewide and nonmetropolitan transportation planning	No
49 U.S.C. § 5305	Planning programs [related to public transportation]	No
49 U.S.C. § 5332	Nondiscrimination [related to public transportation]	No
5 V.S.A. § 3458	Planning [related to powers and duties of board relating to railroads]	No
5 V.S.A. § 3566	Highway crossing railroad	No
5 V.S.A. § 3593	Partial reimbursement of crossing maintenance costs; crossing surfaces	No
5 V.S.A. § 3670	Clearance standards; variance [related to construction and operation of the road]	No
5 V.S.A. § 3783	Alteration, petition for; hearings [related to grade crossings]	No
Executive Order (No. 13-11)	Vermont rail advisory council	No
PA 1998	Programmatic agreement regarding the implementation of a program for projects involving bridges	No

GRS-1601.1067: Infrastructure Planning Records	<i>Review for Exemption?</i>
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1 V.S.A. § 315	Statement of policy [related to free and open examination of records]	Yes
1 V.S.A. § 316	Access to public records and documents	No
1 V.S.A. § 317	Definitions; public agency; public records and documents	Yes
1 V.S.A. § 317a	Disposition of public records	No
1 V.S.A. § 318	Procedure [related to producing records for inspection]	No
1 V.S.A. § 319	Enforcement [related to the denial of a request for public records]	No
1 V.S.A. § 320	Penalties [related to court orders for the production of any public agency records]	No
10 V.S.A. § 1006	Certification of hydroelectric projects; application process	No
10 V.S.A. § 1022	Application for alteration [related to regulation of stream flow]	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

10 V.S.A. § 1083	Application [related to dams]	No
10 V.S.A. § 1422	Definitions [related to protection of navigable waters and shorelands]	No
10 V.S.A. § 1591	Planning [related to engineering planning advances]	No
10 V.S.A. § 1651	Application for assistance [related to aid to municipalities for water supply, pollution abatement and sewer separation]	No
10 V.S.A. § 1675	Permits; conditions; duration; suspension or revocation [related to public water supply]	No
10 V.S.A. § 1685	Public water system capacity	No
10 V.S.A. § 303	Definitions [related to Vermont housing and conservation trust fund]	No
10 V.S.A. § 444	Responsibilities of the agency of natural resources	No
11 V.S.A. § 1701	Definitions [related to business rapid response to declared state disasters]	No
12 030 CVR 003	Water supply rule [related to department of environmental conservation]	No
12 V.S.A. § 511	Civil action [related to limitation of time for commencement of actions]	No
14 CFR 150	Airport noise compatability planning	No
14 CFR 161	Notice and approval of airport noise and access restrictions	No
16 V.S.A. § 3448	Approval and funding of school construction projects; renewable energy	No
18 CFR 388.113	Accessing critical energy infrastructure information	No
18 V.S.A. § 1811	Construction projects; applications [related to health]	No
18 V.S.A. § 9439	Competing applications [related to health facility planning]	No
19 V.S.A. § 10	Duties [related to state highway law]	No
19 V.S.A. § 10b	Statement of policy; general [related to state highway law]	No
19 V.S.A. § 10f	Statement of policy; public transportation	No
19 V.S.A. § 10g	Annual report; transportation program; advancements, cancellations, and delays	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

19 V.S.A. § 10i	Transportation planning process	No
19 V.S.A. § 10l	Agency cooperation with regional planning commissions [related to highways]	No
19 V.S.A. § 1510	Local authorization [related to federal aid for highways]	No
19 V.S.A. § 5	Transportation board; powers and duties	No
19 V.S.A. § 782	Application; service of citation [related to neglect of town to build highways or bridges]	No
19 V.S.A. § 816	Access roads; state aid; application	No
19 V.S.A. § 818	Transportation board; action [related to laying out, discontinuing, and reclassifying highways]	No
19 V.S.A. § 819	Other investigation [related to laying out, discontinuing, and reclassifying highways]	No
2 CFR 200	Uniform administrative requirements, cost principles, and audit requirements for federal awards	No
20 V.S.A. § 2730	Definitions [related to fire safety division]	No
20 V.S.A. § 543	Location; plan of construction; contracts [related to board of armory commissioners]	No
22 V.S.A. § 701	Definitions [related to historic preservation]	No
23 CFR 420	Planning and research program administration [related to highways]	No
23 CFR 450	Planning assistance and standards	No
23 CFR 470	Highway systems	No
23 U.S.C. § 135	Statewide transportation planning	No
24 V.S.A. § 2793c	Designation of growth centers	No
24 V.S.A. § 4302	Purpose; goals [related to municipal and regional planning and development]	No
24 V.S.A. § 4345	Optional powers and duties of regional planning commissions	No
24 V.S.A. § 4348a	Elements of a regional plan [related to municipal and county government]	No
24 V.S.A. § 4348b	Readoption of regional plans	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

24 V.S.A. § 4349	Regional plan; adoption by municipality [related to municipal and regional planning and development]	No
24 V.S.A. § 4350	Review and consultation regarding municipal planning effort	No
24 V.S.A. § 4382	The plan for a municipality	No
24 V.S.A. § 4384	Preparation of plan; hearings by planning commission	No
24 V.S.A. § 4385	Adoption and amendment of plans; hearing by legislative body	No
24 V.S.A. § 4387	Readoption of plans [related to municipal development plan]	No
24 V.S.A. § 4773	Loan priorities [related to special environmental revolving fund]	No
29 V.S.A. § 152	Duties of the commissioner [related to buildings and general services]	No
29 V.S.A. § 154	Preservation of state house and historic state buildings	No
29 V.S.A. § 155	Historic property stabilization and rehabilitation special fund	No
29 V.S.A. § 157	Facilities condition analysis	No
29 V.S.A. § 160a	Facilities operations internal service fund	No
29 V.S.A. § 161	Requirements on state construction projects	No
29 V.S.A. § 165	Space allocation, inventory, and use; leasing property; commissioner's preapproval required	No
29 V.S.A. § 168	State resource management; revolving fund	No
29 V.S.A. § 181	Purpose [related to capital complex commission]	No
29 V.S.A. § 183	Review of plans [related to public works and property]	No
3 V.S.A. § 2807	Lands and facilities trust fund	No
3 V.S.A. § 4020	State agency planning and coordination	No
30 V.S.A. § 202	Electrical energy planning	No
30 V.S.A. § 2903	Authorization by voters; cities [related to municipal plants]	No

STATE OF VERMONT GENERAL RECORD SCHEDULE

32 V.S.A. § 310	Form of annual capital budget and long-range capital program plan	No
33 CFR 115	Bridge locations and clearances; administrative procedures	No
42 U.S.C. § 5195c	Critical infrastructures protection	No
49 U.S.C. § 5304	Statewide and nonmetropolitan transportation planning	No
5 V.S.A. § 3458	Planning [related to powers and duties of board relating to railroads]	No
5 V.S.A. § 3787	Taking of land, proceedings [related to grade crossings]	No
80 280 CVR 004	Certificate of need [related to green mountain care board]	No