

TOWN ROAD AND BRIDGE STANDARDS TOWN OF FAYSTON, VERMONT

The Town of FAYSTON hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of all town roads and bridges.

The standards listed here are considered minimum and apply to construction projects and repair and maintenance activities. The standards include management practices and are designed to: ensure the safety of the traveling public, minimize damage to road infrastructure during flood events, and enhance water quality protections by minimizing sediment delivery to surface waters and/or wetlands.

The select board reserves the right to modify the standards for a particular project or repair or maintenance activities where, because of unique physical circumstances or conditions, there is no possibility that the project or activities can be completed in strict conformance with these provisions. Any modifications to the standards must be done in a manner that serves the underlying intent of the management practice, be it public safety, flood hazard avoidance, or water quality protection. Fiscal reasons are not a basis for modification of the standards. Questions about modifications to the standards should be directed to the VTrans District Office.

Municipalities must comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects.

Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimums of these standards. If any federal and/or state funding is involved in a project, the VTrans district office must be notified prior to any field changes taking place that would alter the original scope of work.

Roadways

- All new or substantially reconstructed gravel roads shall have at least a 12-inches thick processed gravel sub-base, with an additional 3 inches (minimum) top course of crushed gravel.
- All new or substantially reconstructed paved roads shall have at least a 15 inches thick processed gravel sub-base.
- All roadways shall be graded so water does not remain on the road surface. For roadways that are not super-elevated, this generally means a 2-4% ($\frac{1}{4}$ " - $\frac{1}{2}$ " per ft) crown for gravel roads and a 1-2% ($\frac{1}{8}$ " - $\frac{1}{4}$ " per ft) crown for paved roads to promote sheeting of water.
- Proper grading techniques for gravel roadways must be used to avoid creating a ridge or berm between the crown and the ditch.
- Any berm along the roadway shoulder that prevents the proper sheeting of water must be removed.

Ditches and Slopes

Soil exposed during ditch and slope construction, repair or maintenance must be treated immediately following the operation and temporary erosion prevention and sediment control practices must be installed and maintained during construction activities and until the ditch or slope is permanently stabilized.

The following are minimum erosion control measures. Careful attention must be given to areas vulnerable to erosion and immediately adjacent or discharging to surface waters and/or roadway drainage facilities:

- Seed and mulch all ditches with grades less than 5% when undertaking projects or repairs or maintenance activities that result in exposed soil. Vegetation must be established and monitored. If vegetation is not established within 10 days of placement, install biodegradable non-welded matting with seed.
- Stone line all new or reconstructed ditches or whenever soils are disturbed by maintenance activities with grades equal to and greater than 5%; alternatively, install stone check dams. The check dams must meet criteria outlined in the *"Standards and Specifications for Check Dams,"* from the *Vermont Standards and Specifications for Erosion Prevention and Sediment Control*. Specifically, dams must be placed so that the crest of the downstream check dam is at the same elevation as the base of the upstream dam.
- Create parabolic (wide "U" shaped) ditches when constructing new or substantially reconstructing ditches, rather than narrow "V" shaped ditches wherever lateral space allows. Ditches with gradual side slopes (maximum of 1:2, vertical to horizontal ratio) and a wide bottom (at least 2 feet) are preferred. Use biodegradable, non-welded matting to stabilize side-slopes where slopes are greater than 1:2 and less than 1:1 ½; apply seed and mulch to any raw or exposed side-slope if slopes are less than 1:2.
- All ditches must be turned out to avoid direct outlet into surface waters. There must be adequate outlet protection at the end of the turnout, either a structural (rock) or vegetative filtering area.
- If in the best professional engineering judgment of the VTrans Operations Division, there is a cost effective ditch treatment that will meet the intent of the management practices described above, but represents a departure from these standards, the municipality may implement the more cost effective ditch treatment alternative with the professional recommendation submitted in written form by VTrans prior to the municipality executing the work.
- When constructing new or substantially reconstructing side slopes, use appropriately sized stone armament on slopes that are 1:1 ½ or greater. If perennial streams are affected by the toe of slope the project must conform to the statewide Stream Alteration standards.

Culverts and Bridges

- Replacement of existing culverts and any new culvert must have a minimum culvert diameter of 18 inches.
- Replacement of existing bridges and culverts and any new bridges and culverts must be designed in accordance with the VTrans Hydraulics Manual, and, in the case of perennial streams, conform to the statewide Stream Alteration standards.
- All new driveway culverts must have a minimum diameter of 15 inches.
- When installing or replacing culverts, use appropriate techniques such as headwalls and wingwalls, where there is erosion or undermining or where it is expected to occur.
- Install a splash pad or plunge pool at the outlet of new or repaired drainage culverts where there is erosion or where erosion may occur. Splash pads and plunge pools are not appropriate for use in streams supporting aquatic life.

Guardrails

When roadway, culvert, bridge, or retaining wall construction or reconstruction projects result in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, a roadside barrier such as guardrail must be installed. The most current version of the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard.

Access Management

The town must have a process in place, formal or informal, to review all new drive accesses and development roads where they intersect Town roads, as authorized under 19 V.S.A. Section 1111. Towns may reference VTrans A-76 Standards for Town & Development Roads and B-71 Standards for Residential and Commercial Drives; and the VTrans Access Management Program Guidelines for other design standards and specifications.

Training

Town highway maintenance crews must collectively attend a minimum total of 6 hours of training per year on best road management practices. The town must keep documentation of their attendance for a period of three years.

Passed and adopted by the Selectboard of the Town of FAYSTON, State of Vermont on May 28, 2013.

Select Board:

[Signature]
Robert Wasson
[Signature]

Vermont Town Road and Bridge (VTRB) Standards Frequently Asked Questions

1. Does adoption of town road and bridge standards mean that the municipality has to bring all of its existing facilities up to the *codes and standards* within a certain time frame?

No. The *codes and standards* must be adhered to when the municipality takes some form of action on their highway infrastructure related to the particular standard. For example, if a municipality has adopted the January 2013 template and is only grading a town highway, they must adhere to the crowning and grading requirements, but need not perform the requirements related to ditching, guardrail, culverts, or bridges.

2. What if the municipality does not follow its adopted codes and standards?

If it is determined that a town is not following its *codes and standards*, the town is ineligible for *codes and standards* upgrades under FEMA Public Assistance. Also, it may be grounds to default to the lower percentage state share under the state-administered grant programs, if the town had adopted *codes and standards* which meet or exceed those of the January 2013 template.

3. Can the municipality use the 50% rule similar to FEMA for projects it funds on its own? In other words, if a damaged culvert is dragged back into place by the municipality following a non-declared event because the municipality used the 50% rule to justify the lower cost repair, will FEMA be okay with this?

Yes, as long as the municipality used a 50% rule similar to that of FEMA, the municipality would remain in compliance with its adopted *codes and standards*.

4. What is the connection between a municipality's adopted *codes and standards* and FEMA reimbursement?

FEMA will consider a municipality's adopted *codes and standards* when preparing the project worksheets for facilities that are damaged as a result of a federally declared (FEMA Public Assistance program) disaster. Assuming the municipality is following their duly adopted *codes and standards*, FEMA may include the cost to rebuild a damaged facility to those *codes and standards* as they develop the project worksheet.

5. In regard to the FEMA Public Assistance program, what happens if a municipality chooses not to adopt any *codes and standards*?

If the municipality chooses not to adopt any form of *codes and standards*, FEMA will only provide funding to rebuild to the pre-disaster conditions. However, FEMA may include hazard mitigation measures as eligible costs for actions taken to prevent or reduce the threat of future damage to a facility. These measures are unrelated to *codes and standards* and are not dependent upon a municipality adopting any version of *codes and standards*. The bottom line is that there are no minimum standards that a town must adopt in order to receive FEMA Public Assistance funding. There

are towns and other eligible applicants who have no adopted codes and standards, yet still receive FEMA funding.

6. Do municipalities need to adopt any sort of *codes and standards* in order to be eligible for FEMA reimbursement under the FEMA Public Assistance program?

No.

7. What are the VTrans Town Road and Bridge Standards and the relationship with the state's Stream Alteration regulatory standard?

The VTRB Standards are *recommended minimums*. They are based on the following considerations. First they represent best minimum practices to address transportation safety, design, construction and maintenance. Second they will help minimize roadway run-off and the protect water quality and finally they address future bridge and culvert flood resilience.

This last consideration is based on the need to have the municipal *codes and standards* link directly to the state's *stream alteration regulatory standards*. The stream alteration standard mandates designs that will, not only withstand future floods, but also not exacerbate flooding up and downstream of the structure.

It's important to note that if a municipality does not adopt the culvert and bridge portion of the VTRB standard and the structure is destroyed in a flood event, the municipality will *still need to build to the stream alteration regulatory standard*. However, FEMA will base their funding on whatever standard for bridge or culvert span length or waterway openings determination the municipality has in effect at the time of the disaster. If a municipality has no standard in effect that addresses structure span length or waterway openings, FEMA will most likely fund a replacement-in-kind structure. That means that the municipality will be on the hook for the price difference between what FEMA will fund and what the stream alteration standard requires.

8. What is "processed gravel?"

"Processed gravel" is gravel that is screened and/or crushed. If the gravel is literally pulled out of a bank with a loader, loaded into the back of a dump truck, and then placed as roadway subbase material, it is not "processed gravel."

9. Why must the *codes and standards* include the statement that "fiscal reasons are not a basis for modification of the standards?"

FEMA expects applicants who have adopted *codes and standards* to follow them, regardless of whether or not FEMA is footing the bill. FEMA specifically states that the adopted *codes and standards* "cannot be applied selectively based on the availability of funds." This language has been included in our *codes and standards* templates since 2001 as a result of FEMA's requirement. If that statement is not included in an applicant's *codes and standards*, FEMA will most likely reject the entire document.

10. Does the guardrail section of the VTRB standards mean that we will have to line all of our town highways from one end to the other with guardrail?

No. It means that when a municipality is constructing or reconstructing a roadway or structure which results in any hazards within a designated clear-zone, they will use the AASHTO Roadside Design Guide to help determine what type of barrier or other treatment, if any, should be employed. We understand that not all municipalities will have access to the AASHTO Roadside Design Guide. For municipalities who need help in determining what type of treatment, if any, should be employed, they should contact their respective VTrans District technical staff for assistance. The AASHTO Roadside Design Guide is not a rigid standard, it is a GUIDE.

11. If a municipality wishes to adopt some form of *codes and standards*, but has issues with some parts of the VTRB January 2013 template, what should they do?

The municipality should contact their respective VTrans District technical staff for assistance/guidance on how to proceed.

Minutes of Selectboard Meeting
May 28, 2013

Board Present: Jared Cadwell (Jared), Robert Vasseur (Robert), and Ed Read (Ed)
Guests: Ky Koitzsch

Meeting called to order at 6:00 p.m.

1. Robert made a motion to approve Selectboard (SB) minutes of May 13, 2013. Jared seconded, no further discussion, all in favor, motion carried.
2. Ed made a motion to re-adopt the Town of Fayston Highway Access Permit Ordinance (previously adopted on 4/15/13 but warned in VR since for last attempt at public input). Robert seconded, no further discussion, all in favor, motion carried.
3. Tom Anderson was unable to attend re Road and Bridge Standards. Ed made a motion to adopt the Town Road and Bridge Standards dated January 23, 2013. Robert seconded, no further discussion, all in favor, motion carried.
4. SB reviewed the structures grant award for the N. Fayston Road Culvert #20.
5. Ky Koitzsch attended on behalf of the FNRC. At his suggestion, SB appointed Carol Chamberlin as a full member and Patti Greene-Swift as the alternate.
6. SB reviewed the Basic Emergency Operation Plan and Jared signed.
7. One bid received for roadside mowing from Stuart Hallstrom for \$3200.00. Ed made a motion to accept the bid of \$3200.00 with the specifications outlined in the bid. Jared seconded, no further discussion, all in favor, motion carried.
8. SB authorized Town Clerk to sign the Request to Cater from the Snuggery for GMVS Graduation on 5/31/13.
9. Jared signed Excess Weight permit for Veilleux & Son Trucking, Inc.
10. SB read mail and signed order dated 5/14/13 – 5/28/13.
11. 6:55p.m. -Jared, made a motion to adjourn. Robert seconded. No further discussion, all in favor, motion carried.

The next Selectboard meeting will be **Monday, June 10, 2013 at 6:00 p.m.** at the Fayston Municipal Building.

Respectfully Submitted:
Ed Read

Approved: _____


Jared Cadwell, Chair

Date: _____

6.10.13