



**Northwest
Regional Planning
Commission**

75 Fairfield Street
St. Albans, Vermont 05478
PHONE 802-524-5958
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September 10, 2024

**AGREEMENT FOR MUNICIPAL ASSISTANCE TO SUPPORT THE SFY24 MUNICIPAL
ROADS GRANTS-IN-AID CONSTRUCTION PROJECT**

We, the Legislative Body of the Municipality of _____ agree to pay the Northwest Regional Planning Commission (NRPC) a fee of \$1,000 upon invoicing for the following services in support of the SFY25 Municipal Roads Grant-In-Aid construction project funded by the Vermont Agency of Transportation:

- Reviewing existing municipal road erosion inventory maps and data to identify eligible projects.
- Holding pre-construction meeting(s) with the municipal staff to select project location(s), segment start and end points, and identify specific Best Management Practices (BMPs) for each project segment.
- Preparing the Pre-Construction Site Summary Form for municipality prior to the start of work to submit to VTrans in order to receive Construction Authorization.
- Assisting with documenting project completion and required reporting in the [Reporter for the Municipal Roads General Permit](#).
- Assisting with preparing and/or reviewing invoicing materials, if needed.

Signed:

Date:

(Duly Authorized Municipal Representative(s))

(Printed)

Return this form via email to kgrenier@nrpcvt.com. Forms received by December 13, 2024 will get priority in our work schedule.