

**State of Vermont**  
**Department of Housing and Community Development**  
Deane C. Davis Building – 6<sup>th</sup> Floor [phone] 802-828-3211  
One National Life Drive  
Montpelier, VT 05620-0501

*Agency of Commerce and  
Community Development*

July 28, 2021

Valerie Capels  
Town of Bristol  
P.O. Box 249  
Bristol, VT 05443

**Re: Downtown Transportation Fund Award for Bristol Village Main Street Sidewalk and Lighting Project**

Dear Ms. Capels,

Congratulations on completing the Bristol Village Main Street Sidewalk and Lighting Project. With this letter, we acknowledge that you have met all expectations in the grant agreement, that we have reviewed and accepted your final report, and that we consider the project formally closed.

Please remember that there are several contractual requirements that extend beyond project close-out, specifically:

- for publicly-owned projects, you must also seek written permission from the Agency for any anticipated change in use of the project (including sale, discontinued use of the property, or alteration of the project's purpose or function) for 5 years after completion (Attachment D, Section 7); and
- all records and documents relating to this project must be retained for three years after the final distribution of grant funds (Attachment C, Section 13).

Thank you for your continuing support for the revitalization of Bristol. The Vermont Downtown Program is pleased to have been a part of this project, and we hope it will provide lasting benefit for your downtown and your community. Please call the program staff (522-2444) if you have any questions.

Sincerely,



Josh Hanford, Commissioner  
Department of Housing and Community Development

