

Town Of Hartford
Town Staff
Significant Activity Report, October 24 – November 7, 2018

TOWN MANAGER HIGHLIGHTS

- Respectfully submitted for your consideration.
- Final State Aid Homestead payments update in grand list, sent to finance for rebilling. There were 57 changes in this final group. Changes to the Grand List can be made up to the end of the calendar year.
- Finalizing the FY 18 Financial Review with Audit Firm:
 - o Completed onsite review the week of October 29th.
 - o Reviewing draft adjustments & trial balance.
 - o Statements are anticipated for November 20th board meeting.
- The Fire Department responded to 110 calls for service during this period. To date the department has responded to 1,917 calls for service. In 2017, we had responded to 1,658 calls for service. An increase of 259 calls represents a 14 percent increase in calls for service over last year. There are call specifics with the Fire section of this report.
- WABA has completed its first full couple of weeks of operation with full weekend schedules. Public skating and skate rentals have been steady with 71 skaters on Saturday, November 3rd and 64 skaters on Sunday, November 4th. We had a total of 27 rentals over the weekend as well.
- The Public Electric Vehicle Charging Station in Town South Main St. Parking Lot – The Vendor, ChargePoint, is in final stages of programming to enable the charging stations to accept user fees. Expected to be completed this week; signage and striping in process. Work is complete and the stations are now in use.
- October 31st – Detectives are investigating the untimely death of a 38 year old woman at the Shady Lawn Hotel suffering from a drug use disorder. The investigation continues. Also, on November 2nd – Patrol officers responded to reports of an apparent drug related overdose at the Shady Lawn Motel. Officer Santagate found the woman unresponsive, but was able to help revive her after administering Nasal Naloxone.
- Listed below are those highlights pulled from each Department Head's report. Further under are the full highlights from each Department.

STAFF HIGHLIGHTS

- In addition to the regular daily activities in Clerk's office, we have been primarily focused on the upcoming General Election. We processed approximately 1100 absentee/early voting requests (54 Thursday, 85 on Friday and 125 Monday. We have a group of wonderful BCA and volunteers to assisting on Tuesday/Voting Day! There will be plenty of post-election reporting and activity the rest of the week.
- Finance Department is leading efforts for the 2018 Calendar year close out.
- The Fire Department has begun the process of undercoating our vehicles. DPW staff is providing the service.
- The Fall Youth Cheerleading Program attended a Cheer Competition at Londonderry High School. The participants came home with a 3rd place trophy in the competition. Congratulations to Coach Hailey Kasten and the team.
- Infrastructure Public Art Program Grant – Staff attended information session on integration of public art with public infrastructure improvements. Working with Parks and Rec Dept. on defining possible projects.

DEPARTMENT HIGHLIGHTS

Assessor:

- Finalizing the Homestead Declarations in grand list, sent changes to finance for rebilling.
- Prepared 2020 Budget for town manager.
- Both Cristina and Michelle participated in educational offerings.
- Preparing permits to begin inspections for 2019 grand list.
- Continue to process property transfers and mail sales questionnaire

Clerk:

- The Town Clerk is wrapping up draft budget for FY 2020

Finance:

- Working with Department Directors on FYE 2020 Budget items and MuniSmart.
- September Bank Reconciliations:
 - o Verifying our internal records balance to the bank's records.
- Preparing September 2018 Financial Statements.

Fire:

- Attended a meeting with Vermont Emergency Management regarding participation in an October 2019 State exercise.
- Staff provided ambulance coverage at the Color Run held at Maxfield.
- Conducted Fire Drills and Relocation Drills at area schools.
- Staff attended the Truck or Treat event at Town Hall.
- Staff conducted Rope Rescue Training. Staff evaluated new techniques for rescues.
- The department provided evaluators at the annual Candidate Physical Ability Testing (CPAT) in Williston. The Vermont Fire Academy conducts the test annually to provide departments throughout the State to establish a list of qualified candidates for the position of Firefighter.
- Staff conducted fire extinguisher training for an area business.

Incident Report for this period:

<u>Alarm Date</u>	<u>Street</u>	<u>Situation Found</u>
10/21/2018 7:39	1107 MARSH FAMILY RD	EMS call, excluding vehicle accident with injury
10/21/2018 14:10	988 OLD QUECHEE RD	EMS call, excluding vehicle accident with injury
10/21/2018 17:51	179 ALLEN FAMILY RD	Alarm system activation, no fire - unintentional
10/21/2018 19:52	355 LYMAN BATCHELLER	Medical assist, assist EMS crew
10/21/2018 20:46	860 MURPHYS RD # 5	EMS call, excluding vehicle accident with injury
10/22/2018 12:48	304 DODY LN	Public service
10/22/2018 18:25	661 WOODSTOCK RD	Lock-out
10/23/2018 4:41	119 QUECHEE HRTLND	Smoke detector activation due to malfunction
10/23/2018 9:08	517 MAPLE ST	EMS call, excluding vehicle accident with injury
10/23/2018 12:23	59 SPRING CIR	Medical assist, assist EMS crew
10/23/2018 13:27	151 SMITH RD	Lock-out
10/23/2018 14:50	223 B 39 VETERANS DR	EMS call, excluding vehicle accident with injury

10/23/2018 15:36	108	N MAIN ST	EMS call, excluding vehicle accident with injury
10/23/2018 17:53	1848	WOODSTOCK RD	EMS call, excluding vehicle accident with injury
10/24/2018 8:24	2680	HARTFORD AVE	Lock-out
10/24/2018 10:28	1240	NEAL RD	EMS call, excluding vehicle accident with injury
10/24/2018 13:08	45	HOLLOW DR	EMS call, excluding vehicle accident with injury
10/24/2018 14:08	8	WALNUT ST	EMS call, excluding vehicle accident with injury
10/24/2018 19:29	60	MAPLEWOOD TER	Service Call, other
10/24/2018 20:51	186	S MAIN ST	False alarm or false call, other
10/25/2018 7:34	102	PINE ST	Smoke detector activation due to malfunction
10/25/2018 9:55	250	PLAINFIELD RD	Smoke scare, odor of smoke
10/25/2018 12:14	37	HIGHLAND AVE	Public service
10/25/2018 13:14	102	PINE ST	Public service
10/25/2018 13:41	1469	MAPLE ST	Medical assist, assist EMS crew
10/25/2018 15:28	61	HARVEST LN	Medical assist, assist EMS crew
10/25/2018 21:36	1898	WOODSTOCK RD	EMS call, excluding vehicle accident with injury
10/25/2018 23:35	74	REDFIELD PROCTOR	Detector activation, no fire - unintentional
10/26/2018 7:04	574	WILLARD RD	EMS call, excluding vehicle accident with injury
10/26/2018 9:06	421	VT ROUTE 14	Motor vehicle accident with no injuries.
10/26/2018 12:03	55	BRICK HOUSE LN	EMS call, excluding vehicle accident with injury
10/26/2018 13:22	355	LYMAN BATCHELLER	EMS call, excluding vehicle accident with injury
10/26/2018 15:21	19	FIELDSTONE WAY	EMS call, excluding vehicle accident with injury
10/26/2018 15:27	1898	WOODSTOCK RD	Smoke detector activation, no fire - unintentional
10/26/2018 16:37	3479	WOODSTOCK RD	Motor vehicle accident with no injuries.
10/26/2018 16:43	745	HARTFORD AVE	EMS call, excluding vehicle accident with injury
10/26/2018 16:45	259	HOLIDAY DR	Public service assistance, other
10/26/2018 18:20	47	ACORN ST	Medical assist, assist EMS crew
10/26/2018 18:39	37	HIGHLAND AVE	Rescue or EMS standby
10/26/2018 21:49	253	HAZEN ST	EMS call, excluding vehicle accident with injury
10/26/2018 21:58	2300	CHRISTIAN ST	EMS call, excluding vehicle accident with injury
10/26/2018 22:42	223	VETERANS DR	EMS call, excluding vehicle accident with injury
10/27/2018 5:07	112	S MAIN ST	Medical assist, assist EMS crew
10/27/2018 11:22	60	HOLLOW DR	EMS call, excluding vehicle accident with injury
10/27/2018 12:22	1678	N HARTLAND RD	Motor vehicle accident with injuries
10/27/2018 12:28	829	HARTFORD AVE	EMS call, excluding vehicle accident with injury
10/27/2018 12:29		N HARTLAND RD	Motor vehicle accident with no injuries.
10/27/2018 12:51	1	RESERVOIR RD	Motor vehicle accident with no injuries.
10/27/2018 13:13	1228	MAPLE ST	Medical assist, assist EMS crew
10/27/2018 13:23	442	N HARTLAND RD	Dispatched & canceled en route
10/27/2018 14:34	9	ROGERS RD	Dispatched & canceled en route
10/27/2018 16:16	355	LYMAN BATCHELLER	EMS call, excluding vehicle accident with injury
10/27/2018 19:24	54	BRIDGE ST	EMS call, excluding vehicle accident with injury
10/28/2018 4:02	18	BARRELL AVE	EMS call, excluding vehicle accident with injury
10/28/2018 12:09	2820	CHRISTIAN ST	EMS call, excluding vehicle accident with injury
10/28/2018 14:05	60	GATES ST	False alarm or false call, other
10/28/2018 14:37		I 89 S MM3	Medical assist, assist EMS crew
10/28/2018 17:38		I 89 S MM7	Motor vehicle accident with injuries
10/28/2018 20:11	355	LYMAN BATCHELLER	EMS call, excluding vehicle accident with injury
10/29/2018 7:25	1011	N MAIN ST	Good intent call, other
10/29/2018 9:35	230	S MAIN ST	Smoke detector activation, no fire - unintentional
10/29/2018 15:50		N HARTLAND RD	EMS call, excluding vehicle accident with injury
10/29/2018 16:23	320	S MAIN ST	EMS call, excluding vehicle accident with injury
10/29/2018 22:41	30	TWILIGHT CT	EMS call, excluding vehicle accident with injury

10/30/2018 0:42	85	N MAIN ST	Sprinkler activation, no fire - unintentional
10/30/2018 6:25	32	LATHAM WORKS LN	EMS call, excluding vehicle accident with injury
10/30/2018 7:13	3479	WOODSTOCK RD	Steam, vapor, fog or dust thought to be smoke
10/30/2018 8:38	243	SYKES MOUNTAIN	Removal of victim(s) from stalled elevator
10/30/2018 8:40	713	HARTFORD AVE	EMS call, excluding vehicle accident with injury
10/30/2018 9:16	45	BESWICK DR	Motor vehicle accident with no injuries.
10/30/2018 9:34	179	ALLEN FAMILY RD	Dispatched & canceled en route
10/30/2018 9:57	60	HOLLOW DR	EMS call, excluding vehicle accident with injury
10/30/2018 10:27	121	IRIS WAY	EMS call, excluding vehicle accident with injury
10/30/2018 11:42		I 91 S MM67	EMS call, excluding vehicle accident with injury
10/30/2018 15:38	179	ALLEN FAMILY RD	Dispatched & canceled en route
10/30/2018 16:12	179	ALLEN FAMILY RD	Dispatched & canceled en route
10/30/2018 21:35	687	MAPLE ST	Medical assist, assist EMS crew
10/30/2018 22:35	133	WESTFIELD DR	EMS call, excluding vehicle accident with injury
10/31/2018 15:26	260	LOCUST ST	EMS call, excluding vehicle accident with injury
10/31/2018 15:44	713	HARTFORD AVE	EMS call, excluding vehicle accident with injury
10/31/2018 19:49	73	CROSS ST	EMS call, excluding vehicle accident with injury
10/31/2018 21:41	91	GRANITE WAY	Smoke detector activation due to malfunction
11/1/2018 3:18	191	LATHAM WORKS LN	EMS call, excluding vehicle accident with injury
11/1/2018 17:58	4533	QUECHEE W HRTFRD	Carbon monoxide incident
11/1/2018 18:22	26	SYCAMORE DR	Service Call, other
11/1/2018 19:06	159	HOLIDAY DR	Alarm system activation, no fire - unintentional
11/2/2018 1:33	1108	QUECHEE HARTLAND	Medical assist, assist EMS crew
11/2/2018 5:23	249	LATHAM WORKS LN	Smoke detector activation due to malfunction
11/2/2018 8:10 1	00	ARBORETUM LN	Medical assist, assist EMS crew
11/2/2018 10:40	119	HAZEN ST	Power line down
11/2/2018 11:45	45	HOLLOW DR	EMS call, excluding vehicle accident with injury
11/2/2018 12:33	25	MARSHALL AVE	EMS call, excluding vehicle accident with injury
11/2/2018 16:20	687	MAPLE ST	EMS call, excluding vehicle accident with injury
11/2/2018 20:09	1119	QUECHEE MAIN ST	Medical assist, assist EMS crew
11/2/2018 20:29	1	INTERSTATE 89 N	EMS call, excluding vehicle accident with injury
11/2/2018 21:42	104	BALLARDVALE DR	Medical assist, assist EMS crew
11/2/2018 21:58	30	TWILIGHT CT	EMS call, excluding vehicle accident with injury
11/3/2018 0:15	25	MARSHALL AVE	Medical assist, assist EMS crew
11/3/2018 10:48	647	BUGBEE ST # 13-24	EMS call, excluding vehicle accident with injury
11/3/2018 12:34	1501	I91 S REST AREA	EMS call, excluding vehicle accident with injury
11/3/2018 14:42	647	BUGBEE ST	Assist invalid
11/3/2018 15:43	17	MILL ST	EMS call, excluding vehicle accident with injury
11/3/2018 18:15	39	S MAIN ST	EMS call, excluding vehicle accident with injury
11/3/2018 18:39	209	MAPLE ST	EMS call, party transported by non-fire agency
11/4/2018 10:02	933	SYKES MOUNTAIN	No incident found on arrival at dispatch address
11/4/2018 14:12	647	BUGBEE ST	EMS call, excluding vehicle accident with injury
11/4/2018 16:42	23	LARCH LN	No incident found on arrival at dispatch address
11/4/2018 16:56	589	HARTFORD AVE	Lock-out
11/4/2018 17:11	144	N MAIN ST	EMS call, excluding vehicle accident with injury
11/4/2018 18:35	2680	HARTFORD AVE	EMS call, excluding vehicle accident with injury

Information Technology:

- Setup remote access for WABA employees new refrigeration unit.
- Setup new point of sale system at WABA.
- Setup new laptop for assessor office.
- Setup new pc for fire department.
- Installed new phone system and phones at town hall in anticipation for service cutover.

Parks and Recreation:

- Youth Trunk or Treat for Saturday, October 27th was cancelled and moved to October 31st due to the weather conditions. We had 15 trunks signed up. After making the change and confirming groups, we had lost commitment from a few of the trunk or treat groups. The event on the 31st was well attended and we had 11 total groups handing out candy. Not sure on a final count but several hundred kids took part on the 31st. Groups participating were: Hartford Police Department, Hartford Fire Department, Prime Subaru, Bar Harbor Bank & Trust, Co-op Food Store, White River Toyota, Hartford Energy Commission, Suncommon, White River Rotary, Town Manager's Office and Parks & Recreation.
- Teen Adventure Getaway had a full van of kids on November 1st following a half day of school. The after school program took 13 teenagers to the Sky Zone Adventure Park in Manchester, New Hampshire.
- Registrations are coming in steady for several winter season programs. Small games camp at WABA, youth basketball, new session of cheerleading all beginning in the month of November.
- The Learn to Skate program at WABA started on October 21st. The program has 22 participants.
- Karen McNall's Card Making held a class on October 24th. The class had 6 participants.
- Youth Karate began October 29th. The program currently has 4 participants enrolled.

- The Parks & Recreation Department and Upper Valley Aquatic Center Splash Night was on Friday, October 21st. 44 participants took part in the fun and games at UVAC.
- 5 participants enrolled for the Green Mtn. Rock Climbing Clinics held at the Quechee facility.
- Noontime hockey continues on Friday's at WABA from 12 noon to 1pm.
- Public Skating continues at WABA on Saturday's 4:15 to 5:30pm and Sunday's 3:30pm to 4:45pm. Also the facility holds a public skate from 11:30am to 1:00pm on Wednesdays.
- Adult drop in basketball 25+ started on October 21st. The program is from 6pm to 8pm on Sunday's at Dothan Brook School. The 18+ program started on October 25th and runs Thursday nights from 7pm to 9pm at White River Elementary School. The 50+ drop in program began on October 24th and runs from 7pm to 8:30pm every Wednesday at Hartford Middle School.
- The Department secured an indoor pickleball location for the winter and will be partnering with Our Court to offer a collaborative program. They will be using the facility on Monday evenings from 7pm to 9pm.
- The After School Swim Program with UVAC continues on Wednesdays with OQS Elementary School.
- We didn't have participation at the Men's League Basketball Meeting on 10/25. We will not have a Men's Basketball League this season. The drop in programs tend to please the basketball enthusiasts.
- The department installed 4 mini jersey barriers around the refrigeration exhaust fans. The barriers will be temporary through the winter season. We will want to develop a more permanent fence barrier in the future to surround the area.
- Dalton Construction installed the access door from the arena into the overhang access. This is the final part of the construction work with the project.
- Preferred Mechanical and Dillon Walsh have completed the remote access to the refrigeration controls. The Department will host a webinar on Tuesday, November 6th for training on how to access and manage the controls remotely.

- The Department winterized Maxfield pavilions and the irrigation system. Gates will remain open to the park until the first full snowfall. At that point, the front parking lot section will remain open for winter access.
- Park close out continues. We will continue to monitor the weather. When it is deemed necessary, the Department will remove swings, remaining sports equipment and other seasonal items from the parks. This will be followed by seasonal gate closures at Kilowatt South, Clifford, Quechee Falls and Maxfield.
- After being notified by Great River Hydro that the buoys were removed, the Department took out the boat docks at Kilowatt South. Gate to the park will remain open until the first significant snowfall.
- The Hartford Schools held a Color-A-Thon at Maxfield on October 21st.
- Tripod Hockey held a tournament at the WABA facility the weekend of November 2, 3 and 4th. Arena was extremely busy with college teams from around New England. Friday and Saturday evenings, the arena was open until 12 midnight.

Planning and Development:

- Town Plan Update – Work continued for development of draft sections of the Plan.
- Town Forest Management Plan – Preparation of final draft for Selectboard and community meeting on November 7th.
- Town Electric Vehicle –Proposals for Town purchase/leasing of an electric vehicle due on November 6th.
- State Electric Vehicle Charging Station Grant Program – No proposals received from vendors to enter into a lease arrange with the Town to install charging stations at various locations in Town. Vendor feedback was there is not sufficient profit. Reviewing if pursue Town ownership similar to the South Main Street Parking lot charging stations.
- FY 2019-2020 Budget – Completed and submitted Department budget to the Town Manager.
- Police Dept. Lighting Improvements – Continued working with Police Dept. in obtaining quotes from vendors for energy efficient lighting.

- The Village at WRJ Assisted Living Job Creation Application – Presented Vermont Community Development Program application to the State Board on November 1, 2018. Decision pending.
- Historic Preservation Cemetery History Project – Three proposals received on October 29th from consultants to undertake the research and oral history of Town cemeteries. Review is underway.
- WRJ Downtown Meeting - Met with businesses and property owners on October 29th to provide an update on parking/circulation; discussed winter decorations in the Downtown, and followed-up on ideas generated at the September 26th meeting with the Vermont Main Street Alliance. Police Chief, DPW Director and Park and Rec Director also participated. Attendees agreed to meet monthly.
- Town Mill Road Property – Researched and compiled information on environmental history of parcel.
- Tiny Homes – Compiled information on ability to construct tiny homes in Hartford under current Town regulations.
- Sykes Mt Ave Vermont Community Development Program Grant – Submitted annual progress report and completed routine state monitoring.
- Currier Street Extension Construction Project – Working with attorney on easement documents to complete improvements.

Police:

- October 21st – Patrol officers responded to reports of an intoxicated, disorderly man threatening customers at a business on Gates Street. The man had left prior to police arrival, but returned to continue his argument with other patrons while police were still on scene investigating. The 40 year old man was arrested for disorderly conduct and held at Southern State Correctional Facility on conditions.
- October 22nd – Patrol officers responding to reports of a suspicious vehicle at the Super 8 Motel arrested a 36 year old Concord, New Hampshire woman for providing false information about the vehicle’s driver fled on foot. The man, who was driving on a suspended license and serving probation for same, turned himself-in later that evening. Both were released on citations following processing.
- October 22nd – Sergeant Pedro assisted staff at Hartford High School with instructing students during a health and safety class.

- October 22nd – The Police Social Worker attended the regular meeting of the Domestic Violence Task Force.
- October 23rd – Patrol officers arrested a 37 year old Hartford woman for possession of cocaine after police observed the cocaine in her possession during a traffic stop along the 600 block of Maple Street.
- October 23rd – The Police Chief attended the regular meeting of the Selectboard with Town Staff to provide an update on the progress of initiatives identified in the Downtown Parking Study.
- October 24th – The Police Chief and Police Social Worker attended a kick-off and planning meeting hosted by Senior Solutions for the recently awarded Abuse Later in Life Grant awarded to Windsor County by the Department of Justice.
- October 25th – A Wilder couple was arrested after officers and investigators served a search and seizure warrant on their Norwich Avenue apartment and recovered quantities of suspected heroin. Both were released pending trial.
- October 25th – Patrol officers assisted the Dothan Brook School with their Walk & Ride to School event.
- October 25th – Patrol officer assisted staff and students at the White River School with an emergency preparedness exercise.
- October 26th – Patrol officers were dispatched to motor vehicle collision with minor injuries along Route 14 in West Hartford. Drivers exchanged information, citations issued, and all parties released.
- October 26th – Patrol officers were dispatched to a motor vehicle collision with minor injuries along Route 4 at the Quechee Mobil. Drivers exchanged information, citations issued, and all parties released.
- October 26th – Patrol officers assisted emergency room staff from the Veteran's Administration Hospital in locating a man in crisis that had fled the hospital campus during treatment. Police located the man and returned him to the hospital without further incident.
- October 26th – The police department assisted with traffic management during the annual Gory Days 5K in Wilder.

- October 26th – The police department participated in the Fall Festival hosted at Riverbank Church, a second officer assisted the church with traffic and event management.
- October 26th – The police department assisted with traffic management during the annual Gory Days Parade in Downtown White River Junction.
- October 27th – Patrol officers assisted Vermont Fish & Game Wardens with the arrest of an intoxicated man found spotlighting deer along Old River Road near the I-89 overpass.
- October 27th – Emergency Communications Specialists received numerous 911 call reporting motor vehicle collisions throughout the region due to sleet and freezing rain. Patrol officers and paramedics were dispatched to several motor vehicle collisions, including one that involved a Hartford Police vehicle that had slid on the ice and struck another vehicle before striking a tree while responding to an injury collision along Hartland Road. The police officer and the driver of the vehicle struck by the officer's car were uninjured. The investigation continues.
- October 27th – The Deputy Chief, in partnership with the Hartford Community Coalition, participated in the National Drug Take Back Day event, collecting 14 pounds of expired or unwanted prescription drugs from residents at the Wilder & Quechee Libraries, and the Bugbee Senior Center the day prior.
- October 28th – Patrol officers took a report of a Ford F250 Truck taken overnight from a business on Round House Road. The investigations continues.
- October 31st – Patrol officers, assisted by Motor Vehicle Administration Police responded to a disabled Tractor-Trailer that had become disabled in the intersection while turning from Sykes Mountain Avenue onto Southbound Route 5. Traffic was rerouted for an extended time while emergency recovery service pulled the vehicle from the intersection.
- October 31st – The police department participated in the annual Trunk or Treat event at Town Hall, and several officers assisted with foot and vehicle patrols during trick or treating activities throughout Town.
- October 31st – Patrol officers were dispatched to a shoplifting complaint at a business on North Hartland Road after a man removed a bottle of wine without paying. The investigation continues.

- November 1st – Sergeant Pedro, the Police Social Worker, Detective Sergeant and Officer Fernandes attended the regular meetings of the Hartford School District Safety Team, and a second meeting with the Middle School Safety Team.
- November 1st – Patrol officer responded to reports of a man in crisis at a private apartment along Cross Street. The man was taken by patrol officers to Dartmouth-Hitchcock Medical Center for further assistance.
- November 1st – Patrol officers assisted the Planning & Development Office with the investigation of health and safety related zoning violations at private residences along Mill Street and Quechee Main Street. The investigation continues.
- November 1st – The Police Department hosted a local Boy Scout Troop for a presentation and tour of the Public Safety Building.
- November 2nd – Patrol officers responded to a report of a dog bite at a private residence along the unit block of Ash Street. The owner was cited and released. A second, separate and unrelated dog bite reportedly occurred at a private residence along the unit block of Ash Street. That incident remains under investigation.
- November 2nd – The Police Social Worker attended the regular meeting of the Hartford Area Child Protection Team.
- November 3rd – Patrol officers were dispatched to reports of an intoxicated man at a business along the 200 block of Maple Street. Patrol officers found the man intoxicated and recognized him from prior contacts of a similar nature that resulted in his release by the court on conditions that he remain alcohol free. The man was cited for violating those conditions and taken to the Veterans Administration Hospital for further assistance.
- November 3rd – Patrol officers were dispatched to a fight in progress at the Post Office on Sykes Mountain Avenue. A 54 year old White River Junction man was charged with simple assault and disorderly conduct after it was found that he'd struck another patron.

Public Works:

Highway:

- The Highway crew worked to reopen Fairview Terrace including cleaning the street, installing barriers, and installing speed bumps.

- The Highway crew have been focusing on getting all of the equipment ready for winter. Last weekend we got out first winter weather event! The two new wings are installed on the one tons.
- The Highway crew picked up downed trees and branches after a windy weekend.
- The Highway crew continues to review signs around town to address ones that were damaged, conveyed incorrect information, are covered by vegetation, or just needed an update.
- Travis Beebe passed his CDL test! Congratulations to him with his hard work!
- The Highway crew completed ditching on Connecticut River Road.
- The Highway crew put new tires on the grader.
- Highway crew has continued to fluid film vehicles for rust prevention.
- Two members of the crew attended a signs and line striping class focused on MUTCD regulations.
- The Highway crew has been actively checking catch basins to insure they are clear of leaves and working well during all these heavy rains!
- The Highway crew assisted the Water Department with a break on Hartford Avenue.
- The Highway Crew raised a catch basin on Perkins Place and paved one on Main Street.
- The Highway Crew responded to the failed joint on the Hartford Village Bridge.
- Routine operations: grading, sweeping, mowing, culvert flushing as needed, servicing equipment.

Water:

- The Water crew continues to train new employees. A candidate was selected for the vacancy in that department and is working through the hiring process. We look forward to working with him.
- The Water responded to a water main break on Hartford Avenue. Together with the work of the Highway Crew they were able to repair that leak in a timely manner.

- The Water crew continued to work with consultants to mark out services and locate information to consultants for the South Main Street project anticipated to go to construction in 2019.
- The Water crew has been performing fall hydrant testing and working on the system inventory.
- The Water crew is continuing work on an O&M manual for the Quechee Well.
- The Water crew worked towards replacing meters that were malfunctioning during the reading process.
- The Water crew continues to work with contractors and agencies on large projects in town such as the VA Hospital, the Twin Pines development, and the dealerships on Sykes Mountain Avenue.
- The Wilder Well Project is continuing to move forward. At the time of this report, the contractor is on site developing the well. At this time, the screen is installed in the well.
- Evan Eccher assisted the Wastewater crew with another plugged manhole.
- As always, the water crew continues routine operations, meter reading, sampling, and testing in accordance with state and permit requirements.
- Our plant and facilities are always available for tours. We encourage everyone to come see where their water comes from!

Wastewater:

- The Wastewater crew continues to train new employees, including CDL training and wastewater classes.
- The Wastewater crew continues to operate both systems routinely. They have been sampling and testing in accordance with state and permit requirements.
- Members of the Wastewater crew are diligently working to address noise concerns from the blower system at the White River Plant. One new silencer has been delivered and the crew is working towards installation.
- The Wastewater crew continues to perform seasonal cleaning and landscaping.
- The Wastewater crew is cleaning air diffusers in the basins at the Quechee plant.

- The Wastewater crew actively completing all state reports (quarterlies).
- The Wastewater crew repaired a manhole on Morgan Road.
- The Wastewater crew continues to work on leach field inspections and maintenance.
- The Wastewater crew responded to plugged sewer lines on Cascadnac and Hard Road.
- The Wastewater crew received a new pump for the headworks building at the White River Plant.
- As always our wastewater treatment facilities are open for tours. We encourage everyone to see what the Town of Hartford does to control pollution!

Solid Waste:

- Solid Waste crew is working towards developing an RFP for their roofing project and getting quotes to replace failing gas detectors.
- The Solid Waste Facility continues to operate routinely.
- The solid waste crew continues to encourage outreach and tours to raise awareness of the facility.

Administrative:

- DPW Staff is continuing to work close with FEMA to close out the July 1 storm.
- Some asphalt work was done on Currier Street to address a few safety and drainage issues to get us through the winter until a permanent paving job is completed.
- DPW Staff is working with Geoff Martin, Energy Coordinator and Norwich Technologies to install solar panels at the Wilder Well.
- The Town received a generous grant from VTrans to help us pay for bridge joint repairs on the Hartford Village Bridge. They will be covering 90% of those funds.
- Pathways Consulting has installed 'control points' on Fairview Terrace to begin the monitoring process.

- DPW Staff is diligently working towards insuring that ALL DPW vehicles, equipment, and trailers are registered. We are working with Vermont DMV staff to generate duplicate titles for several missing ones, then proceed with the registration process. Unfortunately this is a slow process, but we are continuing to figure this all out. We are organizing a trip to Montpelier to receive direct assistance from DMV Headquarters to keep this project moving along.
- DPW staff is still planning to demolish the Emerge Building at Maxfield this winter as time allows.
- DPW staff continues to work closely with several private contractors around town to insure that their projects are in permit compliance (Sykes Mountain Avenue dealerships, Bridge and Main Street, Currier Street, Twin Pines, Simpson Development).
- DPW staff is set to move forward with the South Main Street Lot expansion. Once a few more projects are buttoned up to prepare us for winter, we will tackling that project!
- A local concerns meeting for the US Route 5 Safety Corridor Project will be held on November 15 at 6:00 pm. We are hoping for a big turn out to discuss the project.
- DPW Staff is continuing to work closely with a consultant to perform a mandatory assessment of our Waste Water System's overflow outfalls.
- UVM Students are gathering data and information in the downtown area for their Capstone Projects. We anticipate that there may be some online surveys forthcoming to gather public comments and ideas. A huge thank you to the Planning Department for providing information from all of their hard work to the students.
- The Sykes Mountain Avenue Roundabout Project is in the ROW acquisition phase. Design engineers are bringing the plans into compliance with the newly released 2018 VTrans standards.
- DPW Staff is continuing work on the budget and CIP!
- DPW Staff has been notified by the State of Vermont that they will be holding a stakeholder meeting for the larger project to address the Hartford Village Bridge.
- DPW staff is working with Paula Nulty on cleaning up a few Human Resource issues.

- DPW is currently advertising for a Project Manager! Applications are due on November 16th.
- Hannah attended a meeting with local businesses, Scott Hausler, Chief Kasten, and Lori Hirshfield to discuss parking in the downtown and lighting during the holiday season.
- DPW staff was notified by VTrans that they will be paving the US Route 5/Sykes Mountain Avenue intersection and the Urban Bridge on the evening of November 8th.
- We encourage tours and visits to all of our facilities.