

**Town Of Hartford
Town Staff
Significant Activity Report, June 18 – July 1, 2019**

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TOWN MANAGER HIGHLIGHTS

Respectfully submitted for your consideration:

- Developed interview questions and strategy with the Inclusivity & Equity Strategic Plan Selection Committee and conducted interviews of consultants. The Committee deliberated and recommended the selection of the Vermont Partnership.
- Obtained point of contact with New England Central Rail to inquire about contents of rail cars stored and passing through Town. Unsuccessfully reached by phone and voice mail; sent letter by US Mail on June 19. Awaiting response.
- Spoke with news media on Fire Department ladder apparatus, solid waste operations, and the Camp Ventures incident.
- Met with Senior Center Director Len Brown the on the building repair items at the Bugby Center. Len is preparing information on updated estimates.
- Town Hall began participating in Green Mountain Power’s Flexible Load Management pilot program, which encourages customers to reduce demand during peak demand periods each month. Working with Efficiency Vermont funding to upgrade our building’s climate control software to help us optimize savings during peak demands.
- Attended Lebanon City Council meeting on landfill operations, capacity and future expansions, new contaminant (PFAS) regulations, proposed changes to fees and ordinance. Council set a public hearing on July 24, following which it may enact the revisions to fees and resume accepting unprocessed construction & demolition (C&D) waste. The rate proposed at the meeting was \$120/ton for unprocessed; the rate may be increased before adoption. Town staff is preparing for a work session discussion with the Selectboard on the operational impacts on our Transfer Station and recommendations for the Town’s Solid Waste enterprise.

- Friday was Captain Mike Bedard's last day on the job before retirement. Mike served the Town for 33 years as a professional firefighter and fire marshal and worked over 40 years in public service as a firefighter. We wish him well in retirement and look forward to keeping his institutional knowledge close at hand.
- Met with our Vermont Health District Director and staff as resources in the formation of the Community Wellness Coordinator position. VDH will be helpful in assessing the health needs to help focus those particular wellness priorities for Hartford. My goal is to develop a draft position description and program in collaboration with Town public safety and human resources, the Hartford Community Coalition and VDH during the first half of the fiscal year.
- Coordinated the FY20 tax billing procedure with Finance Director and Assessor based on completion of appeal hearings, computation of the tax rate from the final grand list, and general fund revenue needs at the beginning of the fiscal year.
- Have a happy Independence Day!

DEPARTMENT HIGHLIGHTS

Assessor:

- Updating changes to grand list as a result of notices going out.
- Servicing the public, especially in regards to notices received. Higher volume of calls and walk-ins.
- Preparing and proofing grand list.
- Preparing for Grievance Appeals on July 5th.
- Updating homesteads and house-sites as received from the tax department
- Received and processed current use enrollments
- Received and processed 1st round of state aid payments

Clerk:

- The Town Clerk's office has been busy preparing for the roll out of the new Vital Records Law (ACT 46-Effective July 1, 2019). The law changes who is able to obtain a certified copy of Death and Birth records; how the Clerk's office processes the requests on the new statewide vital records system (VRIMS).
- The new Fee Structure for Recording begins July 1, 2019. The Clerks have posted the new fee structure but, as suggested by the state, we will give some latitude in the early part of July as law offices, title companies, etc. get up to speed.
- The Clerk attended a training in Royalton on the Statewide Voter Checklist system in preparation for the 2020 election cycle.
- And, we continue to do the day-to-day operations of the office including dog licensing; vehicle registration renewals; records research; marriage licenses and assisting the public with research.

Finance:

- Completed onsite State of VT Grant Monitoring review on Tuesday June 25, 2019 with no findings
- Preparing May 2019 Bank Reconciliations
- Continued Monthly Grant reviews & requisitions with staff:
 - Recording of Receivables & Related Expenditures
- Prepared May 2019 Financials for Internal review
- Discussion and Preparation of the 2020 Property Tax Bills
- Continued Preparation for FYE 2019 Audit
 - Long Term & Current Debt Schedules
 - Accrued Interest Recording
 - Fixed Asset Schedule Entries
 - Schedule of Expenditures of Federal Awards (SEFA) Preparation
 - Open Purchase Order Review
 - Encumbrance Request
- Setting up FYE 2020 in MuniSmart

Fire:

- On Friday June 28 the department celebrated the retirement of Fire Marshal Mike Bedard. Mike served nearly 33 years with the fire department. Members from the public, state and regional agencies joined in recognizing Mike's contribution to the fire service.
- Staff from the department attended the New England Fire Chiefs Expo to visit ladder truck dealer and see demonstrations of their products.
- Staff attended a Closed Point of Distribution (POD) tabletop exercise with the Vermont Department of Health.
- Attended a planning meeting with Parks and Recreation and Hartford Police Department to review July 4th activities.
- All department ground ladders received their annual inspection. The tests were conducted by American Test Center, Inc.
- Conducted fire drills in the community.
- Staff attended the UVAC Swim Program to deliver water safety instruction.
- Attended a Touch a Truck event with the Ventures Program.
- Crews participated in the Alumni Day Parade
- Staff provided CPR instruction for high school staff.
- Attended the middle school Humanities Camp to provide first aid lessons.
- Staff provided car seat inspections.
- Staff participated in a combined high angle rope rescue drill with Lebanon and Hanover Fire Departments. The drill was held on the ledges behind UVAC.

- The department responded to 2,312 calls for service in fiscal year 19. The department responded to 2,165 calls for service in fiscal year 18. This represents a 6 percent increase in calls for service.

Incident log for this period:

Alarm Date	Street	Situation Found
6/16/2019 5:34	VILLAGE GRN	Public service
6/16/2019 8:14	S MAIN ST	EMS call, excluding vehicle accident with injury
6/16/2019 10:10	WOODSTOCK RD	Medical assist, assist EMS crew
6/16/2019 15:17	PERKINS PL	Dispatched & canceled en route
6/16/2019 23:43	STERLING SPRINGS DR	Medical assist, assist EMS crew
6/17/2019 8:58	OVERLOOK DR	EMS call, excluding vehicle accident with injury
6/17/2019 9:22	A ST	EMS call, excluding vehicle accident with injury
6/17/2019 11:26	CHRISTIAN ST	Assist police or other governmental agency
6/17/2019 11:43	TIGERTOWN RD	EMS call, excluding vehicle accident with injury
6/17/2019 17:02	MAIN ST	EMS call, excluding vehicle accident with injury
6/17/2019 18:29	MAPLE ST	EMS call, excluding vehicle accident with injury
6/17/2019 19:25	BUGBEE ST	Medical assist, assist EMS crew
6/17/2019 21:28	B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
6/18/2019 6:56	HICKORY RDG	Medical assist, assist EMS crew
6/18/2019 15:16	I 89 N MM3	Motor vehicle accident with injuries
6/18/2019 23:11	HIGHLAND AVE	EMS call, excluding vehicle accident with injury
6/19/2019 0:55	ORRIZONTO RD	Medical assist, assist EMS crew
6/19/2019 3:39	CURRIER ST	EMS call, excluding vehicle accident with injury
6/19/2019 5:10	I 89 S MM2	Rescue, EMS incident, other
6/19/2019 9:34	MAXFIELD LN	Medical assist, assist EMS crew
6/19/2019 11:07	NEAL RD	EMS call, excluding vehicle accident with injury
6/19/2019 13:58	WOODLAWN DR	Assist invalid
6/19/2019 15:47	WENTWORTH WAY	Detector activation, no fire - unintentional
6/19/2019 16:30	N MAIN ST	EMS call, excluding vehicle accident with injury
6/19/2019 18:54	S MAIN ST	EMS call, excluding vehicle accident with injury
6/19/2019 21:41	VETERANS DR	EMS call, excluding vehicle accident with injury
6/20/2019 1:04	HARTFORD AVE	Medical assist, assist EMS crew
6/20/2019 14:30	MAXFIELD LN	EMS call, excluding vehicle accident with injury
6/20/2019 14:51	CHRISTIAN ST	Motor vehicle accident with no injuries.
6/20/2019 16:35	LARCH LN	Medical assist, assist EMS crew
6/20/2019 17:10	HARTFORD AVE	Dispatched & canceled en route
6/21/2019 6:52	I 91 S MM66	Medical assist, assist EMS crew
6/21/2019 7:57	VA CUTOFF RD	Lock-out
6/21/2019 13:28	VT ROUTE 14	Flood assessment
6/21/2019 14:50	CURRIER ST	Removal of victim(s) from stalled elevator
6/21/2019 14:52	LARCH LN	Medical assist, assist EMS crew
6/21/2019 16:10	LARCH LN	Assist invalid

6/21/2019 16:27	AUTUMN DR	EMS call, excluding vehicle accident with injury
6/21/2019 17:56	WINTER ST	EMS call, excluding vehicle accident with injury
6/21/2019 18:25	MORGAN RD	Public service assistance, other
6/22/2019 10:30	PINE ST	Public service assistance, other
6/22/2019 13:20	S MAIN ST	Medical assist, assist EMS crew
6/22/2019 13:49	B 55 VETERANS DR	EMS call, excluding vehicle accident with injury
6/22/2019 14:00	STAGE RD	EMS call, excluding vehicle accident with injury
6/22/2019 14:13	HARTFORD AVE	Smoke detector activation due to malfunction
6/23/2019 1:04	HITCHCOCK DR	EMS call, excluding vehicle accident with injury
6/23/2019 1:48	WOODSTOCK RD	Road freight or transport vehicle fire
6/23/2019 4:39	I 91 S MM73	Motor vehicle accident with no injuries.
6/23/2019 7:05	N HARTLAND RD	EMS call, excluding vehicle accident with injury
6/23/2019 8:31	N MAIN ST	No incident found on arrival at dispatch address
6/23/2019 14:29	QUECHEE MAIN ST	EMS call, excluding vehicle accident with injury
6/23/2019 17:03	MAPLE ST	EMS call, excluding vehicle accident with injury
6/23/2019 21:55	BRIDGE ST	EMS call, excluding vehicle accident with injury
6/24/2019 5:15	SYKES MOUNTAIN AVE	Alarm system activation, no fire - unintentional
6/24/2019 6:20	B 39 VETERANS DR	Dispatched & canceled en route
6/24/2019 6:31	B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
6/24/2019 8:12	HEMLOCK RIDGE DR	Sprinkler activation, no fire - unintentional
6/24/2019 9:10	GLEN RD	Dispatched & canceled en route
6/24/2019 9:57	CHERRY TREE LN	EMS call, excluding vehicle accident with injury
6/24/2019 11:23	HIGHLAND AVE	Public service
6/24/2019 13:08	MAPLE ST	EMS call, excluding vehicle accident with injury
6/24/2019 17:34	BROOKSIDE DR	EMS call, excluding vehicle accident with injury
6/24/2019 18:00	HIGHLAND AVE	Public service
6/24/2019 18:27	HENDEE WAY	Hazardous condition, other
6/24/2019 20:44	SUGARHILL LN #BLDG 4	Assist invalid
6/24/2019 21:00	DANA ST	Smoke detector activation due to malfunction
6/25/2019 7:27	SYKES MOUNTAIN AVE	Detector activation, no fire - unintentional
6/25/2019 9:03	WOODSTOCK RD	EMS call, excluding vehicle accident with injury
6/25/2019 18:25	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
6/25/2019 19:17	JUNIPER DR	Smoke detector activation due to malfunction
6/25/2019 21:02	HEWITT ST	EMS call, excluding vehicle accident with injury
6/26/2019 12:01	PINE ST	Motor vehicle accident with no injuries.
6/26/2019 14:56	QUECHEE GORGE	Motor vehicle accident with injuries
6/26/2019 16:13	QUECHEE HARTLAND RD	Medical assist, assist EMS crew
6/26/2019 17:20	DEWITT DR	Medical assist, assist EMS crew
6/27/2019 11:19	HARD RD	EMS call, excluding vehicle accident with injury
6/27/2019 14:46	CHAMBERS LN	Smoke or odor removal
6/27/2019 14:48	B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
6/27/2019 20:33	N HARTLAND RD	Good intent call, other
6/27/2019 22:54	VA CUTOFF RD	Medical assist, assist EMS crew

6/27/2019 23:48	CRYSTAL PL	EMS call, excluding vehicle accident with injury
6/28/2019 3:45	DOTHAN RD	EMS call, excluding vehicle accident with injury
6/28/2019 8:58	BALLARDVALE DR	Smoke detector activation due to malfunction
6/28/2019 10:16	QUECHEE MAIN ST	EMS call, excluding vehicle accident with injury
6/28/2019 11:32	MAPLE / BRIDGE	EMS call, excluding vehicle accident with injury
6/28/2019 21:56	WOODSTOCK RD	Medical assist, assist EMS crew
6/29/2019 3:23	HARVEST LN	Medical assist, assist EMS crew
6/29/2019 8:45	CHAMBERS LN	EMS call, excluding vehicle accident with injury
6/29/2019 17:12	CLAY HILL RD	Dispatched & canceled en route
6/29/2019 19:08	ARBORETUM LN	EMS call, excluding vehicle accident with injury
6/30/2019 8:29	ALDEN PARTRIDGE RD	Lock-out
6/30/2019 13:31	VETERANS DR	EMS call, excluding vehicle accident with injury
6/30/2019 15:55	MAXHAM DR	EMS call, excluding vehicle accident with injury
6/30/2019 19:56	LAKE PINEO BEACH AREA	Lock-out
7/1/2019 0:56	SYKES MOUNTAIN AVE	Alarm system activation, no fire - unintentional
7/1/2019 6:29	BULLARD ST	EMS call, excluding vehicle accident with injury

Information Technology:

- Separated pager from station alerting system in Fire Dept. – eliminating amplifier becoming overloaded and dropping paging/radio volume through speakers in building.
- Installed and tested new next gen Anti-Virus in Town Hall. Configured Malware/Virus profiles.
- Removed long distance / dial-tone codes from DPW buildings.
- Restored critical file accidentally deleted by user in Public Safety.
- Reinstalled printer to fix copier/printer errors in Planning & Assessing that was preventing prints from happening.

Parks and Recreation:

Program Highlights

- Movie in the Park on Friday, June 21st was well attended. Sponsored by Members Advantage Credit Union. Started raining halfway through the movie.
- Activities hosted at Maxfield June 21, 22 and 23. Cal Ripken Baseball Tournament, Twin State High School Baseball Classic and Nighthawks.
- Lego Camp **LEGO Robotics 2.0** is a program where participants will learn to program free roaming LEGO robots and make science come to life! Participants will use updated software to build and use an iPad to program Milo the science rover and other fun untethered robots. In the morning, participants explore guided robotics projects to create a shake table to test house designs to withstand an earthquake or create a bot

to sort and recycle items. In the afternoon, participants continued the flight plan and spent time launching water rockets and made galactic slime. The program included a half day and full day option with 20 participants.

- Shrimptunes performed on June 19th at the Quechee Green as part of the Summer Concert Series. Cater Glass will be at Lyman Point Park on June 26th. David Keller will be at Quechee Green on July 3rd. Dave Clark & JunkeJoynt will be at Lyman Point on July 10th. Chad Hollister is at the Quechee Green on July 17th. Never Too Late performs at Lyman Point Park on July 24th. Grovesum will perform at the Quechee Green on July 31st. The Party Crashers will be on August 7th at Lyman Point and we will finish up the season with Gerry Grimo & The East Bay Jazz Ensemble on August 14^{at} at the Quechee Green.
- Week one of Camp Ventures was a success and week two brought on some challenges for us at the end of the session on Friday. We are currently working through several personnel issues now and will have most of the parks and recreation staff at the camp for week 3. We hope to have the staffing resolved prior to week 4 of camp.
- Hit The Trails Fun Run/Walk is Wednesday from 6pm to 7:30pm on the Hartford High School Cross Country Trails. Family friendly activity. This is a free program. Registration is encouraged. Participants are to meet at the Hartford High School Fitness Center.
- Jr. Tennis Camp Session B runs June 24th through June 28th at Hartford High School. Adult Tennis Session 1 continues at Hartford High School.
- Youth Karate Summer Session 1 continues through July 17th. The program runs Monday and Wednesdays from 5pm to 6pm.
- Our seasonal staff have been busy the past couple weeks with training for the upcoming Summer Camp Ventures. Camp Ventures begins June 17th and is held at the Hartford Memorial Middle School. 8 sessions are planned for this summer with all sessions being full with participants.
- Adult Coed Softball continues on Monday, Tuesday and Wednesday evenings at Ratcliff Park.
- Track & Field continues on Tuesday and Thursday, Ultimate Frisbee Drop in on Monday, Wednesday at Watson Park and Tuesday and Thursday permit with the Enough Monkeys Ultimate Frisbee at Watson.
- Hartford Women's Tennis continues at Maxfield with tennis on Monday and Wednesdays from 5:30pm to 8:00pm.
- Card Making Workshop #3 was held on Wednesday, June 26th from 5:30pm to 8:00pm at Town Hall. Karen McNall taught the workshop and had 10 participants.
- Upper Valley Kickball continues at Clifford Park on Wednesday from 5pm to 8:30pm.
- Open Pickleball continues at Maxfield on Tuesdays and Thursdays from 6:00pm to 7:15pm.

- Indoor basketball programs continue. 50+ Open Basketball at Hartford Middle School from 7:00pm to 8:30pm on Wednesdays, 18+ Open Basketball continues at White River Elementary School on Thursdays from 7:00pm to 9:00pm and 25+ Open Basketball continues at Hartford High School from 5:00pm to 7:00pm on Sundays.
- Friday, June 28th was our Splash Night at the Upper Valley Aquatic Center from 7pm to 9:00pm. There were approximately 60 participants.
- Nighthawks had their Youth Baseball Camp during the week of June 24th from 8:30am to 12:30pm at Maxfield.

Parks/Facilities

- We finalized our count today and have deposited \$7,041.65 into the scholarship account. An amazing amount despite the weather challenges we faced. We will conduct a photo opportunity and bring in the family to promote the funding raised. We want to thank all the volunteers that supported this effort and special thanks to the Hanson Family for creating and supporting the parks and recreation scholarship program.
- There were several activities hosted at Maxfield June 21, 22 and 23. Cal Ripken Baseball Regional Baseball Tournament, Twin State High School Baseball Classic and the Upper Valley Nighthawks. Parking was managed well with overflow parking at the National Guard Armory.
- The Department met with John Goodell from SVE Associates this afternoon to discuss the Notice of Alleged Violation from the Agency of Natural Resources Watershed Management Division at Maxfield as it relates to the stormwater treatment system. There is some evidence that what was permitted was not built properly and they are siting us for failure to perform required maintenance. We are also required to complete full site inspection and report and have the completed by a stormwater designer and professional engineer. We are proceeding with the site review with SVE.
- The Department has a host of park permits throughout the past couple weeks. Nighthawks Baseball Camp throughout the week of June 24th and scheduled games on Wednesday, Friday and Sunday of the week of the 24th. Central Vermont Women's Softball on Tuesday, Connecticut River Ironmen Thursday night, Tai Chi in the Bandstand at Lyman Point Park on Friday from 9:30am to 12:00 noon, Private function on Saturday here at Lyman Point Park from 9am to 5pm, Post 84 Baseball at Maxfield with a double header and White River Junction VA Employee Association has Lyman Point Park for a Movie Night.
- Department held a meeting with Lieutenant, Jay Pedro and Deputy Chief, Brad Vail on Wednesday June 26th to begin discussions on 4th of July event. Also having a follow

up meeting with the Chamber on Thursday to discuss the parking at the Balloon Festival.

- Henderson's Tree Service completed tree removal and hazard tree maintenance at 628 Center of Town Road on and at Kilowatt North Park.
- Parent Construction continues their work at the WABA facility. They have begun the cold floor loop installation the week of June 24th.
- Department is awaiting a proposal from Dant Clayton Bleacher Company for the replacement bleacher project. Dant Clayton is part of Sourcwell Municipal Purchasing which provides full procurement and meets our purchasing policy guidelines.

Planning and Development

- Residential Energy Efficiency Outreach – Continued working with Hartford Energy buildings/renewables work group to organize home energy workshops at the Hemlock Ridge Condo association on July 27th, and at the Coach Road condo association on August 26th.
- Community Solar– Continued organizing a workshop for Hartford condo associations on community solar scheduled for July 24th.
- Resilience Hartford (the Community Resilience Organization of Hartford) – Prepared for and promoted a vegetable gardening workshop on June 27th as part of the year long series on developing personal and community resilience.
- Police Department Ventilation System – Continued to coordinate the work of the consultant - initial system design completed and under review with the Police Department.
- Fiscal Year End – Continued preparation of materials for year-end closeout.
- Development – Completing review and draft Findings of Fact on three development applications for the July ZBA and PC meetings - setback waiver for a garage; minor subdivision to create one lot; application for light manufacturing and retail of CBD oil.
- 132 South Main Street –Developer continued to meet with Town staff, and met again with the Design Review Committee on June 20th to discuss the develop a 43,000+ sq. ft. building with mixed use. Formal applications are anticipated.
- Former Kibby Properties – Continued working with the property owner on the reuse and redevelopment of the properties.
- Lower Sykes Mountain Ave Sidewalk/Bike Project – Continued working with contractor and VTrans to complete punch list items.
- Cemetery Research and Oral History Project – Held a well-attended community meeting on June 19th to present and discuss the project and draft summary reports. The final draft reports are under review.
- Hartford Hazard Mitigation Plan Update – Preparing an RFP for a consultant, and working with the state on grant agreements.

- Currier Street Extension –Continued working with DPW and adjacent property owners to coordinate completion of the street improvements.
- Town Hall Electrical Usage Management – The pilot program to reduce Town Hall electricity usage and costs during evening peak demand periods kicked-off this past week.
- VTrans Grant Monitoring – Prepared for June 25th monitoring review which was positively received.
- GMP Charging Station at Town Hall for Town Electric Vehicle – Coordinated installation with GMP and electrician tentatively scheduled for late July/early August when vehicle delivery expected.
- HBRLF – Coordinating loan closing.
- VCDP Job Creation Loan – Worked with developer on loan payoff and proceeding with grant closeout.
- Wentworth Housing Project on Sykes Mountain Ave – A very well attended grand opening event occurred on June 27th to this 30-unit mixed income housing project supported through a Town VT Community Development Grant Program grant, VT Housing and Conservation Program funds, tax credits, and Efficiency VT funding. Phase 2 for 17 units of mixed income town houses and rental units is in the permitting and funding stage. Final inspections underway for Certificate of Occupancy.

Police:

- June 17th – Patrol officers were dispatched to the unit block of Maple Street for a report of an unconscious male. The male had been found to have been drinking and had fallen asleep next to the building. He declined medical services and was allowed to return to his campsite.
- June 17th – Patrol officers were dispatched to HCRS to assist with a 32 year old female experiencing mental crisis. She was voluntarily transported by officers to Dartmouth Hitchcock Medical Center.
- June 17th – Patrol officers were dispatched to Listen Center for a report of a male appearing intoxicated, screaming and yelling. A 22 year old male was found to be arguing on the phone with his girlfriend. The male was moved along.
- June 17th – Patrol officers assisted DCF with obtaining and serving an Emergency Custody Order on behalf of a 1 day old infant at Dartmouth Hitchcock Medical Center.
- June 17th – Patrol officers were dispatched to the 200 block of Depot Street for a citizen dispute between two males after one of the males threatened the other for reportedly operating a go-kart on the roadway and in a dangerous manner. The situation was mediated.

- June 17th – Patrol officers were dispatched to the 400 block of Dewitt Drive for a threatening complaint between two elderly residents. The situation was mediated.
- June 18th – Patrol officers were requested to do a welfare check on a 4 year old child reported to be living in deplorable conditions along the 100 block of Hickory Ridge. After finding animal feces, urine and trash all about the inside of the residence, a report to DCF was made regarding the welfare of the child.
- June 19th – Patrol officers were dispatched to the 200 block of Hazen Street for a citizen dispute where it was reported that an intoxicated female was threatening to hire another individual to assault a neighbor's husband. It was discovered that one of the parties on scene had an active warrant for their arrest. The 49 year old male was taken into custody and lodged at the Southern State Correctional Facility.
- June 19th – Detectives assisted the DEA in conducting a surveillance operation at a local motel in Hartford. The operation yielded two arrests and the seizure of 700 bags of heroin and a handgun. Through the arrest of these subjects, the DEA was able to identify a supplier in Massachusetts and found that supplier to be in possession of approximately 2000 bags of heroin. The investigation continues.
- June 19th – Major Vail and the Police Social Worker attended the Special Investigation Unit board meeting.
- June 20th – Patrol officers found a 38 year old female passed out in her vehicle in the Cumberland Farms parking lot. The female was taken into custody for DUI#2 and operating while license criminally suspended.
- June 20th – Patrol officers were dispatched to the 100 block of Benjamin Road for a reported dog bite incident. It was found to be a minor dog bite from a puppy.
- June 20th – Patrol officers investigated a report of an animal disturbance that occurred on Maple Street near the cemetery where two individuals walking dogs crossed paths. One of three dogs being walked by one individual got loose and attacked the other individual's dog, causing injury. The 44 year old female walking the three dogs was ultimately ticketed for having unregistered dogs.
- June 20th – Patrol officers investigated a two vehicle crash at the intersection of Currier Street and North Main Street.
- June 20th – Patrol officers investigated a single vehicle crash on Christian Street where a vehicle struck and destroyed a utility pole, knocking out power to the greater Christian Street area for approximately 5 hours while GMP crews worked to replace the pole and restore power.

- June 21st – Patrol officers were dispatched to the 1100 block of VA Cutoff Road for a reported sexual assault. Detectives conducted an extensive investigation to include executing search warrants on a vehicle and a portion of the building. Investigation continues.
- June 21st – Patrol officers responded to the unit block of Templeton Avenue for a report of an 18 year old female threatening to harm herself. The female was transported voluntarily to Mount Ascutney Hospital by patrol officers.
- June 21st – Patrol officers assisted an individual traveling by who stopped outside the police department as their 13 year old grandchild was being unruly. Situation mediated.
- June 22nd – Patrol officers assisted with traffic control for the annual Hartford Alumni Parade.
- June 23rd – Patrol officers came upon a car fire on Route 4 at exit 1 where the bed of a tow truck had caught fire believed to have been caused by the brakes.
- June 23rd – Patrol officers responded to the 500 block of Maple Street for a report of a female in mental crisis. The 39 year old female was transported to Dartmouth Hitchcock by HFD.
- June 23rd – Patrol officers assisted HFD with a report of a 22 year old male who had been drinking and fell and hit his head under the Bridge Street bridge causing him to have a seizure.
- June 24th – Sergeant Ebbighausen, the Police Worker and several other town representatives met with the owner of a local trailer park to collaborate on ways to improve conditions and quality of life concerns within the park.
- June 24th – Patrol officers responded to the Shady Lawn Motel for a report of a 72 year old intoxicated male who had fallen out of his chair and passed out. HFD transported the male to the VA Hospital.
- June 24th – Patrol officers responded to Lyman Point Park for a report of a physical disturbance. Upon arrival no assault was substantiated, however numerous parties were found to be drinking and using drugs. The individuals were trespassed from all town parks. A 29 year old female was subsequently found to be a fugitive from justice from NH and was lodged at Southern State Correctional Facility.
- June 24th – Patrol officers responded to a verbal altercation under the Bridge Street bridge. The male and female parties were separated and the situation was mediated.

- June 25th – Several patrol officers attended firearms training at the range.
- June 25th – Patrol officers responded to the parking lot of Probation & Parole for a report of a probationer that had driven while on conditions of release not to drive. The 30 year old male was taken into custody for DUI#3 for drugged driving and violating his conditions of release.
- June 26th – The Police Social Worker attended the Hartford Community Restorative Justice Center board meeting.
- June 26th – Patrol officers responded to the Greyhound bus station for a report of a belligerent female that was ejected from the bus. The 51 year old female was allowed to wait at the bus station in hopes that she will be allowed on another bus.
- June 26th – Lieutenant Pedro instructed a use of force refresher training for Norwich police officers.
- June 26th – Patrol officers investigated a 3 vehicle crash with injury at the Quechee Gorge.
- June 26th – Patrol officers investigated a 2 vehicle crash on Sykes Mountain Avenue.
- June 27th – The Police Social Worker attended the Hartford Community Coalition's Drug-Free Grant sector meeting.
- June 27th – Patrol officers responded to the 200 block of Holiday Drive for a report of a suicidal male. The 26 year old male had a gun in his possession, which was seized by officers. The male was transported voluntarily to Mount Ascutney Hospital by patrol officers.
- June 27th – Patrol officers investigated a 2 vehicle crash at the intersection of Route 4 and Chester Arthur Road.
- June 27th – Patrol officers responded to the 100 block of Twilight Court for a citizen dispute between neighbors due to name calling. The situation was mediated.
- June 27th – Patrol officers assisted Norwich Police at a family fight. Norwich officers arrested an individual and processed at Hartford PD.
- June 28th – Patrol officers investigated a car versus deer crash on Dothan Road.
- June 28th – Patrol officers assisted Parks & Rec at Camp Ventures with a report of possible alcohol consumption by camp counselors.

- June 29th – Patrol officers contacted a 26 year old male in McDonald’s parking lot after observing him driving and acting suspiciously. The male was taken into custody for violating his conditions of release and providing false information to law enforcement.
- June 29th – Patrol officers acting on a tip that a fugitive from justice was going to be arriving in White River Junction via Greyhound bus, located the 34 year old male and took him into custody. He was lodged at Southern State Correctional Facility.
- June 29th – Patrol officers responded to the 300 block of South Main Street for a reported family fight. Upon contact, both parties advised of a verbal altercation. The situation was mediated.
- June 30th – Patrol officers conducting a foot patrol in Lyman Point Park trespassed a 34 year old female and a 55 year old male for being in the park after hours.
- June 30th – Patrol officers cited a 53 year old male for trespass after being observed on Advance Transit property from which he was previously trespassed.

Public Works:

Highway

- A quick note that the grader is making the rounds and addressing roads, however we are behind our normal schedule from the April 15th storm recovery. The grader has completed the Jericho area and is now in Quechee. To catch up, we are working four ten hour days and one eight hour day.
- The Highway crew has the sweeper repaired and it is starting to make the rounds.
- The Highway crew repaired washouts after a heavy rainstorm on Fairview Terrace, High Pastures, and Sugar House Hill.
- The Highway crew has been very busy keeping the equipment maintained and ready for action. We are continuing to transition equipment to summer mode.
- The Highway Crew is working closely with our Project Manager to make sure all of our State Stormwater Permits are in compliance. Bringing the stormwater system at the Public Works facility was particularly time consuming.
- The Highway crew is starting to paint and began with lines in the South Main Street parking lot.
- The Highway Crew replaced a culvert on Hiram Atkins Road.
- Highway crew has started roadside mowing.
- The Highway crew is very thankful for the assistance from the other departments.
- We are working with Vermont Local Roads to organize training in grader operation for three members of our team. We are very appreciative of this free opportunity.
- Routine operations continue as always.
- “If you see something, say something!” Please keep Public Works notified if you see potholes, washouts, etc. Although we always have our eyes open, our community often sees things that we don’t.

Water

- The Water crew continues to train their new employees.
- The Water crew is continuing work on the O&M manual for the Quechee Well.
- Members of the Water Crew have attended several trainings, meetings, and conferences.
- The second phase of the Wilder Well Project has received bids and they are under review. We anticipate awarding that project soon.
- With the Project Manager, the water crew has been working with staff from the VA and consultants to ensure a seamless water supply while they rehabilitate their infrastructure. We don't anticipate any impacts to our system.
- The Water Crew installed a tap for a new house on Hitchcock Drive.
- The Water Crew has been turning on seasonal accounts.
- The Water crew has been doing valve training.
- We are working with Dillon Walsh to develop an online form for requesting final reads to streamline this process. We will do a public notification when that system is in place. Rick Kenney has established a form for this.
- The Water Crew repaired a curb stop on Barnes Avenue and one on Hazen Street.
- The Water Crew has been training our new Administrative Assistant to do final billing.
- The Water Crew repaired a small leak in our chlorine pit.
- The lead and copper sampling procedure is complete.
- A booster pump was replaced at the Campbell Pump Station.
- The water crew ran new conduit for the VA tank Telemetry system.
- As always, the water crew continues routine operations, meter reading, sampling, and testing in accordance with state and permit requirements.
- Members of the water crew are working on scanning old plans into our system.
- 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 Department has been hauling grit to the Lebanon Landfill.
- The Wastewater Crew cleaned the Olcott Pump Station.
- The Wastewater crew at both plants is doing seasonal maintenance as needed (i.e. mowing lawns at pump stations).
- The Wastewater crew has been routinely hauling bio-solids to the Lebanon Landfill.
- The Wastewater crew is working diligently on reviewing all leach field permits and designating a work plan to address deficiencies. They are currently in the process of completing leach field permit applications.

- One of the leach fields in Quechee has been determined as 'failed' by inspectors. Our permits require that we are immediately responsive. We are working with our consultant to obtain quotes for a repair design.
- The Wastewater crew repaired the flail mower in Quechee. Thank you to Eric Lamoureux!
- The Wastewater crew has been inspecting manholes as needed.
- The Wastewater crew performed some repairs to the Bridge Street Pump Station.
- The Wastewater crew continues to operate both systems routinely. They have been sampling and testing in accordance with state and permit requirements.
- The Wastewater crew is actively monitoring and maintaining the sewer lines on Abbey Road to prevent back-ups.
- The wastewater crew has been performing annual calibrations on equipment.
- After a recent concern from a resident, the Solid Waste Crew has been tv'ing the sewer lines on Apple Lane to ensure that they aren't contributing to a small, nearby sinkhole.
- The wastewater crew has performed several mark-outs.
- There has been assisting the Highway Department with flagging as needed.
- As always our wastewater treatment facilities are open for tours. We encourage everyone to see what the Town of Hartford does to control pollution!

Fleet Maintenance

- The mechanic installed new brake chambers on H-6.
- The mechanic worked with members of the Highway Crew to complete repairs of the street sweeper.
- The mechanic replaced fuel lines and repaired hydraulic leaks on H-5.
- The mechanic continues to perform brake jobs, oil changes, and other services as needed.
- The mechanic installed a new mower head on the John Deere tractor.

Solid Waste

- Unfortunately due to changes with our contractor, we are temporarily suspending acceptance of Construction and Demolition Waste. We are working closely with a variety of partners to explore options to ensure that we have a full service, sustainable solid waste facility. We apologize for the inconvenience and will continue to keep our users updated on our changes.
- Bob and Wanda are working on the ACT148 requirements for outreach and business audits.
- A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA.
- We are continue to take a hard look at our operations at the Solid Waste Facility to develop better economic stability.
- Bob and Wanda will worked the June 19th HHW Event held in Woodstock on June 19th. 27 vehicles attended the event from Hartford.
- The Closed Landfill Recertification is completed and submitted. The State had some follow up questions which we have completely addressed.

- The Solid Waste Facility continues to operate routinely.
- The solid Waste crew continues to encourage outreach and tours to raise awareness of the facility.
- Hannah has been working closely with Clean Harbors to establish a safe clean-up method for 63 Division Street. It is anticipated that will be addressed in the this week.

Administrative

- Brittney Solomita has been training with all of us and diving right in to Public Works daily life.
- A HUGE thank you to all Public Works team members who donated food or money to support 'Take a Bite Out Of Hunger' campaign. We couldn't do it without you!
- A continued reminder that, water and sewer billing is being handled by the Finance Department. DPW and Finance is working to ensure a smooth transition by maintaining open lines of communication. We will continue to provide the physical meter reading, final meter reads, and other technical services.
- Jeremy Delisle continues to work with FEMA and Vermont Emergency Management to close out the July 1st storm. It looks like we are getting closer!
- Hannah is working with VLCT to develop training for DPW supervisors in basic employment practices and human resource information. That training has been postponed and we do not have a schedule for that at this time.
- The 'Yard Sale' project to sell unused items/damaged/obsolete items has been revived. Staff is developing an inventory, description of sale items, and a procedure. The sale process and dates will be publicly advertised.
- DPW Staff is working closely with other Town Departments and the developer who purchased the Kibbe Buildings while that project is coming to fruition.
- The vehicle registration process is currently on hold. We will continue to address this item.
- Upon further research, because the Emerge Building at Maxfield is covered by Act 250, an amendment to that permit must be completed prior to demolition. Scott Hausler has located an asbestos report identifying tiles and mastic as containing asbestos. That will need to be addressed prior to demolition.
- DPW staff continues to work closely with several private contractors around town to insure that their projects are in permit compliance (Waldorf School, Wilder School, Sykes Mountain Avenue dealerships, Currier Street, Twin Pines, the Simpson Development, and 132 South Main).
- DPW staff has completed the South Main Street Lot expansion! The bid was awarded after approval at the June 18th Selectboard meeting. Dubois and King is preparing an updated project schedule to our team.
- DPW Staff is working closely with consultants to keep the South Main Street and Downtown Stormwater Improvement projects moving along. They are currently at about the 80% design phase and going through permitting processes. Hannah is currently securing the last few easements necessary for the project.
- We are working through some issues with easements on the Currier Street project but are hopeful that we can bring that project to completion this season.

- The Sykes Mountain Avenue Roundabout Project is still in the ROW acquisition phase. Notice letters have been set out for the Condemnation Site Visit and Hearing.
- VTrans has completed the Traffic Study requested by the Selectboard for the VA Cutoff Bridge. Town staff has discussed the information and alternatives and will make a recommendation to the Selectboard on July 2.
- Paula Nulty continues to provide us with support on a variety of hiring and human resources items. We appreciate all of her assistance.
- Hannah and Brannon attended a meeting of the Lebanon City Council regarding changes to their Solid Waste Ordinances and Landfill.
- The Quechee Main Street Culvert Project is currently under review for constructability. We have determined that a total closure of Quechee Main Street with the proposed detour is too impactful to the community and that the project should really be done and maintain alternating one way traffic. This will bump out construction of that project to 2020. We are working with VTrans to get grant extensions to cover that project extension and also ensure that all permitting is in place for construction. At this time, the project is currently undergoing wetland delineation. There is also easement work and historic preservation work as well before construction can be initiated. The Stream Permit has been submitted and is currently under review.
- DPW staff is working to ensure that our permitting process (various items) are issued and reviewed consistently.
- We have recently been getting a lot of inquiries for repairs to driveway culverts. There are intricacies around the responsibility and ownership of them and we are working with the VLCT to clearly define them so we can respond appropriately and consistently.
- Hannah is closing out the West Hartford Library Project (leftover from TS Irene). She continues to field Requests for Information from FEMA and Vermont Emergency Management.
- We were recently notified that there may be advanced deterioration of some support members of the bike path bridge in Wilder. A structural engineer has given the initial determination that it is entirely safe for pedestrian usage but will require some corrective action.
- Hannah and Chris Holzwarth has been working with the Planning Department and associated parties to close out the CO's on several large projects including the Village, 241 South Main Street, and the Waldorf School.
- DPW staff is working the Vermont Drinking Water Division to provide feedback and comments to changes they are making to their permitting processes.
- Jeremy Delisle has completed all Aggregate, Chloride, and Truck Bids.
- Jeremy Delisle and Chris Holzwarth have been performing mark outs for capital paving.
- The following RFP's have been developed and posted:
 - Abbey Lane Sewer Line Engineering (documents have been signed, work will commence soon).

- Maple Street Scour/Washout Construction (meeting with VTrans completed, meeting with State River Engineers, construction is commencing soon).
- Wastewater Generators (bid awarded, contracts signed, work to start soon)
- South Main Street Parking Lot (see above)
- Quechee Main Street Water Main Design (recommending for award on July 2)
- South and James Street Water Mains Design (recommending for award on July 2)
- Sidewalk Replacements (bid awarded to Nott's Excavating, currently negotiating pricing)
- Line Striping (bid awarded to Markings, Inc. of Pembroke, MA, work delayed slightly due to weather)
- Paving/Chip Sealing (recommendation to award on June 18th, work starting soon)

**** End of Significant Activities Report ****