

**Town Of Hartford  
Town Staff  
Significant Activity Report, June 2 – June 15, 2020**

TM Highlights .....	1
Assessor .....	2
Clerk .....	2
Finance .....	3
Fire .....	3
IT .....	6
Parks & Recreation .....	6
Planning .....	8
Police .....	10
Public Works .....	12

**TOWN MANAGER HIGHLIGHTS**

Respectfully submitted for your information:

- Considered tax billing options with Finance Director and School Superintendent. We are hearing differing messages from State agencies about whether the education tax rate will be set on July 1. We are proceeding on the assumption that it will, and have set a Special Selectboard Meeting for Thursday, July 2 at 6:00pm for the purpose of approving the 2020 tax rates. Tax bills will be prepared the following week and mailed on or before July 13.
- A staff team of Hannah, Lori, Brett, Scott Cooney, Phil Kasten, and Mike Bedard reviewed proposals from downtown restaurants on use of outdoor public space for dining. We approved modifications to the requests by Tuckerbox and Piecemeal that allowed the use of on-street spaces for outside dining. The first five diagonal spaces on the right side of the first block of S. Main will be barricaded with jersey barriers. We will install temporary stop sign/stop bar on N. Main at the approach to the intersection. To augment outdoor dining, we are developing a plan for the use of the Briggs Park (grass triangle between Joe Reed Dr., South Main, parking lot and the railroad tracks) for shared outside dining space, as well as designating on-street parking spaces in downtown for drive-up take-out orders from restaurants.
- The HBRLF Committee met on June 3 and to revisit the mini-grant concept. The Committee agreed that each member should submit to its Chair a very short list of recommended criteria by June 10, and then the Committee reconvene on June 24 to decide how to advertise and quickly process the grants.
- Chair Dan Fraser, Lori Hirshfield, Andrew Winter (Twin Pines) and Samantha Dunn (Housing Vermont) presented the VCDP application to the Vermont Community Development Board last week. This is for partial funding (\$412,000) of the Wentworth II/Wilder affordable housing project that will create 21 new rental units. The VCDP grant hearings were scheduled for the morning, and we had a twenty

minute window to make an oral presentation (via video-teleconferencing) along with six other towns' competitive applications.

- A staff team is working with Chair Dan Fraser, Selectboard member Alicia Barrow and CATV8 to plan the Juneteenth Freedom Day celebration this Friday at 6pm.

## **DEPARTMENT HIGHLIGHTS**

### **Assessor:**

#### Assessors

- Met Judith TIF auditor had to send over/create more reports and describe subdivision process.
- Finalizing the Grand List Abstract Report with be happing by June 16<sup>th</sup>
- Exemption applications have been reviewed and results of decisions will be mailed this week
- Majority of current use applications have been certified 2 applications remain outstanding.
- Finalizing grievance process and verbiage that will comply with open meeting law, a discussion was had with VLTC
- Processed homestead declarations
- Spoke with CAI regarding mapping and GIS, have set a meeting date in August to discuss possible changes in mapping/GIS data
- Serviced public with property information

### **Clerk:**

- The Clerk's office is preparing for the upcoming Primary Election on August 11<sup>th</sup>. The Clerk is preparing messages for election worker recruitment and informing voters they may vote early/absentee, if they wish to.
- The Clerk's Office continues to be busy fielding calls from the public both for our office and many other town offices as well as a general resource.
- We continue to permit Title Searches by appointment only and we are assisting real estate agents and others with their deed/search requests.
- Dog licensing continues via snail mail. The Clerk will work to get a reminder message out to Hartford Dog owners about licensing.
- The Clerks spent substantial time in recent weeks working area restaurants/businesses on Outside Consumption Permits to allow them to re-open safely by providing outside seating/service.
- The steady flow of recording of land records continues and consumes a fair amount of time.
- The Clerk has been providing some curbside services by appointment for Marriage Licenses & Notary Services. We have not yet started doing DMV registration renewals yet but, will resume when Town Hall re-opens.

**Finance:**

- Distributed April Financials
- Completed and Distributed June Utility Billing
- Working with auditors in preparation for FYE 2020 Audit
  - Implementing year end close out process out
  - Grant Certifications
  - Fixed Assets
  - Debt

Work Comp 2019 Calendar Year Audit

Continued Cash Flow Discussion / Planning with Town Manager

- Spending Freeze
- Closing out FYE 2020
- Planning start of FYE 2021
- Tax Billing
- Continued Tax Bill Testing for alternative options pending education rate being available timely

**Fire:**

- All shifts participated with our mutual aid partners in a rural water supply drill over several days.
- After a competitive hiring process, Fire Inspector Tom Peltier will be promoted to the full-time position of Fire Marshal effective July 1, 2020. Congratulations Tom!
- Shifts completed hose testing.
- Crews participated in parades for the 2020 graduates.
- Provided EMS coverage at the HHS graduation ceremony.
- Attended Coronavirus Communications Group subgroup meeting.
- Met with David Laurin, Architect to develop conceptual drawings of living quarters at the Quechee Station 2 on Willard Rd.
- The department responded to 95 calls for service during this period.

Incident log:

<b>Alarm Date</b>	<b>Street</b>	<b>Situation Found</b>
5/31/2020 0:50	I 91 N MM64	Medical assist, assist EMS crew
5/31/2020 8:09	CHAMBERS LN	Medical assist, assist EMS crew

5/31/2020 11:17	ADVENT HILL RD	Chimney or flue fire, confined to chimney or flue
5/31/2020 13:21	LARCH LN	Medical assist, assist EMS crew
5/31/2020 15:31	US ROUTE 5	EMS call, excluding vehicle accident with injury
5/31/2020 20:30	STERLING SPRINGS DR	EMS call, excluding vehicle accident with injury
5/31/2020 23:31	CURRIER ST	EMS call, excluding vehicle accident with injury
6/1/2020 0:20	S MAIN ST	Medical assist, assist EMS crew
6/1/2020 11:20	BRIDGE ST	EMS call, excluding vehicle accident with injury
6/2/2020 9:22	AMMEL RD	EMS call, excluding vehicle accident with injury
6/2/2020 12:19	US ROUTE 5	EMS call, excluding vehicle accident with injury
6/2/2020 17:44	FERRY BOAT XING	EMS call, excluding vehicle accident with injury
6/2/2020 19:41	N HARTLAND RD	EMS call, excluding vehicle accident with injury
6/2/2020 22:49	US ROUTE 5	Medical assist, assist EMS crew
6/2/2020 22:55	FERN ST	EMS call, excluding vehicle accident with injury
6/3/2020 8:32	BESWICK DR	Medical assist, assist EMS crew
6/3/2020 9:22	BESWICK DR	EMS call, excluding vehicle accident with injury
6/3/2020 9:48	N N HARTLAND RD	EMS call, excluding vehicle accident with injury
6/3/2020 9:53	CHRISTIAN ST & JERICHO ST	Motor vehicle accident with no injuries.
6/3/2020 10:45	N HARTLAND RD	Alarm system activation, no fire - unintentional
6/3/2020 12:10	HANOVER ST	Service Call, other
6/3/2020 17:25	VA CUTOFF RD	Smoke detector activation, no fire - unintentional
6/4/2020 0:27	S MAIN ST	Outside rubbish fire, other
6/4/2020 2:05	QUECHEE MAIN ST & GREENBRIAR DR	Dispatched & canceled en route
6/4/2020 10:36	QUECHEE HARTLAND RD	Medical assist, assist EMS crew
6/4/2020 14:58	DUNHAM HILL RD	Dispatched & canceled en route
6/4/2020 17:33	HEATHER DR	Medical assist, assist EMS crew
6/4/2020 17:56	CURRIER ST	EMS call, excluding vehicle accident with injury
6/4/2020 20:39	HOLLOW DR	Emergency medical service incident, other
6/4/2020 23:15	S MAIN ST	Medical assist, assist EMS crew
6/5/2020 1:06	MAPLE ST	Emergency medical service incident, other
6/5/2020 5:15	HARTFORD AVE	Medical assist, assist EMS crew
6/5/2020 7:40	ACORN ST	EMS call, excluding vehicle accident with injury
6/5/2020 16:41	DEWITT DR	EMS call, excluding vehicle accident with injury
6/5/2020 17:40	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury
6/5/2020 22:26	HAZEN ST	Medical assist, assist EMS crew
6/5/2020 22:40	MURPHYS RD	Smoke scare, odor of smoke
6/6/2020 5:59	COACHMANS WAY	Detector activation, no fire - unintentional
6/6/2020 11:26	N N HARTLAND RD	Medical assist, assist EMS crew
6/6/2020 12:06	HARTFORD AVE	EMS call, excluding vehicle accident with injury
6/6/2020 13:06	N HARTLAND RD	Good intent call, other
6/6/2020 15:29	HIGHLAND AVE	Dispatched & canceled en route
6/6/2020 16:33	MAPLE ST	Gas leak (natural gas or LPG)

6/6/2020 21:32	BUGBEE ST	EMS call, excluding vehicle accident with injury
6/6/2020 23:05	TEMPLETON AVE	EMS call, excluding vehicle accident with injury
6/7/2020 0:48	ALDEN PARTRIDGE RD	CO detector activation due to malfunction
6/7/2020 13:46	PARTRIDGE RD	Dispatched & canceled en route
6/7/2020 20:49	CHRISTIAN ST	Medical assist, assist EMS crew
6/7/2020 21:50	I 91 S MM69	Motor vehicle accident with no injuries.
6/8/2020 6:23	EXIT 12 S ON RAMP	Motor vehicle accident with injuries
6/8/2020 8:24	FERRY BOAT XING	EMS call, excluding vehicle accident with injury
6/8/2020 13:30	NORWICH AVE	EMS call, excluding vehicle accident with injury
6/8/2020 14:15	SYKES MOUNTAIN AVE	Alarm system activation, no fire - unintentional
6/8/2020 19:44	HARTFORD AVE	Authorized controlled burning
6/8/2020 20:00	S MAIN ST	Assist police or other governmental agency
6/9/2020 8:57	S MAIN ST	EMS call, excluding vehicle accident with injury
6/9/2020 9:45	FROST PARK	EMS call, excluding vehicle accident with injury
6/9/2020 14:53	PROSPECT ST	Motor vehicle accident with injuries
6/9/2020 15:15	IRIS WAY	Detector activation, no fire - unintentional
6/9/2020 17:20	HARTFORD AVE	Public service
6/9/2020 18:38	DEWITT DR	No incident found on arrival at dispatch address
6/9/2020 22:19	US ROUTE 4 & VT ROUTE 12	Called Paramedic Intercept.
6/10/2020 18:39	CONNECTICUT RIVER RD	Medical assist, assist EMS crew
6/10/2020 21:22	RALPH LEHMAN DR	Medical assist, assist EMS crew
6/11/2020 1:26	SAUNDERS AVE	Medical assist, assist EMS crew
6/11/2020 2:16	CURRIER ST	EMS call, excluding vehicle accident with injury
6/11/2020 7:31	HIGHLAND AVE	Dispatched & canceled en route
6/11/2020 8:12	FOREST HILLS AVE	EMS call, excluding vehicle accident with injury
6/11/2020 10:48	W GILSON AVE	Smoke or odor removal
6/11/2020 11:02	HILLSIDE RD	EMS call, excluding vehicle accident with injury
6/11/2020 13:33	CRANBERRY LN	Medical assist, assist EMS crew
6/11/2020 15:45	HIGHLAND AVE	Public service assistance, other
6/11/2020 18:32	N MAIN ST	EMS call, excluding vehicle accident with injury
6/11/2020 19:26	US ROUTE 5	Medical assist, assist EMS crew
6/11/2020 19:35	QUECHEE WEST HARTFORD RD	Medical assist, assist EMS crew
6/11/2020 22:35	US ROUTE 5	Medical assist, assist EMS crew
6/12/2020 13:20	JERICO RD	CO detector activation due to malfunction
6/12/2020 13:58	VA CUTOFF RD	Medical assist, assist EMS crew
6/12/2020 13:59	NORWICH AVE	Medical assist, assist EMS crew
6/12/2020 14:51	LOWER HYDE PARK	Medical assist, assist EMS crew
6/12/2020 16:14	WILLOW CIR	Smoke detector activation due to malfunction
6/12/2020 17:30	HIGHLAND AVE	Rescue or EMS standby
6/12/2020 18:52	CAMPBELL ST	Emergency medical service incident, other
6/12/2020 20:25	MAPLE ST	Medical assist, assist EMS crew

6/12/2020 20:27	CHRISTIAN ST	Medical assist, assist EMS crew
6/13/2020 3:12	DEMERS AVE	Smoke detector activation due to malfunction
6/13/2020 8:23	MAPLE ST	Medical assist, assist EMS crew
6/13/2020 17:59	CURRIER ST	EMS call, excluding vehicle accident with injury
6/14/2020 0:36	HAZEN ST	EMS call, excluding vehicle accident with injury
6/14/2020 9:00	CANDLELIGHT TER	Assist invalid
6/14/2020 10:17	MAPLE ST	EMS call, excluding vehicle accident with injury
6/14/2020 12:05	HARTFORD AVE	EMS call, excluding vehicle accident with injury
6/14/2020 16:29	WOODHAVEN DR	EMS call, excluding vehicle accident with injury
6/14/2020 16:37	US ROUTE 5	EMS call, excluding vehicle accident with injury
6/15/2020 5:38	INTERSTATE 91 S	EMS call, excluding vehicle accident with injury

**Information Technology:**

- Finished SNMP Scans
- Setup Email Gateway
- Diagnosed error with remote gateway SSL cert
- Reconnected remote users with secure VPN
- Fixed *fileonq* access issue for detectives on laptops using VPN remotely
- ID Badges – summer camp, access to holding areas for Hartford PD

**Parks & Recreation:  
Program Highlights**

- Summer staff training consumed a majority of our programming throughout the past two weeks. This year’s program is held at three sites. WABA Arena, Hartford High School and Maxfield. Training included a review of Town and Department Policies and Procedures, First Aid and CPR, Parks & Recreation 101 and several days of team building with the staff. All trainings were held at the Town Hall and Lyman Point Park. Some of the training opportunities were virtual. The last couple days of training included the setup of camp sites at the 3 locations.
- The Department is very excited about this year’s camp staff. Considering COVID-19 restrictions, the staff are engaged, working well together and very enthusiastic. Additionally, our park crew members are doing a fantastic job maintaining our parks.
- As mentioned previously, the new van arrived May 29<sup>th</sup>. We are awaiting the municipal registration for the van. We are working with AMI Graphics on lettering and installing the department logo.
- We have received guidance from the Department of Health on youth and adult league sports and recreation play. Currently, the guidelines allow for groups of 25 for skills, drills and intra-squad scrimmaging. No games or league play are allowed at this time. We believe sometime in July that games will be allowed. Now that we have summer camp up and running, we will begin working on various sport programs for the summer.

- The Summer Concert Series begins June 24<sup>th</sup> with Jesse Terry. The Department has devised a plan that will incorporate several painted 12ft diameter pods that will be 6ft apart.  
Families or individuals that have been socializing together will be allowed occupy one pod. Once the pods are filled, we will have to turn spectators away. This will be our first attempt to manage a concert setting under current social gathering guidelines.
- Our summer camp program was the recipient of 128 bars of free soap through the Vermont After School Program. The organization offered day cares and day camps the free soap to support the programs this summer.
- We have started pushing out within the community two popular programs. Hartford Performing Arts Camp registration is open and the Hit the Trails Fun Run/Walk at Hartford High School.

### **Parks/Facilities**

- We are starting to see a lot of activity for park permit requests. Most are for small group functions such as picnics and specific exercise classes. Lyman Park is becoming a very popular venue for the exercise and dance programs.
- Field permit application are also coming in daily. This includes the Hartford High School team practices along with a legion age baseball program interested in playing at Maxfield. Additionally, the adult CT River Ironmen will be utilizing the facility as well. Only practices are allowed, and they must follow the guidelines that we have developed for youth and adult sports.
- Good example of facility usage compares the past two weeks of activity to what is scheduled for the week of June 15<sup>th</sup>. We have had zero activity hours during COVID-19 as it relates to permits. For the week of June 15<sup>th</sup>, we have moved from 0 hours to 47 hours of activity within the parks system.
- We have taken several calls from interested design build firms as it relates to the municipal pool RFQ. Submissions are due July 22<sup>nd</sup>.
- We have installed new signage in the parks system which includes a message on social distancing. Signage was recommended for posting to encourage residents to enjoy the parks but also identify the need to not congregate or gather.
- We have had a couple truck break down which impacts our ability to get around to parks and facilities. They are lined up for repair at DPW.
- Energy Coordinator, Geoff Martin is working on a plan that evaluates the hot water ice making system for the WABA Arena. Currently, one of the water heaters which produces water for the Zamboni failed toward the end of last season. This unit needs to be replaced but before we do so, we wanted to review the type of systems that are in place and address a way to conserve energy costs and reduce the cost of fossil fuel usage. WABA currently uses hot water (~120°F) to resurface the ice because heating the water removes

air bubbles, which results in stronger ice. This hot water then must be cooled down to a very low temperature, requiring a tremendous amount of energy. On a busy day, the Zamboni at WABA can go through 200 gallons of water per hour. Rather than replacing the propane water heaters and continuing to use hot water to resurface the ice (henceforth, “business as usual”), the Energy Coordinator has recommended eliminating the need to use hot water for resurfacing by installing a REALice system, and then installing a heat pump water heater to meet the small remaining hot water demand for the Zamboni room. Over a 5-year period, the savings would be more than offset the monthly payments, and the system (if financed) will result in over \$98,000 in energy savings over the course of 15 years compared to the business as usual scenario. In addition to monetary savings, the system will eliminate the use of 1,321 gallons of propane and lower WABA’s carbon emissions by 15%, moving Hartford towards the requirement to be carbon neutral by 2027. The REALice system uses a vortex to remove the bubbles from cold water, without the need for additional energy sources or chemicals. REALice has been used in rinks across the U.S. and Canada and has received strong reviews from rink operators.

- The planting of these 3 trees at the Hartford Town Hall, underwritten by the Hartford Tree Board in commemoration of our former town manager, Leo Pullar. The trees were sourced by Northern Nurseries of White River Jct. VT and the planting was done by James LaMontagne Landscape Company who generously donated his time and expertise. The project, in the works for 2 years to replace damaged elms, was accomplished without the use of taxpayer funds. Members of the Tree Board will be caring for the trees throughout the summer to be sure they are watered appropriately and stay healthy.

### **Planning:**

- Green-Up Day –The stats are in – we collected 3.48 tons. This was 11% higher than 2019. Having to delay it until May 30<sup>th</sup> and the new system of on-line sign-up didn’t affect the community’s participation. One participant’s feedback – “We are so glad that Green-Up Day wasn’t cancelled. Delaying it four weeks worked out quite well. Thanks for hanging in there and making it happen. Due to COVID-19, we promoted people going out at their convenience and not wait until Green-Up Day.”
- COVID- 19 Response – Continued working closely with the Town Committee, Upper Valley Strong, and state agencies to provide information and resources to the public. Supporting activities in the operation of the Town’s Emergency Operations Center, including development of weekly Strategic Priorities and Action Plan.
- Continued to attend briefings and strategy meetings on the Governor’s COVID Economic Recovery Plan. Disseminated information to businesses and organizations. Working with Chamber of Commerce, Vital Communities, GMEDC and TRORC in development of regional proposal to the state for use of funds.



- HBRLF – Examining with HBRLF Committee options to respond to COVID impact on businesses. Worked with Town Manager, Town departments and interested businesses to create outdoor seating areas in downtown WRJ.
- Norwich Technologies Solar Arrays – Reviewed request to designate two sites as possible preferred locations under state rules. Reviewed by Planning Commission and pending review by SB on June 16<sup>th</sup>.
- Fiscal Year End Closeout – Completed grant reimbursement requests. Reviewing all projects/budget line items for required actions prior to end of FY.
- Hazard Mitigation Plan: Prepared draft Plan update for the Selectboard for the June 9<sup>th</sup> SB meeting. Revising draft for submittal to the state week of June 15<sup>th</sup>.
- Homelessness Needs – Continued working with Town staff, members of the Hartford Homelessness Committee and members of the UV Strong Economic Displacement Committee to identify options to transition people out of temporary COVID housing to more sustainable interim and long-term housing.
- Zoning/Building Permits – Applications continue to be submitted, with 23 processed in the past two weeks since. We seem to be back to the normal level of applications
- Zoning Board and Planning Commission Development Public Hearings – Resumed regular hearing schedule. Reviewing and preparing findings of fact for new applications received on May 26<sup>th</sup> for June ZBA and PC meetings.
- South Main Street TIF Improvement Projects – Worked with DPW to finalize schedule and integration with private sector projects along section under construction this summer.
- Trails in the Town Forest - The Town is contracting with the Vermont Youth Conservation Corps to do trail improvements - targeted for mid-July.
- TIF 2020 Projects – Continued working with DPW to advance projects for construction in 2020 and 2021.
- Wentworth and Wilder VCDP Housing Grant – Attended VCDP Board meeting to present application with Twin Pines Housing Trust and Housing Vermont. Well received.
- TIF Five-Year State Audit – Responded for requests for information from the state auditors for this several month process.
- VT Economic Progress Council – Responded to requests for information from the state on annual monitoring of TIF program accomplishments and reporting for FY 2019.
- Roundabout and Upper Sykes Sidewalk Project – Continued working with DPW and project team on preparation for construction to begin mid-June.
- Climate Action Plan – Worked with Committee to finalize RFP for consultant to develop Plan.
- Bugbee Senior Center Roof – Finalized contract documents for award of bid.
- Currier Street TIF Project – Continued working with DPW on preparation for completion of construction in 2020.
- Town Forest Management Plan – Draft plan update completed. Coordinating virtual community review meetings for end of June.
- Town Forest Recreation Plan – Finalizing Plan draft before formal review for adoption.

- Tafts Flat Historic Preservation Survey – Report completed. Project completion pending community meeting. Pursuing extension for grant deadline to allow community walk-through pending changes in gatherers related to COVID
- Net Zero Pilot Program for New Construction or Major Additions – Following up on information sent to builders/developer/architects, and homeowners/businesses on ways to participate in this voluntary program to build energy efficient structures with renewable energy systems.
- PSB Ventilation System – Continued working with Police Department - installation of new ventilation system initiated.
- Public Safety Building- Contracting with consultant to design new HVAC system and specs to solicit contractor bids for summer installation at Police Department.
- Zoning Regs Land Uses – Researched several requests regarding various land use requests within the Town.
- Hathaway Road – Continued worked with DPW and Town Manager regarding property owner violations of Town Highway Ordinance and possible Town Zoning Regulations.
- Bugbee Senior Center – HVAC system failed unexpectedly. Pursuing with Town Manager installation of energy efficient heat pump system and revising implementation schedule of building improvements in FY21 to accommodate.
- State Building Energy Code – Revising Town procedures to respond to changing code.

**Police:**

Please find the Police Department significant activity report for the period beginning June 1<sup>st</sup> and ending June 14<sup>th</sup>, when police recorded 538 activities:

- June 1<sup>st</sup> – Peak Mechanical began a two week process to replace the fresh air circulator and improve the police department ventilation system.
- June 1<sup>st</sup> – Patrol officers were summoned to the unit block of Railroad Row for reports of a vehicle taken following a domestic altercation. During investigation, police recovered more than one pound of marijuana and related items from the complainants estranged dating partner. Patrol officers arrested a 28 year old Massachusetts man for the possession and sale of marijuana. The man was released pending a hearing before the Windsor Superior Court.
- June 2<sup>nd</sup> – Patrol officers were dispatched to the Shady Lawn Motel to locate a vehicle reportedly stolen from Plainfield, Vermont. Police located the vehicle and arranged for it to be returned to the owner. Police charged a 33 year old Hartford Woman with
- June 3<sup>rd</sup> – Officers investigated a property damage motor vehicle collision along the 200 block of Maple Street. Operator information exchanged.
- June 4<sup>th</sup> – Patrol officers located a 32 year old Hartford man wanted for violating court ordered conditions of release during a traffic stop along the 1400 block of Maple Street. Police summoned K9 Dozer after finding heroin on the man and,

the alerted to the odor of drugs coming from within the vehicle. A search warrant was obtained from the court, and following service police recovered another 175 bags of heroin. The man was arrested and charged with being a fugitive from justice, possession of heroin and related charges. He was held at Southern State Correctional Center on \$20,000 bond.

- June 5<sup>th</sup> – Patrol officers and paramedics responded to a private residence along the unit block of Quechee-Hartland Road for a medical emergency involving a newborn baby in respiratory arrest. The baby was resuscitated and taken by ambulance to Dartmouth-Hitchcock-Medical Center for assistance.
- June 6<sup>th</sup> – Police cited a 19 year old Hartford man with Unlawful Mischief after he was observed overturning a planter with flowers along Currier Street and other yard ornaments along Bridge Street. He was released pending a hearing before the Windsor Superior Court.
- June 7<sup>th</sup> – A passing motorist reported a man sitting on the curb along Route 4 over the I-89 overpass near Exit 1. Police located the man as he walked from the area, where he reported being tired and having stopped to rest before resuming his walk. A short time later, an officer on patrol found the man back at the bridge and in need of assistance. Police transported the man to Dartmouth-Hitchcock Medical Center on request.
- June 9<sup>th</sup> – Patrol officers Lebanon Police with a hit and run motor vehicle collision after the vehicle fled from the Circle K. Police located the vehicle along Prospect Street and took the operator into custody after a brief struggle. The operator appeared to be experiencing a substance induced crisis and was taken by ambulance to Mount Ascutney Hospital for assistance. The investigation continues.
- June 11<sup>th</sup> – Patrol officers participated in the Hartford High School Graduation Parade.
- June 12<sup>th</sup> – Officers assisted staff at Hartford High School with graduation ceremonies on campus.
- June 13<sup>th</sup> – Officers investigated a motorcycle crash with injuries along Route 5 at Christian Street. The investigation is continuing.
- June 14<sup>th</sup> – Officers responded to the Shady Lawn Motel for reports of an unconscious man. First responders found the man in respiratory arrest, and assisted paramedics with providing lifesaving efforts. The man was taken by ambulance to Dartmouth-Hitchcock Medical Center for further assistance.
- June 15<sup>th</sup> – Patrol officers were dispatched to reports of a man standing on the I-91 South Bridge over the White River. Officers found the man as he was scooting under the bottom railing of the bridge and were able to pull him through the railing and back onto the bridge. Paramedics were summoned and the man was taken by ambulance to Dartmouth-Hitchcock Medical Center for assistance.

## **Public Works:**

The following are the activities completed by the Public Works Department over the past two weeks:

### **Highway**

- The Highway Crew completed the replacement of the damaged guardrail on Christian Street and Brookside Drive. A guardrail on Jericho Street was also relocated.
- Due to Covid related changes, the Department of Corrections team is not performing the seasonal maintenance that our department relies on for many of our facilities, including the Russtown Cemetery. DPW team members are all working closely to add these additional services into our operational schedules.
- Ben Lynds is training on the grader with Brian Raymond – they are actively grading and raking gravel roads.
- The Highway Crew has started roadside mowing in Town.
- The Highway Crew washed and opened the VA Cutoff Bridge.
- The Highway Crew is working closely with Fleet Maintenance to ensure all vehicles and equipment are ready!
- The Highway Crew is chipping trees around town.
- The Highway Crew continues leaf blowing out ditches in Quechee.
- The Highway Crew has completed painting stop bars and crosswalks.
- The Highway Crew is patching potholes as they are identified.
- The Highway Crew has been spreading chloride at recreation facilities.
- The Highway Crew installed new guard rail at the intersection of Kings Highway and Reservoir Road.
- “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**

- **It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a water leak causing home damage.**
- We are very excited to announce that our new ‘Well #3’ is producing plenty of water to keep up with Hartford’s demand!
- The Water Crew has completed scheduled meter readings.
- The Water Crew completed monthly bacteria samples for June.
- The Water Crew completed State monthly reports for June.
- The Water Crew has started service tie-overs on South Main Street.
- The Water Crew started lead and copper sampling for Hartford. Of the 20 samples required, 15 have been delivered to the lab.

- The Water Crew reviewed water line improvements and changes for South Main Street and the Sykes Mountain Ave round-about project.
- 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.

## **Wastewater**

- **It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a wastewater leak causing home damage.**
- The White River Wastewater Crew has been actively working on the following:
  - Working closely with Chris Holzwarth and Aldrich and Elliot on our required Long Term CSO Project.
  - Submitted State Reports
  - Mowed W.R. and Wilder Plants
  - Unclogged main line into Bridge Street
  - Performed several Dig Safe checks/mark-outs
  - Jetter repair
  - Performed maintenance on Centrysis
- The Quechee Wastewater Crew in Quechee has been actively working on the following:
  - Mowed plant and stations
  - Jetted Birchwood Leach Field
  - Dug up Williams Lane to inspect sewer pipe
  - Prepped drying bed and took load to landfill
  - Several Dig Safe checks/mark-outs
  - Performed maintenance on blowers
  - Performed maintenance on D.O. probes
  - Submitted State Reports
  - Downloaded info from level loggers at Leach Fields
  - Finished up stream crossing count for NPDES permit

## **Fleet Management**

- Fleet Management performed the following:
  - PD-7 complete front and rear brake job
  - ENG-4 pump packing adjustment
  - PD-5 tires swapped

- H-9 A/C compressor and A/C system repairs completed
- H-6 service completed
- H-4 sent to Reed Truck Services for warranty repair of failed DEF quality sensor
- H-3 and H-7 Plow frame removed for summer
- H-11 power steering repaired
- H-12 front axle rebuild started
- PD-2 headlight wiring issue repair started
- H-10 and H-2 tires swapped over
- H-2 sent to Key Chevy for warranty work

### **Solid Waste**

- **At this time, the Solid Waste facility is open Tuesday through Saturday from 8:00 am to 4:00 pm. Our buildings are still closed to the public.**
- We are still waiting for our new computer and printer to arrive at the scale house.
- Hannah and Mia Roethlein had a healthy discussion with the Selectboard on June 2 to touch on waste management topics and state regulations. Subsequent to that meeting, Hannah has been working with the Town of Brattleboro to understand their collection system and expenses. Brattleboro provides curbside collection of trash, recycling, and organics only to residents. Although they have a higher population than Hartford at 12,000 people, they have 44 fewer miles of roadway on their collection route. Their total, proposed FY21 solid waste budget is \$862,485, nearly \$25,000 more than the FY20 budget. The income generated by Pay as You Throw bags is estimated to be \$305,000. Hannah is still waiting to hear what it would cost to join the district.
- At this time, all required business outreach for changes to food scrap management has been suspended. Hannah has reached out to the State to inquire how to manage that requirement with Covid.

### **Administrative Active**

*These are projects or tasks which have a notable update or that members of the Public Works team have dedicated substantial time or energy to.*

- The DPW team continues remain responsive to changes related to Covid-19.
- The DPW team is working on a variety of year end close out items.
- Brittney continues to utilize our Facebook page! We are excited to be able to share information to our community. Please continue to check there for good news and DPW updates.
- Working with other department heads, Hannah dedicated a substantial amount of time to the evaluation of the outdoor/on street dining requests.

- Hannah has been working with the Department Head team on the planning for the Juneteenth event.
- The contractor for the Sykes Mountain Projects has completed mobilization and will begin removing median islands on Route 5, then paving over them. Hannah has been attending various project meetings.
- At this time, the VA Cutoff Bridge has been re-opened.
- Hannah and Jeremy have been working closely with Brannon, Paula, Scott Hausler, and Brian Monaghan regarding changes with our union, primarily that they are seeking alternative representation. At this time, a July 23<sup>rd</sup> meeting with the Union, Vermont Labor Board, and the Town.
- Hannah, Jeremy, and Brittney have been working through the hiring process for a vacancy in the water department and our highway foreman.
- Chris continues to work closely with our consultant to address the failing 5E leach field in Quechee. It is likely that they will require us to address infiltration issues within that portion of the system as part of the new permit.
- Chris developed a formalized process to review, track, approve, and document submittals for DPW managed projects.
- It appears that the Prospect Street traffic light may have sustained damage from a lightning strike causing further malfunctions there. Our contractor has been onsite to diagnose and parts are ordered to repair. At the same time, the pedestrian button closest to the Municipal Center on the Pine Street lights was malfunctioning. The State was able to repair that issue last week.
- The DPW team was contacted again by the project team at the VA Hospital to have another project meeting. That meeting is happening Monday at 1:00 pm.
- The DPW team has been working with appropriate town staff regarding a series of alleged violations on Hathaway Road, Dothan Road, Quechee Main Street, Verna Court, and South Main Street. The investigations and follow up work on these issues take a substantial amount of staff time, however be assured that we make all efforts to work in the best interest of the community to have the violations resolved in a timely manner.
- We were recently notified by the project team on the Colodny Building that they have discovered more damage than initially anticipated and they will be on the project longer than anticipated. We do not have any further detail at this time.
- At this time, the contractor for South Main Street Project has mobilized on site and will be laying water main in the coming weeks. DPW team members are working closely with that project team on a variety of items. DPW team members are working closely with property owners to resolve some access improvements.
- The DPW team is working closely with our consultant (Dubois & King) to look at what alternative schedules may look like for the South Main Street Parking Lot Improvements that minimize the impact on our downtown. We are exploring what it may look like to install a proposed retaining wall at the back side of the lot and

proceed with the surface improvements in 2021. A boring contractor will be onsite soon to perform geotechnical explorations.

- Chris has been getting the Currier Street (completion) project back on track. It looks like the curbing contractor should be onsite shortly.

## **Administrative Ongoing**

*These are projects or tasks that may not have substantial current updates, but worth noting that they exist in the background of our daily operations.*

- We are working with Dillon Walsh to repair issues with our phone system. We are experiencing 'dropped calls' on a regular basis and that our voicemail boxes are full, when they aren't. Please be patient while we work to correct this.
- The April 15<sup>th</sup>, 2019 rain event has been federally declared as a disaster. Jeremy has been working with FEMA on this project. Although FEMA notified us recently that due to the classification of this road as a Federal Aid Route (thus not qualified for FEMA funding), there are State of Vermont funds allocated for repairs to these streets.
- Jeremy Delisle continues to work with FEMA and Vermont Emergency Management to close out the July 1<sup>st</sup> (2017) storm. It looks like we are getting closer!
- DPW staff continues to work closely with several private contractors around town to ensure that their projects are in permit compliance (Wilder School, Sykes Mountain Avenue dealerships, Currier Street, Twin Pines, the Simpson Development, and 132 South Main). Chris Holzwarth has been working very closely with the Planning and Zoning Department and the project team from 132 South Main to keep that project moving forward.
- Recently, the Norwich School District requested that we continue to work with them to develop an MOU for exploring the possibility of a sewer connection. At this time, we continue to remind them that the work to complete the State mandated CSO study ultimately takes precedence and may render the connection an impossibility.
- Paula Nulty continues to provide us with support on a variety of human resources items. We appreciate all of her assistance.
- 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.



- Recently, Casella contacted the Town with an offer to take over the operation of the SW facility in a long term (20 year) memorandum of understanding (MOU). At this time, Casella has requested that the town consider the offer and enter into non-binding, good faith negotiations. Although the current offer is zero sum, this has the potential to relieve the Town from being in the Solid Waste business at a facility that requires substantial capital improvements to continue operation.
- A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA for the Solid Waste facility.
- Unfortunately, we are struggling with disposal of our solid sludge that is accumulated from both the Quechee and White River facilities. Historically we have been able to dispose of that waste at the Lebanon Solid Waste facility, however, they aren't able to accept our sludge at the rate we accumulate it due to the restrictions on their composition. We are very actively investigating other options and seeking quotes from our water resources engineers so that we can develop a menu of options for disposal or better processing.
- DPW staff is working closely with the State and our consultant to complete the required PFAS testing on the fields which we have formerly land applied. This is an unanticipated, costly expense to our budget.
- Although the design and permitting phase of the Quechee Main Box Culvert is completed, that project was put on hold until next year due to the Quechee Balloon Festival's re-schedule. Unfortunately, it looks like that event has been cancelled for this year. Do to the scale of work there, it is too late for us to issue the bids and complete the project within the in-stream work permitting requirements.
- The engineering plans for the proposed 12" ductile iron water main in Quechee Main Street are currently at 50%. We are currently evaluating hydrant placements which could be used for tanker filling and as temporary water connections during scheduled shut downs for culvert replacements or disasters. These placements are complicated by topography and other restrictions making a careful evaluation that weighs their value critical. With Covid-19 restrictions and potential financial complications the project schedule has been extended with engineering/permitting to be completed by December 2021 and potential construction moved to summer/fall 2021.
- The engineering plans for the proposed utility improvements in Abbey Road are complete and no State permits are required. We are currently waiting on the Town attorney to complete easements for the work which has been delayed due to Covid-19 restrictions. The engineer's projected cost is currently \$225,000, which is far greater than originally anticipated. With financial complications the project schedule has been extended with easement work to be completed by December 2020 potential construction moved to summer/fall 2021. We will be working with the State to determine financing options in the coming months. Town crews will continue to monitor and clean the sewer on a regular basis to prevent back-ups.

- The engineering plans for the proposed water main improvements in South and James Streets were completed with revisions under way to address State review comments. We expect to receive an engineer's estimate of cost once the revisions are complete. We anticipate construction in the summer/fall 2021. We will be working to determine the funding source once we have an estimate of cost.

\* \* end of significant activities report \* \* \*