

Town of Hartford
Town Staff
Significant Activity Report, August 11 – August 24, 2020

Assessors

- Processed Homestead Downloads (every Monday until November) and sent Reconciliation Reports to Finance
- Processed Property Tax Transfers
- Regular office work (answer public questions, change of address, etc)
- BCA Hearings were held and concluded on 8/24/2020
- Started entering permits into VISION software to prepare for fall inspections
- Responded to ongoing TIF audit questions
- Discussed with VISION the possibility of importing permit information into VISION

Agenda for Week of 8-24-2020

- 1) *When tax bills come out the office typically has more requests for assessment information and grievances. Following up with multiple landowners on acreage discrepancies going to have to do some deed research this week.*
- 2) *Continue to work with Beacon and Vision on GIS data, having a meeting with Tim Fountain of CAI 8/25/2020.*
- 3) *Processing homestead declarations*
- 4) *Prepare for budget meeting on Wednesday for purposed projects*
- 5) *Continue to respond to TIF questions from auditors*
- 6) *Finishing up details on counteroffer to the Villages (after review with Town Manger)*

Clerk

- 1). The Clerk's office has been busy responding to dozens of phone and e-mail inquiries daily about the November election regarding requesting, receiving and returning the General Election ballot. There is a fair amount of public anxiety about the process because of the high level of media coverage about various concerns. I feel confident the Vermont Secretary of State's Office, The Hartford Town Clerk's Office and the regional postal service will be able to serve the voters well.
- 2). The Board of Civil Authority heard three Tax Appeals on Monday, August 24, 2020. The minutes from the meeting will be posted by Friday, August 28, 2020.
- 3). The high volume of recording continues and has kept the office extremely busy as well. This reflects many homeowners refinancing and an active real estate market overall.
- 4). The Clerk continues to work on completing the final activities/tasks required from the Primary Election Cycle to include updating voter name & address changes; processing the participation data for all voters who voted in the Primary Election and more.

5). The BCA will have Tax Abatement hearings in September.

Department of Public Works

Highway

1. David Follensbee made a desk for finance to collect taxes and the PD.
2. The Highway Crew paved most of the water cuts in Town.
3. Ben Lynds assisted the Quechee Wastewater Department with tank repairs at Birchwood condos.
4. David, Ross, and Jean have been assisting the Transfer Station on a rotating basis to cover staffing until those vacancies are filled.
5. The Highway Crew assisted the Water Department with tie overs of water lines on South Main Street.
6. The Highway Crew is preparing roads for paving on Bliss Road, Jay Hill Road, Smith Road, and Meadow Lane by performing ditching, culvert replacements, under drains, and box cut outs.
7. David Follensbee and his wife welcomed a daughter this week. Congratulations to the Follensbee family!
8. We are holding interviews for the Highway Equipment Operator 1 position and the vacancy for the Highway Foreman is currently advertised. We look forward to filling those positions.
9. "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

10. **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.**
11. The water crew completed monthly samples for Hartford and Quechee.
12. The water crew paved water cuts on South Main Street, Lower Hyde Park, Maplewood Terrace, and A Street.
13. The water crew repaired a water leak on Maplewood Terrace.
14. The Water Crew replaced 70 feet of water line with 1" line on Maplewood Terrace.
15. The water crew tied over the last house from the old water main on South Main Street.
16. The water crew responded to water quality issues on and around Lower Hyde Park.
17. The hydrant across from Lower Hyde Park is temporarily out of service.
18. Jeremy and Evan have been working with the Bugbee Center to understand ownership of the service leak at their facility. Thank you to Gail and Lori for providing further insight to that conversation.

19. The water crew completed lawn repairs on South Main Street, Lower Hyde Park, Maplewood Terrace, A Street, and Raymond Circle.
20. As always, the Water crew continues routine operations, meter reading, sampling, and testing in accordance with state and permit requirements.

Wastewater

21. **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.**
22. The White River Wastewater Crew has been actively working on the following:
 - a. Installed the new pumps for Ferry Boat Crossing Pump Station.
 - b. Worked with the contractor at the Wilder School project.
 - c. Investigated odor complaint at Brookside Drive.
 - d. Called Roy's Refrigeration for HAC problems.
 - e. Repaired force main at A Street pump station, the wet well had a hole inside.
 - f. Performed daily lab and station checks.
 - g. Received 24,000 gallons of sludge from Quechee.
 - h. Routine wasting and hauling of bio-solids.
 - i. Performed Dig Safe mark outs.
23. The Quechee Wastewater Crew in Quechee has been actively working on the following:
 - a. Performed repairs at the Birchwood leach field.
 - b. Received new sludge blower.
 - c. Started a new contract for sludge hauling.
 - d. Performed several Dig Safe mark outs.
 - e. Cleared a blockage in the Town line behind the Waldorf School.
 - f. Performed U.V. maintenance.
 - g. Vehicle inspection.
 - h. Daily lab work and station checks.
 - i. Ordered new back-up probes for the Main Street pump station.
 - j. Hauled 24,000 gallons of sludge to White River treatment plant for processing.
 - k. Reworking count of stream crossing.
 - l. Getting quotes for Stern Pac -70.

Fleet Management

24. Fleet Management performed the following:
 - a. SQ-10 Front wheel bearings and front 4x4 actuator replacement and tire rotation.

- b. S-615 found cross members on dump body rotted out and rear hoist from needing repair. All filters ordered for service.
- c. S-620 State inspection.
- d. SQ-609 State inspection.
- e. FD utility truck quarterly inspection.
- f. All terrain trailer quarterly inspection and State inspection.
- g. Hazmat trailer State inspection and quarterly inspection rear leveling jack repairs.
- h. Tech rescue trailer quarterly inspection and State inspection.
- i. Boat trailer State inspection and quarterly inspection.
- j. Command trailer quarterly inspection and State inspection.
- k. Car-3 RF wheel bearing hub assembly replacement and ABS tone ring replacement.
- l. AMB-2 quarterly inspection.
- m. Car-1 tail light assembly.
- n. Car-2 front and rear complete brake job.
- o. ENG-3 turbo job quotes started.
- p. Rescue quarterly inspection and rear tires.
- q. PD-5 RF tire flat, replaced tire and performed service and tire rotation.
- r. PD-6 serviced.
- s. PD-10 serviced.
- t. H-6 LR ABS modulator replacement and air line repair.
- u. Chipper serviced and state inspection
- v. Hot box start on service waiting on parts to finish. Replaced RR red marker lamp and rewired.
- w. H-11 Parking Brake shoe repairs front end repairs and state inspection.

Solid Waste

- 25. **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.**
- 26. The new computer, printer, and software has been delivered to the Town. Brittney and Wanda completed training on that software. We are currently tying customer data over to that system. Thank you, Dillon, for all of the work that you've done to make this possible.
- 27. At this time the full time attendant position vacancy has been closed and we will be holding interviews Thursday and Friday of this week. The part time position is currently advertised.
- 28. Hannah and Pat had a meeting with Marc Morgan, Lebanon Solid Waste Manager, to discuss a variety of SW related topics.

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.

29. The DPW team is starting to take a look at our budgets!
30. The DPW team continues remain responsive to changes related to Covid-19.
31. The DPW team dedicated several hours of time working with businesses and other Town Departments in response to the continued discussion of outdoor seating.
32. The DPW team has been responsive to a variety of communication from the public on a wide range of topics around town.
33. The DPW team has been working with QLLA on a variety of requests for improvements within the Town ROW.
34. 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.
35. The contractor for the Sykes Mountain Project has been doing a substantial amount of drainage and sanitary sewer work. The project continues to progress as smoothly as we could anticipate. Hannah attends (remotely) weekly progress meetings for that project. If you would like to receive weekly project updates, please contact info@hartfordvtprojects.com to be added to their contact list.
36. The DPW team is working closely with VTrans and their design team as they move forward with the longer term replacement of the VA Cutoff Bridge. We are anticipating that team will need to attend a Selectboard meeting in the future to discuss what traffic impacts may look like during that project.
37. The DPW team is also working closely with VTrans to work through town owned water service design questions on the Quechee Gorge (Route 4) Bridge.
38. Hannah, Jeremy, Brittney, and Paula have been working through the hiring process for vacancies in the Wastewater Department, Solid Waste Facility, and the Highway Department.
39. We have recently received several requests for speed data/traffic investigations around Town. The Town does not own traffic counters and has to work with the Two Rivers Ottauquechee RPC to get those completed.
40. 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.
41. 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.
42. The DPW team is currently advertising to receive proposals for the redevelopment of well #2 (essentially cleaning it so it can be put into service as back-up in a time of need).

43. We are working closely with the project team at the Colodny Building (92 South Main Street). Unfortunately there is a conflict with the amount of space they need for their scaffolding and the space we need to install critical path infrastructure for the South Main Street Project. We are working towards a resolution that meets both party's needs.
44. The South Main Street project is moving along rapidly. Hundreds of feet of waterline have been installed and a second crew recently joined the project to start work on the retaining wall. A member of the Public Works team attends at least one meeting per week associated with that project.
 - a. On Friday, August 21st, Munson Earth Moving accidentally caused a section of the old water main to break, shortly after 9:00 am. Their team responded in a remarkable amount of time, working with our crew, and was able to repair the line and restore service in just about three hours. Brittney is maintaining a contact list of community members who would like to be notified during emergencies (such as water service interruptions) on that project. Please reach out to her at bsolomita@hartford-vt.org if you would like to be included on that list.
45. Chris has been working closely with Nott's Excavating to complete the work associated with their contract on Currier Street completed. That project is looking great and the paving will be completed within our annual paving contract.

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.

46. 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.
47. Hannah attends the weekly (Friday) Covid related EOC meetings when she is available.
48. 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.
49. The April 15th, 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.
50. Jeremy Delisle continues to work with FEMA and Vermont Emergency Management to close out the July 1st (2017) storm. It looks like we are getting closer!

51. 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.
52. 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.
53. Paula Nulty continues to provide us with support on a variety of human resources items. We appreciate all of her assistance.
54. DPW staff is working to ensure that our permitting process (various items) are issued and reviewed consistently.
55. 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.
56. 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.
57. 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.
58. A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA for the Solid Waste facility.
59. 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.
60. 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.
61. 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.

62. 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.
63. 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.
64. 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.

Note: The operations and project updates outlined in this memorandum are an overview of our operations and not exclusive to any individual projects.

Fire

The EOC Operations Section continues to monitor the welfare and needs of our vulnerable population, medical professionals and businesses throughout the community and report our findings at regular intervals.

Members of the departments testing team assisted with the Dept of Health in an asymptomatic testing site in Hartford.

The Town received delivery of a new 2020 100 ft ladder truck on 8/17. This replaces a 2001 75 ft ladder truck that was placed out of service in 2019. Staff will conduct training with the manufacturer this week and the truck should be in service on 8/26/2020.

Attended the COVID committee meeting. Presented State funded business grant opportunity, discussed the departments EMS Diagnosis Report from 3/1/20-8/12/20,

provided information on VT Foodbank distribution in Sept & October and received the Town's delivery of 2,300+ facial coverings for distribution in the community.

Shifts participated in a drive by birthday parade.

Shifts conducted fire suppression training at the propane distribution facility on Roundhouse Road.

Shifts conducted training at the VA Hospital's new Natural Gas heating system.

Engine 3 is currently out of service with air filter and turbo issues. Repairs are scheduled for this week.

Conducted N95 Fit Test Training at White River Family Practice.

The Fire Marshal's office conducted 34 inspections during this period.

The department responded to 125 calls for service during this period.

Incident Log: 8/9/20-8/23/20

| Alarm Date | Street | Situation Found |
|--------------------|-----------------------------|--|
| 8/9/2020 2:24 | LYMAN POINT PARK | EMS call, excluding vehicle accident with injury |
| 8/9/2020 8:54 | CHRISTIAN ST | EMS call, excluding vehicle accident with injury |
| 8/9/2020 10:30 | VT ROUTE 14 | Public service |
| 8/9/2020 11:05 | BALLARDVALE DR | Dispatched & canceled en route |
| 8/9/2020 11:23 | HOLIDAY DR | EMS call, excluding vehicle accident with injury |
| 8/9/2020 13:27 | CHRISTIAN ST | EMS call, excluding vehicle accident with injury |
| 8/9/2020 15:13 | NATURES WAY | Medical assist, assist EMS crew |
| 8/9/2020 15:34 | QUECHEE MAIN ST | Medical assist, assist EMS crew |
| 8/9/2020 20:16 | S MAIN ST | Medical assist, assist EMS crew |
| 8/9/2020 22:22 | SAUNDERS AVE | Assist invalid |
| 8/9/2020 22:29 | MOELLER RD | Assist invalid |
| 8/10/2020 4:09 | PRIMROSE LN | EMS call, excluding vehicle accident with injury |
| 8/10/2020 9:21 | HOLLOW DR | Emergency medical service incident, other |
| 8/10/2020 10:16 | TALL TIMBERS DR | EMS call, excluding vehicle accident with injury |
| 8/10/2020 11:32 | LARCH LN | Emergency medical service incident, other |
| 8/10/2020 15:43 | WOODSTOCK RD & TOWN HWY 132 | Motor vehicle accident with no injuries. |

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|-----------|-----------------------|--|
| 8/10/2020 | VT ROUTE 14 & QUECHEE | Emergency medical service incident, |
| 16:04 | WEST HARTFORD RD | other |
| 8/10/2020 | HOLLOW DR | EMS call, excluding vehicle accident |
| 16:14 | | with injury |
| 8/10/2020 | EXIT 12 S ON RAMP | Excessive heat, scorch burns with no |
| 16:41 | | ignition |
| 8/10/2020 | QUECHEE MAIN ST | Emergency medical service incident, |
| 22:37 | | other |
| 8/11/2020 | HARTFORD AVE & A ST | No incident found on arrival at |
| 11:53 | | dispatch address |
| 8/11/2020 | RALPH LEHMAN DR | EMS call, excluding vehicle accident |
| 12:17 | | with injury |
| 8/11/2020 | CHRISTIAN ST | Motor vehicle accident with no injuries. |
| 13:48 | | |
| 8/11/2020 | BALLARDVALE DR | Smoke detector activation due to |
| 16:24 | | malfunction |
| 8/11/2020 | WILLOW CIR | Medical assist, assist EMS crew |
| 20:18 | | |
| 8/11/2020 | CASCADNAC AVE | Cooking fire, confined to container |
| 20:19 | | |
| 8/11/2020 | LOVELAND HILL RD | Medical assist, assist EMS crew |
| 21:23 | | |
| 8/12/2020 | LILY POND RD | EMS call, excluding vehicle accident |
| 1:44 | | with injury |
| 8/12/2020 | COLONIAL DR | EMS call, excluding vehicle accident |
| 6:06 | | with injury |
| 8/12/2020 | CURRIER ST | EMS call, excluding vehicle accident |
| 10:27 | | with injury |
| 8/12/2020 | NORWICH AVE | EMS call, excluding vehicle accident |
| 11:27 | | with injury |
| 8/12/2020 | HOLLOW DR | EMS call, excluding vehicle accident |
| 15:09 | | with injury |
| 8/12/2020 | DEWITT DR | EMS call, excluding vehicle accident |
| 20:39 | | with injury |
| 8/13/2020 | BUGBEE ST | Smoke or odor removal |
| 1:11 | | |
| 8/13/2020 | N MAIN ST | Medical assist, assist EMS crew |
| 9:01 | | |
| 8/13/2020 | VT ROUTE 14 | EMS call, excluding vehicle accident |
| 9:32 | | with injury |
| 8/13/2020 | HILLSIDE RD | EMS call, excluding vehicle accident |
| 10:42 | | with injury |
| 8/13/2020 | MAPLE ST | Medical assist, assist EMS crew |
| 12:32 | | |
| 8/13/2020 | N MAIN ST | EMS call, excluding vehicle accident |
| 13:28 | | with injury |

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|--------------------|------------------------------------|--|
| 8/13/2020 13:44 | VETERANS DR | EMS call, excluding vehicle accident with injury |
| 8/13/2020 17:20 | BUGBEE ST | Hazardous condition, other |
| 8/13/2020 18:57 | QUECHEE MAIN ST | Lock-out |
| 8/13/2020 19:36 | MURPHYS RD | EMS call, excluding vehicle accident with injury |
| 8/13/2020 21:16 | N MAIN ST | EMS call, excluding vehicle accident with injury |
| 8/13/2020 22:40 | CENTER OF TOWN RD | EMS call, excluding vehicle accident with injury |
| 8/14/2020 3:28 | NORWICH AVE | Emergency medical service incident, other |
| 8/14/2020 13:42 | MAPLE ST | EMS call, excluding vehicle accident with injury |
| 8/14/2020 14:28 | BALLARDALE DR | EMS call, excluding vehicle accident with injury |
| 8/14/2020 15:30 | DIVISION ST | Unauthorized burning |
| 8/14/2020 17:38 | LAKE MOREY RD | Forest, woods or wildland fire |
| 8/14/2020 19:24 | CURRIER ST | Medical assist, assist EMS crew |
| 8/14/2020 21:44 | BLISS RD | EMS call, excluding vehicle accident with injury |
| 8/15/2020 15:00 | BALLARDALE DR | Medical assist, assist EMS crew |
| 8/15/2020 18:39 | QUECHEE HARTLAND RD | Medical assist, assist EMS crew |
| 8/15/2020 20:40 | JERICO ST | Unauthorized burning |
| 8/16/2020 1:14 | N HARTLAND RD | Medical assist, assist EMS crew |
| 8/16/2020 9:55 | DOGWOOD LN | Service Call, other |
| 8/16/2020 13:38 | MANNING DR | Rescue, EMS incident, other |
| 8/16/2020 15:03 | CHESTER ARTHUR RD | Assist police or other governmental agency |
| 8/16/2020 15:03 | AZALEA CIR | Detector activation, no fire - unintentional |
| 8/16/2020 15:26 | VA CUTOFF RD | EMS call, excluding vehicle accident with injury |
| 8/16/2020 17:28 | WOODSTOCK RD & QUECHEE HARTLAND RD | Motor vehicle accident with injuries |

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|--------------------|--------------------------|--|
| 8/17/2020 1:03 | BUGBEE ST | EMS call, excluding vehicle accident with injury |
| 8/17/2020 7:14 | I 91 N MM65 | EMS call, excluding vehicle accident with injury |
| 8/17/2020 7:21 | N N HARTLAND RD | Medical assist, assist EMS crew |
| 8/17/2020 8:36 | S MAIN ST | Assist invalid |
| 8/17/2020 10:05 | QUECHEE WEST HARTFORD RD | EMS call, excluding vehicle accident with injury |
| 8/17/2020 10:15 | WENTWORTH WAY | EMS call, excluding vehicle accident with injury |
| 8/17/2020 12:06 | MOREY LN | Carbon monoxide detector activation, no CO |
| 8/17/2020 13:17 | COUNTRY LN | Medical assist, assist EMS crew |
| 8/17/2020 14:00 | JERICO ST | Service Call, other |
| 8/17/2020 15:00 | QUECHEE GORGE | EMS call, excluding vehicle accident with injury |
| 8/17/2020 15:23 | S MAIN ST | Medical assist, assist EMS crew |
| 8/17/2020 16:48 | FAIRVIEW TER | EMS call, excluding vehicle accident with injury |
| 8/17/2020 18:53 | MAPLE ST | Unauthorized burning |
| 8/17/2020 19:11 | HARTFORD AVE | EMS call, excluding vehicle accident with injury |
| 8/17/2020 19:52 | MURPHYS RD | EMS call, excluding vehicle accident with injury |
| 8/18/2020 0:01 | CURRIER ST | EMS call, excluding vehicle accident with injury |
| 8/18/2020 1:04 | VA CUTOFF RD | Dispatched & canceled en route |
| 8/18/2020 2:14 | HARTFORD AVE | Medical assist, assist EMS crew |
| 8/18/2020 5:36 | COTTAGE CT | Smoke detector activation due to malfunction |
| 8/18/2020 7:28 | FAIRVIEW TER | Sprinkler activation due to malfunction |
| 8/18/2020 7:50 | CURRIER ST | EMS call, excluding vehicle accident with injury |
| 8/18/2020 8:21 | WILLIAMS LN | Dispatched & canceled en route |
| 8/18/2020 14:08 | APPLE BLOSSOM DR | EMS call, excluding vehicle accident with injury |

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|--------------------|--------------------------|--|
| 8/18/2020 15:37 | WOODLAWN DR | EMS call, excluding vehicle accident with injury |
| 8/18/2020 22:49 | HOLLOW DR | EMS call, excluding vehicle accident with injury |
| 8/18/2020 23:37 | HIGH ST | Medical assist, assist EMS crew |
| 8/19/2020 8:54 | QUECHEE MAIN ST | Smoke detector activation due to malfunction |
| 8/19/2020 8:55 | ALLISON RUN | EMS call, excluding vehicle accident with injury |
| 8/19/2020 10:12 | N N HARTLAND RD | Medical assist, assist EMS crew |
| 8/19/2020 10:27 | S MAIN ST | Medical assist, assist EMS crew |
| 8/19/2020 13:38 | PASSUMPSIC AVE | Medical assist, assist EMS crew |
| 8/19/2020 13:44 | N HARTLAND RD | EMS call, excluding vehicle accident with injury |
| 8/19/2020 15:28 | WENTWORTH WAY | EMS call, excluding vehicle accident with injury |
| 8/19/2020 15:59 | N N HARTLAND RD | EMS call, excluding vehicle accident with injury |
| 8/19/2020 19:03 | JERICO ST & CHRISTIAN ST | EMS call, excluding vehicle accident with injury |
| 8/19/2020 22:05 | HIGHLAND AVE | Smoke detector activation due to malfunction |
| 8/20/2020 8:08 | S MAIN ST | Medical assist, assist EMS crew |
| 8/20/2020 10:53 | CHRISTIAN ST | EMS call, excluding vehicle accident with injury |
| 8/20/2020 12:00 | OLCOTT DR | Public service |
| 8/20/2020 12:01 | HARTFORD AVE | Medical assist, assist EMS crew |
| 8/20/2020 14:40 | MAPLE ST | Alarm system sounded due to malfunction |
| 8/20/2020 17:45 | HARTFORD AVE | Assist invalid |
| 8/21/2020 3:38 | CANDLELIGHT TER | EMS call, excluding vehicle accident with injury |
| 8/21/2020 7:48 | CURRIER ST | Medical assist, assist EMS crew |
| 8/21/2020 9:07 | S MAIN ST | Medical assist, assist EMS crew |
| 8/21/2020 11:18 | HOLLOW DR | EMS call, excluding vehicle accident with injury |

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|--------------------|------------------|--|
| 8/21/2020 12:53 | CHRISTIAN ST | False alarm or false call, other |
| 8/21/2020 13:22 | CHANDLER RD | EMS call, excluding vehicle accident with injury |
| 8/21/2020 16:32 | CURRIER ST | EMS call, excluding vehicle accident with injury |
| 8/22/2020 9:07 | OLD QUECHEE RD | Smoke detector activation due to malfunction |
| 8/22/2020 9:35 | N HARTLAND RD | EMS call, excluding vehicle accident with injury |
| 8/22/2020 10:24 | N MAIN ST | Water or steam leak |
| 8/22/2020 13:50 | T ANDREW ST | Dispatched & canceled en route |
| 8/22/2020 15:43 | WOODSTOCK RD | EMS call, excluding vehicle accident with injury |
| 8/22/2020 16:10 | CEDAR ST | EMS call, excluding vehicle accident with injury |
| 8/22/2020 18:16 | HIGH ST | Dispatched & canceled en route |
| 8/23/2020 3:21 | FERN ST | EMS call, excluding vehicle accident with injury |
| 8/23/2020 6:46 | WOODHAVEN DR | Detector activation, no fire - unintentional |
| 8/23/2020 7:02 | OLD TOWN FARM RD | Detector activation, no fire - unintentional |
| 8/23/2020 12:57 | WOODSTOCK RD | Emergency medical service incident, other |
| 8/23/2020 13:02 | FERN ST | EMS call, excluding vehicle accident with injury |
| 8/23/2020 19:01 | JERICO ST | Medical assist, assist EMS crew |
| 8/23/2020 19:03 | VALLEY VIEW RD | Authorized controlled burning |

Health Officer

Friday 16 calls on coronavirus and health issues.

Health Officer and Deputy Health Officer inspection 1792 and 1761 Quechee Main St.

Health Officer and Deputy Health Officer inspection and wellness check 45 Hollow Dr #45

1 State coronavirus compliance restaurant check.

Update State Health code website.

Monday 8 calls on coronavirus and health issues.

Meeting with Chief Cooney and Chief Kasten on Health Officer investigations.

Meeting with Parks & Rec on dog park coronavirus compliance issues and use of Lyman Park toilet used by some taking drugs.

Update State restaurant coronavirus compliance website.

Tuesday 12 calls on coronavirus and health issues.

Worked with Parks & Rec on coronavirus compliance with fall Rec programs.

Coronavirus room setup for Sister City Committee.

Health Officer investigation for 6 Ledgeside Terrace property.

Health Officer investigation for 206 Oak Knoll property.

Assisted with coronavirus compliance for Select Board meeting.

Wednesday 8 calls on coronavirus and health issues.

Attended RCC/RPCC meeting.

Attended Hartford Coronavirus Committee meeting.

Thursday 9 calls on coronavirus and health issues.

Assisted Parks and Rec Dept with water swimming issue.

Attended Coronavirus Committee prevention subgroup meeting.

Information Technology

- Tunnel configuration for Ambulance GPS sentences
- Resolved ARP Duplicate IP Conflict that was causing issues in Public Safety
- Added storage to NAS device in Public Safety
- Equipped Detective laptops with air cards for cell connections
- Server Room rewiring
- Resolved phone issue at DPW

Parks & Recreation Department

Program Highlights

- Camp Ventures finished the regular summer camp through week 8 and have added 4 additional weeks. We have completed week 9 and week 10. The program is operating completely out of the WABA Arena with a smaller program.
- The Department has spent the last couple weeks preparing for our agency accreditation. This will consist of a virtual visitation from the CAPRA Accreditation Team. We anticipate the visitation to be completed on Friday, August 28th.
- The Department continues to market several new and upcoming programs. Youth Soccer for Pre-School through 6th grade begins September 9th. Youth Field Hockey for grades 3 through 6 begins August 31st. Fall NFL Flag Football begin August 31st for grades K through 6. Youth Cheerleading begins September 1st for grades K through 5. The Middle School Cheerleading also begins September 1st for grades 6 through 8. August 12th the Gerry Grimo and the East Bay Jazz Band will play at Lyman Point Park.
- The Green Mountain Roots Band played August 19th at Lyman Point Park. The concert was well attended with all the pods utilized with a total attendance of over 125 spectators.
- The Pickleball program at Maxfield continues Tuesday and Thursday from 6pm to 7:30pm

- Toy Story 4 was our movie in the park Friday, August 14th. The movie was shown at Lyman Park Bandstand using the performance pod system.

Parks/Facilities

- The Hartford Tree Board met on August 18th. Part of their discussion is the replacement of the Hartford Tree Warden. Brad Goedkoop recently resigned as the Tree Warden. The Tree Board has requested involvement in the search.
- Park permit requests continue to be active for the Department. Over the past 2 weeks permits consisted of 29 permit reservations for a total of 167 hours of usage. We continue to have a lot of loitering at the Lyman Park Bandstand and the park. Trash continues to be left behind.
- The Department continues to review the three RFQ's that were submitted for the pool. We hope to conduct interviews the first week of September.
- All other routine operations continue – mowing, string trimming, ball field prep and maintenance, line painting etc.
- The Department continues to work with an Ice Rink Working Group to discuss guidelines for fall and winter operations of ice rink facilities. The Department has started working on various sceneries related to teams entering and exiting the facility. This will include limited to no use of the locker rooms and utilizing a holding area in the current concession room space.
- All ice requests have arrived from the various user groups and we are working on the ice schedule. We have not lost any group interest due to the COVID Pandemic and ice requests look to be the same as in the past. The schedule will change due to the required time needed between ice slots.
- Amtrak announced earlier in the month the return to service. They have tentatively given us a possible return to service for the Vermonter sometime in the month of November. We have closed the welcome center facility but will continue to staff the Amtrak Station once service returns.

Planning and Development

- Hartford Business Recovery Grant through HBRLF Program – Forty-six applications for Town Special COVID grants received by the deadline from businesses significantly impacted by COVID: all were eligible. Prepared information and awards of the 25 lottery recipients for Selectboard consideration at its August 25th meeting.
- Continued to attend briefings and strategy meetings on the Governor's COVID Economic Recovery Plan. Follow-up and reissuance of new state Programs announced by the state: Everyone Eats; Sole Proprietors Grants; Landlord Tenant Rental Stabilization; Municipal Public Service Grants; Buy Local Program. Disseminated information to businesses and organizations; new expansion of state direct Economic Recovery Grants to businesses.
- Special COVID Municipal Public Service Grant - Researched Town application to the State focused on COVID related equipment and services supporting low-and-moderate income (LMI) populations (HUD funds through VT Community Development Program). Since the Town is just under the >50% minimum to qualify as a municipality, any use of the \$ requires income surveys of all recipients to reach this minimum. Non-profits serving LMI can apply through the Town. Grants are \$5000 to \$25,000. The Haven has expressed interest in applying.

- COVID “Restart Vermont Regional Marketing and Stimulus” Grants - Working with the Chamber (also member of Hartford COVID Economic Committee) and Vital Communities on a new state program announced last week. Attended State workshop on August 20th. Grant up to \$10,000. Objective is to stimulate VT consumer spending in communities to get the money into the hands of businesses hit particularly hard (hospitality, entertainment). Researching examples from other communities such as local bucks that can easily be replicated given the tight timeline – applications due August 31st; awards by Sept 30th; funds expended by November 15th.
- COVID “Better Places, Safer Places” Funding – Governor proposed \$8.75 million program pending VT Legislative review to stimulate spending in Downtowns and village centers.
- Hazard Mitigation Plan: Finalizing revisions on Plan for resubmittal to State and FEMA.
- Development Proposals for Public Hearings Zoning/Building Permits – Completed review of applications received for September 9th ZBA and September 14th PC meetings. Continued to review submittals for development projects prior to formal applications. Continued receiving and processing information requests and requests for Zoning Permit applications.
- Restaurant Outdoor Seating – Worked with DPW and Town Manager to respond to inquiries.
- South Main Street TIF Improvement Projects –Continued working with DPW to support project implementation and coordination with private sector redevelopment.
- Historic Preservation Demolition Ordinance – Continued development of a Request for Proposals to hire a consultant to assist the Town in drafting an ordinance for demolition of historic structures. Targeting distribution in September. This is funded through a Certified Local Government grant (and Town matching funds) approved by the SB and awarded in FY2020.
- Grant Reimbursements – Continued assembling documentation to request reimbursement of expenditures for projects receiving grant funding and other sources.
- Trails in the Town Forest - The Vermont Youth Conservation Corps will be working with town staff on improvements to the Pine Drop trail the week of August 24th.
- South Main Street – Prepared information for Selectboard processing of documents for the State Revolving Loan Funds through the VT Bond Bank.
- TIF Five-Year State Audit – Continue to follow-up on requests for additional information.
- Roundabout and Upper Sykes Sidewalk Project – Construction underway. Continue working with DPW and project team and processing invoices.
- Town Forest Trail Maintenance – Community members continued to register on-line and take on maintenance of trail sections for COVID safety in lieu of the traditional annual Trails Day coordinated by staff and the Conservation Commission.
- Climate Action Plan – Responding to inquiries regarding the Request for Proposals to develop a Hartford Climate Action Plan. Proposals are due August 31st.
- Bugbee Senior Center Roof –Processed invoices. Grant sign-off and reimbursement underway, with closeout to follow.
- Bugbee Senior Center HVAC System – Selectboard awarded bid and contract executed. Project underway.
- Currier Street TIF Project – Curbing and sidewalk installation underway to be followed by paving.
- Shelter for People Experience Homelessness – Began review of Town parcels as follow-up to SB request.

- Town Forest Management Plan – Soliciting comments on the Plan and July 15th virtual community meeting with the County Forester, which are on the Town Website. Comments due by end of August.
- Town Forest Recreation Plan – The Commission and staff are continuing with the Plan update.
- Tafts Flat Historic Preservation Survey – Grant completion date extended due to COVID to allow the consultant to complete the work and have a community meeting to present the report.
- Public Safety Building HVAC- Bids received exceeded available funding. Project put on hold.
- WABA Water Heater and Ice Making – Following Selectboard approval of replacement of the hot water heater and ice making system, continued to assisted Parks and Rec Department on finalizing contract documents, financing and Efficient Vermont Grant.
- Zoning Regs Land Uses – Continued discussions and research on inquiries regarding uses within different zoning districts.
- Town Hall Ventilation Pilot Project – Worked with Efficient VT to obtain three bids to finish project. Low bidder identified and execution of contract pending.
- Cornerstone Community Center – Worked with the CCC and the state to assemble draft Vermont Community Development Program planning grant for building renovations to the former Elks Club, for community services programs. Planning Grant public hearing before the SB scheduled for August 25th.
- Energy Coordinator – Personnel matters related to the Energy Coordinator completion of his employment with the Town to take a Regional Energy Coordinator (REC) position with the Two River’s Ottauquechee Regional Commission (TRORC). Developed contract with TRORC for limited REC hours through the end of September to see through time sensitive projects.
- Resilient Hartford – Working with Parks and Rec Dept to develop a community survey on broader uses of open space in parks for plantings.

Police

Please find the police department’s significant policing activities for the week ending August 23rd, when the police department recorded 417 activities – including 90 proactive foot, bicycle or vehicle patrols.

August 9th – Patrol officers responded to reports of a hit and run motor vehicle collision on the South Main Street Parking Lot. Investigation found that a dark grey Subaru struck three parked vehicles behind Northern Stage before fleeing. The investigation continues.

August 10th – Patrol officers were dispatched to a private residence along Maple Street for reports of a woman in crisis and threatening suicide. Police assisted the woman with transportation to Dartmouth-Hitchcock Medical Center for assistance, where it was learned the woman had taken a significant quantity of prescription medications prior to the police being dispatched.

August 11th – Patrol officers responded to an assault of an employee by a guest. The suspect was cited by police and taken to Dartmouth-Hitchcock Medical Center by ambulance for an unrelated, prior medical condition.

August 12th – Patrol officers responded to a private, multi-unit residence along the 600 block of Bugbee Street to assist staff from the Department of Children and Families with reports of family violence. The investigation continues.

August 13th – Patrol officers were dispatched to a domestic altercation at a private residence along the unit block of Christian Street. An adolescent male at the home was taken into custody and referred to Family Court and the Department of Children and Families.

August 14th – Patrol officers responded to reports of valuables taken from open/unlocked vehicles parked along the 800 block of Hathaway Road. The investigation continues.

August 15th – Patrol officers responded to reports of an incapacitated woman in a vehicle at the Super 8 Motel. First responders found the woman sleeping and in possession of 95 bags of heroin. The woman was arrested for possession of heroin and released pending a court hearing.

August 16th – Patrol officers were dispatched to a private home along the unit block of Cross Street for reports of a domestic assault. Following investigation, police arrested a 48 year old Quechee Man for Aggravated Domestic Assault and related charges. The man was held at Southern State Correctional Facility pending a court hearing.

August 17th – Patrol officers were dispatched to reports of an unconscious woman at the Super 8 Motel. Police found the woman in respiratory arrest, administered naloxone and assisted paramedics with life saving measures.

August 18th – Patrol officers were dispatched to reports of a woman acting erratically at the Shady Lawn Motel. Police found the woman in possession of 50 bags of heroin. The woman was arrested for possession of heroin and released pending a court hearing.

August 19th – Patrol officers were dispatched to a loud party at a private residence along High Street. The homeowner was out of town, but police found several impaired juveniles. Paramedics were summoned to assist and several juveniles were returned to their parents. The matter was referred for diversion.

August 20th – Patrol officers were dispatched to a burglary and theft of valuables taken from the Hartford Career & Technology Center. The investigation continues.

August 21st – Patrol officers were dispatched to a burglary of a garage at a private residence along the 1200 block of Hartford Avenue. The investigation continues.

August 22nd – Patrol officers were dispatched to a domestic altercation at a private residence along the unit block of Spring Circle. Police arrested a 26 year old Hartford woman for domestic assault and related charges. The woman was released pending a court hearing.

August 23rd – Emergency Communications Specialists answered and patrol officers were dispatched to numerous weather related traffic hazards and incidents during late evening thunderstorms.