

Assessor

The Assessor office is currently operating with reduced staff.

The part time Assessor is addressing appeals to value and equalization study:
Discussed 2019 Appeal for "Terraces" with appellants representative
Reviewed Appeal for "Overlook" and worked on write-up for Select board
Reviewed information and assisted in response to "Praise Chapel" appeal for the 2020 Grand List
Attended Equalization Study Online Class & Sales Study Online Class
Reviewed Equalization study wrote letter to contest the 2020 Equalization study
Assisted Planning and Zoning with TIF reports (compare 2018 GL vs 2019 GL)
Participated in Assessor - full time position – interviews

Assistant Assessor has assisted public and worked on following issues:
Reviewed Subsidized housing spreadsheet, downloaded ACT 68 Certifications and filed
Responded to Public Record Request on property at 38 Ozzy Ln (2018 Grievance)
Attended PVR Equalization Study webinar and Sale Study
Research on PRAISE CHAPEL on VCDP grant application
Correspondence on HOMESTEAD payment received on wrong account. Contacted District Adviser, State, NEMRC, Finance
Reviewed and shared on Lister forum: 2021 Tax Commissioner Report on Tax Reform
Attended monthly zoom VALA meeting
Looked up Grand List TAXABLE numbers for Town report
Produced TIF report 2018 GL vs 2019 GL value changes and acreage changes from CAMA system and started analyzing
Assisted Assessor with appeals documentation and review

Department of Public Works

Highway

1. The Highway Crew worked with Henderson's Tree Company to remove a hazardous tree on Leaf Court.
2. Worked with the Water Department to prepare the Quechee Fire Department's fire personnel temporary trailer. Water, sewer, and electrical were tied in.
3. Ditched a problem area on Chittenden Driveway.
4. Cleaned several plugged culverts from previous storm damage.
5. Staff from the Highway Department have been covering a staffing vacancy at the landfill.
6. The Highway Department hauled 182 tons of sand for the White River Salt shed. 407 tons of salt was received at the White River Salt Shed.
7. Highway Crew were called in on January 16th to plow after 3-5" of snow, sleet, and rain blanketed the roadways. The crew worked 11 ½ hours to ensure the roads were cleared.

8. The Highway Crew removed a hazardous tree on Byron Hill and another on Kings Highway.
9. We continue to repair and maintain equipment as needed.
10. The Highway Department would like to extend a big thank you to the Water Department for helping with plow routes and sidewalk clearing while we work to fill staffing vacancies.

Water

11. **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.**
12. The Water Department continues to work with a smaller crew due to Covid quarantine requirements and vacations.
13. Completed monthly meter edits.
14. Completed monthly water samples.
15. Completed Quechee Source Protection Plan update.
16. Rick participated in the joint ANR/ GMWEA quarterly meeting via Zoom.
17. The water crew worked at the Quechee Fire Station installing water, wastewater, and electric lines.
18. The water crew is working on replacing pumps at the Kingswood station.
19. Crew assisted the Highway Department with plowing and sanding.
20. Joe started the water operator class.
21. Took delivery of the new one ton dump truck.

Wastewater

22. **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.**
23. The White River Wastewater Crew has been actively working on the following:
 - a. Chestnut Lane, Fairview Terrace, and Hitchcock Drive had TV work for service lines.
 - b. Installed new pumps at Bridge Street.
 - c. Our polymer shipment was sent to DPW as the delivery truck could not navigate the roadway. We were able to retrieve it from Public Works shortly after.
 - d. Submitted Sludge Management Plan to the State.
 - e. Performed a smoke test with A & E for CSO long term control plan. Storm drains on Lower Hyde Park, Gates Street, and Bullard Street were tested.

All streets have storm drains that are tied to the sewer. A big thank you to V.T. Rural Water and Wayne Graham.

- f. Glenn is now enrolled in the Wastewater class. It will run two days a week for eight weeks total.
24. The Quechee Wastewater Crew has been actively working on the following:
- a. The Quechee Wastewater Crew submitted OMERP (operation management response plan) to the State.
 - b. Champlin performed electrical work for the new chemical pump for phosphorous removal.
 - c. Attended a webinar class on flocculation, coagulation, and sedimentation.
 - d. Assisted with the sewer line for the Fire Departments new living quarters at the Quechee Fire Station.
 - e. Installed a new radio at Mill Run for the Missions SCADA.
 - f. Repaired a service line on Chittenden Drive.

Fleet Management

25. Fleet Management performed the following:
- 26. H-7 New lights installed.
 - 27. H-2 checked over the brakes.
 - 28. H-10 installed new lights.
 - 29. H-6 installed yellow driving lights to test out.
 - 30. H-7 serviced.
 - 31. H-10 has a new plow ordered.
 - 32. All trucks have been greased and looked over.

Solid Waste

33. **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.**
34. Dillon has spent a significant amount of time ensuring that the new scale house software meshes with Munismart for commercial billing. We are grateful for all of the work he does!
35. Hannah is digging into the commercial billing and permitting process. Thank you to Dawna in Finance for helping with that!
36. There are a few heating and safety items that will require approximately \$2,500 worth of investment at the facility. We are working with our vendors to facilitate that.
37. On January 26th, 2021 we are welcoming Nicholas Witty to the Solid Waste team! We look forward to a long career with Nicholas.

Administrative Active

38. The DPW team continues remain responsive to changes related to Covid-19.
39. 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.
40. We have been receiving many calls regarding street lights that are out of service. We do appreciate these calls and ask that you have a very specific location so that we may notify Green Mountain Power accurately.
41. The DPW team continues to work with VTrans as the VA Cutoff Bridge Replacement design phase moves forward.
42. The DPW team continues to work with VTrans as the Route 14 Paving Project moves forward. That project is anticipated to kick off in Spring 2021.
43. The DPW team along with other members of Town Staff will be meeting with VTrans to discuss updates on the Route 4/5 Intersection Scoping Study.
44. We continue to work together to fill vacancies in the department.
45. 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.
46. Chris has been working extensively with the State of Vermont to address stormwater permitting requirements for the development associated with Billings Farm Road.
47. Chris has been working with a consultant to work through the certification process (Flood Plain Regulations) to install safety lighting in the Town Hall parking lot.
48. It seems like a very busy time of year for private construction and real estate changes! Chris has been working closely with developers and individuals on a variety of projects to ensure compliance with standards and assist them in navigating permitting processes.
49. Chris and the Wastewater Team are working with Aldrich and Elliot to do smoke testing of portions of the sewer system as part of our LTCP/CSO study continues.
50. DPW staff has been working with the VLCT on a variety of claims
51. DPW staff continues to support the team at the Colodny Building project.
52. Chris is working closely with Aldrich and Elliot and Lori as we move forward with the second phase of the South Main Street project.
53. It appears that the work around the Union negotiations is moving forward.
54. Hannah has spent a significant amount of time working with attorneys on an active/on-going lawsuit.

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.

55. The Sykes Mountain Project is currently 'shut down' for the winter. We anticipate re-starting up in April.
56. The contractor on South Main Street project has demobilized for the winter. They will likely be back in April.
57. 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.
58. 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.
59. 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!
60. DPW staff continues to work closely with several private contractors around town to ensure that their projects are in permit compliance (Wilder School, Twin Pines, the Simpson Development, and 132 South Main). Chris Holzwarth has been working very closely with the Planning and Zoning Department.
61. Paula Nulty continues to provide us with support on a variety of human resources items. We appreciate all of her assistance.
62. DPW staff is working to ensure that our permitting process (various items) are issued and reviewed consistently.
63. 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.
64. A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA for the Solid Waste facility.
65. 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.
66. 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.

67. 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.
68. 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.
69. 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.
70. 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 Department

The living trailer for the Quechee Station staffing study arrived. Thank you to Hartford Public Works for completing all the site work. The department plans to begin staffing study Feb 1. The department will begin by staffing the Quechee Station when shift levels are at five personnel on duty. 3 will be staffed at the headquarters station on VA Cutoff and two will be stationed in Quechee for their 24-hour shift cycle.

Members of the department have received the first dosage of COVID-19 vaccination. Second round will be completed this week.

Members of the department are beginning training with the Dept of Health to administer COVID-19 vaccine when readily available.

January 25, 2021 at 6:45am the Hartford Fire Department responded to a First Alarm structure fire located at 22 Walnut Street in Wilder, VT at the Olcott Falls Mobile Home Park. Units arrived at 6:53am to find a single-family mobile home with fire venting from the building. The building is owned by Herb Foster and was rental property. The building was occupied at the time of the fire by three family members. The family members evacuated the building prior to arrival of the fire department when they discovered the fire. Two adult family members were transported to Dartmouth Hitchcock Medical Center by ambulance for evaluation. The fire was called under control at 9:07am. All fire department units cleared at 11:58am.

The cause of the fire is currently under investigation.

The homeowners are not able to return to the home due to fire damage.

Hartford, Lebanon, Hanover, Norwich, and Hartland Fire Departments responded to the first alarm fire.

The department responded to 100 calls for service during this period.

Incident Log:

Alarm Date	Street	Situation Found
1/10/2021 11:56	N HARTLAND RD	Alarm system activation, no fire - unintentional
1/10/2021 12:05	SEMINARY HL	Smoke or odor removal
1/10/2021 18:11	SPAULDING LN	EMS call, excluding vehicle accident with injury
1/10/2021 21:24	N MAIN ST	EMS call, excluding vehicle accident with injury
1/11/2021 5:53	HANOVER ST	Medical assist, assist EMS crew
1/11/2021 7:39	WINTER ST	EMS call, excluding vehicle accident with injury
1/11/2021 9:04	SYKES MOUNTAIN AVE	Alarm system activation, no fire - unintentional

1/11/2021 11:24	ROGERS RD	EMS call, excluding vehicle accident with injury
1/11/2021 13:59	BLANCHARD DR	EMS call, excluding vehicle accident with injury
1/11/2021 14:33	RALPH LEHMAN DR	EMS call, excluding vehicle accident with injury
1/11/2021 16:57	CHRISTIAN ST	EMS call, excluding vehicle accident with injury
1/11/2021 17:38	ASH ST	EMS call, excluding vehicle accident with injury
1/11/2021 19:45	HIGHLAND AVE	EMS call, excluding vehicle accident with injury
1/11/2021 20:55	CHAMBERS LN	EMS call, excluding vehicle accident with injury
1/11/2021 21:32	JOE RANGER RD	Fuel burner/boiler malfunction, fire confined
1/12/2021 2:51	INTERSTATE 89 S	Motor vehicle accident with no injuries.
1/12/2021 13:41	HARTFORD AVE	EMS call, excluding vehicle accident with injury
1/12/2021 14:42	CHAMBERS LN	EMS call, excluding vehicle accident with injury
1/13/2021 9:21	BUGBEE ST	EMS call, excluding vehicle accident with injury
1/13/2021 9:30	SYKES MOUNTAIN AVE	Smoke detector activation due to malfunction
1/13/2021 9:32	MARSH FAMILY RD	EMS call, excluding vehicle accident with injury
1/13/2021 13:22	S MAIN ST	EMS call, excluding vehicle accident with injury
1/13/2021 14:09	BALLARDALE DR	Medical assist, assist EMS crew

1/13/2021 15:48	LARCH LN	EMS call, excluding vehicle accident with injury
1/13/2021 18:47	VT ROUTE 12	Dispatched & canceled en route
1/13/2021 21:02	MAXFIELD LN	Dispatched & canceled en route
1/13/2021 22:56	SPRING CIR	Carbon monoxide incident
1/14/2021 0:04	N HARTLAND RD	EMS call, excluding vehicle accident with injury
1/14/2021 1:53	CHRISTIAN ST	Medical assist, assist EMS crew
1/14/2021 2:53	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury
1/14/2021 8:34	SYKES MOUNTAIN AVE	Heat detector activation due to malfunction
1/14/2021 14:04	LOWER HYDE PARK	Dispatched & canceled en route
1/14/2021 16:29	SPAULDING LN	EMS call, excluding vehicle accident with injury
1/15/2021 2:27	VAMC MAIN ENTRANCE	Medical assist, assist EMS crew
1/15/2021 3:17	N N HARTLAND RD	Medical assist, assist EMS crew
1/15/2021 9:34	BROOKMEADE CIR	Smoke detector activation, no fire - unintentional
1/15/2021 10:20	COOLIDGE DR	Assist invalid
1/15/2021 19:42	LOCUST ST	EMS call, excluding vehicle accident with injury
1/16/2021 1:22	LUCE MEADOW RD	EMS call, excluding vehicle accident with injury

1/16/2021 7:55	S MAIN ST	Chimney or flue fire, confined to chimney or flue
1/16/2021 10:16	LARKSPUR LN	Assist invalid
1/16/2021 10:28	CHRISTIAN ST	Power line down
1/16/2021 11:01	N HARTLAND RD	Combustible/flammable gas/liquid condition, other
1/16/2021 12:25	MURPHYS RD	CO detector activation due to malfunction
1/16/2021 13:50	HATHAWAY RD	Good intent call, other
1/16/2021 15:30	S MAIN ST	EMS call, excluding vehicle accident with injury
1/16/2021 17:48	BALLARDALE DR	EMS call, excluding vehicle accident with injury
1/17/2021 8:46	HOLIDAY DR	Good intent call, other
1/17/2021 11:31	N HARTLAND RD	EMS call, excluding vehicle accident with injury
1/17/2021 21:05	HANOVER ST	EMS call, excluding vehicle accident with injury
1/18/2021 4:30	OLD RIVER RD	EMS call, excluding vehicle accident with injury
1/18/2021 6:16	EXIT 10A 91 N 89 S	Motor vehicle accident with no injuries.
1/18/2021 9:32	N HARTLAND RD	EMS call, excluding vehicle accident with injury
1/18/2021 9:58	N MAIN ST	EMS call, excluding vehicle accident with injury
1/18/2021 12:36	WILLOW CIR	EMS call, excluding vehicle accident with injury

1/18/2021 16:23	TALL TIMBERS DR	Combustible/flammable gas/liquid condition, other
1/18/2021 17:44	BLANCHARD DR	Medical assist, assist EMS crew
1/18/2021 18:00	SKYLINE WAY	EMS call, excluding vehicle accident with injury
1/19/2021 10:39	BALLARDALE DR	EMS call, excluding vehicle accident with injury
1/19/2021 12:29	DRY KILN RD	EMS call, excluding vehicle accident with injury
1/19/2021 13:14	CURRIER ST	EMS call, excluding vehicle accident with injury
1/19/2021 14:12	BUGBEE ST	EMS call, excluding vehicle accident with injury
1/19/2021 15:45	HAZEN ST	EMS call, excluding vehicle accident with injury
1/19/2021 18:29	OLD RIVER RD	EMS call, excluding vehicle accident with injury
1/19/2021 21:03	PULLMAN LN	EMS call, excluding vehicle accident with injury
1/20/2021 7:45	WILLOW CIR	EMS call, excluding vehicle accident with injury
1/20/2021 8:57	QUECHEE MAIN ST	Dispatched & canceled en route
1/20/2021 10:03	WENTWORTH WAY	Medical assist, assist EMS crew
1/20/2021 10:10	CHRISTIAN ST	EMS call, excluding vehicle accident with injury
1/20/2021 14:28	S MAIN ST	Medical assist, assist EMS crew
1/20/2021 14:57	MAPLE ST & PINE ST	Motor vehicle accident with injuries

1/20/2021 15:51	HIGHLAND AVE	EMS call, excluding vehicle accident with injury
1/20/2021 16:43	WOODSTOCK RD	Motor vehicle accident with no injuries.
1/20/2021 21:12	PULLMAN LN	EMS call, excluding vehicle accident with injury
1/21/2021 9:52	WOODSTOCK RD	EMS call, excluding vehicle accident with injury
1/21/2021 17:32	VETERANS DR	EMS call, excluding vehicle accident with injury
1/21/2021 18:22	HARTFORD AVE	CO detector activation due to malfunction
1/21/2021 20:59	HOLLOW DR	Medical assist, assist EMS crew
1/21/2021 22:25	BALLARDALE DR	Medical assist, assist EMS crew
1/22/2021 3:27	AIRPORT RD	EMS call, excluding vehicle accident with injury
1/22/2021 5:19	I 89 S MM9	Motor vehicle accident with no injuries.
1/22/2021 12:13	FAMILY CIR	EMS call, excluding vehicle accident with injury
1/22/2021 15:44	S MAIN ST	EMS call, excluding vehicle accident with injury
1/22/2021 22:36	I 91 N MM70	Medical assist, assist EMS crew
1/23/2021 0:04	OLD RIVER RD	Sprinkler activation due to malfunction
1/23/2021 8:28	INTERSTATE 89 N	Motor vehicle accident with no injuries.
1/23/2021 8:32	INTERSTATE 89 N	Dispatched & canceled en route

1/23/2021 10:11	INTERSTATE 91 N	Motor vehicle accident with no injuries.
1/23/2021 10:24	N N HARTLAND RD	Medical assist, assist EMS crew
1/23/2021 10:27	IRIS WAY	Medical assist, assist EMS crew
1/23/2021 12:39	MAPLE ST	EMS call, excluding vehicle accident with injury
1/23/2021 14:06	OLD RIVER RD	Unintentional transmission of alarm, other
1/24/2021 2:33	NORWICH AVE	EMS call, excluding vehicle accident with injury
1/24/2021 8:23	S MAIN ST	EMS call, excluding vehicle accident with injury
1/24/2021 10:12	CHRISTIAN ST	Medical assist, assist EMS crew
1/25/2021 2:38	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
1/25/2021 6:45	WALNUT ST	Fire in mobile home used as fixed residence
1/25/2021 13:46	WOODSTOCK RD	Motor vehicle accident with injuries
1/25/2021 15:35	RED BARN RD	EMS call, excluding vehicle accident with injury
1/25/2021 17:00	QUECHEE WEST HARTFORD RD	EMS call, excluding vehicle accident with injury

IT

- Training Class for new RFP project
- Cradlepoint configs
- Prep for new Fire Dept technical needs at new station

Parks and Recreation

Program Highlights

- The Department is programming for our upcoming February Ventures Vacation Week which is February 15th through the 19th from 8:00am to 4:30pm. The program will be held at the Hartford Middle School. The program sold out in a few hours following our advertising for the program and currently have 6 individuals on the waiting list.
- The Department continues to prepare for the annual Let's Go Ice Fishing Derby at Dewey's Pond. This will be a COVID-19 Modified Event in lieu of the traditional derby. The event will be for youth 14 and under and pre-registration is required. This is a free event and takes place on the free fishing day sponsored by Vermont Fish and Game. Registration started January 8th and we have 45 total participants registered. The event will be held on January 30th from 7:00am to noon with social distancing guidelines in place which will require household only locations on the ice. Parks & Recreation Staff will be on site to check registered participants in and assist with drilling holes if needed. Participants will receive a Welcome Bag and free bait will be provided while supplies last.
- We continue to work in collaboration with the Hartford School District to finalize the plan to offer a safe and fun youth program this winter season. Before we can solidify a program, we need to assess coaching interest for the age specific programs. The program is designed for participants in Kindergarten through High School. For us to successfully offer the program we need volunteers to assist with check-in procedures and assist with entry and exiting the building during the program.
- The After-School Lego Club started continues. COVID Restrictions are in place and is held at the Hartford Town Hall Room 2. We have twelve participants which is the max we can take for the class.
- Crafternoon Afterschool Program continues. The sessions are on Thursday's and held at Hartford Town Hall and Lyman Point Park. The past week, participants built snow volcanos out in the park that are colored with food coloring. The program offers a wide variety of arts and craft projects for grades K-5 to stimulate creativity, social interaction and skill development. The goal of Crafternoon is to provide an experience that will allow each child to explore their imagination through creative engagement while having fun. COVID guidelines will be in place for this program. Twelve participants are enrolled for all three sessions.
- Youth Karate continues. The program is instructed by Brett Mayfield. COVID Restriction are also in place for this program.
- The Golden Ticket program continues in the parks. The successful activity hides a ticket in a discreet area of one of our public parks and clues are sent virtually using Facebook and other social media outlets. A close-up picture of the ticket will be posted on our Facebook page as a clue. Families who find the ticket must take a picture of the ticket at the park and upload it to the Facebook post or email the photo to the department.
- Our next Step-it-Up Hartford Parks & Recreation Snowshoeing is January 27th from 9:00am to 11:30am. We have four locations available and pre-registration is required. There is no fee for the program and participants will need snowshoes, gloves, boots, water, beanie and warm clothing. If snowshoeing conditions are unfavorable, we will

switch gears and plan to do a Village Walk in Wilder, Maxfield or White River Junction. Transportation to and from is available.

Parks/Facilities

- The Staff at WABA continue to operate under COVID Guidance for indoor facilities. The recent order allowed teams to begin practicing. Still no games or scrimmaging are allowed at this time. The occupancy on the ice is still limited to 25 participants on the ice.
- The Department is working on the Wendell A. Barwood Arena's EPA Tier 2 report. This annual report compiles Safety Data Sheets (SDS sheets) for the Hazardous Communications Plan for the facility.
- Granite State Glass is having difficulty obtaining information from the vendor that installed the windows at Town Hall. They will be offering an alternative.
- Requests for Proposals were distributed for the Parks Turf Treatment, Field Maintenance and Spring/Fall Cleanup.
- We are working with a vendor to obtain a better cost estimate for repair of chain-link fencing at Maxfield.
- The Department continues to work on the new pool project contract with Bread Loaf. We plan to have a working document back to the the week of the 25th. Rob Manby completed a final review with suggested edits.
- Department continues to work on the Bond Bank Application for the Municipal Pool Project. The Planning & Development Director continue to assist us with the application process.
- The Hartford Tree Board met virtually on January 19th and began discussions centered around new regulations for canopy trees in Vermont Communities. They are also making plans for the upcoming planting season and discussion continues having the Tree Sale in May or pushing it out to September.
- The Outdoor Rink at Frost Park is now open. Ben Danaher has worked hard on flooding the rink and we want to thank him for the time and effort to get it skateable. The weather conditions have not been ideal throughout the winter, so we are hopeful this cold spell give us a good skating surface for outdoor skating.

Planning and Development

"Hartford Dollars" **COVID** Buy Local Program – Thank you Hartford Area Chamber of Commerce for another successful Round of signing up 30 businesses and selling the "Dollars"; 425 consumers purchased \$17,000 in 3 days.

- Vermont COVID Economic Recovery Plan - Continued to circulate information on additional federal, state regional and local relief programs, resources, and safety.
- TIF Annual Report- Submitted the draft report to the Vermont Economic Progress Council. Following review, it will be presented to the Selectboard on February 9th, then certified by the Assessor's Office, and a designate Town Official for final submittal to the state.
- Zoning Districts Review – Held a community meeting on January 19th to discuss a possible new zoning district to change the uses and density to a section of the

Industrial-Commercial District along RT 5. Following input, the Planning Commission decided to move forward with the formal public hearing process. Another community meeting is scheduled for January 25th to discuss the possibility of creating another new zoning district that adds residential and mixed-use to the Highway Commercial District in Quechee along RT 4. More information on the Town Website.

- Hazard Mitigation Plan – Prepared memo and documents for Selectboard final adoption at its January 26th meeting.
- Sister City Signage – Assisting the Committee in understanding the States signage regulations.
- Historic Preservation Certified Local Government Grant – Completed annual report for Taft’s Flat survey grant.
- Vermont Community Development Program Income-New Revolving Loan Fund – The Town appointed advisory Committee for these loan programs approved a loan and a change to the loans’ interest rate for consideration at the February 9th Selectboard meeting.
- VCDP Wentworth Housing 2 Grant – Working with Twin Pines Housing Trust, the State and Evernorth is finalizing the grant and subgrant agreement documents.
- Town Forest Recreation Plan – The revised draft is on the Town Website and requesting public comment through the end of January.
- Selectboard Ad Hoc Committee on Homelessness – Continued discussions with Location Committee on options, and follow-up.
- Hartford Energy Commission – The Committee is reviewing its work program for FY 2021.
- Climate Action Plan – The Climate Advisory Committee is hard at work with two community meetings including goal setting, and subcommittees focused on a variety of topics impacting climate.
- TIF and Pool Bond Bank Application – Working with various town staff, Bond Bank, and Bond attorney to finalized documents for bond sale end of February, early March. Going to Selectboard for approval on February 9th.
- VT Downtown Program - Continued assembling information for the 2020 report due to the state at the end of January.
- VT Better Places Grant – Worked with White River Indie Films (WRIF) and Vital Communities to develop a grant application submitted on January 22nd. WRIF is proposing film “Shows” projected on buildings primarily focused in the Currier St area similar to what was piloted in downtown during the winter holidays. It will be coupled with rejuvenating WRJ’s First Friday events this year given COVID. The Town and Vital Communities are identified as collaborators.
- Development Proposals/Building Permit Applications – Continued receiving and processing information requests, Zoning Permit applications, and Certificates of Occupancy. Responded to various development inquiries and review of preliminary information.
- Vermont Community Development Program (VCDP) Cornerstone Community Center (CCC) Planning Grant Application – Discussions continue with CCC funding

Federal/state resubmit its proposal for a planning grant application in April for a June state review meeting.

- Town Commissions/Board/Committees – Continued to provide staff support and technical assistance to 9 Commissions/Board/Committees.
- South Main Street TIF Improvement Projects –Continued working with DPW on engineering and design on second phase for construction in 2021.
- Town Forest Tree Harvesting – Continuing to work with the state Forester to develop a tree harvesting plan for 2021.
- Historic Preservation Demolition Standards RFP – Proceeding with contact execution for the selected consultant to provide technical expertise to research and develop draft standards for consideration.
- Clifford Park Resilient Hartford Use of Open Space – Staff continued working with the Resilience Hartford Committee to develop an implementation plan for planting fruit bearing plants and trees.
- Grant Reimbursements – Continued assembling documentation to request reimbursement of expenditures for projects receiving grant funding and other sources.
- Mobile Home Water Pipe Heating Solution – The Hartford Energy Commission continues to work with Vital Communities, Efficiency Vermont and the Town of Thetford to work with the University of VT Engineering Dept to develop a solution to easily and inexpensively insulate mobile home hot water pipes.

Town Clerk

1. The Town Clerk's office remains busy with election activities:

-Candidate Consent Forms were due January 25th, 5pm. Candidates have until 5pm on January 27th to withdraw their consent to be placed on the ballot.

-Drafting ballot language for Town and School District ballots to be submitted to the printer after January 27th.

-Posting of Town and School District Warnings and checklists will be completed this week.

-The Clerk is beginning to contact Assistant Election Workers and BCA to develop an election day schedule over the next few weeks.

-Updating the Voter Checklist daily.

-Continuing the messaging effort/campaign encouraging voters to Request Early/Absentee Ballots and how to do so. We have had a very positive response thus far.

-Entering Early/Absentee Ballot Requests into the system for mailing when ballots become available (no later than Feb. 10th).

3. The Clerk has been collecting Oaths of Office for and coordinating the organizational Board of Civil Authority Meeting for the newly elected Justices of the Peace (elected in November); their terms of office begin on Feb. 1st. The Meeting will be held remotely on Monday, February 1st at 6pm.

4. Processing Dog Licenses for 2021.

5. Processing Liquor License Renewals.

6. Assisting with research requests.

7. The flow of recording continues to be steady as are the atty/researcher appointments in the office.

Finance

Completed December Bank Reconciliations

Completed November Financial Reviews

Prepared documents for Town Report

Ongoing joint collaboration with HR department regarding new health reimbursement account processing

Reviewing calendar year end procedures and preparing reports

- issued W2s

Assisting with Pool and TIF Bond application

Preparing December Financials

Finalized in person tax collection details for the week of February 2/1/20 - 2/5/2020:
The February 5th tax installment may be paid in person in the first floor lobby of Town Hall with the execution of COVID precautions:

Monday February 1st through Thursday February 4th between 9 am and 4pm

Friday February 5th between 9am and 5pm

In addition to the regular social media and newspaper reminders, we mailed a paper notice to all residents whom have a property tax balance.

Police Department

Please find the police department's significant policing activities for the period ending January 23rd. During this time period, the police department recorded 307 activities – including 38 traffic stops and 82 proactive/citizen directed vehicle or foot patrols.

January 16th – Emergency Communications Specialists answered and patrol officers responded to numerous weather related incidents throughout the region.

Other activities included:

Date	Time	Location	Nature
1/10/21	10:49	N HARTLAND RD	Citizen Assist
1/10/21	10:50	N HARTLAND RD	Citizen Dispute
1/10/21	11:35	HILLSIDE RD	Citizen Assist
1/10/21	11:49	BALLARDVALE DR	Trespassing
1/10/21	12:00	BALLARDVALE DR	Suspicious
1/10/21	13:24	N HARTLAND RD	Citizen Dispute
1/10/21	22:31	MAPLE ST	Agency Assist
1/11/21	1:57	HARTFORD AVE	Motor Vehicle Complaint
1/11/21	7:11	QUECHEE MAIN ST	Citizen Assist
1/11/21	8:15	CURRIER ST	911 Hang-up
1/11/21	11:13	GILLETTE ST	Crash Damage
1/11/21	11:45	NORWICH AVE	Juvenile
1/11/21	11:46	CURRIER ST	911 Hang-up
1/11/21	11:47	W GILSON AVE	Fraud
1/11/21	13:32	TEMPLETON AVE	Paperwork Service
1/11/21	13:54	N HARTLAND RD	Paperwork Service
1/11/21	14:35	RALPH LEHMAN DR	Citizen Assist
1/11/21	15:09	PASSUMPSIC AVE	Animal Problem

1/11/21	16:10	AZALEA CIR	Citizen Assist
1/11/21	17:43	S MAIN ST	Noise Disturbance
1/11/21	20:16	N MAIN ST	Threatening
1/11/21	20:55	CHAMBERS LN	Mental Health
1/11/21	22:45	TEMPLETON AVE	Noise Disturbance
1/12/21	0:48	TEMPLETON AVE	Noise Disturbance
1/12/21	3:10	RALPH LEHMAN DR	Burglary Alarm
1/12/21	8:34	CONNECTICUT RIVER RD	Theft of Motor Vehicle
1/12/21	11:33	SYKES MOUNTAIN AVE	Crash Damage
1/12/21	12:34	S MAIN ST	Noise Disturbance
1/12/21	13:37	VA CUTOFF RD	Citizen Assist
1/12/21	14:00	HARTFORD AVE	Welfare Check
1/12/21	14:09	SYKES MOUNTIAN AVE	Suspicious
1/12/21	17:40	HOLLOW DR	Paperwork Service
1/12/21	19:07	TEMPLETON AVE	Noise Disturbance
1/12/21	23:46	HASWELL TRCE	Welfare Check
1/13/21	8:26	GILLETTE ST	Suspicious
1/13/21	9:12	SYKES MOUNTIAN AVE	VIN Inspection
1/13/21	9:18	HIGHLAND AVE	Juvenile
1/13/21	11:09	S MAIN ST	Suspicious
1/13/21	14:06	BALLARDVALE DR	Welfare Check
1/13/21	15:42	N HARTLAND RD	Cond of Release
1/13/21	16:18	N HARTLAND RD	Suspicious
1/13/21	16:38	HARTFORD AVE	Paperwork Service
1/13/21	17:11	N HARTLAND RD	Trespassing
1/13/21	20:14	FAIRVIEW TER	Noise Disturbance
1/13/21	20:26	BAKER TURN	Citizen Dispute

1/13/21	21:45	CHRISTIAN ST	Juvenile
1/13/21	23:59	FAIRVIEW TER	Noise Disturbance
1/14/21	0:04	N HARTLAND RD	Mental Health
1/14/21	6:45	FAIRVIEW TER	Agency Assist
1/14/21	7:56	FAIRVIEW TER	Vandalism
1/14/21	9:24	DOTHAN RD	Suspicious
1/14/21	12:46	CONNECTICUT RIVER RD	Motor Vehicle Complaint
1/14/21	12:53	S MAIN ST	Family Fight
1/14/21	14:04	LOWER HYDE PARK	Welfare Check
1/14/21	15:06	CHRISTIAN ST	Juvenile
1/14/21	15:14	OLD RIVER RD	Unlawful Mischief
1/14/21	16:37	FAIRVIEW TER	Suspicious
1/14/21	17:04	CHRISTIAN ST	Juvenile
1/14/21	18:33	SYKES MOUNTAIN AVE	Paperwork Service
1/15/21	3:09	N HARTLAND RD	Welfare Check
1/15/21	10:37	BALLARDVALE DR	Lost Property
1/15/21	11:13	HEBARD ST	Crash Damage
1/15/21	12:07	Exit 11 N Off Ramp	Crash Damage
1/15/21	12:18	GRANITE WAY	Burglary Alarm
1/15/21	12:30	CHRISTIAN ST	Motor Vehicle Complaint
1/15/21	13:17	VA CUTOFF RD	Welfare Check
1/15/21	13:22	FAIRVIEW TER	Citizen Assist
1/15/21	14:54	WILLOW CIR	Citizen Assist
1/15/21	17:14	MAPLE ST	Motor Vehicle Complaint
1/15/21	19:38	LOCUST ST	Suspicious
1/15/21	21:57	QUECHEE GORGE	Suspicious
1/15/21	22:08	CHRISTIAN ST	Juvenile

1/15/21	22:24	SYKES MOUNTAIN AVE	Welfare Check
1/16/21	7:55	S MAIN ST	Smoke Investigation
1/16/21	8:22	QUECHEE MAIN ST	Crash Damage
1/16/21	9:01	CONNECTICUT RIVER RD	Suspicious
1/16/21	9:48	WOODSTOCK RD	Traffic Hazard
1/16/21	10:24	W GILSON AVE	Citizen Assist
1/16/21	10:28	CHRISTIAN ST	Power Line Down
1/16/21	10:39	W GILSON AVE	Citizen Assist
1/16/21	11:29	WILLARD RD	Citizen Assist
1/16/21	11:39	CONNECTICUT RIVER RD	Welfare Check
1/16/21	12:06	HARTFORD AVE	Suspicious
1/16/21	12:37	CAMPBELL ST	Crash Damage
1/16/21	13:27	S MAIN ST	Agency Assist
1/16/21	13:50	HATHAWAY RD	Car Fire
1/16/21	15:30	S MAIN ST	Sick Unknown
1/16/21	16:27	OVERLOOK DR	Assault
1/16/21	17:33	BALLARDVALE DR	Citizen Dispute
1/16/21	17:39	Exit 11 N On Ramp	Suspicious
1/16/21	17:47	CHRISTIAN ST	Juvenile
1/16/21	18:22	N HARTLAND RD	Suspicious
1/16/21	19:47	N HARTLAND RD	Suspicious
1/16/21	22:04	CHRISTIAN ST	Runaway Juvenile
1/17/21	8:11	OVERLOOK DR	Crash Damage
1/17/21	12:23	SCHOOL ST	911 Hang-up
1/17/21	12:24	W GILSON AVE	Burglary Alarm
1/17/21	14:13	RALPH LEHMAN DR	Burglary Alarm
1/17/21	18:50	RALPH LEHMAN DR	Assault

1/17/21	18:50	RALPH LEHMAN DR	Assault
1/17/21	18:50	RALPH LEHMAN DR	Assault
1/18/21	0:03	QUECHEE MAIN ST	Suspicious
1/18/21	8:00	FAIRVIEW TER	Welfare Check
1/18/21	9:12	N HARTLAND RD	Welfare Check
1/18/21	9:18	S MAIN ST	Welfare Check
1/18/21	9:20	BALLARDVALE DR	Suspicious
1/18/21	15:06	CANDLELIGHT TER	Threatening
1/18/21	16:06	CHESTER ARTHUR RD	Burglary Alarm
1/18/21	16:16	N MAIN ST	Citizen Assist
1/18/21	16:34	WOODSTOCK RD	Motor Vehicle Complaint
1/18/21	22:22	N HARTLAND RD	Traffic Offense
1/19/21	3:25	WILLOW CIR	Agency Assist
1/19/21	8:37	OLD RIVER RD	Sex Offend Registry
1/19/21	9:40	VERNA CT	Sex Offend Registry
1/19/21	12:16	HARTFORD AVE	911 Hang-up
1/19/21	13:17	HOLIDAY DR	Welfare Check
1/19/21	14:11	BALLARDVALE DR	Traffic Offense
1/19/21	15:58	MURPHYS RD	Citizen Assist
1/19/21	16:24	VT ROUTE 14	VIN Inspection
1/19/21	16:56	VT ROUTE 14	Suspicious
1/19/21	17:04	HARTFORD AVE	Family Fight
1/19/21	17:22	CHRISTIAN ST	Juvenile
1/19/21	19:49	RALPH LEHMAN DR	Agency Assist
1/19/21	21:03	PULLMAN LN	Mental Health
1/20/21	2:32	N HARTLAND RD	Theft of Motor Vehicle
1/20/21	3:34	BALLARDVALE DR	Suspicious

1/20/21	5:45	CENTER OF TOWN RD	Motor Vehicle Complaint
1/20/21	6:44	BALLARDVALE DR	Suspicious
1/20/21	8:45	BALLARDVALE DR	Trespassing
1/20/21	9:08	VA CUTOFF RD	Information
1/20/21	9:09	CHANDLER RD	Vandalism
1/20/21	10:15	FAIRVIEW TER	Agency Assist
1/20/21	12:16	VA CUTOFF RD	Information
1/20/21	13:40	MAPLE ST	Suspicious
1/20/21	13:44	GIFFORD RD	Drugs
1/20/21	14:57	BRIDGE ST	Crash Injury
1/20/21	15:18	CURRIER ST	911 Hang-up
1/20/21	16:17	GROSBEAK LN	Welfare Check
1/20/21	16:34	WOODSTOCK RD	Suspicious
1/20/21	16:43	WOODSTOCK RD	Crash Injury
1/20/21	18:43	WILLOW CIR	Agency Assist
1/20/21	20:58	PULLMAN LN	Juvenile
1/21/21	1:00	ASH ST	Suspicious
1/21/21	1:26	MAPLE ST	Suspicious
1/21/21	11:04	SYKES MOUNTAIN AVE	Agency Assist
1/21/21	11:35	COLONIAL DR	Welfare Check
1/21/21	12:08	HOLIDAY DR	Burglary Alarm
1/21/21	13:45	LOCUST ST	Agency Assist
1/21/21	16:35	LYMAN BATCHELLER RD	911 Hang-up
1/21/21	17:39	S MAIN ST	Motor Vehicle Complaint
1/21/21	20:33	CHRISTIAN ST	Vandalism
1/21/21	20:33	BESWICK DR	Cond of Release
1/21/21	22:09	Exit 11 S On Ramp	Animal Problem

1/22/21	8:06	SYKES MOUNTIAN AVE	Crash Damage
1/22/21	8:51	HOLIDAY DR	Burglary Alarm
1/22/21	10:31	WOODSIDE CIR	Vandalism
1/22/21	12:29	GILLETTE ST	Citizen Assist
1/22/21	14:03	BALLARDVALE DR	Suspicious
1/22/21	15:24	CHRISTIAN ST	Crash Damage
1/22/21	15:34	HOLIDAY DR	Mental Health
1/22/21	20:14	CHANDLER RD	Threatening
1/22/21	22:11	TIGERTOWN RD	Traffic Hazard
1/22/21	22:20	CHRISTIAN ST	Juvenile
1/22/21	22:54	QUECHEE HARTLAND RD	Crash Damage
1/23/21	8:29	LATHAM WORKS LN	Burglary Alarm
1/23/21	9:16	CHRISTIAN ST	Burglary Alarm
1/23/21	10:16	N HARTLAND RD	Welfare Check
1/23/21	15:14	SAFFORD RD	Burglary Alarm
1/23/21	21:09	HOLLOW DR	Noise Disturbance
1/23/21	22:31	BALLARDVALE DR	Suspicious

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