

## Significant Activities 1-25-2021 to 2-08-2021

### Assessor

#### **Part Time Assessor has worked on following issues:**

reviewed TIF reports for Grand List 2019 and reviewed with Planning and Zoning  
Reviewed the Equalization Study, Appealed the Equalization Study  
Participated in the Select Board meeting for a discussion of the Equalization Study  
Prepared for the Terrace Hearing Feb 17th. Reviewed financial documents for the Terraces  
Prepared for Select board Meeting possible settlement offer for the Terraces  
Notified Finance of changes to the 2019 and 2020 grand list based on Hearing Offices decision

#### **Assistant Assessor has worked on following issues:**

Received Current Use correction from State. Reviewed state statute regarding changes to GL after Dec 31st 2020.  
Reviewed changes to 2019,2020,2021 Grand Lists on both CAMA and NEMRC for Appeals (Bridge&Main and Overlook). Sent changes to Finance.  
Reviewed PVR Decision letter for Bridge&Main and Overlook. Addressed both LOA and CLA got applied. Assessor reached out to PVR Director on this matter.  
Reviewed CLA's from Equalization Study 2018, 2019,2020. PVR website might not be up to date. Assessor reached out to PVR on this matter.  
Reviewed 1st List of eligible veterans for tax exemption.  
Due to in person tax collection week, the office received over average phone calls.  
Public outreach on voicemails (veteran, assessment, map issue, commercial condo sales)

### Department of Public Works

#### **Highway**

1. The Highway Crew continues to work on equipment to ensure everything is well maintained and employees are safe.
2. Hauled 121 tons of sand to the White River Junction shed.
3. The Highway Crew was called in for road maintenance on January 23<sup>rd</sup>. We received up to 2" of snow in some areas. The Highway Crew worked 4 hours.
4. The Highway Crew started filling in potholes around town.
5. January 29<sup>th</sup>, we plowed a parking area for the fishing derby put on by Parks and Rec.
6. The Highway Crew worked with the Water Department to fix a water main break on Campbell Street.
7. The Highway Crew came in at 6pm on February 1<sup>st</sup> to start pre-treating the roads prior to the snow.

8. On February 2<sup>nd</sup>, we reported to work at 4:00am to continue clearing the roads after the snowstorm. We also reported to work at 4:00 am on the 3<sup>rd</sup> to continue snow removal.
9. On February 4<sup>th</sup>, the Highway Crew reported to work at midnight to perform snow removal in the Downtown White River Junction area.
10. The Water Department continues to assist the Highway Crew with plowing and sidewalk care while we are still short 2 staff members and have one member out with an injury. Thank you to the Water Department for all your help!

### **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. Repaired a leak on Pleasant View Terrace.
14. Started monthly meter readings.
15. Completed the first round of monthly water samples.
16. Completed our quarterly samples for VOC, nitrate, iron, manganese, and arsenic.
17. Started work to replace the pumps at our Kingswood Station.
18. Assisted the Highway Department with plowing and sanding during the recent snow event.
19. Joe has started taking his Water Operator classes.
20. Repaired a leak on Campbell Street.
21. Rick attended training via zoom for EPA Risk/Resilience Assessment and Emergency Response Planning.

### **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. Received 3 positive and 3 negative Covid tests for the month of January.
  - b. Assisted the water department with repairing a leak on Campbell Street.
  - c. Glenn continues his wastewater plant operator classes two days a week.
  - d. Performed snow removal.
  - e. Submitted State Reports.
  - f. Pulled the starter on case tractor. It has been repaired, reinstalled, and all is now working.

24. The Quechee Wastewater Crew has been actively working on the following:
  - a. The new chemical pump for phosphorous removal is now up and running. Initial tests show a reduction in phosphorous.
  - b. The Quechee Wastewater Crew has been running extra tests on phosphorous at different locations in the process.
  - c. Performed snow removal on sidewalks, the pump station, and at the plant.
  - d. Was called out to Hiram Atkins Byway. Upon inspection, it was found to be an issue with the homeowner's pump station.
  - e. Submitted State reports.
  - f. Assisted White River with getting a tablet and drop box set up for the 2021 year.

### **Fleet Management**

25. Fleet Management performed the following:
26. PD-1: repaired an engine oil leak, installed new battery and belt tensioner. Mount bolts were drilled out and replaced.
27. PD-3 serviced and charging system checked. Repaired the high beam circuit as well.
28. PD-4 Serviced and tires rotated. Flashlight charger and weapon lock were repaired.
29. PD-6 Serviced and state inspection completed.
30. PD-5 Serviced and tires rotated. Installed a new battery that was replaced under warranty.
31. AMB-3 serviced and performed both the quarterly and State inspections. Pete's Tire Barn rotated and balanced the tires as well.
32. AMB-1 Installed NOX modules and sensors.
33. H-2 serviced and performed repair on the rear wing hydraulic system. Repaired sander spinner shaft and shaft bearing replaced. Performed repairs to the sander spinner mount. A New front wing slide was built and installed as well.
34. H-10 Installed a new engine oil pan that was under warranty at Key Chevy. Wired and installed a new plow and strobes were installed on the rear of the truck.
35. H-8 Replaced wing arm, plow edges, and new strobe lights were installed. The wiring on the lower chassis light was repaired and new light assemblies and a new plate light were installed as well.
36. H-4 Replaced shoes and the plow and wing were edged. Repaired the sander chute.
37. H-3 Installed new strobe lights and made repairs to the spinner.
38. Holder C-270 Repaired box drive, front lower headlights were re-wired and repaired. The fuel tank sending unit has failed and we are currently waiting on a quote from the dealer.
39. H-11 Installed a new battery.

40. H-6-2020 Installed new wiper blades. New mud flap support mounts were made and installed as well.
41. The heating fuel tank large access cover and ring were replaced by D&M Petroleum.

### **Solid Waste**

42. **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.**

### **Administrative Active**

*These are projects or tasks which have a notable update or that members of the Public Works team are actively engaged in.*

43. The DPW team continues remain responsive to changes related to Covid-19.
44. 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.
45. The DPW team continues to work with VTrans as the VA Cutoff Bridge Replacement design phase moves forward. Hannah met remotely with that team to discuss project updates.
46. 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.
47. 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. A remote meeting for that project was held on January 26<sup>th</sup>. Hannah is working with the Town Manager's office to schedule time at a board meeting to discuss project alternatives.
48. We continue to work together to fill vacancies in the department.
49. 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.
50. Chris has been working extensively with the State of Vermont to address stormwater permitting requirements for the development associated with Billings Farm Road.
51. 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.
52. 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.
53. 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.

54. DPW staff has been working with the VLCT on a variety of claims.
55. DPW staff continues to support the team at the Colodny Building project.
56. Chris is working closely with Aldrich and Elliot and Lori as we move forward with the second phase of the South Main Street project. A meeting for that project is scheduled for February 11.
57. Chris has been securing/finalizing the last easement for the Quechee Main Box project.
58. It appears that the work around the Union negotiations is moving forward.
59. Hannah has spent a significant amount of time working with attorneys on an active/on-going lawsuit.
60. Hannah has spent a significant amount of time on the Norwich/Marion Cross Sewer issue.

### **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.*

61. The Sykes Mountain Project is currently 'shut down' for the winter. We anticipate re-starting up in April.
62. The contractor on South Main Street project has demobilized for the winter. They will likely be back in April.
63. 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.
64. 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.
65. 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!
66. 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.
67. Paula Nulty continues to provide us with support on a variety of human resources items. We appreciate all of her assistance.
68. DPW staff is working to ensure that our permitting process (various items) are issued and reviewed consistently.
69. 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.
70. A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA for the Solid Waste facility.

71. 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.
72. 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.
73. 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.
74. 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.
75. 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-Significant Activity Report**

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

Radio System contract is in development with the Town attorney and the radio system contractor.

The department will be advertising for an upcoming opening for a Firefighter/Paramedic/EMT position.

The Fire Marshal's office has been completing fire investigations, purchase and sales inspections and liquor license inspections.

The department responded to 92 calls for service during this period.

### Incident Log:

Alarm Date	Street	Situation Found
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
1/26/2021 0:55	N HARTLAND RD	Medical assist, assist EMS crew
1/26/2021 5:35	SPRING CIR	EMS call, excluding vehicle accident with injury
1/26/2021 8:27	DODY LN	Medical assist, assist EMS crew
1/26/2021 8:58	WENTWORTH WAY	Medical assist, assist EMS crew
1/26/2021 9:38	MARSH FAMILY RD	EMS call, excluding vehicle accident with injury
1/26/2021	S MAIN ST	EMS call, excluding vehicle accident with

11:12		injury
1/26/2021 12:06	QUECHEE HARTLAND RD	Carbon monoxide incident
1/26/2021 12:08	I 89 S MM2	EMS call, excluding vehicle accident with injury
1/27/2021 1:25	MAPLE ST	Passenger vehicle fire
1/27/2021 3:41	N N HARTLAND RD	EMS call, excluding vehicle accident with injury
1/27/2021 7:09	I 91 N MM70	Motor vehicle accident with injuries
1/27/2021 8:45	I 91 N MM71	Motor vehicle accident with no injuries.
1/27/2021 9:17	BLUFF RD	Service Call, other
1/27/2021 21:16	WESTFIELD DR	Medical assist, assist EMS crew
1/28/2021 10:11	RIVER ST	EMS call, excluding vehicle accident with injury
1/28/2021 11:35	HARTFORD AVE	Medical assist, assist EMS crew
1/28/2021 11:36	FAIRVIEW ST	Dispatched & canceled en route
1/28/2021 12:32	US ROUTE 5	EMS call, excluding vehicle accident with injury
1/28/2021 17:27	VT ROUTE 14	EMS call, excluding vehicle accident with injury
1/28/2021 18:32	PEACH TREE LN	EMS call, excluding vehicle accident with injury
1/28/2021 18:44	DIVISION ST	EMS call, excluding vehicle accident with injury
1/28/2021 20:23	N HARTLAND RD	Medical assist, assist EMS crew
1/29/2021 7:03	HARPER SAVAGE LN	Smoke detector activation due to malfunction
1/29/2021 9:35	JERICHO ST	EMS call, excluding vehicle accident with injury
1/29/2021 17:02	CHRISTIAN ST	Medical assist, assist EMS crew
1/29/2021 23:50	LUCE MEADOW RD	EMS call, excluding vehicle accident with injury
1/30/2021 7:32	FOX LN	Medical assist, assist EMS crew
1/30/2021 9:18	VETERANS DR	EMS call, excluding vehicle accident with injury
1/30/2021	MECHANIC ST	Building fire



9:34		
1/30/2021 11:25	HARTFORD AVE	Smoke or odor removal
1/30/2021 11:37	WOODHAVEN DR	False alarm or false call, other
1/30/2021 13:29	CHAMBERS LN	EMS call, excluding vehicle accident with injury
1/30/2021 14:54	TALL TIMBERS DR	EMS call, excluding vehicle accident with injury
1/31/2021 7:13	HANOVER ST	Medical assist, assist EMS crew
1/31/2021 9:35	N HARTLAND RD	Medical assist, assist EMS crew
1/31/2021 17:40	CURRIER ST	EMS call, excluding vehicle accident with injury
1/31/2021 20:59	N HARTLAND RD	EMS call, excluding vehicle accident with injury
2/1/2021 8:47	S MAIN ST	EMS call, excluding vehicle accident with injury
2/1/2021 13:59	NORWICH AVE	EMS call, excluding vehicle accident with injury
2/1/2021 14:02	COLONIAL DR	Smoke detector activation due to malfunction
2/1/2021 14:55	BUGBEE ST	EMS call, excluding vehicle accident with injury
2/1/2021 16:22	WENTWORTH WAY	EMS call, excluding vehicle accident with injury
2/1/2021 23:53	FOX LN	EMS call, excluding vehicle accident with injury
2/2/2021 1:44	S MAIN ST	Fuel burner/boiler malfunction, fire confined
2/2/2021 3:46	BUTTERNUT RD	EMS call, excluding vehicle accident with injury
2/2/2021 7:20	BUGBEE ST	EMS call, excluding vehicle accident with injury
2/2/2021 7:49	N HARTLAND RD	EMS call, excluding vehicle accident with injury
2/2/2021 9:51	I 89 S MM5	Motor vehicle accident with no injuries.
2/2/2021 15:26	QUECHEE MAIN ST	Detector activation, no fire - unintentional
2/2/2021 16:19	BUTTERNUT RD	Assist invalid
2/2/2021 21:11	BUTTERNUT RD	Assist invalid
2/2/2021	CURRIER ST	EMS call, excluding vehicle accident with

23:06		injury
2/2/2021 23:07	WOODSTOCK RD	
2/3/2021 5:11	W GILSON AVE	
2/3/2021 8:42	WOODSTOCK RD	EMS call, excluding vehicle accident with injury
2/3/2021 10:28	CURRIER ST	Medical assist, assist EMS crew
2/3/2021 16:10	FOX LN	EMS call, excluding vehicle accident with injury
2/3/2021 21:36	JOE RANGER RD	Dispatched & canceled en route
2/4/2021 0:35	MORGAN RD	EMS call, excluding vehicle accident with injury
2/4/2021 6:29	RIVER RD	Dispatched & canceled en route
2/4/2021 8:55	HIGHLAND AVE	EMS call, excluding vehicle accident with injury
2/4/2021 14:54	BESWICK DR	EMS call, excluding vehicle accident with injury
2/4/2021 20:58	VETERANS DR	EMS call, excluding vehicle accident with injury
2/5/2021 8:47	WOODSTOCK RD	Medical assist, assist EMS crew
2/5/2021 9:00	N MAIN ST & WOODSTOCK RD	Motor vehicle accident with no injuries.
2/5/2021 10:53	INTERSTATE 91 N	Dispatched & canceled en route
2/5/2021 13:52	HARTFORD AVE	Smoke scare, odor of smoke
2/5/2021 14:48	DRY KILN RD	Medical assist, assist EMS crew
2/5/2021 15:23	DEWITT DR	Medical assist, assist EMS crew
2/5/2021 18:19	S MAIN ST	Medical assist, assist EMS crew
2/5/2021 18:33	WILLARD RD	Medical assist, assist EMS crew
2/6/2021 1:09	I 91 N MM71	Motor vehicle accident with no injuries.
2/6/2021 11:10	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
2/6/2021 14:33	WILLARD RD	Assist invalid
2/6/2021	SPRING CIR	EMS call, excluding vehicle accident with

16:31		injury
2/6/2021 18:38	N MAIN ST	EMS call, excluding vehicle accident with injury
2/6/2021 20:54	SYKES MOUNTAIN AVE	Emergency medical service incident, other
2/7/2021 6:45	BUGBEE ST	Smoke detector activation due to malfunction
2/7/2021 8:34	JERICO ST	EMS call, excluding vehicle accident with injury
2/7/2021 11:17	EXIT 2 S OFF RAMP	Called Paramedic Intercept.
2/7/2021 15:16	I 89 S MM2	Motor vehicle accident with injuries
2/7/2021 16:10	I 89 S MM3	Motor vehicle accident with injuries
2/7/2021 22:19	MAPLE ST	EMS call, excluding vehicle accident with injury
2/8/2021 6:07	SARGENT ST	EMS call, excluding vehicle accident with injury

### **Information Technology**

-network switch rfp meetings

-tunnel design for station 2

-cradlepoint router setup in station 2

-voip phones, laptops

-meeting to see about running data cable from trailer to bay

### **Parks & Recreation Department**

#### **Program Highlights**

- The Department held our annual Let's Go Ice Fishing at Dewey's Pond on January 30<sup>th</sup>. The program was a modified COVID-19 activity in lieu of the traditional derby. The activity was for youth 14 and under and we had over 45 pre-registered and 36 attended. It was a very frigid and cold day which impacted attendance. This was a free program for those registered and started at 7:00am through noon. Parks & Recreation Staff was on site to check registered participants in and assist with drilling holes. Participants receive a welcome bag and free bait. A goody bag provided snacks and a variety of fishing items along with stickers. Mascoma Bank provided the goody bags. Other

sponsors included Steve's Bait Shop, Walmart, Members Advantage, BJ's and Hannafords.

- The Department hired seasonal staff for February Vacation Camp. The program will be held February 15<sup>th</sup> through the 19<sup>th</sup> from 8:00am to 4:30pm. The program will be held at the Hartford Middle School.
- We continue to work with the School Districts COVID Committee on our collaboration to provide a winter basketball program for Kindergarten through High School. We are still awaiting a decision from the school on usage.
- The After-School Lego Club continues at the Hartford Town Hall. COVID restrictions are in place with many of the activities held outside in Lyman Park. We have twelve participants which is the max we can take for the class.
- Crafternoon Afterschool Program continues as well. The sessions are on Thursday's and held at Hartford Town Hall and Lyman Point Park. The program offers a wide variety of arts and craft projects for grades K-5 to stimulate creativity, social interaction, and skill development. COVID guidelines are in place for this program.
- Youth Karate continues. The program is instructed by Brett Mayfield. COVID Restriction are also in place for this program.
- The Kids Comics Class has 13 enrolled. This virtual program uses the Zoom Platform. The class teaches the basics of cartooning to children ages 9-13.
- 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.
- The Department is finalizing plans for Hearts in the Parks that will be held Friday, February 12<sup>th</sup> through Tuesday, February 16<sup>th</sup>. This program provides an adventure as you explore our Parks to find Hearts in a community scavenger hunt. Each heart you locate will have a question you will need to solve. Participants can complete the scavenger hunt in a few hours or take their time and find a couple hearts a day. Once complete, participants send us their completed worksheet to be entered into a prize drawing. Winners will be announced Feb. 18<sup>th</sup>. This idea of the program provides individuals or the entire family the opportunity to solve questions and exploring parks as they take part in Hearts in the Parks.
- In addition to the Hearts in the Parks, the Department has schedule two Sweetheart Skate's at the WABA Arena. This is a pre-registered activity and each session has a max of 20 couples. COVID restrictions are in place and social distancing on the ice will be required.
- In the House Skates continue as well. We marketed this opportunity for the upcoming Valentine's weekend. All slots are filled for this family activity.

### **Parks/Facilities**

- The Department has finalized the pool contract with Bread Loaf Contractors. The contract will require the Town Manager's signature and then will be sent off to Bread Loaf.

- Geotechnical borings will be conducted the week of February 8<sup>th</sup>. 5 borings will be drilled, and the soils tested by M&W Soils Engineering. The borings are to confirm the soil conditions. Reports were also used from the construction of the field house and the parking lot to help identify current conditions.
- The Outdoor Rink at Frost Park remains open. Thanks to Ben Danaher who volunteers to flood the rink in the later and early hours when temperatures are the best for making ice. The department will plow the rink after snow events.
- New guidance was announced on February 5<sup>th</sup> for indoor sports. This new guidance impacts the WABA operation and will allow games to happen starting February 12<sup>th</sup>. We are waiting for the published guidance to be available on the Department of Commerce web page. We expect that games will be allowed but without spectators. This will also impact the Upper Valley Hockey Association so they can begin playing competitive games with other Vermont skating groups. The COVID-19 Operating Guidelines for WABA Arena have been updated to reflect game operations.
- A loose connection of the positive side of the Zamboni battery arched and caused the machine to shut down. This occurred on February 5<sup>th</sup> and impacted the last sheet of ice that evening. The old Zamboni was put into service through the weekend until the cable could be replaced.
- Requests for Proposals were distributed for the Parks Turf Treatment, Field Maintenance and Spring/Fall Cleanup. We have a bid opening schedule for February 10<sup>th</sup>.
- The Bond Bank Application for the Municipal Pool Project goes before the Selectboard for signature approvals for the formal application.
- One of our Park Laborers resigned from his position to take a position with a local company. We will be posting the open position soon.
- The RFP for the infield groomer was advertised in the paper and we are soliciting proposals for the unit along with a five-year municipal leasing program.
- The Department will be purchasing infield mix material for Maxfield. The DuraEdge product will be used on the baseball and softball fields this spring. We hope to have the product on site before road weight limits are posted.

### **Department of Planning and Development**

- Vermont COVID Economic Recovery Plan - Continued to circulate information on additional federal, state regional and local relief programs, resources, and safety.
- *"Hartford Dollars"* COVID Buy Local Program – Working with the Chamber to develop a sustainable program that will be ongoing now and post COVID Pandemic.
- TIF Annual Report- Vermont Economic Progress Council concluded draft report was complete and ready for certification. Prepared report to Selectboard for presentation at February 9<sup>th</sup> meeting, and then certification by the Assessor's Office, and a designate Town Official for final submittal to the state by February 15<sup>th</sup>
- Zoning Districts Review – Held second and third community meetings on January 25<sup>th</sup> and February 1<sup>st</sup> 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. At the February 1<sup>st</sup> meeting, the Planning Commission voted

to proceed with the formal public hearing process for the two proposed new zoning districts on RT 4 and RT 5. The tentative date is March 1<sup>st</sup>. More information is being posted on the Town Website.

- Hartford Business Revolving Loan Fund (HBRLF) & Vermont Community Development Program Revolving Loan Fund (VCDP-RLF) – Prepared two separate reports for the February 9<sup>th</sup> Selectboard meeting for approval of loan interest rate change for each fund, and for a contract with Green Mountain Economic Development Corporation for administration of both RLFs.
- Vermont Community Development Program Revolving Loan Fund (VCDP-RLF) Application – Prepared report for Selectboard review at its February 9<sup>th</sup> meeting.
- Wentworth Housing 2 Grant – Continued working with Twin Pines Housing Trust, the State and Evernorth to finalize the grant and subgrant agreement documents.
- Town Forest Recreation Plan – The Conservation Commission and staff have reviewed the public comments received last month and are completing the final draft. Targeting end of March, early April for presentation at the Selectboard meeting.
- Historic Preservation Demolition Standards – Contract was executed with consultant Brandy Saxton/Placesense to provide technical expertise to research and develop draft standards for consideration. Kick-off meeting scheduled for February 10<sup>th</sup> with the Historic Preservation Commission.
- Selectboard Ad Hoc Committee on Homelessness – Continued discussions with Location Committee on options, and follow-up.
- Climate Action Plan – The Climate Advisory Committee has continued community subcommittee meetings focused on a variety of topics impacting climate. Assisted the Committee in collecting additional Town data and attending meetings.
- TIF and Pool Bond Bank Application – Prepared report for the February 9<sup>th</sup> Selectboard meeting to review and act on documents for the Bond Bank sale at the end of February, early March.
- Christian Street Sidewalk – Responded to inquiry regarding desire to have sidewalk along Christian Street in Wilder. We will be following up with information on the Town's feasibility study a few years ago that outlined options.
- Intersection of Route 14 and Route 5 – Attended VTtrans presentation of preferred alternatives.
- VT Downtown Program – Completed assembling information for the 2020 report, which then was submitted to the state.
- VT Better Places Grant – State decision on the grant submitted by White River Indie Films (WRIF) in collaboration with the Town and Vital Communities is pending. 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.
- 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.

- Town Commissions/Board/Committees – Continued to provide staff support and technical assistance to 9 Commissions/Board/Committees.
- Clifford Park Resilient Hartford Use of Open Space – Staff continued working with the Resilience Hartford Committee to develop a scope of work to hire a consultant to assist in the development of an implementation plan for planting fruit bearing plants and trees.
- 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.
- 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.

2/7/2021

**Hartford Police Department**

**812 VA Cutoff Rd**

**White River Jct, VT 05001**

reptd Time Street Nature

1/24/21 0:07 MAPLE ST Burglary Alarm  
 1/24/21 0:19 BALLARDVALE DR Suspicious  
 1/24/21 1:40 MURPHYS RD Burglary Alarm  
 1/24/21 2:15 SYKES MOUNTAIN AVE Suspicious  
 1/24/21 2:26 GILLETTE ST Welfare Check  
 1/24/21 8:23 S MAIN ST Suicide Threat  
 1/24/21 12:36 MAPLE ST Burglary Alarm  
 1/24/21 17:42 CHRISTIAN ST Suspicious  
 1/24/21 19:59 WOODSTOCK RD Suspicious  
 1/25/21 1:08 MURPHYS RD Burglary Alarm  
 1/25/21 1:57 VA CUTOFF RD Information  
 1/25/21 2:32 SYKES MOUNTAIN AVE Assault  
 1/25/21 4:39 MURPHYS RD Burglary Alarm  
 1/25/21 6:45 WALNUT ST Structure Fire  
 1/25/21 8:58 BALLARDVALE DR Trespassing  
 1/25/21 9:20 N HARTLAND RD 911 Hangup  
 1/25/21 10:35 HARTFORD AVE Paperwork Srv  
 1/25/21 12:18 HANOVER ST Animal Bite  
 1/25/21 12:29 VA CUTOFF RD Citizen Assist  
 1/25/21 13:46 WOODSTOCK RD Crash Injury  
 1/25/21 13:49 VA CUTOFF RD Suspicious  
 1/25/21 16:53 MARSH FAMILY RD Animal Problem  
 1/25/21 17:33 CHRISTIAN ST 911 Hangup  
 1/25/21 18:59 I 91 S MM71 Agency Assist

1/25/21 19:29 ARBORETUM LN 911 Hangup  
1/25/21 22:59 FAIRVIEW TER Suspicious  
1/26/21 0:45 N HARTLAND RD Agency Assist  
1/26/21 4:20 SYKES MOUNTAIN AVE Unconscious  
1/26/21 8:27 SYKES MOUNTAIN AVE Crash Damage

## **POLICE DEPARTMENT**

Please find the police department's activity report for the period ending February 7. During that period the department recorded 322 total incidents to include 33 traffic stops and 84 proactive/citizen directed vehicle or foot patrols.

February 2nd - Detectives investigated a fatal drug overdose that occurred at the 2900 block of North Hartland Road.

### **Other activities include:**

reptd Time Street Nature

1/26/21 9:03 VA CUTOFF RD Citizen Assist  
1/26/21 9:06 SANDCHERRY WAY Animal Problem  
1/26/21 9:16 KACEY DR Burglary Alarm  
1/26/21 10:00 RAILROAD Citizen Assist  
1/26/21 10:13 HAZEN ST Welfare Check  
1/26/21 10:22 QUECHEE WEST HARTFORD RD 911 Hangup  
1/26/21 12:18 BALLARDVALE DR Citizen Assist  
1/26/21 12:20 BALLARDVALE DR Agency Assist  
1/26/21 17:04 CHRISTIAN ST Juvenile Prob  
1/26/21 19:19 VT ROUTE 14 Theft of MV  
1/26/21 20:40 MAPLE ST Suspicious  
1/26/21 22:06 WILLIAMS LN Stalking  
1/27/21 1:25 MAPLE ST Car Fire  
1/27/21 8:26 QUARRY RD Training  
1/27/21 8:58 BALLARDVALE DR Vandalism  
1/27/21 9:10 VA CUTOFF RD Phone Problem  
1/27/21 10:13 BALLARDVALE DR Agency Assist  
1/27/21 10:24 LYMAN BATCHELLER RD 911 Hangup  
1/27/21 13:49 BALLARDVALE DR Suspicious  
1/27/21 16:11 WOODSTOCK RD 911 Hangup  
1/27/21 16:29 BALLARDVALE DR Suspicious  
1/27/21 19:48 N HARTLAND RD Noise Disturban  
1/27/21 20:26 MORRILL BND Burglary Alarm  
1/27/21 22:18 BALLARDVALE DR Agency Assist  
1/28/21 0:06 CANDLELIGHT TER Suspicious  
1/28/21 2:37 LATHAM WORKS LN Burglary Alarm  
1/28/21 9:14 N MAIN ST Suspicious  
1/28/21 10:04 SYKES MOUNTAIN AVE MV Complaint  
1/28/21 11:06 RAILROAD ROW 911 Hangup  
1/28/21 11:13 VA CUTOFF RD Fraud



1/28/21 12:34 N HARTLAND RD Suspicious  
1/28/21 13:28 LOCUST ST Welfare Check

reptd Time Street Nature

1/28/21 15:40 HIGHLAND AVE Juvenile Prob  
1/28/21 17:05 VT ROUTE 14 Juvenile Prob  
1/28/21 18:49 DIVISION ST Agency Assist  
1/28/21 19:04 SKYLINE WAY Phone Problem  
1/28/21 19:17 AZALEA CIR Harassment  
1/28/21 21:37 VA CUTOFF RD Citizen Assist  
1/29/21 2:52 MAPLE ST Burglary Alarm  
1/29/21 8:43 BALLARDVALE DR DLS  
1/29/21 9:51 VA CUTOFF RD Agency Assist  
1/29/21 10:43 Exit 1 On Ramp MV Complaint  
1/29/21 14:11 N HARTLAND RD Citizen Assist  
1/29/21 14:49 N HARTLAND RD Wanted Person  
1/29/21 15:40 SYKES MOUNTAIN AVE Citizen Assist  
1/29/21 16:20 LUCE MEADOW RD 911 Hangup  
1/29/21 16:23 QUECHEE WEST HARTFORD RD Parking Problem  
1/29/21 17:01 CENTER OF TOWN RD Citizen Assist  
1/29/21 18:25 BUGBEE ST Phone Problem  
1/29/21 23:41 CHRISTIAN ST Juvenile Prob  
1/30/21 7:35 SYKES MTN AVE Burglary Alarm  
1/30/21 11:25 A ST Animal Problem  
1/30/21 12:07 HARTFORD AVE Cond of Release  
1/30/21 12:15 NORWICH AVE MV Complaint  
1/30/21 12:18 VA CUTOFF RD Suspicious  
1/30/21 12:32 RALPH LEHMAN DR Animal Problem  
1/30/21 13:14 HARD RD Utility Problem  
1/30/21 13:24 BALLARDVALE DR 911 Hangup  
1/30/21 15:15 HARTFORD AVE Paperwork Srv  
1/30/21 15:48 HEATHER DR Fraud  
1/31/21 7:52 N MAIN ST Citizen Assist  
1/31/21 11:00 VISTA DR Burglary Alarm  
1/31/21 11:02 RALPH LEHMAN DR Theft of MV  
1/31/21 14:14 COSTELLO RD Suspicious

reptd Time Street Nature

1/31/21 15:27 LOWER HYDE PARK Animal Problem  
1/31/21 15:46 CONNECTICUT RIVER RD Panic Alarm  
1/31/21 16:05 S MAIN ST Parking Problem  
1/31/21 23:30 N N HARTLAND RD Suspicious  
2/1/21 6:34 VT ROUTE 14 Suspicious  
2/1/21 7:39 WOODSTOCK RD Burglary Alarm  
2/1/21 8:57 BALLARDVALE DR Wanted Person  
2/1/21 9:32 GATES ST Assault  
2/1/21 10:18 NEAL RD Animal Bite

2/1/21 11:18 WOODSTOCK RD Agency Assist  
2/1/21 12:01 QUECHEE WEST HARTFORD RD Burglary Alarm  
2/1/21 13:51 NORWICH AVE Juvenile Prob  
2/1/21 14:19 TALL TIMBERS DR Burglary  
2/1/21 14:26 BALLARDVALE DR Suspicious  
2/1/21 16:13 BRIDGE ST Agency Assist  
2/1/21 16:56 BROOKSIDE DR MV Complaint  
2/1/21 17:10 MAPLE ST Citizen Assist  
2/1/21 18:26 RALPH LEHMAN DR Burglary Alarm  
2/1/21 18:44 KINGS HWY 911 Hangup  
2/1/21 20:20 HOLLOW DR Vandalism  
2/1/21 20:21 HARTFORD AVE 911 Hangup  
2/1/21 20:39 HARTFORD AVE 911 Hangup  
2/2/21 6:20 FOX LN Crash Damage  
2/2/21 7:49 N HARTLAND RD Overdose  
2/2/21 7:56 WOODSTOCK RD Burglary  
2/2/21 9:18 SYKES MOUNTAIN AVE Theft  
2/2/21 11:07 MILL RD Traffic Hazard  
2/2/21 12:08 SYKES MTN RD Suspicious  
2/2/21 12:19 MARSHALL AVE Agency Assist  
2/2/21 16:03 BRIDGE ST Agency Assist  
2/2/21 16:08 GATES ST Animal Problem  
2/2/21 16:36 CENTER OF TOWN RD Crash Damage

reptd Time Street Nature

2/2/21 17:37 SYKES MOUNTAIN AVE Paperwork Srv  
2/2/21 17:45 WOODSTOCK RD Citizen Dispute  
2/2/21 19:39 WILLARD RD Citizen Dispute  
2/2/21 21:17 HATHAWAY RD Family Fight  
2/3/21 4:45 GATES ST Parking Problem  
2/3/21 5:11 W GILSON AVE CPR  
2/3/21 6:51 HATHAWAY RD Restraining Odr  
2/3/21 7:09 N HARTLAND RD Burglary Alarm  
2/3/21 8:31 OLD TOWN FARM RD Suspicious  
2/3/21 9:39 HANDY RD Suspicious  
2/3/21 10:14 MAPLE ST Found Property  
2/3/21 12:56 BALLARDVALE DR Suspicious  
2/3/21 13:07 HOLLOW DR Welfare Check  
2/3/21 15:35 HARTFORD AVE Harassment  
2/3/21 16:13 BRIDGE ST Agency Assist  
2/3/21 17:49 LOCUST ST Assault  
2/3/21 21:03 GATES ST Parking Problem  
2/3/21 23:40 VT ROUTE 14 Traffic Hazard  
2/4/21 7:04 N N HARTLAND RD Welfare Check  
2/4/21 8:49 RALPH LEHMAN DR Animal Problem  
2/4/21 10:13 N N HARTLAND RD Threatening  
2/4/21 10:39 DEPOT ST MV Complaint

2/4/21 12:40 WOODSTOCK RD Suspicious  
2/4/21 12:58 VA CUTOFF RD Paperwork Srv  
2/4/21 12:59 VA CUTOFF RD Paperwork Srv  
2/4/21 14:57 MAPLE ST Suspicious  
2/4/21 16:21 BRIDGE ST Agency Assist  
2/4/21 17:57 JERICHO RD Property Damage  
2/4/21 18:25 WOODSTOCK RD Suspicious  
2/4/21 18:37 NUTT LN Citizen Assist  
2/4/21 18:39 HOLLOW DR Suspicious  
2/4/21 19:06 HOLLOW DR Suspicious

reptd Time Street Nature

2/4/21 20:05 NUTT LN Escort  
2/4/21 21:58 WOODSIDE CIR Animal Problem  
2/4/21 22:33 CHRISTIAN ST Threatening  
2/5/21 1:50 CHURCH ST Citizen Dispute  
2/5/21 3:18 RALPH LEHMAN DR Burglary Alarm  
2/5/21 8:31 WOODSTOCK RD Crash Damage  
2/5/21 8:31 RAILROAD ROW 911 Hangup  
2/5/21 9:00 N MAIN ST Crash Damage  
2/5/21 14:00 HOLLOW DR Citizen Dispute  
2/5/21 15:13 FAIRBANKS TURN Citizen Assist  
2/5/21 16:21 BRIDGE ST Agency Assist  
2/5/21 17:45 S MAIN ST Citizen Assist  
2/5/21 19:50 OLCOTT DR Family Fight  
2/5/21 22:03 VA CUTOFF RD Social Media  
2/6/21 1:02 I 91 N MM71 Agency Assist  
2/6/21 1:56 MARSH FAMILY RD Crash Damage  
2/6/21 5:43 N MAIN ST Suspicious  
2/6/21 6:17 RALPH LEHMAN DR Burglary Alarm  
2/6/21 6:43 DEWITT DR Burglary Alarm  
2/6/21 9:16 Exit 12 N Off Ramp Citizen Assist  
2/6/21 9:36 HIGHLAND AVE Burglary Alarm  
2/6/21 10:09 QUECHEE HARTLAND RD Family Fight  
2/6/21 13:34 S MAIN ST Crash Damage  
2/6/21 13:47 MAPLE ST Crash Damage  
2/6/21 14:51 SYKES MOUNTAIN AVE Citizen Assist  
2/6/21 15:18 SAFFORD RD Suspicious  
2/6/21 16:16 GATES ST Welfare Check  
2/6/21 16:31 SPRING CIR Unconscious  
2/6/21 18:33 N MAIN ST Suicide Threat  
2/6/21 20:54 SYKES MOUNTAIN AVE Unconscious

### **Town Clerk**

The Town Clerk's Office has been proactively encouraging voters to consider voting by early/absentee ballot in an effort to minimize large crowds at the polling place on election day to include messaging on social media, Listserv and the Valley News. We

have had a good response to these efforts. We expanded these efforts by having postcards printed and mailed on Thursday, February 4<sup>th</sup> to Active (not challenged) Hartford voters. As of 5pm on Monday, February 8<sup>th</sup>, we had received 770 requests for early/absentee ballots. We received the ballots from the printer on Monday. We have volunteers scheduled this week to assist with getting the ballots mailed out to voters.

In other news, the Assistant Clerk, Sherry West, continues to be busy with a steady stream of document recording; processing dog licenses and liquor licenses. We had set a deadline of Feb. 1<sup>st</sup> for liquor license renewal applications to be received by our office. On Feb. 8<sup>th</sup>, she started contacting those businesses who have not yet submitted their renewal applications.

We continue to assist attorneys/title searchers/real estate agents with land records research; members of the public with marriage license and notary services as time permits. Our office will be consumed by election-related activities/preparations for the next three weeks.