

## **SIGNIFICANT ACTIVITY REPORT MARCH 23, 2021**

### **Assessor**

Started spring inspections

Followed up on Current Use change for property between Hartford and Norwich

Researched and provided Reports for Public Record Request on Quechee Lakes Landowner Association (valuation and membership fee)

Reviewed file for some inspected properties

Processed homestead declarations

Attended PVR webinars throughout the week

Preparing for Tax Abatement

Research on Terrace Agreement

Stoney Creek appeal is to continue with 30 minutes hearing in front of judge

Received more information on Praise Chapel appeal

Settled Equalization Study appeal with PVR

### **Department of Public Works**

Would like to extend a huge thank you to all Public Works employees for the help plowing and sanding this year. The Highway Crew has been understaffed this year and all departments have played a major role in helping to keep our roads clear and our sidewalks safe.

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

#### **Highway**

- The Highway Crew is continuing to service, repair, and maintain equipment.
- We continue to push back snow banks with the grader in anticipation of the seasonal thaw.
- Finished the list of dangerous trees due to storm damage.
- Hauled 1,200 tons of sand to DPW.
- Received 408.34 tons of salt.
- Completed pothole repairs around town.
- The Highway Crew finished removing ice from the Legion parking lot.
- We are hauling hard pack to dirt roads that have been identified as problems due to the thaw. The Highway Department continues to monitor the gravel roads in Town as mud season is now in full swing.
- The Highway Department has been replacing and repairing signs throughout town that have been either stolen or damaged.

#### **Water**

**It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a water leak causing home damage.**

- The Water Department completed monthly meter readings.
- Completed monthly meter edits.

- Completed the second round of water samples.
- Joe has completed his Water Operator class.
- The Water Department all attended a 6 hour training seminar.

### **Wastewater**

**It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a wastewater leak causing home damage.**

- The White River Wastewater Crew has been actively working on the following:
  - Repaired fine screen plumbing in the headworks building.
  - Glenn has completed his 8 week long Wastewater Operator class.
  - Attended a vehicle and tractor replacement meeting.
  - Started work on the Homeland Security Critical Infrastructure survey.
  - Ordered 4,000 gallons of fuel.
  - Performed repairs to a manhole and the lawn after damage caused by the plow.
  - Performed U.V. maintenance.
  - Performed maintenance to Centrysis.
- The Quechee Wastewater Crew has been actively working on the following:
  - The Quechee Wastewater Crew continues to push back snow banks at the stations.
  - Aidan has gotten his provisional Wastewater License. He also took the test for his CDL permit.
  - Jeff passed his CDL tanker endorsement.
  - Released an RFP for troubleshooting and assessment of HVAC system.
  - Ordered 1,500 gallons of fuel.
  - Performed U.V. maintenance.
  - Repaired hinges on the aluminum hatches for sludge tanks.

### **Fleet Management**

- Fleet Management performed the following:
  - Finished repairs for the Tenco blower.
  - PD-10 repaired exhaust. Serviced, and started repairs to the rear strut mount.
  - PD-2 serviced and State inspection. An electrical issue was repaired, and parts for the rear spotlight have been ordered.
  - PD-8 Serviced and performed tire rotation.
  - PD-5 Repaired a tire issue and performed State inspection.
  - H-8 Rear axle complete brake job, and a new camera system installed. Ordered parts to repair exhaust and SCR system.
  - PD-9 serviced and performed State inspection.
  - Started servicing the grader.
  - Serviced street sweeper to get ready for sweeping.
  - H-10 remains at the dealership for warranty work.
  - H-2 replaced headlight/ plow light soft start module assembly.

### **Solid Waste**

**At this time, the Solid Waste facility is open Tuesday through Saturday from 8:00 am to 4:00 pm. Our buildings are still closed to the public.**

- Hannah has sent a significant amount of time ironing out our commercial billing with the Munismart.
- Hannah attended a remote 'regional' meeting organized by the Lebanon Solid Waste team to discuss changes in their program which will require facility users to get a FREE permit. More information will be available as soon as we have it. We will be sure to work with them to communicate those changes.
- Hannah and Brittney have been doing all of the administrative tasks for the Solid Waste Division.
- Hannah met with Tracy for a solid waste overview.
- Brittney completed the annual SWIP Grant application.

### **Administrative Active**

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

- The DPW team continues remain responsive to changes related to Covid-19.
- 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.
- Jeremy and Hannah met with Tracy and Gail to discuss January Financials/budget status.
- The entire DPW team dedicated a significant amount of time to developing an improved parking lot management plan. Hannah presented a very preliminary plan to Tracy that we will continue to revise. Our goal is to create a consistent, easy to understand plan that facilitates parking lot use, maintenance, and communication strategies.
- The DPW team continues to work with VTrans as the VA Cutoff Bridge Replacement design phase moves forward. They will be attending the April 20<sup>th</sup> selectboard meeting to present updates for that project.
- 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.
- We continue to work together to fill vacancies in the department.
- Chris continues to work closely with our consultant to address the failing 5E leach field in Quechee. It is likely that they will require us to address infiltration issues within that portion of the system as part of the new permit.
- Chris has been working extensively with the State of Vermont and land owners to address stormwater permitting requirements for the development associated with Billings Farm Road.
- 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. At this time the Town team is identifying sources of funding for the engineering and installation.
- 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.
- Chris and the Wastewater Team are working with Aldrich and Elliot to move the CSO/LTCP project forward.

- DPW staff has been working with the VLCT on a variety of claims.
- Chris is working closely with Aldrich and Elliot and Lori as we move forward with the second phase of the South Main Street project.
- Chris has been securing/finalizing the last easement for the Quechee Main Box project.
- Hannah has spent a significant amount of time working with attorneys on an active/on-going lawsuit.
- The Sykes Mountain Roundabout project will be kicking off at the end of March. We will continue to communicate updates on that project in the same manner as last year.
- Hannah has scheduled a meeting with Tracy to discuss improved strategies for communicating construction status updates.

### **Administrative Ongoing**

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

- We are working with Dillon Walsh to repair issues with our phone system. We are experiencing 'dropped calls' on a regular basis and that our voicemail boxes are full, when they aren't. Please be patient while we work to correct this.
- 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.
- Paula Nulty continues to provide us with support on a variety of human resources items. We appreciate all of her assistance.
- DPW staff is working to ensure that our permitting process (various items) are issued and reviewed consistently.
- A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA for the Solid Waste facility.
- Unfortunately, we are struggling with disposal of our solid sludge that is accumulated from both the Quechee and White River facilities. Historically we have been able to dispose of that waste at the Lebanon Solid Waste facility, however, they aren't able to accept our sludge at the rate we accumulate it due to the restrictions on their composition. We are very actively investigating other options and seeking quotes from our water resources engineers so that we can develop a menu of options for disposal or better processing.
- DPW staff is working closely with the State and our consultant to complete the required PFAS testing on the fields which we have formerly land applied. This is an unanticipated, costly expense to our budget.
- The engineering plans for the proposed 12" ductile iron water main in Quechee Main Street are currently at 50%. We are currently evaluating hydrant placements which could be used for tanker filling and as temporary water connections during scheduled shut downs for culvert replacements or disasters. These placements are complicated by topography and other restrictions making a careful evaluation that weighs their value critical. With Covid-19 restrictions and potential financial complications the project schedule has been extended with

engineering/permitting to be completed by December 2021 and potential construction moved to summer/fall 2021.

- The engineering plans for the proposed utility improvements in Abbey Road are complete and no State permits are required. We are currently waiting on the Town attorney to complete easements for the work which has been delayed due to Covid-19 restrictions. The engineer's projected cost is currently \$225,000, which is far greater than originally anticipated. With financial complications the project schedule has been extended with easement work to be completed by December 2020 potential construction moved to summer/fall 2021. We will be working with the State to determine financing options in the coming months. Town crews will continue to monitor and clean the sewer on a regular basis to prevent back-ups.
- The engineering plans for the proposed water main improvements in South and James Streets were completed with revisions under way to address State review comments. We expect to receive an engineer's estimate of cost once the revisions are complete. We anticipate construction in the summer/fall 2021. We will be working to determine the funding source once we have an estimate of cost.

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

## **Finance**

February Bank Reconciliations

Completed January Financial Review with Department Heads & Town Manager

Submission of items for Annual Work Comp Audit

Ongoing joint effort with Department Heads to cover overages in certain line items

Set dates with our audit firm for the FYE 2021 audit

May 3<sup>rd</sup> through May 7<sup>th</sup>

October 4<sup>th</sup> through October 8<sup>th</sup>

October 12<sup>th</sup> through October 15<sup>th</sup>

Draft to be presented to board before Thanksgiving as always for final

Working with IT Department head and Town Manager to resolve mail / folding machine that is 4 years old machine has been broken down every month for last 6 resulting in finance recruiting staff to help hand fold and stuff the monthly large mailings

Continued monitoring of cash flow

Presented draft FYE 23 budget cycle to Town Manager

## **Fire-Significant Activity Report**

03/22/21

The department advertised for upcoming openings for a Firefighter/Paramedic/EMT positions. 21 applications were received. 10 interviews were conducted and 4 advanced to a final interview. We anticipate making conditional offers in the next week.

Staff has been conducting training at an acquired structure.

The department responded to two mutual aid building fires in Hartland and Pomfret during this period.

The Fire Marshal's office has been completing fire investigations, purchase and sales inspections and liquor license inspections. They completed 44 inspections during this period.

The department responded to 105 calls for service during this period.

Incident Log:

Alarm Date	Street	Situation Found
3/7/2021 0:12	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
3/7/2021 1:40	RUSTIC RD	EMS call, excluding vehicle accident with injury
3/7/2021 8:07	CURRIER ST	EMS call, excluding vehicle accident with injury
3/7/2021 11:45	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury
3/7/2021 13:28	S MAIN ST	EMS call, excluding vehicle accident with injury
3/7/2021 16:14	RALPH LEHMAN DR	Medical assist, assist EMS crew
3/8/2021 4:15	N HARTLAND RD & ARBORETUM LN	Medical assist, assist EMS crew
3/8/2021 8:05	MAPLE ST	Motor vehicle accident with injuries
3/8/2021 12:18	WALNUT ST	EMS call, excluding vehicle accident with injury
3/8/2021 14:29	OLD RIVER RD	EMS call, excluding vehicle accident with injury
3/8/2021 14:43	LUCE MEADOW RD	Medical assist, assist EMS crew
3/8/2021 15:31	RALPH LEHMAN DR	EMS call, excluding vehicle accident with injury
3/8/2021 16:10	INTERSTATE 89 N	Passenger vehicle fire
3/8/2021 18:04	WOODSTOCK RD	EMS call, excluding vehicle accident with injury
3/8/2021 18:22	CURRIER ST	Removal of victim(s) from stalled elevator
3/8/2021	N N HARTLAND RD	Medical assist, assist EMS crew

22:30		
3/9/2021 4:42	LANTERN LN	EMS call, excluding vehicle accident with injury
3/9/2021 10:32	CURRIER ST	EMS call, excluding vehicle accident with injury
3/9/2021 10:42	MAPLEWOOD TER	Cooking fire, confined to container
3/9/2021 15:16	QUECHEE MAIN ST	Detector activation, no fire - unintentional
3/9/2021 16:43	INTERSTATE 91 N	Dispatched & canceled en route
3/10/2021 0:39	CHRISTIAN ST	Medical assist, assist EMS crew
3/10/2021 11:55	VETERANS DR	Detector activation, no fire - unintentional
3/10/2021 12:41	LEDGESIDE TER	EMS call, excluding vehicle accident with injury
3/10/2021 15:16	TWILIGHT CT	Smoke or odor removal
3/10/2021 16:22	QUECHEE HARTLAND RD	Medical assist, assist EMS crew
3/10/2021 18:17	DEPOT ST	Gasoline or other flammable liquid spill
3/10/2021 18:54	JENNIFER LN & ALLISON RUN	EMS call, excluding vehicle accident with injury
3/10/2021 20:06	LARCH LN	Medical assist, assist EMS crew
3/11/2021 1:25	WOODSTOCK RD	Motor vehicle accident with no injuries.
3/11/2021 9:29	HOLLOW DR	EMS call, excluding vehicle accident with injury
3/11/2021 13:01	LARCH LN	EMS call, excluding vehicle accident with injury
3/11/2021 13:50	MEDICAL CENTER DR	Dispatched & canceled en route
3/11/2021 14:03	I 89 S MM2	EMS call, excluding vehicle accident with injury
3/11/2021 14:13	SANCTUARY CIR	EMS call, excluding vehicle accident with injury
3/11/2021 14:28	CURRIER ST	EMS call, excluding vehicle accident with injury
3/11/2021 14:31	S MAIN ST	EMS call, excluding vehicle accident with injury
3/11/2021 14:32	JERICO ST	EMS call, excluding vehicle accident with injury
3/11/2021 16:07	HOLIDAY DR	Alarm system activation, no fire - unintentional

3/11/2021 17:37	LATHAM WORKS LN	EMS call, excluding vehicle accident with injury
3/11/2021 18:46	CONNECTICUT RIVER RD	HazMat release investigation w/no HazMat
3/11/2021 20:34	RALPH LEHMAN DR	EMS call, excluding vehicle accident with injury
3/11/2021 21:16	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury
3/11/2021 21:44	SPRING CIR	Smoke or odor removal
3/12/2021 8:50	CARON CIR	Called Paramedic Intercept.
3/12/2021 13:21	LOCUST ST	Assist invalid
3/12/2021 14:55	WOODSTOCK RD	Dispatched & canceled en route
3/12/2021 15:48	LOCUST ST	Assist invalid
3/13/2021 4:53	US ROUTE 5	Medical assist, assist EMS crew
3/13/2021 7:04	WALNUT ST	Medical assist, assist EMS crew
3/13/2021 10:32	HOLLOW DR	EMS call, excluding vehicle accident with injury
3/13/2021 16:44	CURRIER ST	EMS call, excluding vehicle accident with injury
3/13/2021 18:43	N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/13/2021 23:52	GILSON FARM LN	Building fire
3/14/2021 6:39	GILSON FARM LN	Building fire
3/14/2021 8:24	TALL TIMBERS DR	EMS call, excluding vehicle accident with injury
3/14/2021 11:28	US ROUTE 5	EMS call, excluding vehicle accident with injury
3/14/2021 11:56	POMFRET RD	Fire, other
3/14/2021 14:33	CURRIER ST	Medical assist, assist EMS crew
3/15/2021 6:15	I 91 S MM67	EMS call, excluding vehicle accident with injury
3/15/2021 11:45	BALLARDVALE DR	HazMat release investigation w/no HazMat
3/15/2021 12:14	N N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/15/2021	BILLINGS FARM RD	Overpressure rupture, explosion, overhear



13:42		other
3/15/2021 17:50	RED BARN RD	EMS call, excluding vehicle accident with injury
3/15/2021 19:28	WOODSTOCK RD	Medical assist, assist EMS crew
3/15/2021 19:44	VA CUTOFF RD	Smoke or odor removal
3/16/2021 14:29	WENTWORTH WAY	EMS call, excluding vehicle accident with injury
3/16/2021 14:34	LOCUST ST	Assist invalid
3/16/2021 16:11	LOCUST ST	Assist invalid
3/16/2021 16:28	PROSPECT ST	Unauthorized burning
3/16/2021 17:21	RALPH LEHMAN DR	Alarm system sounded due to malfunction
3/16/2021 18:31	COUTERMARSH ST	Medical assist, assist EMS crew
3/17/2021 3:23	RALPH LEHMAN DR	EMS call, excluding vehicle accident with injury
3/17/2021 8:30	CURRIER ST	EMS call, excluding vehicle accident with injury
3/17/2021 9:18	BALLARDVALE DR	HazMat release investigation w/no HazMat
3/17/2021 10:08	BALLARDVALE DR	Biological hazard investigation, none found
3/17/2021 10:32	N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/17/2021 10:47	PATRIOT DR	Sprinkler activation, no fire - unintentional
3/17/2021 12:01	COLONIAL DR	Smoke detector activation due to malfunction
3/17/2021 21:49	GATES ST	EMS call, excluding vehicle accident with injury
3/17/2021 22:10	HANOVER ST	Rescue, EMS incident, other
3/18/2021 3:17	QUECHEE HARTLAND RD	Medical assist, assist EMS crew
3/18/2021 6:58	ASPEN LN	EMS call, excluding vehicle accident with injury
3/18/2021 9:26	N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/18/2021 9:31	WOODLAWN DR	Medical assist, assist EMS crew
3/18/2021 12:34	WOODSTOCK RD	EMS call, excluding vehicle accident with injury

3/18/2021 12:57	N N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/18/2021 13:39	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
3/19/2021 4:19	VAMC BLDG 31 31B	EMS call, excluding vehicle accident with injury
3/19/2021 6:29	INTERSTATE 89 S	Dispatched & canceled en route
3/19/2021 6:53	N N HARTLAND RD	Dispatched & canceled en route
3/19/2021 13:50	HILLSIDE RD	Smoke scare, odor of smoke
3/19/2021 19:20	TALL TIMBERS DR	Public service
3/20/2021 10:10	WOODHAVEN DR	Public service
3/20/2021 11:06	HANOVER ST	Emergency medical service incident, other
3/20/2021 16:34	MAPLE ST	Smoke scare, odor of smoke
3/20/2021 17:04	I 91 N MM72	Dispatched & canceled en route
3/20/2021 17:51	HARVEST LN	Medical assist, assist EMS crew
3/20/2021 17:59	HILLSIDE RD	EMS call, excluding vehicle accident with injury
3/20/2021 19:36	LINDEN DR	EMS call, excluding vehicle accident with injury
3/20/2021 19:51	BALLARDVALE DR	EMS call, excluding vehicle accident with injury
3/21/2021 0:57	HANOVER ST	Medical assist, assist EMS crew
3/21/2021 14:46	CONNECTICUT RIVER RD	Dumpster or other outside trash receptacle fire
3/21/2021 14:49	CONNECTICUT RIVER RD	Motor vehicle/pedestrian accident (MV Ped)
3/21/2021 18:11	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury

## **Parks & Recreation Department**

### **Program Highlights**

- The Spring/Summer Brochure is complete, and we are awaiting the final proof for publication. We anticipate having the on-line version up on Facebook and the Town Web Page on March 22<sup>nd</sup>.
- Hartford Parks & Recreation started advertising for summer seasonal positions. We are seeking three qualified candidates for Seasonal Park Stewards. A Park Steward performs a variety of duties required to maintain parks, athletic fields, and recreation facilities that we manage. Additionally, we are accepting applications for Camp Ventures. The ideal candidates will be passionate about working with children in a traditional camp setting. Positions include Camp Director, Assistant Camp Director and Camp Counselors.
- Youth Basketball Program continues and runs through April 17<sup>th</sup>. We have over 100 participants enrolled in the Kindergarten through 6<sup>th</sup> grade program.
- The 2021 Spring Season is quickly approaching! We will be seeking approximately 30 volunteer coaches this season to successfully run the youth baseball and softball programs. Without volunteer coaches our programs could not happen. The following programs are gearing up: Start Smart Baseball (Pre-k) (Saturday mornings), T-Ball (Gr. K-1) (3-4 Teams) (Saturday mornings), Rookies Baseball (Gr. 1-2) (3-4 Teams) (Mon & Wed), Minors Baseball (Gr. 3-4) (2-3 Teams) (TuThSa), Majors Baseball (Gr. 5-6) (2 teams) (MWFSat), Junior Softball (Gr. 3-4) (2-3 Teams) (TuTh) and Senior Softball (Gr. 5-6) (2 teams) (MWF).
- The Vermont Esports League begins soon, and the Parks & Recreation Department will be a part of the statewide program with other recreation departments. The league begins the week of April 12, 2021. Registration ends March 29, 2021. Players will compete in Fortnite, Rocket League, Madden21, and/or Super Smash Bros leagues. Divisions are available for ages 8-12 (plays at 7pm), ages 13-18 (plays at 8pm), and open adult league for ages 18+ (plays at 9pm). Each league will consist of 6 weeks of competition, 5 weeks of the regular season and 1 week of playoffs.
- The Hartford Youth Lacrosse Club registration has started. The sports program is a collaborative between Hartford Parks & Recreation and Hartford Lacrosse Club. Registration began March 15<sup>th</sup>.
- The Department is promoting "Afterschool in-the Parks" which is a new program. Participants can take in an array of fun, physical activity, enrichment, and arts activities. The program will be held at various parks through June 8<sup>th</sup>. The program runs from 2:00pm to 5:00pm. Like other programs, COVID safety procedures are in place.
- The After-School Lego Club continues at the Hartford Town Hall.
- Summer Camp Ventures registrations opened on March 15<sup>th</sup>. Summer camp is a full day program offering eight week-long sessions. At Camp Ventures, we offer an authentic camp experience, with limited technological interactions. We believe that every kid should have the chance to just be a kid and experience nature and their surroundings in a fun, safe, and supportive environment. Camp Ventures is programmed for 80 participants and split between two age group categories. Explores for grades K through 2 and Adventurers for grades 3 through 6.
- Tatum Barnes has been hired as the Hartford Parks & Recreation Spring Intern. We are really excited about having Tatum as part of our team. He has a tremendous amount of experience as a teacher, group facilitator and experience as a camp counselor. Tatum will be working closely with Jay McDonough on programming and gearing up for Camp Ventures as part of his Internship.
- Parks and Recreation made a few adjustments to the traditional Egg Scramble for this year. We discussed having a Mobile Spring Egg Scramble and visit various villages. However, it made more logistical sense to have a registered event to control gatherings. This year's Egg Scramble requires residents to register at [Hartfordrec.com](http://Hartfordrec.com) for a timeslot on Saturday, April 3<sup>rd</sup>. Timeslots will be

scheduled for small groups to participate. Each group will walk through Lyman Park in search of eggs. The event begins at 9am and goes to 12:00 noon.

- In addition to the Egg Scramble, we are promoting the first ever Eggs in-the Parks April 1<sup>st</sup> through the 6<sup>th</sup>. This program is free and is like the Golden Ticket program. Large eggs will be placed in several of our public park locations. Each egg will have trivia questions for those visiting the park. Random prizes will be given out to those answering the questions and submitting a photo with the park eggs.

### **Parks/Facilities**

- The Hartford Tree Board is working on a treatment plan for several Ash Trees in the public parks that need to be treated for the Emerald Ash Borer. They have received three quotes for treatment. Ratcliffe Park and Veterans Park will be treated with an injected product that will work to protect the trees from the Emerald Ash Borer.
- The Tree Board continues to work on the shade tree preservation plan which is a project they are working closely with under the Vermont Department of Forests, Parks and Recreation. They are identifying procedures that the tree warden will follow regarding tree maintenance, planting, removal, and any specifics around governance of trees on municipal property which are the five “musts” of a shade tree preservation plan. The plan also involves designation of shade trees beyond those planted by the municipality.
- Vermont Life Safety finished installation of two medical pull stations and two CCTV cameras for the WABA facility. This project was funded in part by VLCT/PACIF through a safety grant. We will receive 40% reimbursement for the project.
- The Department will be setting up interviews with 4 potential candidates the week of March 29<sup>th</sup> to fill the vacant park laborer position.
- The Wendell A. Barwood Arena finished up the regular season on Saturday, March 20<sup>th</sup> with the Girls High School Playoff Game. COVID-19 did cause operational challenges for us but anticipate reduction of operational costs along with other energy saving measures we put into place we are hopeful for limited financial impact. As we close out the operation, we will begin to have a better idea of the bottom line of the operation.
- Ice out procedures were put into place and we have begun removing the ice by shaving the ice down to the in-ice logos. From there we will remove the logos and wait for the bond to break. The chiller plant was taken offline, and the circulation pumps will continue to operate to assist with bring the temp of the floor up. The warmer weather conditions will provide for good conditions to break the ice bond. Once that occurs, we will remove the ice with front load equipment.
- Snow cover continues to melt away in the parks. We anticipate an early spring and work will begin soon in the public parks to get them ready for patron usage.
- Results of our Tree RFP will be reviewed, and tree work will begin soon in two of the historical cemeteries. Commons and Savage Cemeteries have a tremendous amount of tree work needed to preserve the cemetery. Decades of limited maintenance has caused overgrowth of low-quality trees. The overall cost of this maintenance is between \$12,000 and \$20,000 dollars and will have to be managed over the next several years. Many of the low-quality trees are overgrown pines that have become hazardous. If a tree would come down it would take out many of the historical grave markers.
- The Department continues to work on spring and summer park permits. It appears we will have an extremely active year in the parks with classes, weddings, and public usage.

- The Department will be working with the Athletic Department and a private contractor to assist with getting the facilities up and running for spring sports. Much of this work includes restoration of skinned infields at Maxfield.

### **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.
- Zoning Regulation Amendments – Prepared information and noticed the public for the March 23, 2021 Selectboard Public Hearing regarding proposals to create two new zoning districts which add residential and mixed-use to the current Highway Commercial District in Quechee along RT 4, and to a section of the Industrial Commercial District along RT 5 South in White River Junction.
- VT Better Places Grant – Began working with members of the White River Indie Films (WRIF) to initiate PR and implementation of “Light First Fridays” grant project to help restart WRJ’s First Friday (of the month) events that stopped due to COVID. The grant will bring film into the built environment by projected “Shows” on buildings primarily focused in the Currier St area, similar to what was piloted in downtown during the winter holidays.
- Hartford Energy Commission E-Bike Program – Working with the Commission to participate in the Upper Valley loan program to introduce the public to Electric Bicycles (E-Bikes) as an alternative mode of transportation. The loaner E-Bikes are scheduled to come to Hartford in April/May.
- Green-Up Day – This year Green-up Day will return to the first Saturday in May (the 1<sup>st</sup>). We will continue with last year’s COVID protocols which included people signing-up on-line or via phone, and bag pick-up outside Town Hall and Quechee Library. Dumpsters will be at Town Hall and Quechee Green a few days before and through the weekend. More specific information will be provided to the public over the next several weeks.
- Water and Wastewater – Provided overview for Climate Action Plan data collection.
- Northern Stage Theater – Finalizing permit application submittal with the Theater to have a temporary (COVID) outdoor stage on its property behind its building. They anticipate having it ready this spring for use for a year.
- Vermont Community Development Program Revolving Loan Fund (VCDP-RLF) – Continued working with applicant, Town attorney and GMEDC on loan closing.
- Financials – Preparation for meeting with Tracy and Gail to review Department Financials.
- Wentworth Housing 2 Grant – Town attorney is reviewing the draft Subgrant Agreement and related documents with Twin Pines Housing Trust and EverNorth Housing group.
- Town Forest Recreation Plan – The Conservation Commission is targeting April for a presentation at a Selectboard meeting.
- Historic Preservation Demolition Standards –Historic Preservation Commission, Planning Commission and Design Review Committee participated in a second workshop on March 17<sup>th</sup> with staff and consultant. A third workshop is planned for April with a community meeting tentatively planned for May.
- Bugbee Senior Center Phase 2 Heat Pump Installation - Continued to work with the Center Director on next steps to finalize the Request for Proposal to be released week of March 22<sup>nd</sup>.
- “Hartford Dollars” COVID Buy Local Program – Continuing to work with the Chamber to develop a sustainable program that will be ongoing now and post COVID Pandemic.

- Selectboard Ad Hoc Committee on Homelessness – Continued discussions and follow-up with the Town’s Location Committee on options. Coordinating conceptual review meeting with the Planning Commission for March 29<sup>th</sup>.
- Sister City Signage – Continued to assist the Sister City Committee with signage options given the state’s stated limitations on signage.
- Hartford Village Bridge Federal Environmental Review - As part of this requirement, State representatives met with Hartford’s Historic Preservation Commission for input on the Federal 106 HP Review.
- Downtown Program 4-Year Review- Submitted report to state.
- Vermont Economic Progress Council – Provided Letter of Support to state for an expanding Hartford business to participate in the state’s tax incentive program.
- Climate Action Plan –The consultant continued working with the Climate Advisory Committee and its subgroups to gather and analyze information, and review draft goals, objectives, and actions. Continued to provide staff participation and support.
- TIF and Pool Bond Bank Application – Finalizing loan closing documents.
- 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. Following up on violations.
- 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 and the Resilience Hartford Committee targeting to initiate this spring development of an implementation and maintenance plan for planting fruit bearing plants and trees in the park.
- South Main Street TIF Improvement Projects –60% review with Engineer and state agencies for finalizing engineering and design of the second phase for construction in 2021. Continued working with DPW on completion of the first phase of the project.
- Town Forest Tree Harvesting – Completing scope of work/MOU with the State Forester to prepare a tree harvesting plan for implementation in FY 2022.
- Currier Street – Reviewed with DPW regarding disposition of excess ROW.
- Town Forest – USDA proceeding with review of wild swine population in Town Forest.
- Grant Reimbursements – Continued assembling documentation to request reimbursement of expenditures for projects receiving grant and other funding.
- 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.
- Cornerstone Community Center VCDP Planning Grant Proposal – Continued working with the CCC which is interested in resubmitting the VCDP Planning Grant application which did not get funding last Fall. The grant must go through the Town and will require a public hearing and Selectboard approval for an April state submittal deadline.

## **POLICE DEPARTMENT**

Please find the police department's activity report for the period ending March 20. During that period the department recorded 327 total incidents to include 44 traffic stops and 106 proactive/citizen directed vehicle or foot patrols.

Mar 8-17<sup>th</sup> – three separate reports of thefts of catalytic converters being cut from vehicles were reported in town. This has been a recent trend around the New England area. The cases are being actively investigated.

Mar 17<sup>th</sup> – the Special Needs Support Center hosted two virtual sessions with BIPOC members of the community to discuss the intersection of race and disabilities to garner input for the police department's Special Needs Information Program (SNIP) which will be launched this week.

Finishing touches are being made to the police department's new website which is scheduled to go live this week.

The department received upgraded body cameras to replace the current cameras as part of the existing contract with the vendor.

3/7/21	0:07	SYKES MOUNTAIN AVE	Mental Health
3/7/21	1:16	GATES ST	DLS
3/7/21	5:07	BALLARDVALE DR	MV Complaint
3/7/21	7:32	I 91 S MM70	Agency Assist
3/7/21	9:54	QUECHEE MAIN ST	Citizen Assist
3/7/21	12:13	N HARTLAND RD	Welfare Check
3/7/21	12:31	BAKER TURN	Drugs
3/7/21	12:43	MAPLE ST	Agency Assist
3/7/21	14:02	UNION ST	Found Property
3/7/21	16:43	RAILROAD ROW	911 Hangup
3/7/21	20:13	N N HARTLAND RD	Suspicious
3/8/21	4:15	ARBORETUM LN	Crash Damage
3/8/21	7:54	FAIRVIEW TER	Crash Damage
3/8/21	8:05	BRIDGE ST	Crash Damage
3/8/21	9:18	S MAIN ST	Fraud
3/8/21	12:27	BYRON HL	Sex Offend Reg
3/8/21	12:32	N N HARTLAND RD	Suspicious
3/8/21	13:27	QUECHEE MAIN ST	Suspicious
3/8/21	13:37	LUCE MEADOW RD	Citizen Assist
3/8/21	13:46	S MAIN ST	Theft of MV
3/8/21	15:02	VT ROUTE 14	Vandalism
3/8/21	16:15	N N HARTLAND RD	Welfare Check
3/8/21	17:55	WOODSTOCK RD	Assault
3/8/21	23:40	S MAIN ST	Suspicious
3/9/21	4:42	LANTERN LN	Suicide Threat
3/9/21	6:55	BALLARDVALE DR	Burglary Alarm
3/9/21	7:23	JERICO ST	Animal Problem
3/9/21	7:39	VT ROUTE 14	MV Complaint
3/9/21	7:56	WOODSTOCK RD	Suspicious

3/9/21	8:59	TEMPLETON AVE	Welfare Check
3/9/21	10:07	MAPLE ST	VIN Inspection
3/9/21	10:27	VA CUTOFF RD	Wanted Person
3/9/21	10:42	MAPLEWOOD TER	Structure Fire
3/9/21	10:46	WOODSTOCK RD	Theft
3/9/21	11:38	TEMPLETON AVE	Citizen Assist
3/9/21	11:39	WOODSTOCK RD	911 Hangup
3/9/21	11:50	RALPH LEHMAN DR	Citizen Assist
3/9/21	12:33	SYKES MOUNTAIN AVE	Citizen Dispute
3/9/21	12:46	CENTER OF TOWN RD	Fraud
3/9/21	15:52	CHRISTIAN ST	Agency Assist
3/9/21	16:44	HARTFORD AVE	Citizen Assist
3/9/21	17:45	N N HARTLAND RD	Agency Assist
3/9/21	17:50	SYKES MOUNTAIN AVE	Suspicious
3/9/21	18:21	N N HARTLAND RD	Suspicious
3/9/21	20:09	N N HARTLAND RD	Agency Assist
3/9/21	20:14	MAPLE ST	Paperwork Srv
3/10/21	0:41	N MAIN ST	Suspicious
3/10/21	1:05	RALPH LEHMAN DR	Suspicious
3/10/21	7:42	HIGHLAND AVE	Juvenile Prob
3/10/21	9:43	VA CUTOFF RD	Agency Assist
3/10/21	9:55	VA CUTOFF RD	Agency Assist
3/10/21	10:13	MAPLE ST	Agency Assist
3/10/21	11:21	S MAIN ST	Suspicious
3/10/21	11:28	PROSPECT ST	Citizen Dispute
3/10/21	11:33	N N HARTLAND RD	Trespassing
3/10/21	12:56	BALLARDVALE DR	Suspicious
3/10/21	14:34	BALLARDVALE DR	Suspicious
3/10/21	15:03	MAPLE ST	Paperwork Srv
3/10/21	15:48	RALPH LEHMAN DR	Paperwork Srv
3/10/21	16:35	VA CUTOFF RD	VIN Inspection
3/10/21	18:14	SYKES MTN RD	Traffic Offense
3/10/21	18:49	ALLISON RUN	Suspicious
3/10/21	19:29	DOTHAN RD	MV Complaint
3/10/21	20:06	LARCH LN	Suicide Threat
3/10/21	22:26	HARVEST LN	Family Fight
3/11/21	0:19	S MAIN ST	Traffic Hazard
3/11/21	1:25	WOODSTOCK RD	Crash Injury
3/11/21	7:39	VA CUTOFF RD	Suspicious
3/11/21	9:29	HOLLOW DR	Mental Health
3/11/21	9:54	RALPH LEHMAN DR	Paperwork Srv
3/11/21	11:29	VA CUTOFF RD	VIN Inspection
3/11/21	11:57	S MAIN ST	Citizen Assist
3/11/21	12:57	WOODSTOCK RD	Drugs
3/11/21	14:02	N MAIN ST	Crash Damage
3/11/21	14:25	VA CUTOFF RD	Information



3/11/21	15:51	ELY DR	Animal Problem
3/11/21	16:42	VA CUTOFF RD	Agency Assist
3/11/21	17:37	QUECHEE GORGE	MV Complaint
3/11/21	18:58	QUECHEE GORGE	Suspicious
3/11/21	21:16	QUECHEE HARTLAND RD	Overdose
3/11/21	23:33	S MAIN ST	Welfare Check
3/11/21	23:50	OLCOTT DR	Burglary Alarm
3/12/21	1:13	MAPLE ST	Burglary Alarm
3/12/21	8:56	CONNECTICUT RIVER RD	Agency Assist
3/12/21	9:42	CASCADNAC AVE	Citizen Assist
3/12/21	11:08	TEMPLETON AVE	Welfare Check
3/12/21	11:48	VA CUTOFF RD	Agency Assist
3/12/21	12:40	QUECHEE GORGE	MV Complaint
3/12/21	13:02	N MAIN ST	MV Complaint
3/12/21	13:14	BUGBEE ST	MV Complaint
3/12/21	13:33	WILDER DAM RD	Littering
3/12/21	13:54	S MAIN ST	Suspicious
3/12/21	14:07	TIGERTOWN RD	Sex Offend Reg
3/12/21	14:28	PINE ST	Paperwork Srv
3/12/21	15:43	BESWICK DR	Suspicious
3/12/21	17:15	TEMPLETON AVE	Animal Problem
3/12/21	19:32	LYMAN BATCHELLER RD	911 Hangup
3/12/21	19:49	HAWTHORN ST	Citizen Assist
3/12/21	20:06	CHRISTIAN ST	Public Speaking
3/12/21	21:14	SOUTH ST	MV Complaint
3/12/21	21:49	VA CUTOFF RD	Cond of Release
3/12/21	22:20	S MAIN ST	Susp Person
3/12/21	23:31	QUECHEE HARTLAND RD	Suspicious
3/13/21	1:58	BUGBEE ST	Wanted Person
3/13/21	4:40	VA CUTOFF RD	Training
3/13/21	7:07	S MAIN ST	Suspicious
3/13/21	7:38	HERITAGE LN	Burglary Alarm
3/13/21	8:12	QUECHEE MAIN ST	Animal Problem
3/13/21	10:32	HOLLOW DR	Mental Health
3/13/21	11:25	CHRISTIAN ST	Juvenile Prob
3/13/21	13:22	S MAIN ST	Custodial Int
3/13/21	22:22	S MAIN ST	Citizen Assist
3/13/21	23:37	QUECHEE HARTLAND RD	MV Complaint
3/14/21	0:50	MAPLE ST	Noise Disturban
3/14/21	1:46	HOLIDAY DR	Paperwork Srv
3/14/21	7:18	HARRISON AVE	Paperwork Srv
3/14/21	8:24	TALL TIMBERS DR	Medical
3/14/21	12:40	QUECHEE HARTLAND RD	Suspicious
3/14/21	16:52	MAPLE ST	MV Complaint
3/14/21	17:29	RIDGE VIEW RD	911 Hangup
3/14/21	17:47	N N HARTLAND RD	Welfare Check

3/14/21	19:01	Wentworth Way	Suspicious
3/14/21	19:01	WOODSTOCK RD	Phone Problem
3/14/21	20:17	CASCADNAC AVE	Paperwork Srv
3/14/21	20:19	VA CUTOFF RD	Citizen Assist
3/14/21	21:45	HASWELL TRCE	Family Fight
3/15/21	1:52	BALLARDVALE DR	911 Hangup
3/15/21	3:46	ALICE PECK DAY DR	Agency Assist
3/15/21	10:27	VA CUTOFF RD	Suspicious
3/15/21	11:05	BUGBEE ST	Agency Assist
3/15/21	11:45	HARVEST LN	Family Fight
3/15/21	12:04	BALLARDVALE DR	Agency Assist
3/15/21	12:55	MAPLE ST	Theft
3/15/21	13:49	N HARTLAND RD	MV Complaint
3/15/21	14:30	NATURES WAY	911 Hangup
3/15/21	15:22	RED BARN RD	Suspicious
3/15/21	16:59	HARD RD	Animal Problem
3/15/21	17:58	HARTFORD AVE	Suspicious
3/15/21	18:47	S MAIN ST	Vandalism
3/15/21	18:51	N N HARTLAND RD	Theft
3/15/21	19:12	RALPH LEHMAN DR	Suspicious
3/15/21	19:28	WOODSTOCK RD	Intoxication
3/15/21	20:01	RALPH LEHMAN DR	Welfare Check
3/15/21	22:05	OLD RIVER RD	911 Hangup
3/16/21	8:20	S MAIN ST	Agency Assist
3/16/21	8:57	CONNECTICUT RIVER RD	Paperwork Srv
3/16/21	9:08	RALPH LEHMAN DR	Paperwork Srv
3/16/21	9:19	ABBOTT ST	Paperwork Srv
3/16/21	9:33	CASCADNAC AVE	Paperwork Srv
3/16/21	9:39	Wentworth Way	Paperwork Srv
3/16/21	10:10	JERICO ST	Agency Assist
3/16/21	11:09	MORGAN RD	Vandalism
3/16/21	12:02	BUGBEE ST	Cond of Release
3/16/21	14:38	FAIRBANKS TURN	Vandalism
3/16/21	15:38	SYKES MOUNTIAN AVE	Theft
3/16/21	17:54	WILLIAMS LN	911 Hangup
3/16/21	19:30	FAIRBANKS TURN	Paperwork Srv
3/16/21	19:40	N MAIN ST	Suspicious
3/16/21	20:41	RALPH LEHMAN DR	Paperwork Srv
3/16/21	21:02	AIRPORT RD	Citizen Assist
3/16/21	21:43	COSTELLO RD	Sex Offend Reg
3/17/21	7:01	MAPLE ST	Burglary Alarm
3/17/21	7:49	HARTFORD AVE	Theft
3/17/21	8:03	HARTFORD AVE	Theft
3/17/21	8:11	S MAIN ST	Burglary Alarm
3/17/21	9:18	BALLARDVALE DR	Odor Investigat
3/17/21	10:32	BALLARDVALE DR	Crash Injury

3/17/21	13:06	BALLARDVALE DR	Family Fight
3/17/21	14:33	HARVEST LN	Found Property
3/17/21	15:11	HARTFORD AVE	Burglary Alarm
3/17/21	15:19	RUNNALS RD	Traffic Hazard
3/17/21	15:31	GILLETTE ST	Paperwork Srv
3/17/21	17:59	VT ROUTE 14	Littering
3/17/21	19:11	GATES ST	Harassment
3/17/21	19:27	DEPOT ST	Littering
3/17/21	19:30	VA CUTOFF RD	Information
3/17/21	20:56	MAPLE ST	Welfare Check
3/17/21	23:12	N N HARTLAND RD	Cond of Release
3/17/21	23:45	CASCADNAC AVE	Intoxication
3/18/21	11:07	RALPH LEHMAN DR	Citizen Dispute
3/18/21	11:16	VA CUTOFF RD	VIN Inspection
3/18/21	12:13	WOODSTOCK RD	Mental Health
3/18/21	16:14	VA CUTOFF RD	Agency Assist
3/18/21	17:12	MAPLE ST	Family Fight
3/18/21	18:11	LARCH LN	Phone Problem
3/18/21	19:10	SARGENT ST	Phone Problem
3/18/21	20:55	QUECHEE MAIN ST	911 Hangup
3/19/21	0:15	HOLLOW DR	Phone Problem
3/19/21	0:22	KEY AUTO DR	Traffic Offense
3/19/21	6:53	N N HARTLAND RD	Assault
3/19/21	10:02	BALLARDVALE DR	Theft
3/19/21	12:12	N MAIN ST	Paperwork Srv
3/19/21	12:26	S MAIN ST	Assault
3/19/21	13:36	RALPH LEHMAN DR	Paperwork Srv
3/19/21	13:42	VT ROUTE 14	Theft
3/19/21	14:20	FAIRVIEW TER	Suspicious
3/19/21	14:47	VA CUTOFF RD	Custodial Int
3/19/21	14:54	CURRIER ST	Theft
3/19/21	14:55	CURRIER ST	Theft
3/19/21	14:55	CURRIER ST	Theft
3/19/21	14:56	CURRIER ST	Theft
3/19/21	14:56	TWILIGHT CT	Phone Problem
3/19/21	14:56	CURRIER ST	Theft
3/19/21	15:10	HARTFORD AVE	Public Speaking
3/19/21	15:35	CENTER OF TOWN RD	Animal Problem
3/19/21	15:52	A ST	Animal Problem
3/19/21	16:14	VA CUTOFF RD	Citizen Assist
3/19/21	18:02	LARCH LN	Suspicious
3/19/21	18:20	VT ROUTE 14	Suspicious
3/19/21	18:26	RALPH LEHMAN DR	Citizen Assist
3/19/21	19:05	WOODSTOCK RD	Family Fight
3/19/21	19:16	WOODSTOCK RD	Vandalism
3/19/21	19:47	WOODHAVEN DR	Juvenile Prob

3/19/21	21:41	MAPLE ST	Suspicious
3/20/21	0:09	FERRY BOAT XING	Theft of MV
3/20/21	11:28	PROSPECT ST	Animal Noise
3/20/21	11:37	PROSPECT ST	Family Fight
3/20/21	15:57	N MAIN ST	Welfare Check
3/20/21	16:05	CURRIER ST	911 Hangup
3/20/21	17:51	HARVEST LN	Overdose
3/20/21	22:18	QUECHEE WEST HARTFORD RD	Animal Problem

### **Town Clerk**

The Clerks office has been busy preparing for the upcoming Tax Abatement Hearings (11 Requests) to be held via electronic participation on Monday, March 29, 2021. The Clerk plans to attend the VLCT Training on VT Open Meeting Law on April 1<sup>st</sup> and to attend two sessions of the Town Officer Education Conference on April 12<sup>th</sup> & 13<sup>th</sup> (Digitization of Land Records-A Town Clerk Panel & The 2020 Census); both training opportunities are being held remotely. The Clerk's office is wrapping up the last of the 2021 Liquor License Renewals received by the license holders for review by the Local Liquor Control Board. The deadline for applications to the VT DLC is April 1<sup>st</sup>. The volume of recording remains steady as spring approaches.

In addition, the Clerk's office is making the final push for dog licensing by mail again this year (the deadline by State Statute is April 1<sup>st</sup> for any dogs 6 mos. of age or older). Here is the information we have been publicizing on FaceBook; the Listserve; the Valley News and, recently updated on our website for Hartford Dog owners: HARTFORD RESIDENTS

**DON'T FORGET TO LICENSE YOUR DOG BEFORE APRIL 1ST!**

**SPAYED/NEUTERED LICENSE FEE = \$9.00**

**UNALTERED DOG FEE = \$13.00**

**CURRENT RABIES CERTIFICATE REQUIRED.**

**IF APPLICABLE, PROOF OF SPAY/NEUTER IS REQUIRED UNLESS INDICATED ON RABIES CERTIFICATE.**

**DOGS, 6 MONTHS OF AGE OR MORE, ARE REQUIRED BY VT LAW TO BE LICENSED. LATE FEES WILL BE ASSESSED AFTER APRIL 1ST.**

**ALL DOG LICENSES ARE BEING PROCESSED BY MAIL DURING THE TOWN HALL CLOSURE DUE TO THE PANDEMIC.**

**PLEASE MAIL PAYMENT (CHECK/MONEY ORDER PAYABLE TO: TOWN OF HARTFORD)**