

# Significant Activity Report

## April 21 – May 4, 2021

### Parks & Recreation Program and Park Highlights

- PROGRAM SPECIFIC: Spring sports are in full swing with 182 participants to date. T-Ball – 4 Teams, Rookies Baseball – 3 Teams, Minors Baseball – 3 Teams, Majors Baseball – 2 teams, Softball – 25 Players, Little Sticks Lacrosse – 24 Players, Start Smart Baseball – 18 players. Other programs continue: Youth Karate Started on 4/19 with 10 Participants, Monday Maxfield Walk was successful with 10 walkers on 4/19 and 7 signed up on 4/26, Wednesday's Hike 4/19 was at Hurricane with 5 Hikers, Comics Class starts on Friday, 4/23 – 12 participants, Tuesday – Afterschool in the Park Program – 12 Participants, Thursday – Lego Club – 12 Participants. The Department is conducting interviews for positions with our Summer Camp Ventures.
- PARKS SPECIFIC: We are still seeking to fill 2 positions with our seasonal park maintenance. Park mowing has started already. Our fertilization and turf treatment of sport playing fields is schedule the first week of May. New "Carry in, carry out" signs were delivered and will be posted in the parks system to remind patrons that all produced trash and waste is to be removed from the parks following usage. Kevin Hoisington officially started with the department fulltime on Thursday, April 22<sup>nd</sup>.
- Hartford High School has started using the baseball and softball fields at Maxfield. We continue to rehabilitate the fields with new infield mix and warning track mix. This will continue through the spring and into the summer.
- The Maxfield domestic water system has been tested and all pavilions are operational; Pavilion A is open to the public 24/7, Pavilions B & C are by permitted use only.
- The pool project continues to move forward. The Department met with representatives of the School District to discuss the entry control building, fencing and how that relates to a future development of Alumni Park which will be located next to the south west corner of the pool facility. The Pool Review Group also met for the first time to discuss the project.

The Parks & Recreation Community Wide Needs Survey is being distributed to local emails and posting on social media outlets. Here is a link to the survey developed by the Parks & Recreation Commission and Department Staff <https://www.surveymonkey.com/r/2021PRSurvey>

### Finance Department

1. 2021 Fiscal Year End Close Out Preparation with remote auditor testing the week of May 3<sup>rd</sup>
2. Approaching close out of 2020 Calendar year work comp audit
3. Providing list of items to Town Manager required to close out fiscal year 2021 and open fiscal year 2022
  - a. Encumbrance requests & reviews
  - b. Fee Schedule

- c. Tax Rate Setting & Special Check Run
  - d. Construction Line of Credit renewal with assistance by Town Treasurer John Clerkin
4. Preparing March Financials
- a. Distribute to Town Manager and Department Heads week of May 3<sup>rd</sup>
    - i. Conduct March Financial Reviews on May 5<sup>th</sup> – May 7<sup>th</sup> and May 10<sup>th</sup>
    - ii. Prepare March Board Financial Presentation for May 18<sup>th</sup> meeting

### **Assessor**

- Attended a two day Vision User Group Conference
- Wrapped up the Stoney Creek Appeal
- Attended Abatement deliberations
- Continual Grand List Work (transfers, current use, homesteads, permits)
- Attended a PVR webinar on Deed Reading and Exemptions
- Began reviewing utility values

### **Police Department**

During this period, the police department participated in National Drug Take Back Day with locations at the Co-Op as well as the police department. Just over 103 pounds of unused prescription medication was collected.

Police arrested and lodged an individual on several outstanding warrants that had been wanted since his involvement in the December home invasion/shooting incident on Christian Street. Investigation ongoing.

Police arrested and lodged an individual who had stolen a firearm and kidnapped another person in Hanover, forcing the person to drive them to White River Junction.

Police identified a primary suspect in a string of thefts totaling more than \$20,000 in property from residents at The Village at White River Junction. Investigation ongoing.

During this reporting period, the department handled 408 incidents. The breakdown is as follows:

Animal Problem – 4	Traffic Accident – 5
Arrest on Warrants – 4	Vandalism – 1
Assault – 12	All other – 317
Citizen Dispute – 6	
Motor Vehicle Disturbance – 12	
Fraud – 1	
DLS – 1	
Domestic related – 3	
Drug Possession – 1	
DUI – 1	
Noise Disturbance – 1	
Suspicious Person or Circumstance – 39	

## **Town Clerk**

1. The Board of Abatement met on Monday, April 26, 2021 to deliberate on the Abatement Hearings held on March 29, 2021. The Clerk drafted the ten decision letters for the BCA Chair & Vice Chair to review. Upon review, the sent the Decision Letters to each applicant by e-mail and by Certified Mail as required. The minutes for the meeting have been posted to the website.
2. We have had an uptick in research appointments, some requiring extra support from Clerk staff as well as an increase in request form the public. Land Recording has picked up this week as well.
3. Dog license have continued to trickle in (we have issued 470 licenses as of Thursday, April 29<sup>th</sup>). In early May, we will begin to reach out to residents who have licensed dogs in Hartford either in 2019 or 2020 but have yet to do so in 2021.
4. We are experiencing an increase in requests for Marriage Licenses. While Town Hall remains closed, we will provide this service for Vermont and New Hampshire residents. When the building re-opens, we will resume providing the service beyond our region. We have also seen an increase in requests for Notary Services.
5. 2020 Liquor Licenses expired on April 30, 2021. We have contacted all businesses whose licenses have been received by us from DLC and are available for pick-up by appointment. Not all have done so. We will try to reach those again on Friday, April 30<sup>th</sup> so they will be in compliance on May 1, 2021.

## **Fire Department**

In addition to the Grange Fire:

1. On 4/24/21 at 21:42 hrs the Hanover Regional Communications Center received a 911 call stating that a party had fallen into an abandoned copper mine shaft at the Eureka Mine on Pike Hill in Corinth, VT. The Corinth and Tri-Village Fire Departments with Upper Valley Ambulance were immediately dispatched and responded to the scene. At 21:53 hrs, Corinth personnel requested a Technical Rescue Task Force comprised of members of the Hanover and Lebanon, NH, as well as the Hartford and Thetford, VT fire departments. The Task Force arrived on location at 22:50 hrs and was updated by Corinth Fire Chief Pospisil of a male patient roughly 30 years of age who had fallen approximately 150' down an abandoned mine shaft and had been down for over two hours. Upon arrival the task force assembled a twin tensioned rope rescue system and lowered two Firefighter/Paramedics down the mine shaft to evaluate the patient. The patient was packaged in to a stokes basket and raised out of the shaft to an awaiting Thetford Fire Department ATV. The ATV transported the patient approximately two thirds of a mile to an Upper Valley Ambulance who in turn transported the patient to an awaiting UVM Health Network helicopter. The patient was flown to DHMC for further treatment of his injuries. The total time from rescuers initially entering the mine shaft to the patient's arrival at the UVM Health Network helicopter was under one hour.
2. New Firefighters Sean Spencer and Kevin Montminy have completed their two week orientation and have been moved to shifts operating on a 24 hour work cycle.
3. During this period the department responded to 103 calls for service.

4. During this period the Fire Prevention Office completed 25 inspections/investigations.

### **Public Works**

- Our water crew responded to several leaks around town and assisted the Fire Department during the fire on Maple Street earlier this week.
- Many members of the DPW team worked to kick off the South Main Street Project.
- Many members of the DPW team participated in the review of the on street dining requests and collaborated to develop a memorandum for Tracy's consideration.
- Our wastewater team responded to clogged pumps at our Bridge Street, South End, and Mill Run Pump Stations.
- Our highway team plowed a six inch storm last week that will hopefully be our last.

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

- Green-Up Day – Preparation for May 1<sup>st</sup> Green-Up Day has been in full swing with people signing up to clean areas around town, and picking up bags at Town Hall and the Quechee Library. Dumpsters arrived at Town Hall and Quechee Green on Wednesday. Thank you to DPW and Park and Rec Department for their assistance.
- Hartford's Energy Commission E-Bike Project – On April 19<sup>th</sup>, the Commission and Town staff kicked-off the Electric Bicycles (E-Bikes) demonstration and loaner project in partnership with *Local Motion*, a non-profit organization promoting these bikes as an alternative mode of transportation. Most loaner time slots have been booked and there was a great turnout for the April 24<sup>th</sup> demonstration program at Town Hall. The loaner program will continue through May 8<sup>th</sup>.
- Demolition Standards for Historic Properties - Continued working with the consultant, Historic Preservation Commission and Planning Commission on reviewing options for Zoning Regulation changes to address the loss of historic properties in town. Community wide meetings are planned in the future.
- Lt Governor Gray's "*Seat at the Table*" Event – Lori Hirshfield was one of four panelists that participated in this statewide virtual event on Monday April 26<sup>th</sup> to explore the successes and opportunities for downtown economic development in Vermont communities through Tax Increment Financing (TIF).
- "Light First Fridays" – Preparations and publicity for the May 4<sup>th</sup> restart of *First Fridays* in Downtown White River Junction with *White River Indie Films* (WRIF) are in full mode for lighting up the streets and buildings.
- Wentworth Housing Development Project Phase 2 -Vermont Community Development Program (VCDP) Grant – Subgrant Agreements and related documents completed and executed for submittal to the state. The VCDP Progress Report also was completed and submitted.