

Significant Activity Report

June 15 to June 29, 2021

Parks & Recreation Program and Park Highlights

- Summer Camp Ventures is off to a great start with 80 campers total with 40 Campers at each site. Councilors and CIT's (Councilors in Training) bring the total on campus population to just over 100. The camp took field trips to Silver Lake and VINS with each being a huge success. Friday Fun Day at Maxfield is back and campers are loving it!
- Summer Concert Series performance on June 16th with Never Too Late was well attended with just under 100 participating. The Kapps performed on June 23rd.
- Our first Movie in the Park was held on June 11th featuring the Croods New Age. There was over 100 in attendance. The next movie will be held at the West Hartford Library on Friday, June 25. The movie will be a collaboration with the Hartford Community Coalition and West Hartford Library.
- Summer baseball started with 29 players. Hartford will have two teams.
- Members of the Pool Review Group met at the pool for a site tour on June 16th to see the pools progress. The Department sends out weekly updates on the pool. Most of the site conditions for the pool floor is complete and getting ready for rebar. The pool walls are being framed in for the gunite application.
- The Tree Board met in person for the first time since the pandemic. They are busy with the oversight of Emerald Ash Borer treatments of Ash Trees in Veterans and Ratcliffe Park.
- The Park Crew continues to maintain our facilities with mowing, trimming and general maintenance. Over the past two weeks the park use included 36 permits with 520 hours of usage which included the State of Vermont Cal Ripken Regional Baseball Tournament held at Maxfield. The tournament continues through the weekend and ends June 27th.

Finance Department

1. 2021 Fiscal Year End Close Out
 - a. Provided close out checklist to staff and board chair
2. Providing list of items to Town Manager required to close out fiscal year 2021 and open fiscal year 2022
 - a. Encumbrance requests & reviews
 - b. Tax Rate Setting & Special Check Run
 - c. Construction Line of Credit renewal with assistance by Town Treasurer John Clerkin
 - d. American Recovery training for board

- e. Vermont Bond Bank Presentation on Debt Benchmark to board
 - f. Invoice Cloud Fees
 - g. Budget Cycle FYE 2022
3. Prepared & Distributed May Financials
 4. May Bank reconciliations
 5. Opening new fiscal year 2022
 6. Preparing for generation and distribution of tax bills in July
 7. Assisting Department Heads in project funding guidelines and steps

Assessor

- Grievance period ended June 16th
- Scheduled and Conducted grievance hearings
- Conducted property inspections associated with grievances
- Reviewed grievance documents and developed value opinions
- Continual entry of permit information for the 2022 Grand List
- Continual processing of homestead declarations
- Attended Axiomatic software input sessions

Police Department

The police department has begun the process of ordering two new vehicles for the next fiscal year budget, one marked police cruiser and one administrative car which will be a hybrid vehicle.

Police Officer Joshua Reyes left the department and moved out of the area to pursue education in his interest of computer coding.

To address staffing issues in the interim, two detectives began working 12-week rotating assignments covering patrol.

Officers received annual legal update training from the Windsor County State Attorney's Office.

Officers participated in the funeral service for retired Hartford Police Sergeant Thomas Lyman

During this reporting period, the department handled 335 incidents with 17 arrests. The breakdown is as follows:

Animal Problem – 7

Arrest on Warrants – 3

Assault – 1

Citizen Dispute – 5

Death Investigation – 1

Disorderly Conduct – 3

DLS – 3

Domestic related – 1

Drug Possession – 4

DUI – 2

Larceny – 5

Motor Vehicle Disturbance – 3

Noise Disturbance – 1

Suspicious Person or Circumstance – 20

Traffic Accident – 5

Trespassing – 2

Vandalism – 4

All other – 265

Town Clerk

The Clerk's office has been busy processing the continued high volume of recording; preparing for the upcoming Special Election; processing Liquor License applications for Special Events/Request to Cater as well as a few NEW applications; as well as assisting the public with various requests (and, welcoming them back into the building for in-person service) including preparing marriage licenses, DMV renewals, issuing Green Mountain Passport; records research and more.

Fire Department

1. The fire departments calls for service are now connected to CityProtect by Motorola. Now Police/Fire/EMS emergencies are posted to the Town map display. You can access CityProtect at : <https://cityprotect.com/agency/hartfordvt>
2. Fire Department members are completing Phase 2 of their annual Fit for Duty evaluations at APD-Occupational Health.
3. Participated in the planning process for July 4th Fireworks at Kilowatt
4. The Fire Prevention Office completed a temporary CO inspection at 132 South Main. The Southblock Apartments have occupancy on floors 5, 4 and 3. The remaining floors are continuing the finishing process.
5. The department responded to 110 calls for service during this period.

Public Works

Our Water Department has started to replace the problematic water line on West Gilson Avenue ahead of paving.

Our Highway Department has been busy with roadside mowing and assisting with the West Gilson Avenue project as needed.

The Quechee Wastewater team has been diligently researching internet replacement (to more capably support our needs) and finishing the work at the Mill Run Pump Station.

The White River Wastewater team has been dedicated to eliminating the plugs in our Bridge Street Pump Station this week.

Department of Planning and Development

- Upper Valley semi-annual Housing Solutions Meeting – Matt Osborn was one of five presenters for a discussion of example solutions identified in the “Keys to the Valley” housing report. Matt spoke about recent changes to Hartford’s Zoning regulations to add residential uses to some commercial zoning district.
- Town Forest Trails Day - On Saturday, June 19th, 30 Hartford volunteers joined together to make needed improvements to bridges and trails. Thank you to Tim Schaal who donated several hours of time to help prepare the day so other volunteers could jump in and get right to work.

- Property Development – Continued being a busy two weeks responding to inquiries related to improvements to properties, reviewing and processing permits, and issuing permits and Certificates of Occupancy.
- Climate Action Plan – Lots of work was done over the past two week by the Climate Advisory Committee, the Consultant, Hartford volunteers and staff on reviewing, and preparing the draft Plan for presentation and discussion at the June 29th SB meeting.
- Reviewed and provided information for closeout of Fiscal Year 2021.