

**SIGNIFICANT ACTIVITY REPORT**  
**JANUARY 25, 2022**

**Department of Public Works**

1. Hannah and Highway Foreman Chip Haley have been doing initial interviews for the administrative assistant candidates. We will be doing a few in person interviews over the next week. We have successfully on-boarded a new member for our Water Division and look forward to Michael Martin joining us in a few weeks. We are still trying to fill vacancies in Highway and Wastewater.
2. Hannah has been working closely with Tracy, Gail, and other members of the department head team to correct the budget items.
3. This week we got our first big snow of the year! All members of the public works team have pitched in to help out with snow removal.
4. We have been working on numerous end of year reporting items for Solid Waste as well as continuing to respond to State comment on the Five Year Recertification.
5. Chris Holzwarth has been busy getting project documents (bids, RFP's, etc.) ready for projects to head to bid in the spring!

**Town Clerk**

1. Postcards were mailed Friday, January 14<sup>th</sup> reminding voters of the option to vote Early/Absentee. We have also placed them throughout Town Hall for those who walk into the building and we will also distribute postcards in key places around the community. We will continue to work with staff to have the messaging posted on Social Media and other outlets. We advertised the option in the Valley News in mid-December and in early January. We have had a robust response.
2. In the coming weeks, the Clerk's will be sending out and distributing postcards reminding dog owners to license their dogs. Again, we will coordinate having it posted on Social Media and run an ad in the Valley News. Statutory deadline for dog licensing is no later than April 1<sup>st</sup>. After this date, late fees will be assessed. Dog owners can contact the Clerk's office for additional information.
3. The Clerk will be posting the Warnings in the 12 locations required by the Charter prior to the Statutory deadline for doing so.
4. The Clerk, BCA Chair & Vice Chair, on behalf of the BCA, submitted the BCA recommendation for Legislative Apportionment to the House Government Operations Committee in early January. We had sent the recommendation to the legislators representing Hartford in the House and Senate back in mid-December requesting their support/advocacy throughout the process. The Clerk and BCA continue to monitor the Legislative Apportionment action being considered by the legislature. We anticipate holding another BCA meeting to determine any tweaks we may want to recommend to the legislature as the process continues.
5. The Clerk has started working on the BCA & Assistant Election Worker schedule in preparation for election day.

### **Assessor**

• Important information taken from Vermont Assessors and Listers Association (VALA) Bi-Monthly Business Meeting: Property Valuation Review (PVR) Division is addressing with legislature following issues:

- Utility Valuation and high value properties should be done following formula set by state and reviewed by state appraiser (due to high cost of town for defending valuation).
- Reimbursement to towns per parcel (for Equalization Study and Reappraisal) need to be updated to reflect inflation
- Attended sales verification training with the new state software VT Pie
- Assisted Town Manager and Selectboard Members at the budget meetings.
- Tax Maps updates due to surveys recorded by December 31<sup>st</sup>, 2021, were processed by cartographic company, and reviewed by staff.
- Resumed processing Property tax transfers and addressing public inquiries.

### **Fire Department- Significant Activities Report**

01/21/22

Incident Log:

<b>Calls for Service 01/01/22-01/20/22</b>	161		
<b>Incident Type Categories</b>			
Fires	5		
Overpressure Rupture/Explosion	1		
Rescue/Medical	121		
Hazardous Conditions	1		
Service Calls	10		
Good Intent	8		
False Alarm	15		
Weather Emergency	0		
Special Incident/Other	0		

Incidents this month include two building fires in Hartford Village and Wilder. Both incidents involved the use of open flame candles. Please do not leave candles unattended. Occupants were alerted by working smoke detectors. Please change your batteries every 6 months, test them frequently and they should be replaced every ten years.

Consider installing carbon monoxide detectors on every level of the home, near sleeping areas where the audible alarm can be heard. If the alarm goes off, exit the home and call 911. Recognize the symptoms of carbon monoxide poisoning and exit the home immediately if you suspect the presence of carbon monoxide. Call 911 from a safe location.

### **POLICE DEPARTMENT**

The Department assisted the US Marshall Service with surveillance and successfully taking into custody a wanted fugitive that had been responsible for the recent fatal overdose of a Hartford High School student in Lebanon.

The Department received one of its new vehicles after lengthy delay due to supply chain issues. The vehicle is currently at a vendor being upfitted.

Our newest Communication Specialist, Christina Kramer has completed her training and is now working solo.

Officers are investigating a brazen theft at the Co-op where an individual waited for the clerk to open the register and then leaped over the counter and grabbed an undisclosed amount of cash from the drawer prior to fleeing.

During this reporting period the department handled 250 incidents with 7 arrests. The breakdown is as follows:

Animal Problem – 4

Arrest on Warrant – 2

Assaults - 5

Citizen Dispute – 4

Drug Possession – 2

Fraud – 2

Juvenile Problem – 3

Missing Person - 1

MV Disturbance – 10

Noise Disturbance – 4

Parking Problem – 4

Suspicious Person or Circumstance – 21

Traffic Accident – 11

Vandalism – 1

All other – 176