

Significant Activity Report

March 22, 2022

Town Clerk

1. The Clerk's Office would like to thank the BCA and many community members who served as Assistant Election workers for the Annual Town & School District Meeting election both with pre-election tasks and on election day. Thank you to the voters who chose to participate in the election either by early/absentee or on election day. We have wrapped up the post-election tasks. The State will be providing new voting tabulators this year; the new tabulators will be in use beginning with the August Statewide Primary. The Clerk and BCA/Assistant election workers will have ample training opportunities in advance of the election. We anticipate having a secure ballot drop box installed at Town Hall prior to the next election for voters to utilize when voting by early/absentee ballot.
2. The Clerks have been working to remind all Hartford dog owners of State licensing requirements via the mail; Valley News; social media and Listserv. All Hartford dog owners must license their dogs (6 months of age or older) no later than April 1st each year by State Statute (20 V.S.A. 3581). A current rabies certificate is required. The fee is \$9 if the dog is spayed/neutered; \$13, if not. Dogs may be licensed in person at the Town Clerk's Office M-F, 8am-5pm or via mail. Please contact the Clerks for more information. 802-295-2785 or loneil@hartford-vt.org and/or swest@hartford-vt.org.
3. The Assistant Clerk has been processing liquor license renewals and following up with those who have not yet submitted their renewal applications. This important process is lengthy and detailed. All renewals were sent to the businesses in December with a due date to the Clerk's Office of February 4th to allow time for the applications to be reviewed by HFD & HPD; then applications go before the Select Board acting as the Local Liquor Control Board. Once approved by LLCB the application is submitted to the Department of Liquor Control for final review and approval. Licenses expire on April 30th of each year.
4. The Clerk will be attending the Vermont Municipal Clerks & Treasurers Training in Fairlee on April 27th.

POLICE DEPARTMENT

The Department hired Lucas Menezes this week. He will start the academy on Monday. Detective Tom Howell was promoted to the rank of Patrol Sergeant – B Squad. Detectives wrapped up a month's long investigation into the sexual assault of two minors, arresting a 30-year-old male from Hartford. The individual remains held without bail. Detectives added an additional 4 more charges to this case.

Officers are currently working on a runaway juvenile case and following up on all leads.

During this reporting period the department handled 203 incidents with 4 arrests. The breakdown is as follows:

Animal Problem – 5
Arrest on Warrant – 1
Assaults - 1
Citizen Assists - 18
Citizen Dispute - 2

Drugs - 1
 Family Disturbances - 3
 Fraud – 2
 Juvenile Problem – 4
 MV Disturbance – 15
 Noise Disturbance – 1
 Overdose - 2
 Sex Crimes - 7
 Suspicious Person or Circumstance – 13
 Traffic Accident – 11

All other – 117

Department of Public Works

1. Highway: Working on keeping our gravel roads passable, getting the sweepers ready for our spring sweeping, and repairing our winter equipment so its ready to go for next year. Hopefully, we are done plowing for this year 😊. We are also training some new Highway hires, Kyle Kidder and Anthony Gove have been added to our team.
2. Quechee Wastewater: Training their new employee, Brett Wallen. They are also working on SCADA issues and leach fields.
3. White River Wastewater: Has been working on pumps stations, SCADA and planning our tv and line cleaning for the summer of 2022.
4. Water Department: Has been working on inventorying our system along with reviewing SCADA issues and training newly hired Michael Martin.
5. Solid Waste: Has been working on our commercial permits, clean up from the winter and brainstorming about the C&D pile.
6. Administration: Newly hired Kimberly Nardine-Brown has been working with Evan on our fuel system program. Kimberly also has been spending some time down with finance to learn what their needs are so we can help when needed. Chris has many projects that he is actively trying to keep moving forward. Chris also has been working on the C&D violation. Jeremy and the team have been brainstorming ideas around the Solid Waste Department, also reviewing the new CDL rule and how we can get our employees their CDL.

Fire Department

Incident Log:

Calls for Service 03/4/22-03/17/22	90		
Incident Type Categories			
Fires	2		
Overpressure Rupture/Explosion	0		
Rescue/Medical	72		
Hazardous Conditions	0		
Service Calls	5		
Good Intent	9		
False Alarm	2		

Weather Emergency	0		
Special Incident/Other	0		

The Fire Prevention Office completed 91 inspections during this period. Including numerous liquor license renewal inspections, new construction, and existing buildings. The Fire Marshal is participating monthly with the Hartford Community Well-Being Work Group established earlier this year.

Chief Cooney met with Rachel Hobart, HCRS Peer Support Advocate to establish collaboration and to develop reporting and workplan procedures.

Chief Cooney and Capt. Hedges will be traveling to Florida next week to attend the Public Safety Excellence Conference for continuing education. The Hartford Fire Department received its accreditation in 2019 in Atlanta, GA before the Commission on Fire Accreditation International. Hartford is one of 295 accredited fire departments worldwide. Accreditation is an international recognition of achievement. It shows to your community that your agency continually self-assesses, looks for opportunities for improvement, and is transparent and accountable through third party verification and validation.

Finance

Facilitating 2021 Work Comp Audit

Distributed January 2022 Financials to Town Manager and Department Heads

Distributed year end deadlines

- Requested Department Heads provide priority list for FYE 2023

Preparing for 2022 auditor visit in May

Setting up VHAP for residents seeking assistance with property taxes and water/sewer

Preparing to distribute revised Purchasing Policy to all staff

Prepared FYE 2022 second quarter financials for 3/22/22 board presentation

Parks and Recreation

- Our registration for summer camp opened up on March 13th. We took 588 registrations in the first 2 days. We have less than 100 slots available for the summer camp.
- Spring sport registration is open as well. Currently we are recruiting coaches and finalizing the planning for the programs.
- Boys Lacrosse Camp started on March 14th with 49 participants. The program is held at the Hartford High School where they have been outside using the tennis courts and going into the gym if needed.
- Vermont Institute of Natural Science (VINS) and Hartford Parks & Recreation After School Program started on March 17th with White River School. We will be offering this program at the other elementary schools as well. We have 13 children enrolled in the program and a waitlist of 8 which shows the need is there. Parks & Recreation

picks up the participants at the school and transports them to VINS. Parents pick up the participants at 5:30pm. This is a collaborative program between VINS and Parks & Recreation.

- Our first Ice Out Skate Party was held on March 12th. The event took place during our regular public skating at the WABA Arena. DJ Zack Davis performed music and provided lighting for the skate party. We also serviced refreshments.
- The Department continues to promote several seasonal jobs for the summer. We still have many openings for Camp Ventures and for the Sherman Manning Aquatic Facility. The Department is close to securing an individual who will become our Pool Supervisor. We are excited about this hire and look forward to having this individual managing the pool this summer.
- Work continues on the pool project. SSG is near completion with the plumbing work in the pump house. We are hopeful for continued warmth so Bread Loaf can begin the process of pouring the deck and plastering the pool. Amenities still need to be installed along with fencing and site work later in the spring.
- Our Spring and Summer Program Guide will be sent to the printer for publication. We will post the on-line version starting next week on hartfordrec.com and social media platforms. The printed version will be distributed through the schools in the coming weeks.
- The Wendell A Barwood Arena will host the Pot of Gold Tournament this weekend with games starting at 12 noon on March 18th. Games will continue throughout the weekend. Ice out procedures will begin Sunday night after the last game. The Pot of Gold Tournament is organized by the Woodstock Youth Hockey Association. This tournament hosts teams from all over New England and games are played at WABA, Union Arena in Woodstock and Campion Rink in Hanover.

Assessor

- Continuation of spring property inspections for the 2022 Grand List
- Regular office activity, downloading homestead declarations, processing property tax transfers
- Received determination from the state of the Ed fund reimbursement due to appeal loss. One of four were accepted, we have asked from further explanation
- Attended two PVR webinars for new and season listers
- Performed audits on property tax exemptions

Planning and Development

- On March 10th, Resilient Hartford received approval from the Parks and Recreation Commission for the Clifford Park Food Forest Design. The next step for Resilient Hartford is Phase 2 of the project, a spring planting scheduled for Saturday, April 30th.
- After a hiatus in parking surveys due to Covid, surveys were resumed last summer, fall and this winter. Last month's survey resulted in a slight increase in parking occupancy mornings, mid-day and afternoon and a decrease in parking occupancy during the evenings.

- The Planning Commission and staff are considering a zoning amendment that would allow multi-unit housing and mixed-use development in the I-C-2 district across from the VA Hospital. A community meeting to obtain public input is scheduled for Monday, March 28th at 6:00 in the Hartford Town Hall. Meeting remotely. Contact Planner Matt Osborn at mosborn@hartford-vt.org for a link to the meeting.
- Prepared 3 applications for Zoning Board of Adjustment Public Hearing and prepared 4 application for Planning Commission Public Hearing