

SIGNIFICANT ACTIVITY REPORT
APRIL 5, 2022

POLICE DEPARTMENT

The Department held its department meeting on March 17th for the police side of the building. Open discussion was had everyone for their input on the direction of the agency. Communications held their department meeting on March 24th. They also had an open discussion reference the future of their department.

Our three new hires started the Vermont Police Academy on March 21st.

One candidate will be wrapping up his hiring process within the next two weeks. He is in the final stage of the process.

Our annual awards banquet was held on March 28th. The attendance was good. It was a wonderful evening for those receiving awards and for those that were there to support the offices

Animal Problem – 6
Arrest on Warrant – 6
Assaults - 1
Citizen Assists - 15
Citizen Dispute - 4
Drugs - 1
Family Disturbances - 6
Fraud – 3
Juvenile Problem – 4
MV Disturbance – 8
Noise Disturbance – 1
Sex Crimes - 1
Suspicious Person or Circumstance – 23
Traffic Accident – 5
Directed/Foot Patrol – 89

Town Clerk

1. Dog Licenses Galore! The messaging about dog license requirements has helped to increase our numbers substantially in the past several weeks; we are close to 600 licenses as off 3/31/2022. Thanks to all staff who have assisted with the messaging. We still have quite a way to go to reach pre-pandemic numbers in the mid-800's; we expect there are many more dogs in Hartford that have not been registered in the past. State statute requires all dogs, age 6 mos. or older, to be licensed ANNUALLY by April 1st of each year. Late fees will be assessed after April 1st. We will continue outreach efforts for the health and safety of the community and our canine friends.
2. The Assistant Clerk continues to process Liquor Licenses to get them before the Local Liquor Control Board. The Fire Marshal safety inspections have been thorough resulting in many business owners having to address violations before the license renewals can go

before the Board. We thank Tom Peltier and his team for protecting the safety of the businesses and patrons in Hartford.

3. The Clerk is preparing for several upcoming trainings: April 27th-the Annual VMCTA Training in Fairlee; and May 5th the Clerk and two Election Workers will attend a Training on the new voting tabulators in Killington. Unfortunately, only 3 participants in each Town are permitted to attend.

Department of Public Works

Highway:

Hauling hardpack to our gravel roads. We have completed Jericho area and now are out in Quechee working on those gravel roads.

We have started our spring sweeping of roads and walkways.

Water:

Marked and found all service lines on Campbell Street

Found leak @ 2343 Quechee Main on 3/25/2022

Leak fixed @ Olcott Falls Park on 3/28/2022

Wastewater:

New hire training,

Working with Russel Resources, on quote for upgrades at Noyes Lane pump station

New classification of the plant now grade 3, instead of the grade 2

Worked with Eii Inc, on quote for new SCADA

repair / updates Changed oil & belts on all blowers

Work with Trojan technologies for setting up remote access to the UV PLC

Administration:

Working extensively on the solid waste facility and researching everything we can.

Overweight permits have started coming in.

Planning out our 2023 budgeted purchases.

Parks & Recreation

Program and Park Highlights

- Our office has received multiple scholarship requests through the Brian Hanson Scholarship Program. Scholarships are available for youth programs and pool passes for the summer.
- The Parks & Recreation Program Guide was delivered and distributed through the school system. A digital version of the guide can be found here <https://www.hartford-vt.org/DocumentCenter/View/5798/Spring-Summer-2022> The guide is put together internally. Karen McNall, our Administrative Assistant does a great job putting the brochure together and we appreciate her hard work and efforts.
- Park permit requests continue to be submitted for the summer season. Several permit requests are under review. To understand the type of use the parks system receives

outside of leisurely user by residents the following permit request have come from: Pearson Soccer Academy, Lightning Soccer Club, Upper Valley United F.C., Special Needs Support Center (2), Paul Mahoney dba Great Bay Tai Chi, White River Indie Films, Hartford Community Coalition, Bugbee Senior Center, Nancy Ray, Quechee Garden Club and Catherine Arcona.

- WABA Arena hosted the season ending Pot of Gold Tournament. Teams from all over New England visited the facility. Staff received multiple positive complements on the facility, its accommodations, cleanliness and provided great feedback. The facility is in the process of transitioning from an ice rink to home for Spring sports practices and summer camps. The ice is out and the facility is hosting High School Spring Sports. This is also the time that the staff re-paint the lobby, locker rooms, bathrooms and hallway areas and complete a deep clean from the winter season.
- The Department is starting to open the parks and doing initial cleanup from the winter season. We anticipate having most all the park locations and gates open for use. Amenities like the tennis courts and full-service bathrooms at Maxfield may take another week or two to get operational. Spring cleanup also includes installation of playground swings, playground safety checks, installation of nets.
- The Department completed the hiring process for the new part time Administrative Assistant. We are awaiting pre-employment screenings and will be making an announcement soon.
- Staff attending the Hartford High School H-Block to visit with students about summer employment opportunities this summer. We will continue visiting the school a few days a week prior to April Vacation. Staffing levels for the summer remain extremely low for the summer camp and the pool operation.
- The pool construction has geared back up. The pool deck pour is scheduled to start on Monday April 4th. Staff met with the IT Director and a few vendors to discuss communications and monitoring technology for the pool operations.

Assessor

- Continued inspections and data entry for the 2022 grand list
- Began qualifying property transfers for the annual equalization study
- Processed transfers and homestead declarations
- Worked with PVR in an attempt to recuperate education fund payments due to appeal loss
- Worked with our District Advisor on statute language associated with property value appeals
- Attended a PVR webinar for new and season listers.

Fire Department

Incident Log:

Calls for Service 03/17/22-03/31/22	94		
Incident Type Categories			
Fires	2		
Overpressure Rupture/Explosion	0		
Rescue/Medical	63		
Hazardous Conditions	4		
Service Calls	12		
Good Intent	5		
False Alarm	8		
Weather Emergency	0		
Special Incident/Other	0		

The Fire Prevention Office completed 113 inspections during this period. Including numerous liquor license renewal inspections, new construction, and existing buildings.

Staff participated with numerous regional agencies in the Active Treat Integrated Response Course sponsored by NCBRT/Academy of Counter-Terrorist Education at LSU. This course funded through the U.S. Department of Homeland Security was held at the Naval Center on Holiday Drive this week. This course is designed to improve integration between law enforcement, fire, and emergency medical services (EMS) in active shooter events. The course provides law enforcement officers with key medical skills based on tactical emergency casualty care (TECC) guidelines that can be used at the point of injury (POI) to increase survivability of victims. The course also provides a model framework for law enforcement, fire, and EMS to integrate responses during an active shooter event through the rescue task force concept using the Active Shooter Incident Management Checklist.

Finance

Prepared & Distributed January Financials

Preparing February Financials for distribution

Continued efforts to complete calendar year 2021 Work Comp audit

Preparing for FYE 2022 Year-end

Preparing Quarterly Reports

Assisting Department Heads with FYE 2022 close out and setting execution guidelines for FYE 2023

Planning and Development

- On March 28, 2022 held a community meeting to discuss the possibility of an amendment to the Zoning Regulations to allow multi-unit housing and mixed-use commercial residential development in the I-C-2 District along Ballardvale Drive across from the VA Hospital. The Planning Commission will be having further discussions at a special meeting on April 18, 2022.
- Processing of the two State Clean Water Revolving Loan Fund Applications (CWSRF and DWSRF) is proceeding and anticipate going to the Selectboard for final approval of the loan documents on April 19, 2022.
- Reviewing substantial development applications received on March 21, 2022 requiring public hearings before the Planning Commission and Zoning Board of Adjustments.
- A Request for Proposals was released to hire a consultant to update the housing chapter of the Town Plan that will include the formation of a Steering Committee and a community process to obtain public input. Proposals are due Friday, April 22nd. The Town recently received a Vermont Municipal Planning Grant for the project.
- Resilient Hartford has scheduled a spring planting for Phase 2 of Clifford Park Food Forest for Saturday, April 30th 9:00 a.m. to noon. If you are interested in volunteering or would like to learn more about the project, contact Planner Matt Osborn at mosborn@hartford-vt.org or 802 478-1118.
- Attended national webinar on inclusionary zoning to increase opportunities for new housing.

Environmental Sustainability Coordinator

-Met with the University of New Hampshire's Carbon Clinic which is starting a program to help small businesses and nonprofits monitor their Green House Gas emissions. The believe that the Town of Hartford's municipal operations is a good fit for this program and we expect to hear from them within a month when we might begin working with them, possibly in the fall of 2022. This would support the Town of Hartford in measuring our emissions in a universal fashion that aligns with common practices and provide us with tools to make tracking emissions easier.

-Town Hall was enrolled in Green Mountain Power's Flexible Load Management program. This program helps support the electrical grids resiliency by incentivizing buildings that use a large amount of power to use less during peak events by pre-heating and pre-cooling buildings before a peak event occurs.

-Hartford Energy Commission has secured a site for this fall's Window Dresser's build where they hope to produce around 250 window inserts for Hartford and Hartland residents. There is a special emphasis on reaching homes that are fuel burdened and some Commission members have been meeting regularly with neighboring communities that are also participating in Window Dressers to develop strategies and resources for outreach.

-The Climate Action Steering Team has decided on a regular meeting schedule and will meet monthly on the first and third Wednesday of every month.