

**Town Of Hartford
Town Staff
Significant Activity Report, August 1-21, 2018**

TOWN MANAGER HIGHLIGHTS

- Respectfully submitted for your consideration.

- With the two districts combined, 1256 voters participated in the Primary Election. District 4-1: 283 voted (represents 13.4% of the registered voter in this district); District 4-2: 973 voted (represents 14% of the registered voters in this district). As of August 14th, we had a total of 8950 registered voters in Hartford (2108 in District 4-1; and, 6842 in District 4-2). We had 29 same day registrations.

- The Welcome Center officially moved to its new location at the WRJ Train Station. The entrance has moved to the center of the train station and next to the Amtrak waiting area. The new location allows for staff to easily access the Amtrak station for arriving trains during the Welcome Center operating hours. Already, the staff experienced an increase in visitors due to the proximity of the Welcome Center to the Amtrak waiting area for the early morning train. Many customers now visit the center before departing.

- The WABA chiller installation is progressing. The cooling fans were delivered and installed. The 'cubes' have arrived and Preferred Mechanical is in the process of getting them installed.

- We are working with the local VFW to establish places to display flags for specific holidays. We are also exploring the possibility of longer term displays in some areas of the town. The discussion continues. Public Works and Parks & Rec are involved in the discussions.

- We are looking at not purchasing a plow truck this year and instead using those funds to focus on maintenance and investing in ancillary equipment allowing for better, more efficient job performance and service delivery. This approach has proven effective as we delayed the purchase of a street sweeper, and invested in the repair and maintenance of the one we currently have. This saved quite a bit of money and bought quite a few years. We may also need to purchase a roadside mower.

- We'd like to encourage folks with an interest in the Town to submit their application to serve on the Town's 5th Charter Commission. The application window has been extended. We currently have one applicant. We may be getting too far along to have anything up for the March ballot, might need to consider delaying the process.
- The Town staff completed participation in the "Take a Bite Out of Hunger Program". This program supplements efforts that take place during the week by providing food over the weekend when there is no access to a summer food program. We had great participation and support from all across the staff.
- There will not be a printed Town Manager's update at the meeting on August 28, 2018. The report on September 11, 2018 will include a 3-week period.
- Listed below are those highlights pulled from each Department Head's report. Further under are the full highlights from each Department.

STAFF HIGHLIGHTS

- The BCA is planning to hold a Tax Abatement Hearing in September. The Clerk has asked all BCA/Select Board members to reply to a list of proposed dates NO LATER than Wednesday, August 22nd so the hearing can be scheduled, warned and tax payers notified.
- During this period the Fire Department responded to 127 calls for service. The department continues to experience an 18% increase in calls for service over last year. Our frequency of simultaneous calls for service were 57% for this period. A more detailed call report is at the end of the Fire portion of this report.
- The Parks & Rec Department had an electrician remove the old and non-functioning light fixture from the cupola at the West Hartford Library and replaced it with a new LED fixture on a timer. The old light fixture could not be accessed without installation of staging, which was a pretty poor design. The intent for replacement is to reduce energy costs and maintenance, as well as to increase the lifespan of the fixture. The light illuminates the cupola so it stands as a beacon in the community.
- The electrician also installed LED lighting and electrical outlets in the maintenance shed at Maxfield. Previously, there was no lighting or outlets previously in the maintenance building which made it extremely unsafe for evening functions, such as the Nighthawks games, that required night time access to the building. This has made the space safer and has increased the utility of the building with the added electrical outlets.

- The highway crew worked to repair several slope failures on Quechee Main Street. As part of this project, they repaired the guardrail in those sections as well. We appreciate everyone's patience during the road closure.

DEPARTMENT HIGHLIGHTS

Assessor:

- Met with walk-in/phone calls from public on new tax bills and made corrections were needed.
- Updated all homestead/house-sites that have been received to present.
- Assisted Finance in getting values loaded for Taxes.
- Assisted District Adviser, Chris Landen, with validating the Grand List so the most updated 411 Form can be submitted to PVR (this was previously submitted in July).
- Sent the most updated 411 Form to PVR (due August 15th).
- Reactivated Assessor's account on <https://myvtax.vermont.gov> and started sales verification for the state (per recommendation of District Adviser).
- Worked on property transfers.
- Continued to inspect properties as warranted with Zoning Administrator (verifying permits).

Clerk:

- The Primary Election consumed most of the time in the Clerk's office over the past two weeks including new registrations; absentee/early ballot requests; preparation and set up for the Election and, finally, Primary Election day. A big thank you to Sherry; other town staff; the BCA/Select Board members and, other volunteers for their time and support. The day went smoothly.
- The days following the election including filing Official Voting Results and Canvassing Results with the State. This week, the Clerk will update the checklist to reflect individual voter participation.

- Friday, August 17th was the final date for Justice of the Peace Nominations and Petitions to be delivered to the Clerk's office. Two independent candidates filed; Seven Democratic Nominations were submitted; and, Five Republican Nominations were submitted.
- The Clerk will be away From Saturday, September 15th through Wednesday, September 19th; returning to the office on September 20th.

Finance:

- Processing June & July Bank Reconciliations.
 - Verifying our internal records balance to the bank's records.
- Reviewing Encumbrance requests – submitted recommendations to Town Manager.
- Tracking and adjusting department budgets as needed within the approved FYE 18 budget.
- Preparing for yearend transition into new fiscal year.
 - Grant Management Review.
 - Recording of outstanding receivables & payables.
 - Budget adjustments.
 - Town will require a single audit for FYE 18 (Federal Dollar expenditures in excess of \$750,000 threshold).
- Ongoing discussions & work with Audit Firm FYE 18.
- Completed & Submitted FYE 2018 State of Vermont Subrecipient Annual Report (Grant Reporting).
- Cross training to ensure no interruption of services while A/P and Payroll staff member is out of country 2 weeks.

Fire:

- From August 7- 10, Chief Cooney attended the International Association of Fire Chief's conference and leadership educational seminar in Dallas, TX.
- On 8/7 the department attended the National Night Out event at WABA.
- Shifts conducted multiple pre-plan inspections throughout the community.

- Engine 3 is currently out of service due to a rear axle seal leak. Repairs are in progress, we expect it to return to service in the next two weeks.
- Staff attended a summer camp event at UVAC.
- Staff attended a drill at the VA Hospital on emergency procedures for MRI emergencies.
- Multiple car seat inspections/installations completed.
- Hosted two ride a long observers during this period.
- On 8/8 staff held a call firefighter drill on fire attack and foam operations.
- During this period the fire prevention office completed 82 inspections.
- COPE Associates, Inc. has completed the environmental scan and conducted a workshop with staff on our strategic plan. Draft document is in process.
- The department is testing a new mobile VPN/GPS data modems (Cradlepoint) in Ambulance 1. If successful it would replace our current device and allow communication with the dispatching system and a connection to transmit data from our cardiac monitors to DHMC.
- The department has transitioned to the new public safety server.
- Chief Cooney attended a Mission Sunday speaking event at the Methodist Church on 8/19.

Incident Type Summary Report for this period: 7/29/18 – 8/19/18

1 Fire				
118 Trash or rubbish fire, contained	1	0.79%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.79%	\$0	0.00%
162 Outside equipment fire	1	0.79%	\$0	0.00%
Totals	3	2.36%	\$0	0.00%
2 Overpressure Rupture, Explosion,				
Totals	0	0.00%	\$0	0.00%
3 Rescue & Emergency Medical Service				
311 Medical assist, assist EMS crew	14	11.02%	\$0	0.00%
320 Emergency medical service incident,	1	0.79%	\$0	0.00%

321 EMS call, excluding vehicle accident	67	52.76%	\$0	0.00%
322 Motor vehicle accident with injuries	3	2.36%	\$0	0.00%
324 Motor vehicle accident with no	2	1.57%	\$0	0.00%
Totals	87	68.50%	\$0	0.00%

4 Hazardous Condition (No Fire)

411 Gasoline or other flammable liquid	1	0.79%	\$0	0.00%
Totals	1	0.79%	\$0	0.00%

5 Service Call

500 Service Call, other	3	2.36%	\$0	0.00%
550 Public service assistance, other	3	2.36%	\$0	0.00%
553 Public service	2	1.57%	\$0	0.00%
554 Assist invalid	3	2.36%	\$0	0.00%
Totals	11	8.66%	\$0	0.00%

6 Good Intent Call

611 Dispatched & canceled en route	5	3.94%	\$0	0.00%
622 No incident found on arrival at	3	2.36%	\$0	0.00%
631 Authorized controlled burning	2	1.57%	\$0	0.00%
Totals	10	7.87%	\$0	0.00%

7 False Alarm & False Call

700 False alarm or false call, other	1	0.79%	\$0	0.00%
733 Smoke detector activation due to	3	2.36%	\$0	0.00%
735 Alarm system sounded due to	1	0.79%	\$0	0.00%
740 Unintentional transmission of alarm,	2	1.57%	\$0	0.00%
743 Smoke detector activation, no fire -	1	0.79%	\$0	0.00%
744 Detector activation, no fire -	2	1.57%	\$0	0.00%
745 Alarm system activation, no fire -	2	1.57%	\$0	0.00%
746 Carbon monoxide detector activation,	2	1.57%	\$0	0.00%
Totals	14	11.02%	\$0	0.00%

8 Severe Weather & Natural Disaster

Totals	0	0.00%	\$0	0.00%
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9 Special Incident Type

900 Special type of incident, other	1	0.79%	\$0	0.00%
Totals	1	0.79%	\$0	0.00%

Information Technology:

- Repaired corrupted Windows Profile Login.
- Resolved bugs in server/file migration.

- Assisted in resolving Police Server crash.
- Moved Fire Dept. File Server.
- Streamlined new more robust login system for Fire Dept. Got everyone logged in, reconnected all their network drives, printers, and local programs.

Parks and Recreation:

- The Let's Go Fishing Clinic was held on July 31st at Clifford Park. There were 6 participants that took the course.
- The Department held a Movie in the Park on August 3rd. Due to the rain we made the decision to move the movie into the WABA Arena vs not showing the movie at all. Attendance was low but still had about 25 spectators. Those that attended were thankful that we adjusted and moved the showing indoors.
- On Thursday, August 9th, the Department had a Teen Adventure Getaway to Strategy Zone Laser Tag and Sunapee Beach. We had 7 participants attend.
- Week 7 and 8 of Camp Ventures ended. Camp staff continued to work a few days during the week of August 13th to clean up, inventory and begin planning for next summer. The survival week of session 8 took campers to Storrs Pond, Polar Caves and Maxfield.
- Hartford Performing Arts Camp was held at Hartford High School the week of August 6th. There were 80 children enrolled in the program. Due to the parking lot construction, participant check in and checkout took place at the WABA Arena.
- Coed Softball Monday and Wednesday at Ratcliff goes through August 22nd with tournament.
- Ultimate Frisbee continued on Monday and Wednesday at Watson Park. The summer season ended on August 15th with awards and prizes for the participants.
- Lightning Soccer Club held a clinic at Maxfield the week of August 6th from 8:15am to Noon.
- Hartford Youth Lacrosse Club held a clinic at Maxfield August 9th and 10th.

- Road Trash Band scheduled to play on August 1st was cancelled due to the weather. Chad Hollister performed Wednesday night August 8th in Quechee. John Lackard ended the summer concert series with a performance at Lyman Point Park on August 15th.
- The Department participated in National Night Out. The weather put part of the activities within the WABA arena but after weather cleared, they were able to move outside.
- Cheer Camp was held the week of July 30th from 12noon to 4:00pm at the Hartford High School Gym. Participants held a performance on the last day for parents and family. There were 17 participants enrolled in the program. The program was coached by Hailey Kasten.
- The Department continues to work on the Glory Days of the Railroad scheduled for the second weekend of September. Looks like the event will be similar to past years with activities throughout the day on Saturday and Sunday, along with train rides both days. The Connecticut River Model Railroad Club planned to host a Model Railroad Trade Show both days at the White River Elementary School but recently backed out due to lack of club interest from model railroad club members. A downsized display will take place at the Welcome Center during the event. A beer train sponsored by the Chamber of Commerce was also in the plans but they were unable to secure what was needed to pull it off. We hope both events will be added to next year's festival.
- The arena scheduling is complete and we are developing the contracts for all the user groups. We still have a few more bookings to complete and programs to enter to finish out the schedule for the upcoming season. We plan to open the arena to the public on October 14th.
- The Department's Summer Intern, Nick Pond completed his work on August 10th.
- The Department continues to work on the Fall/Winter Brochure. We expect to send the brochure to the printer the last week of August.
- The Abenaki / Indigenous Peoples Day was held on Saturday, August 11th at Lyman Point Park. The park permit was from 8am to 8pm which included there set up and clean up. The Department provided the event trailer for the use of tables, trash and recycle containers.
- A park permit for Momentum (Dance Art) was held on Sunday, August 12th at Fred Briggs Park from 1pm to 3pm.

- Mascoma Savings Bank held a company picnic at Maxfield on August 15th with a softball game and bbq.
- Cemetery Committee continues to meet and complete its work. Meetings were held on August 6th and August 20th. The Committee continues to work through maintenance needs of each cemetery. The Department contacted the Vermont League of Cities & Towns Municipal Assistance Center to obtain guidance on rules and regulations of cemeteries.
- The Department continues to work with the Athletic Master Planning Committee. The committee met on Monday, August 6th to discuss the campus at the High School and determine the needs and uses of alternative off campus sites for facilities such as a track.
- Pool Committee met on Tuesday, August 7th. The committee will be meeting with Weston & Sampson on August 21st to review the preliminary report and plan for the public engagement activity in September.
- The granite bench has been installed at the Quechee pocket park. Thanks for the assistance from DPW, Parks & Rec staff, Rock of Ages and Lannie Collins for their assistance in the installation process.
- We have begun preparation for the hockey season. A contractor was hired to buff and clean the dasher boards of puck marks. The Department will look for a rainy day to begin cleaning the dasher board glass.
- The Tree Care RFP site tour will occur next Thursday (8/16) at 9 AM. The intent is to provide an opportunity for Bidders to visualize the scope of work in order to obtain more accurate proposals for the Town.
- Anthony Gove started working for the Department as the new Park Laborer / Turf Crew Leader.
- The Town of Hartford is looking for volunteers the week of August 13, 2018 to assist with removal of the spreading of Eurasian Water Milfoil. To assist, please call Gary Pelton at 570-677-4222 or the Hartford Parks & Recreation Department at 802-295-5036. Organizers will teach volunteers the process and get you trained so you can help us extract and control growth of this plant. Volunteers will be taught how to harvest the plant through hand-pulling. Experience where it grows and hear why we need to pull the milfoil weed. Volunteers with a canoe and/or kayak preferred.

- The Town of Hartford was awarded an Aquatic Nuisance Species grant from Vermont Department of Environmental Conservation and in cooperation with the U.S. Corp of Engineers control efforts to keep the Eurasian Water Milfoil under control.
- The Superintendent of Parks & Facilities, Dylan Kreis, and the Town Energy Coordinator, Geoff Martin, attended a demonstration of a Mean Green electric zero-turn mower at Kendall of Hanover. The performance was impressive and full consideration will be given to integrating the technology into the Parks & Recreation Department operations. The Department does see a role for battery powered turf maintenance equipment in the parks, as well as at Maxfield. As our string trimmers, push mower and zero turns come up for replacement, the Department will seek ways to replace these assets with battery powered units. The initial cost on equipment is sometimes two times the cost of fossil fuel commercial products and will require various forms of financing to implement the products. We are looking into funding options as we begin crafting our 2020 budget for Parks & Recreation.
- The naming contest for the Quechee Pocket Park ends on August 20th. Currently there are 64 name suggestions.

Planning and Development:

- Town (Master) Plan Update – The results of the community forums have been compiled and summarized into goals, policies and recommendations for each subject area. The Steering Committee met on August 13th to begin the review of the information and will meet again on August 27th.
- WRJ Parking – Working with DPW and Police Department on reviewing parking signage and implementing management solutions. Semi-annual parking public parking counts underway.
- Engineering Consultants List – Worked with DPW on development of a Request for Qualifications.
- Lower Sykes MT Ave Bike Ped Project – Continuing work with contractor on project completion punch list.
- Wilder Well Solar Project – Finalizing draft agreements with Norwich Technologies related to the installation of the solar panels, and Community Solar project with the adjacent mobile home park.

- Energy Planning Work Groups – Work continued with the two citizen workgroups to assist the Energy Commission in developing the draft Town Plan sections on renewable energy and energy efficient buildings.
- Town Forest Trails – Worked with VT Youth Conservation Corps to maintain waterbars along a portion of the Class 4 section of Reservoir Road running through the Town Forest to prevent erosion.
- Town Forest Management Plan – The Trails Assessment draft report with recommendations was completed and will be discussed by the working group on Thursday, August 23rd.
- Warm-Up Quechee – On August 11th, the Hartford Energy Commission held its second public information event targeted at a specific village. Attendees spoke with representatives from Efficiency Vermont and contractors about possible energy savings and resources to implement these. Attendees also could sign-up for free walk-through energy audits of their properties.
- Development Applications – Staff reviewed applications, and prepared and distributed draft reports for the August 1st Zoning Board of Adjustment and August 6th Planning Commission meetings for the following: a second home; a home business; a private parking lot in WRJ; a subdivision; development of canopy walk at VINS; and a private parking lot in WRJ. Two new subdivision applications were received and reviewed, and comments sent to the applicants.
- Harford Business Revolving Loan Fund – Completed KAG loan closing and prepared information for Selectboard review of Scotland House application.

Police:

- July 30th – Detectives responded to reports of an internal theft at a Wilder business. The investigation continues.
- July 31st – Patrol officers assisted paramedics with a woman in crisis at a private residence along Hollow Drive. The Woman was taken by ambulance to Dartmouth-Hitchcock Medical Center for further assistance.
- July 31st – The Police Chief and Police Social Worker met with representative of Turning Point to discuss the Crisis Intervention Training & Team concept.

- August 1st – Patrol officers and detective responded to several reports of valuables taken from unlocked vehicles parked along Sunrise Circle and Twilight Court in Quechee. The investigation continues.
- August 1st – Patrol officers assisted paramedics with a man in crisis at a private residence along North Main Street. The man was taken by ambulance to Dartmouth-Hitchcock Medical Center for further assistance.
- August 2nd – Emergency Communications Specialists received a 911 call a woman who was 37 weeks pregnant after her water broke. Communications Specialist Kent summoned first responders as appropriate while instructing the caller in basic aid for nearly seven minutes until first responders arrived.
- August 4th – Officer Clifford & K9 Dozer assisted the Lebanon Police Department with a K9 sniff of a vehicle suspected of containing illicit drugs. Police recovered quantities of Fentanyl and Bath Salts following a positive alert by K9 Dozer.
- August 4th – Emergency Communications Specialists received a 911 call reporting an unresponsive man in Bellows Falls. Communications Specialist Hodgdon summoned first responders as appropriate while instructing the caller in basic aid for more than five minutes until first responders arrived.
- August 5th – Patrol officers responded to the Super 8 Motel for a Domestic Altercation. Officers found a 52 year old New Hampshire man intoxicated and disorderly outside the motel, where he was taken into custody and charged with related offenses.
- August 6th – Patrol officers responded to a physical altercation involving juveniles at multi-unit residence along Bugbee Street. The aggressor, who fled upon police arrival, was located and cited for assault and related offenses.
- August 6th – Detectives responded to reports of an internal theft at a White River Junction business. The investigation continues.
- August 6th – Patrol officers assisted paramedics with a woman in crisis at an area human service provider along Maple Street. The Woman was taken by ambulance to Dartmouth-Hitchcock Medical Center for further assistance.
- August 7th – The Detective Sergeant and the Police Social Worker participated in a planning meeting in advance of this year's Overdose Awareness Day activities.

- August 7th – The Police Department, along with representative from the Fire, Public Works and Recreation Department’s joined with several community organizations to host National Night Out at the Barwood Arena.
- August 8th – Patrol officers responded to a property damage motor vehicle collision along Quechee West Hartford Road. The operators were cited and released.
- August 8th – Patrol officers, the Police Social Worker and staff from the Upper Valley Haven partnered for an outreach initiative with homeless persons camping in the area.
- August 9th – Patrol officers responded to a property damage motor vehicle collisions along Route 14, a second on Bridge Street, and a third at the intersection of Route 5 and Route 4. Operators in each incident were cited and released.
- August 10th – Patrol officers assigned to Alpha Squad hosted an Ice Cream Social with children and families at Dale’s Trailer Park.
- August 10th – Patrol officers responded to Mt. Ascutney Hospital for a report of a cat bite that occurred at a home in the Town of Hartford.
- August 11th – Eligible police personnel participated in the examination process for Police Corporal and Sergeant.
- August 13th – Patrol officers responded to a business along Quechee Main Street for a reported theft of two backpacks belonging to employees. The investigation continues.
- August 13th – Patrol officers responded to a property damage motor vehicle collision along Sykes Mountain Avenue. The operators were cited and released.
- August 13th -17th – The Police Social Worker and Sergeant Ebbighausen participated in the Annual Crisis Intervention Team (CIT) Training Conference and CIT Coordinator Certification.
- August 14th – Patrol officers responded to a report of a suspicious vehicle parked along A Street. Officers located the driver asleep, and upon checking his welfare located quantities of crack-cocaine and associated paraphernalia. The man was arrested and charged accordingly.
- August 14th – Patrol officers responded to a property damage motor vehicle collision at the intersection of Route 5 and Route 4. The operators were cited and released.

- August 15th – The Police Chief participated in the regular meeting of the Windsor County Special Investigations Unit Executive Board.
- August 15th – Patrol officers responded to a report of the theft of a package left at a private residence along Grapevine Lane. The investigation continues.
- August 16th – Patrol officers assigned to Delta Squad hosted an Ice Cream Social with children and families at the Overlook.
- August 17th – Patrol officers to a wooded area adjacent to Hewitt Street for a woman in crisis. The Woman was located and taken to Dartmouth-Hitchcock Medical Center for further assistance.
- August 17th – Patrol officers responded to reports of an unconscious woman at the Super 8 Motel. Police officers administered Naloxone and assisted paramedics with the recovery process. Patient was transported by ambulance to Dartmouth-Hitchcock Medical Center for medical assistance.
- August 18th – Patrol officers responded to a call for a suspicious vehicle stopped in the travel portion of Route 14. First responders found the operator intoxicated and asleep. The man was taken into custody and charged accordingly.
- August 18th – Patrol officers responded to a property damage motor vehicle collision along Bridge Street. The operators were cited and released.

Public Works:

Highway:

- The highway crew has completed line striping around town.
- The highway crew continued repairing potholes and catch basins as needed.
- Frequent rainstorms have created or worsened many washouts. The highway division is working diligently to address these as they are discovered.
- A small portion of Fairview Terrace was excavated and fill added where it was settling unevenly. We will be paving that patch shortly.
- A sinkhole on Center of Town Road was excavated (for investigation purposes) and repaired. The culvert in that area will need to be replaced.

- The highway division has been assisting the Solid Waste Department with the loader while theirs was out of service to get the new tires installed.
- Members of the highway crew have been supplementing the Water Division on several projects including Third Avenue, Luce Meadow, and Chandler Road.
- The highway crew repaired a substantial washout on Smith Road and on Old River Road.
- The highway crew removed several trees around town including ones on Maple Street and Cascadnac.
- The highway crew has taken the lead on insuring that all of the vehicles, equipment, and trailers in our fleet are properly registered, inspected, and have working safety equipment.
- A big thank you to Chris Jordan, Travis Beebe, Ron Tetreault for dodging the rain and participating in the National Night Out.
- Routine operations: grading, mowing, culvert flushing as needed, removing storm debris from roadways.

Water:

- The water crew continued their work on Third Avenue to upgrade the waterline and house services. The line has been pressure tested. We anticipate that project to be completed shortly.
- The water crew continued to work with consultants to mark out services and locate information to consultants for the South Main Street project anticipated to go to construction in 2019.
- The water crew repaired a valve on the Gates Street hill. This is a critical valve that serves the Fairview Terrace neighborhood.
- The water crew performed extensive water main flushing in the area of Third Avenue, Bullard, Birchcliff, Hillcrest, and the surrounding area.
- A water leak was located and repaired on Luce Meadow Road in Quechee.
- The water crew continues to work with contractors and agencies on large projects in town such as the VA Hospital and the Twin Pines development.

- The Wilder Well Project is continuing to move forward. At the time of this report, the well drilling is complete at approximately 110' below the surface.
- Water crew members met with a consultant to discuss planning for a water line replacement project in the Nutt Lane neighborhood.
- As always, the water crew continues routine operations, sampling, and testing in accordance with state and permit requirements.
- The interviews have been completed for the vacancy in the water department. We anticipate having a new crew member on board by early September.
- A big thank you to Evan Eccher and Kurt Dermody for providing the 'dunk tank' for the National Night out.

Wastewater:

- The wastewater crew continues to operate both systems routinely. They have been sampling and testing in accordance with state and permit requirements.
- Amy Polaczyk (State of Vermont) has been working closely with Earl Dyke and the department to ensure a smooth transition to a new Chief Operator.
- The wastewater division continues to operate with lean staffing due to vacations and a vacancy.
- The wastewater crew continues to perform seasonal cleaning and landscaping.
- The wastewater crew worked on the Wilder Pump Station (pump replacement), the Dartmouth Station (controller replacement), the Hendee Pump Station (control panel wiring), and the Main Pump Station (air bound pumps).
- The wastewater crew met with Hannah and Jeremy to establish moving forward on several capital projects and investments this year.
- The wastewater crew continues performing routine maintenance on leach fields in Quechee.
- The crew continued to address issues at the Olcott Pump Station.
- Wastewater crew members assisted Parks and Recreation staff in delivering and installing the new bench at Quechee Pocket Park.

- The Town has received applications for both the Chief Operator vacancy and the entry level Waste Water Operator position. The selection process for those positions will begin this week.
- Earl Dyke, an exemplary employee with the Town for over two decades is retiring on August 31, 2018. His dedication and knowledge will be sorely missed. We wish Earl all the best in his future endeavors!

Solid Waste:

- The solid waste loader has been returned to the facility with new, foam filled tires!
- The solid waste crew is actively developing a list of 'projects' (needs, deficiencies) at the facility for capital planning.
- The solid waste crew is working closely with Dillon Walsh to replace the computer system in the scale house.
- Earlier in the month, the scale had its annual inspection.

Administrative:

- Jeremy Delisle Continuing to work close with FEMA to close out the July 1 storm.
- The Sykes Mountain Avenue Sidewalk Project is nearly complete.
- Aggregate bids were awarded.
- Fuel bids were awarded to the Evans Group with favorable pricing.
- DPW staff is continues to engage in Union negotiations.
- Working with Geoff Martin on solar panels up to the Wilder well.
- DPW Staff is working with Parks and Recreation to finalize all overhead utility connections to the Emerge Building prior to demolition.
- Jeremy Delisle assisted the Parks Department with a water supply issue at Maxfield.
- DPW staff continues to work closely with several private contractors around town to insure that their projects are in permit compliance (Sykes Mountain Avenue dealerships, Bridge and Main Street, Currier Street, Cartoon Studies, Twin Pines).

- Public Works staff contributed a whole car load of food to Take a Bite Out of Hunger and helped pack bags for that event. Thank you so much!
- DPW staff is working with a property owner on Grigg's Mountain Road to establish right-of-ways.
- DPW staff is completing estimates to make improvements to the 'Legion Lot'.
- DPW staff worked closely with Geoff Martin to develop bid documents to procure our own heating fuels (oil and propane).
- DPW staff met with property owners on Dothan Road to address some drainage issues.
- DPW staff is working with VTrans to get a hydraulic study of a culvert on Center of Town Road to investigate a replacement.
- DPW Staff is working closely with VTrans to establish our needs and possibly address safety concerns at the Route 4/Route 5 intersection.
- DPW staff is working closely with a consultant to perform a mandatory assessment of our Waste Water System's overflow outfalls.
- DPW staff is working closely with the Police and Planning Departments to address parking concerns in the downtown area. We are anticipating permanent signage installation shortly.
- The Sykes Mountain Avenue is currently in the Right-of-Way and easement phase. The existing design is being brought into compliance with VTrans' newest design standards. A May 2019 bid date is currently anticipated for that project.
- The Vermont Youth Conservation Corps has been working around town to repair and rebuild stone headwalls.
- Jeremy Delisle and Hannah Tyler joined in the fun at National Night Out and even got dunked! It was a successful evening that we look forward to participating in next year.
- We encourage tours and visits to all of our facilities.