

**Town Of Hartford
Town Staff
Significant Activity Report, November 21 – December 4, 2018**

TOWN MANAGER HIGHLIGHTS

- Respectfully submitted for your consideration.
- Our Kofile Rep (Dennis Curran) did an inventory and assessment of document condition in our vaults. He will develop a draft priority list for our review as we plan for future preservation efforts. He estimated there is \$325,000-\$350,000 worth of restoration projects currently in our vaults.
- We are working Town Meeting preparations. The Clerk has been working to recruit a Moderator for the upcoming Town/ School Meeting cycle. Chuck Wooster has graciously agreed to act as Town/School Moderator to get us through Town Meeting.
- Our high school age Town Team Basketball begins the week of December 3rd. We have 16 registered for the program. This is the first time we have had the program in two years due to participation levels. I highlight this due to recent questions about participation/demand for programs and wanted to point out we do take numbers into consideration as we schedule programs.
- Infrastructure Public Art Program Grant – Continued working with Park and Rec Department on project scope for integrating art into bench replacement infrastructure improvements at Lyman Point Park. Grant application Letter of Interest due December 10th, with an award up to \$15,000.
- The Town received a generous grant from VTrans to help us pay for bridge joint repairs on the Hartford Village Bridge. They will be covering 90% of those funds. Daniels Construction will be completing that repair in December and it will require a 4 day closure of that bridge (tentatively). This project will be starting on December 10th, 2018.
- We held a meeting with representatives from Marion Cross School, the SAU, their Board and their contractor as they explore options to work on their wastewater concerns at the school. One option is connecting to the Town of Hartford's wastewater lines. More work to be done as they explore the other options. We expect they'll come before the board at some point soon, should this option remain viable for them.

- The tree located in Briggs Park was placed and lighted. The tree was donated by David Briggs. The Parks & Recreation Department would like to thank Mr. Briggs for his donation. The 15ft tree was illuminated with white lights and topped with a red bow.
- VTrans has awarded the Route 5 Culvert to Bazin Brothers of Westminster, VT. They are a VERY competent contractor with adequate experience and equipment to get this project done. They have also assigned Eric Foster from VTrans to be the Resident Engineer on the job, whom we have an excellent working relationship with. The plan is to have the project substantially complete and re-opened to 2 way traffic by December 31, they are anticipating 6 day work weeks. They may or may not put a temporary paving course on it depending on if they can get hot mix at a reasonable cost. Otherwise, it will be paved in the spring. During the time that they are under construction, there will be NO access through there that they have currently been allowing, even for emergency vehicles. Of course, the above is the initial estimate and depends on several factors, especially weather.
- Listed below are those highlights pulled from each Department Head's report. Further under are the full highlights from each Department.

STAFF HIGHLIGHTS

- At the request of Vermont Emergency Management and the Red Cross the Fire Department assisted with the setup of a regional shelter at the Hartford High School for those affected by the storm. The shelter was open from 11/28 – 11/30. We very much appreciate the support of the School District to make this happen. They could not have been more cooperative.
- Daytime Public Skate continues at WABA on Wednesday 11:30am to 1:00pm. Weekend Public Skate continues at WABA on Saturdays from 4:15pm to 5:30pm and Sundays from 3:30pm to 4:45pm. There are a few Saturdays that there will be no public skating due to the Hartford High School game schedule. The Department held three public skating opportunities during the Thanksgiving break with 170 total in attendance. We have had 570 daily admissions for weekend public skating so far this season. 348 total visits by season pass holders for a total of 918 public skater visits so far this season. We have rented 209 pair of skates and have sharpened 44 pair of personal skates.
- State Electric Vehicle Charging Station (EVCS) Grant Program – Submitted grant application for two dual port EVCS at the Upper Valley Aquatic Center (UVAC). UVAC will be providing the grant match funds.

- The Highway crew has been very busy responding to several winter storm events over the last few weeks. According to the NWS, November was the snowiest one in history and nearly 6 degrees colder than average.
- The White River Wastewater crew installed the second diffuser on the noisy blower. We will continue to monitor the noise levels and look for other ways to improve in this area.
- DPW staff is set to move forward with the South Main Street Lot expansion. We are anticipating (weather permitting) coordinating the start date of this project with the Solar Project at the Wilder Well so we can dispose of the excavated material where they need some fill there.

DEPARTMENT HIGHLIGHTS

Assessor:

- Processing the November PTTR's and sending sales validation letters.
- Finalizing state appeals.
- Reviewing 2018 grand list; Changes due by the end of the year.
- Inspecting properties.
- Updating zoning/building permits.

Clerk:

- Assistant Clerk processed a decent volume of pre & post-Thanksgiving recordings.
- An additional social service petition was received and voter signatures verified. And, a few potential candidates have stopped into the office.
- The Clerk continues to work toward developing a team to take on the responsibilities of the Town/School Committee as most members have/are stepping down. The Superintendent has been contacted so, the School Board can be thinking about possible appointments. The Clerk is doing the same. The Select Board also has two positions to appoint.

Finance:

- FYE 2018 Audit Completed and Submitted to board on 11/20/2018
 - o Final Dated 11/21/2018 Printed 11/29/2018
 - o Distributing externally as required
- October Bank Reconciliations Completed
 - o Verified our internal records balance to the bank's records
- Preparing October 2018 Financials
- Preparing for 2018 Calendar year close out
 - o State & Federal Forms
 - o Mileage Reimbursement
 - o Work Comp Coverage Review for annual audit
- Distributed Purchasing Policy to all staff for their review
 - o Authorization page due back by 12/21/18.
- Preparing submission for U.S. Census Bureau Survey due 12/18/18
- Prepared & Submitted the revised Vermont Subrecipient Report for Grants based on the accepted 2018 Financial Statements (Single Audit)
- Reviewing Grant requests from staff & providing recommendation to the Town Manager.

Fire:

- Attended the Vermont Career Fire Chief's Meeting in Williston
- 11/26 Staff responded Mutual Aid with Engine 3 to a Barn Fire in Sharon
- 11/24 Staff responded to a Chimney Fire on Marsh Family Rd
- The department hosted EMT student ride-a-longs
- Staff completed Public education at the Ottaquechee and White River Elementary Schools
- Staff completed car seat safety inspections
- Special response trailers have been relocated to areas in the Town for the winter months

- Assisted HPD and GMP with identifying areas of Town with downed power lines from the storm.
- The department responded to 80 calls for service during this period.

Incident Report for this period:

<u>Alarm Date</u>	<u>Street</u>	<u>Situation Found</u>
11/18/2018 12:29	QUECHEE HARTLAND RD	Medical assist, assist EMS crew
11/18/2018 19:30	CHITTENDEN DRIVEWAY	EMS call, excluding vehicle accident with injury
11/19/2018 13:00	VT ROUTE 14	EMS call, excluding vehicle accident with injury
11/19/2018 15:31	LYMAN BATCHELLER RD	EMS call, excluding vehicle accident with injury
11/19/2018 17:00	WALNUT ST	EMS call, excluding vehicle accident with injury
11/19/2018 19:16	OLCOTT DR	EMS call, excluding vehicle accident with injury
11/19/2018 22:12	WOODSIDE CIR	EMS call, excluding vehicle accident with injury
11/20/2018 6:21	MURPHYS RD	Assist invalid
11/20/2018 11:25	W GILSON AVE	False alarm or false call, other
11/20/2018 14:46	MAPLE ST	EMS call, excluding vehicle accident with injury
11/20/2018 15:08	I 89 N / I 91 N	Motor vehicle accident with no injuries.
11/20/2018 15:52	MAPLE ST	Assist police or other governmental agency
11/20/2018 16:19	CHRISTIAN ST	EMS call, excluding vehicle accident with injury
11/21/2018 3:34	FAIRVIEW TER	EMS call, excluding vehicle accident with injury
11/21/2018 9:13	HOLLOW DR	EMS call, excluding vehicle accident with injury
11/21/2018 9:31	HOLLOW DR	EMS call, excluding vehicle accident with injury
11/21/2018 11:37	PAULINE COLE DR	EMS call, excluding vehicle accident with injury
11/21/2018 17:29	BALLARDVALE DR	Sprinkler activation, no fire - unintentional
11/21/2018 18:34	GATES ST	EMS call, excluding vehicle accident with injury
11/22/2018 0:14	FIELDSTONE WAY	Smoke detector activation due to malfunction
11/22/2018 7:35	T44 PATRIOT DR	Removal of victim(s) from stalled elevator
11/22/2018 12:43	PINGREE LN	Alarm system sounded due to malfunction
11/22/2018 23:16	B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
11/23/2018 0:17	I 89 / WOODSTOCK RD	Motor vehicle accident with no injuries.
11/23/2018 9:01	I 91 S MM70	Motor vehicle accident with no injuries.
11/23/2018 12:03	WOODSTOCK RD	Motor vehicle accident with injuries
11/23/2018 21:55	CHAMBERS LN	Medical assist, assist EMS crew
11/24/2018 8:50	GREELEY SHUNPIKE	Smoke scare, odor of smoke
11/24/2018 12:22	S MAIN ST	Removal of victim(s) from stalled elevator
11/24/2018 20:25	MARSH FAMILY RD	Chimney or flue fire, confined to chimney or flue
11/25/2018 8:03	QUECHEE-W HARTFORD RD	Motor vehicle accident with no injuries.
11/26/2018 3:32	JUNIPER DR	Detector activation, no fire - unintentional
11/26/2018 4:31	HARVEST LN	EMS call, excluding vehicle accident with injury
11/26/2018 10:30	FARMVU DR	Public service
11/26/2018 15:21	CHRISTIAN ST	Medical assist, assist EMS crew
11/26/2018 17:23	QUECHEE MAIN ST	Motor vehicle accident with no injuries.
11/26/2018 23:23	FAY BROOK RD	Building fire
11/27/2018 2:59	SKYLINE WAY	Medical assist, assist EMS crew
11/27/2018 7:48	WOODSTOCK RD	Motor vehicle accident with no injuries.
11/27/2018 8:25	I 91 S MM67	Motor vehicle accident with no injuries.
11/27/2018 9:00	W GILSON AVE	System malfunction, other

11/27/2018 9:01	CHRISTIAN ST	Person in distress, other
11/27/2018 9:04	RAILROAD ROW	Removal of victim(s) from stalled elevator
11/27/2018 9:05	LAKELAND DR	Carbon monoxide detector activation, no CO
11/27/2018 9:13	S MAIN ST	Service Call, other
11/27/2018 9:16	IRIS WAY	EMS call, excluding vehicle accident with injury
11/27/2018 9:27	SOUTH ST	Assist invalid
11/27/2018 10:07	WILLARD RD	Power line down
11/27/2018 10:43	MARSHALL AVE	EMS call, excluding vehicle accident with injury
11/27/2018 12:38	ROYALL TYLER RD	HazMat release investigation w/no HazMat
11/27/2018 13:12	ROYALL TYLER RD	Power line down
11/27/2018 13:46	TALL TIMBERS DR	EMS call, excluding vehicle accident with injury
11/27/2018 17:24	B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
11/27/2018 20:30	WILDLIFE RD	Power line down
11/28/2018 3:40	LAUREL LN	Smoke detector activation due to malfunction
11/28/2018 8:03	PASSUMPSIC AVE	Smoke or odor removal
11/28/2018 10:23	WESTFIELD DR	Carbon monoxide incident
11/28/2018 12:47	LYMAN BATCHELLER RD	EMS call, excluding vehicle accident with injury
11/28/2018 15:32	HATHAWAY RD	Smoke detector activation, no fire - unintentional
11/28/2018 15:56	BUGBEE ST	EMS call, excluding vehicle accident with injury
11/29/2018 9:27	HOLLOW DR	Medical assist, assist EMS crew
11/29/2018 10:48	SYKES MOUNTAIN AVE	Gas leak (natural gas or LPG)
11/29/2018 15:16	S MAIN ST	EMS call, excluding vehicle accident with injury
11/29/2018 22:29	MAPLE ST	EMS call, excluding vehicle accident with injury
11/29/2018 22:39	URBAN BRIDGE	Outside rubbish, trash or waste fire
11/30/2018 10:58	TALL TIMBERS DR	EMS call, excluding vehicle accident with injury
11/30/2018 12:01	BENJAMIN RD	EMS call, excluding vehicle accident with injury
11/30/2018 18:23	MAPLE ST	EMS call, excluding vehicle accident with injury
11/30/2018 23:03	IRIS WAY	Medical assist, assist EMS crew
12/1/2018 1:10	DEE HVN	Called Paramedic Intercept.
12/1/2018 6:40	QUECHEE MAIN ST	HazMat release investigation w/no HazMat
12/1/2018 15:52	MAPLE ST	EMS call, excluding vehicle accident with injury
12/1/2018 17:10	NEAL RD	Dispatched & canceled en route
12/1/2018 17:31	I 89 N / I 91 N	Motor vehicle accident with no injuries.
12/1/2018 19:06	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
12/1/2018 20:51	GATES ST	EMS call, excluding vehicle accident with injury
12/2/2018 8:55	CHURCH ST	EMS call, excluding vehicle accident with injury
12/2/2018 10:14	BESWICK DR	Medical assist, assist EMS crew
12/2/2018 13:58	INTERSTATE 91 N	Motor vehicle accident with injuries
12/2/2018 20:35	CASCADNAC AVE	Medical assist, assist EMS crew

Information Technology:

- Performed scheduled updates on West Hartford Library PC's, removed virus from one of the computers.
- Resolved web server crash and blown switch from power outage.

- Configured phones, programmed speed/dials & hotkeys at Town Hall. Worked with phone vendor and ISP to resolve networking issue with phone service in anticipation of number porting.
- Setup new phone system and firewall infrastructure at Public Safety in anticipation of their phone system going in.
- Investigated e911 issue and started process to resolve ani/ali info dump into Spillman project

Parks and Recreation:

- Youth Basketball is underway. Teams have been formed and the schedule is near complete for the upcoming season. We have 7 teams in the youth program.
- Age 50+ basketball continues at Hartford Middle School on Wednesdays from 7:00pm to 8:30pm. The 18+ basketball is held on Thursday evening from 7:00pm to 9:00pm at the White River Elementary School.
- Learn to Skate Session 1 ended and Session 2 of the program started on Sunday, December 2nd. There are 25 registered for the second session. We have 10 registered in Tiny Tots, 10 registered for Level 1 and 5 registered for Level 2.
- Winter Cheer program began on Thursday, November 29th with 21 participants. The program runs on Tuesday and Thursday from 5:30pm to 6:30pm at Dothan Brook School. Hailey Kasten is the head coach.
- Power Volleyball is scheduled to begin the week of December 3rd. The program runs from 7:30pm to 9:00pm at Dothan Brook School.
- The Department is prepping for the North Pole activities as part of the Polar Express the weekend of December 8th and 9th. We still have several slots available. We are actively recruiting volunteers for Saturday and Sunday slots.
- The Indoor Pickleball continues at Our Court Tennis Club from 7:00pm to 9:00pm on Mondays. The program runs through December 17th and if participation continues to be strong, we will likely continue the program for another session this winter. Currently there are 12 pass holders registered.
- There are 5 registered for the indoor rock climbing at the Green Mountain Rock Climbing Center. The first session ends December 3rd.

- We have turned on the Bugbee tree lights across from the Bugbee Sr. Center for the holiday season. The Department will be installing new lights around the 494 Canopy for the holiday season and will have that completed prior to the Polar Express.
- The Department is collaborating with the Planning Office on a Public Art Grant. The grant application is being submitted by the Planning Office. We are looking at the public benches in Lyman Park as the opportunity for the Public Art Grant.
- The Department will be putting together two six foot lobby benches for WABA. They will go in the warm side of the lobby and the large blue bench will be moved to the cold side. The new benches provide additional seating during public skating so participants have a warm place to change into and out of their skates.
- The Conti Blade Changer was purchased for the Zamboni. The Blade Changer is designed by Zamboni and is a universal unit for old and new ice resurfacing conditioners. The conditioner contains the blade that scrapes off the top layer of ice during the resurfacing process. Previously, you had to maneuver and touch the blade, reaching inside the conditioner during the removal and installation process. This had to be completed with the most extreme caution due to the heaviness and sharpness of the blade. The new Blade Changer acts as a ground level dolly that slips under the conditioner. The old blade can easily be removed and a new blade installed eliminating several opportunities for injury and need for kneeling to the ground and reaching inside and under the conditioner during removal and installation. Changing blades is now faster, safer and easier for staff.
- HHS hockey's Boys & Girls teams had their first scrimmages on Saturday December 1st at the arena. There is another scrimmage double header scheduled for Wednesday December 5th.
- We continue to work with the new chiller systems Building Management System to determine the most efficient settings to run the units while maintaining the quality of the ice.
- The Department continues to work on the Self-Assessment for the Re-Accreditation process that will take place this coming summer.

Planning and Development:

- Town Plan Update – Work continued on development of draft sections of the Plan.
- Electric Vehicle Charging Station in Town South Main St. Parking Lot – Completed Grant closeout. Signage delivered and will be installed shortly.

- Town Electric Vehicle – Review of bid completed and recommendation submitted.
- The Village at WRJ Assisted Living Job Creation Application– Will be meeting with the State and The Village of WRJ week of December 3rd to review program requirements and procedures.
- Historic Preservation Cemetery History Project – Completed review of RFP's and submitted selection recommendation.
- Land Use Applications – Reviewed site development and Conditional Use applications for a new Honda Dealership application submitted on November 9th.
- Bugbee Roof Repair – Worked on USDA Community Facilities Grant application and presentation to the SB to cover a portion of the roof repair cost.
- Public Service Board Telecommunications Facility Amendment Application – Reviewed AT&T proposal to remove three existing panel antennas, install three new panel antennas and six new remote radio head units on a mono pole tower at 1405 Connecticut River Road. The project will not result in an increase to the height or width of the Facility. Considered minor and no action taken.
- Budget – Completed budget briefing for December 4th Selectboard meeting.
- TIF – Attended statewide Coordinator's training.
- Certified Local Government Grant Application - Worked on grant application and presentation to the Selectboard for a Historic Preservation survey of 5 neighborhoods around the high/middle schools.

Police:

- November 19th – Patrol officers assisted staff at Hartford High School with an emergency preparedness drill.
- November 20th – Patrol officers responded to reports of a domestic altercation at a private residence along the 1400 BLK of Maple Street. After investigation, a 44 year old Hartford man was arrested and arraigned on domestic assault charges and released pending trial.
- November 20th – Patrol officers attended the Annual Thanksgiving Celebration at the Wilder School.

- November 20th – Patrol officers responded to reports of an intoxicated, disorderly man at a business along Maple Street. The 63 year old Hartford man was found intoxicated a short distance from the business, where he was arrested for disorderly conduct and violating the conditions of his court ordered probation. The man was taken to Southern State Correctional Facility where he was held pending trial.
- November 21st – Patrol officers responded to reports of an intoxicated, disorderly man at the Holiday Inn along Ballardvale Drive. The man, who was visiting the area for work, was found intoxicated by police and agreed to return to his room for the night without further incident.
- November 23rd – Patrol officers responded to a private residence along the unit block of Gillette Street for a report of a dog bite. The investigation continues, charges pending.
- November 23rd – Patrol officers assisted Vermont State Police with traffic management at the scene of vehicle collision involving a Trooper struck while attempting to stop a wrong way driver along southbound I-91 near the I-89 interchange.
- November 25th – Emergency Communications Specialists answered numerous calls for weather related motor vehicle incidents in and around Town. Patrol officers dispatched to assist with traffic control and collision investigations.
- November 26th – Sergeant Pedro attended the Use of Force Summit hosted by the Connecticut Chiefs of Police Association and the Diagle Law Group.
- November 27th – The Police Chief attended the Selectboard’s special budget workshop meeting.
- November 27th – Emergency Communications Specialists answered numerous calls for weather related motor vehicle incidents in and around Town. Patrol officers dispatched to assist with traffic control and collision investigations.
- November 28th – Patrol officers were dispatched to a behavioral emergency at a private residence along the unit block of Christian Street. Police found an adolescent in crisis and worked with parents to make transport to Dartmouth-Hitchcock Medical Center for further assistance.
- November 28th- December 1st – Patrol officers assisted the Red Cross with security during emergency shelter operations at Hartford High School.

- November 28th – Patrol officers were dispatched to a behavioral emergency at a private residence along the 400 BLK of South Main Street. Referral made to the Police Social Worker for further assistance.
- November 28th – The Police Social Worker participated in the Community Marijuana Education Event hosted by the Marijuana Work Group at the Montshire Museum.
- November 29th – Patrol officers and the Police Social Worker were dispatched to a woman in crisis at a private residence along the unit block of South Main Street. Paramedics were summoned and the woman transported by ambulance to Dartmouth-Hitchcock Medical Center for further assistance.
- November 29th – The Police Chief and Detective Sergeant participated in a meeting of the Opiate Death Legislative Sub-Committee at Mount Ascutney Hospital.
- November 30th – Patrol officers were dispatched to a woman in crisis at the Shady Lawn Motel along Maple Street. Police found the woman intoxicated and transported her to Dartmouth-Hitchcock Medical Center for further assistance.
- November 30th – Several police personnel attended the 2018 Domestic Violence Legal Update hosted at the Vermont Police Academy.
- November 30th – The Police Chief and Police Social Worker attended the Quechee Gorge Bridge Construction Update presented by VTrans at Town Hall.
- November 30th – Sergeant Kelley attended the Circles of Peace event at the Hartford Community Restorative Justice Center.
- November 30th – Singleton’s Market in Quechee hosted the Police Department for Coffee with a Cop.
- December 1st – Patrol officers were dispatched to reports of a motor vehicle that had slid from the roadway near the end of Neal Road. Police found the vehicle disable in a roadside ditch and the female driver intoxicated. The White River Junction woman was arrested and charged with Driving Under the Influence.
- December 1st – Patrol officers were summoned by Woodstock Police to assist with a disorderly, intoxicated man in crisis. The man became combative and assaulted police while being taken into protective custody. The man was taken to Mount Ascutney Hospital for assistance, and later held on bond at Southern State Correctional Facility.

Public Works:

Highway:

- The Highway crew has been busy keeping the fleet in safe working order during our storms.
- The Highway crew put the last of the winter tires on the equipment.
- The Highway crew continues to review signs around town to address ones that were damaged, conveyed incorrect information, are covered by vegetation, or just needed an update.
- The Highway crew made repairs to Rustic Road with hard pack from the State of Vermont. They utilized the grader to remove potholes and washboards.
- The Highway crew checking and replacing all cutting edges on plows and wings.
- Congratulations to Travis Beebe for getting his CDL!!!
- Routine operations: grading, checking roads and servicing equipment.

Water:

- The Water crew continues to train new employees. After a very busy summer with multiple staffing turnovers, this division is finally full!
- Will Seeley passed his CDL Permit!
- Members of the Water Crew assisted the Highway Division with storm clean-up. We appreciate the teamwork!!!
- After a winter event last week with VERY heavy snow, there were widespread power outages in the water system. Staff responded to keep everything running as it should on alternate power.
- The Water crew completed meter reading and monthly sampling.
- The Water crew completed a follow up to our recent Sanitary Survey as required by the State of Vermont. Our system is in great shape and we are in conversations with the State to clarify some technical discrepancies with regards to how we monitor our disinfection.

- The Water crew is continuing work on the O&M manual for the Quechee Well.
- The Water crew also continues to work on inventorying the system. This is a very long process.
- The Water crew is in the process of amending the bacteria sampling plan for the Hartford System.
- The Wilder Well Project is continuing to move forward. At the time of this report, the contractor is on site developing the well. The next step is the three day pump test. This test will be performed this week.
- As always, the water crew continues routine operations, meter reading, sampling, and testing in accordance with state and permit requirements.
- Our plant and facilities are always available for tours. We encourage everyone to come see where their water comes from!

Wastewater:

- The Wastewater crew continues to train new employees, including CDL training and wastewater classes.
- After a winter event last week with VERY heavy snow, there were widespread power outages in the Wastewater system. Staff responded quickly to keep everything operating on alternate power.
- The Wastewater crew also assisted the Highway Division with storm response last week.
- Eric Lamoureux passed his CDL Permit!
- The Wastewater crew continues to operate both systems routinely. They have been sampling and testing in accordance with state and permit requirements.
- The Wastewater crew actively completing all state reports (quarterlies).
- The Wastewater crew is working on an RFP for SCADA upgrades (budgeted for this FY) and finalizing a proposal to the Mill Run Association for upgrades to that pump station.
- The Wastewater crew continues to work on leach field inspections and maintenance.

- The Wastewater crew both Quechee and White River spent one day each cleaning pump stations and other problem areas.
- As always our wastewater treatment facilities are open for tours. We encourage everyone to see what the Town of Hartford does to control pollution!

Solid Waste:

- Solid Waste crew worked with Highway to get their snow removal routine and equipment in tip-top shape. Thank you to both Highway and Paul Saucier for assisting with those items!
- The Solid Waste Facility continues to operate routinely.
- The solid waste crew continues to encourage outreach and tours to raise awareness of the facility.

Administrative:

- DPW Staff is continuing to work closely with FEMA to close out the July 1 storm.
- DPW Staff completed their budget slide show and presented to the Selectboard last Thursday.
- DPW Staff continues to work with Geoff Martin and Norwich Technologies to facilitate the installation of solar panels adjacent to the Wilder Well. At this time, it looks like land clearing will begin.
- Pathways Consulting has installed 'control points' on Fairview Terrace to begin the monitoring process.
- DPW Staff is diligently working towards insuring that ALL DPW vehicles, equipment, and trailers are registered. We are working with Vermont DMV staff to generate duplicate titles for several missing ones, then proceed with the registration process. Unfortunately this is a slow process, but we are continuing to figure this all out. We are organizing a trip to Montpelier to receive direct assistance from DMV Headquarters to keep this project moving along.
- DPW staff is still planning to demolish the Emerge Building at Maxfield this winter as time allows.

- 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, Currier Street, Twin Pines, and the Simpson Development).
- DPW Staff is working closely with consultants to keep the South Main Street and Downtown Stormwater Improvement projects moving along. They are currently at about the 80% design phase and going through permitting processes.
- UVM Students are moving towards developing some ideas and solutions in the downtown area in response to issues that have been identified. We look forward to continuing to work with them on this exciting project.
- The Sykes Mountain Avenue Roundabout Project is in the ROW acquisition phase. Design engineers are bringing the plans into compliance with the newly released 2018 VTrans standards. A traffic management plan has been developed and is currently under review.
- DPW Staff has been notified by the State of Vermont that they will be holding a stakeholder meeting for the larger project to address the Hartford Village Bridge. Unfortunately this meeting was rescheduled to December 11th due to inclement weather. We will continue to keep everyone posted as we learn more about this project.
- DPW staff is working through some Human Resource issues with Paula Nulty. We appreciate all of her assistance!
- Several great applications have been received for the Project Manager opening at Public Works. We will be holding interviews December 12th and hope to make a decision quickly after that.
- DPW staff has been working towards improving the traffic flow conditions around the Route 5 closure due to the culvert issues. We will continue to work with VTrans on this issue.
- 100% plans should be prepared by the first week of December for the Quechee Main Street Culvert. The consultant for this project continues to do value engineering to gain cost effectiveness in this project.
- We encourage tours and visits to all of our facilities.