

## Significant Activity Report January 10, 2023

### **Parks & Recreation Department** **Program and Park Highlights**

- Our New Year's Eve Skate was a great success. Our Point-of-Sale System logged 173 transactions of which 54 were skate rentals. This does not include our pass holders as we tabulate them manually and the totals had not been processed at the time of this report. Our Skate with Santa was cancelled due to the storm and power outage at the rink. We were unable to re-schedule.
- During the holiday vacation week, we had 9 special public skates with good participation.
- For the past two weeks of operation at the Wendell A. Barwood Arena, we have had a total of 110 reservations and 312 hours of usage.
- Winter Camp Ventures – Mini Holiday Camp took place December 21<sup>st</sup> through the 23<sup>rd</sup> with 21 participants. We could have taken more but our staffing levels limited us to the enrollment. This is our first Mini Holiday Camp, and it was a popular new program for us.
- Many of our indoor programs continued prior to the holidays. Learn to Skate, Indoor Ultimate Frisbee, Improve Comedy and our Drop-In Basketball programs located in the schools.
- Our Youth Basketball Program continues with 172 participants. The program is held through February 18<sup>th</sup> and utilizes the elementary and middle school gyms.
- Office operations were light over the past couple weeks due to staffing levels. We continue to work on up-and-coming programs such as our Youth Ice Fishing Derby, Valentine's Dance for Daughters, Whaleback Afterschool Ski Program and the Ledyard Bank RedZone 5K.
- The Parks & Recreation Commission's last meeting discussed changes to the proposed Hartford Parks Ordinance that will add wording to the No-Smoking in Public Parks section. Once we have a legal review of the ordinance language the board will vote on approving or disapproving the changes. Following their action, the Parks Ordinance will go to the Selectboard for consideration.
- Parks & Recreation had a great year in 2022 and we look forward to another great year of programs and events in 2023. The Department would like to thank all our community volunteers who put in countless hours bringing healthy and active programming to the community. We would also like to thank all the Town Departments for the collaborative support over the past year.

## TOWN CLERK

The Clerks e-mailed the local liquor license packet to Hartford Liquor Licenses in mid-December and reminded licensees of the new process using the State DLL Portal for all license renewal information, including uploading the documents required at the local level. Licensees will still need to deliver the local fees to the Town Clerk's Office. The DLL also sends systematic reminders to licensees throughout the renewal period.

- ❖ A reminder postcard regarding Dog Licensing was mailed to current license holders on January 3, 2023. ALL dog owners to license dogs 6 months or older no later than April 1<sup>st</sup>-**20 V.S.A. § 3581(a)**A current rabies certificate is required. The fees are \$9.00, if dog is spayed/neutered; \$13, if the dog is not spayed/neutered.
- ❖ The Clerk's Office will be CLOSED from 10am-NOON on Tuesday, January 10, 2023. The Clerks will be attending a required Notary continuing education course so the Clerks can renew their licenses before the expiration January 31, 2023. This is the first renewal period requiring continuing education and course access has been limited.
- ❖ The Board of Abatement will hold four hearings on Thursday, January 12, 2023, beginning at 5:30pm in Room 2 at Town Hall.
- ❖ Voter-backed Petitions containing signatures of 5% of Hartford registered voters for Articles to be placed on the Town Meeting Ballot are due in the Clerk's no later than 5pm, Thursday, January 19, 2023-**17 V.S.A. § 2642(a)(3)(A)**. The Clerks have 24 hours to verify the signatures and notify the Petitioner whether the submission met the signature requirements. If not, the petitioners have until 5pm on January 23, 2023, to submit supplementary signatures-**17 V.S.A. § 2642(a)(3)(B)**.
- ❖ Candidate Petitions for offices to be elected at the Annual Town and School District Meeting are due in the Clerk's Office no later than 5pm, Monday, January 30, 2023. In December, the positions to be elected were posted to the website, have been published several times on the Listserv and Town FB page and will run twice in the Valley News. In addition, the list was posted to several locations within Town. **FORMS available on the Vermont Secretary of State website:** <https://sos.vermont.gov/elections/election-info-resources/candidates/local-office-candidates/>
- ❖ The Orientation for the Justices of the Peace (JP) elected in November will be held beginning at 5:30pm on Monday, January 30, 2023, in Room 2 at Town Hall. The JP's formally take office on February 1, 2023, to serve a two-year term.
- ❖ The Clerk has submitted the reminder Early/Absentee Voting postcard to the printer to be mailed to Hartford voters in mid-January. In addition, the Town Meeting Cycle postcards issued in late December, coordinated by the Town & School Meeting Committee, also mentions contacting the Clerks regarding the Early Voting option; we have started to receive Absentee requests as a result.

## Public Works

### Quechee Wastewater Department

Daily labs, plant checks and station checks.

Post storm plowing and shoveling at stations, spread sand at stations.

Troubleshoot and repair dissolved oxygen sensor for SBR.

Repair process water booster pump control damaged from power surge.  
Additional lab testing due to process upset from storm.  
Maintenance on fine screen and grit removal system.  
Sidewalk snow and ice removal/sanding and salt application.  
Work on monthly reports, annual summaries, and quarterly residuals report.

### **Water Department**

Fire department were drafting off a hydrant on Quechee Hartland Road.  
Fixed a 2" Galvanized Line leak on Hawthorn Street with the assistance of Highway  
Fixed two back-to-back water main breaks, 8" Main on Holiday Drive and a 1.25" main on C Street with the assistance of Highway. Both areas were put on Boil Water Notice.  
Started reading meters for the area of Hartford and Quechee Villages.  
Took first samples for Holiday Drive and C Street area.  
Crew came in for a low chlorine alarm at the Wilder Treatment Plant at 2:30am.  
Took second samples for Holiday Drive and C Street area.  
Lifted boil water notice for Holiday Drive and C Street on 1/5/22

### **Highway Department**

Continue to evaluate storm damage.  
Cleaning up trees.  
Maintenance on trucks and equipment.  
Assisted with 3 water breaks.

### **White River Wastewater Department**

Consolidated and filed all 2022 wastewater treatment plant reports and paperwork for retention.  
Completed and submitted December 2022 state reports to the State of Vermont.  
Conducted first quarter 2023 biosolids testing for PCB's and metals.  
Generators: All of the generators ran for several hours during the recent storm.

- Checked and filled oil, coolant, and fuel
- Performed necessary maintenance

Performed routine maintenance at the treatment plant.  
Dewatered 250,000 gallons of sludge.  
Dewatered 24,000 gallons of sludge brought in from Quechee treatment plant.  
Coordinated an appointment with Ski Door to repair the overhead garage door.  
Called for quotes for VFD's for sludge blower and centrisys disc pump. Waiting for response.  
Contacted Champlain Company to inspect and diagnose issues with the process water system.  
Champlain Company is expected to return to replace the starter and alternator on the process water system.

## Assessor

- Processed Property Transfers
- Reviewed tax map changes
- Prepared for upcoming abatements
- Prepared for upcoming Selectboard presentation
- Assisted tax payers with questions concerning property records and values

## Environmental Sustainability Coordinator

-The Hartford Energy Commission is starting to look at projects for 2023. First on its list is to partner with energy committees from surrounding communities to hold an energy event this spring. This event will feature local solar & weatherization companies, representatives from Efficiency Vermont, and information on new incentives to make homes more energy efficient and lower their carbon footprint.

- New incentives for solar panels and EV cars rolled out at the start of the year, the Environmental Sustainability Coordinator and members of the Hartford Energy Commission have been attending webinars and awaiting materials from the Vermont Law and Graduate School to try to clarify how these new incentives work and what the requirements are to receive an incentive. If anyone has questions about a specific incentive they should reach out to Hartford's Environmental Sustainability Coordinator who will put you in contact with someone that can help you.

## Fire Department

01/05/23

Incident Log:

<b>Calls for Service 12/15/22-1/5/23</b>	<b>218</b>		
<b>Incident Type Categories</b>			
Fires	4		
Overpressure Rupture/Explosion	1		
Rescue/Medical	126		
Hazardous Conditions	12		
Service Calls	23		
Good Intent	10		
False Alarm	35		
Weather Emergency	7		
Special Incident/Other	0		

The department experienced a busy few weeks ending 2022. The responses related to the two storm events tasked emergency responders with a significant call volume.

The department is investigating a fire that injured an individual in the community. The Vermont Department of Public Safety Fire & Explosion Unit, Division of Fire Safety and Hartford Police are assisting in the investigation.

Our water rescue team assisted the Norwich Fire Department and the Hanover Fire Department with a search for a missing individual.

Hartford Fire Station 2 located on Willard Rd in Quechee officially became a staffed station on January 1, 2023. The station will hold a fire engine, an ambulance and staffed with two firefighters 24 hours a day. This station will serve the Quechee and West Hartford area of our community for primary emergency response, reducing response time to those area of the community. Station 1 located on the VA Cutoff Rd will be staffed will 3-4 firefighters to service all other areas of town and support the station 2 area as needed.

## Hartford Police Department

We took delivery of our newly purchased TruNarc. We are currently working to schedule our training so that all staff will be able to use it. We would like to present a demonstration for the Selectboard so that they are able to see the capabilities of this piece of equipment.

Our promotional process will commence on January 11th. Once the testing date concludes we will be working on the interview schedule. We are still working to keep the schedule tight so that we can hopefully have to the newly promoted staff in their positions by February.

We are hosting the FBI-LEEDA Trilogy leadership courses. The first of the Trilogy will be Supervisor Leadership Institute (SLI). That is scheduled to commence February 6th. We will be sending 4 staff members. Our goal is to have all leadership staff to move through the entire Trilogy series.

We are coordinating our awards committee. We are planning on a ceremony in March to recognize the staff that will be receiving awards, but to also formally recognize the staff that will promoted out of this current process. We look forward to recognizing and celebrating our co-workers.

911 Hangup Call	11
Abandoned Vehicle	1
Agency Assistance	8
Animal Problem	6
Assault	1
Burglary	1
Burglary Alarm	11
Citizen Assist	15
Citizen Dispute	10
Traffic Accident with Damage	5
Directed Patrol	154
Falls	1
Family Fight/Domestic	3
Fireworks	1
Foot Patrol	2
Found Property	2
Fraud	2
Gunshot Victim	1
Dumping	2
Information Report	3
Intoxicated Person	2
Juvenile Problem	4

Medical Emergency	1
Mental Health Emergency	2
Motor Vehicle Complaint	8
Noise Disturbance	3
Overdose	1
Paperwork Service	4
Parking Problem	1
Seizure	1
Sex Offender Registry	1
Sexual Assault	2
Special Detail	1
Suicide Threat	2
Suspicious Person	3
Suspicious Person/Circumstance	19
Theft	4
Threatening	1
Traffic Hazard	5
Traffic Violation	1
Training	2
Trespassing	1
Unresponsive Person	1
Unlawful Mischief	2
VIN Number Inspection	1
Wanted Person	5
Welfare Check	10
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Total Incidents for This Agency:	328

## Department of Planning and Development Highlights

- Housing Development – Continued working out the details with Vital Communities, TRORC and other regional partners to put on a Spring 2023 Upper Valley information and technical resource workshop for people interested in learning about and/or develop Accessory Dwelling Units (ADUs) on their properties.
- Town Plan Housing Chapter – Continued reviewing data and planning for community meeting in early February.
- Property Development Applications – The Zoning Board of Adjustment and Planning Commission held public hearings and approved a new storage facility on Kline Drive and a new Garden Center on Hartford Avenue. Also, the department continued to assist applicants regarding general inquiries and submittal of Zoning/Building permit applications; review/approve building/zoning and design review applications; and conduct inspections of completed projects for issuance of Certificates of Occupancy.
- Vermont Community Development Program – Completed submittal of annual financial reports to the state for three completed rental housing projects developed in part with loans using federal funds which came to the Town through the Vermont Community Development Program.
- Town Forest Timber Harvest – On Saturday, January 7<sup>th</sup>, 10:00 AM to noon, the Hartford Conservation Commission will host a public gathering about the on-going timber harvest. Participants can see and ask questions about the procedures and effects of the selected harvesting method; meet the forester and logger; and check out the equipment being used to implement the forest management objectives. People will be gathering at the parking lot on Reservoir Road.